

**OFFICE OF THE CHIEF ELECTORAL OFFICER
WEST BENGAL
21 N S ROAD, KOLKATA-700 001**

No. 1948 (24) - Home (Elec)

Dated 11th March, 2021

From: Chief Electoral Officer
West Bengal

To : The District Election Officer,
(All Districts)

Sub : Checklist of Micro-observer for GE to WBLA, 2021 -regarding

Madam/Sir,

In reference to the above, in connection with the General Election to WBLA, 2021, I am to send herewith Checklist of Micro -observer to be submitted by them while accompanying polling team for voting through postal ballot by absentee voters in the category of senior citizens (above 80 years of age), persons with disability flagged in the electoral roll and Covid-19 suspect or affected persons. You are requested to arrange printing of it and provide it to MO as per requirement.

Encl: As above

Yours faithfully



Chief Electoral Officer
West Bengal

CHECKLIST FOR MICRO OBSERVER ENGAGED FOR VOTING THROUGH ABSENTEE POSTAL BALLOT

Date of Visit:.....

1. Nos. & Names of the polling station allotted for the day:

2. Names of the Polling Officers :

3. Time of arrival at the 1st elector's house :
4. Total No. of voters cast vote on the day:
5. No. of Representatives of the candidates / BLA present :
6. Whether the representatives/BLA has the authorisation letter of Candidates? (Y/N)
6. Whether any candidate not represented by representative? (Y/N)
7. Whether the process of voting was clearly explained to the elector before voting ? (Y/N)
8. Whether voters were identified by verifying EPIC or other valid documents before permitted to vote?
(Y/N)
9. Whether the polling staff were filling details in Annexure 2 with reference to each voter ? (Y/N)
10. Whether police personnel deployed with the team ? (Y/N)
11. Whether CPF deployed with the team ? (Y/N)
12. Did there any incident of violence/argument /threat etc. take place? (Y/N)
13. Did you notice any incident of polling staff going to voting compartment to guide the voters ? (Y/N)
14. Did any voter/representatives /agent complaint about voting process/polling staff? (Y/N)
15. Whether signatures of representatives/ agents were obtained? (Y/N)
16. Whether more than one Representative/ BLA from the same political party were present during voting?
(Y/N)
17. Whether confidentiality of ballot paper no. and counter foil no. was maintained? (Y/N)
18. Whether the Counterfoils of ballot papers and 13 C were returned to RO/ ARO with confidentiality:
(Y/N)
19. Whether voting compartment was properly placed to ensure secrecy of voting? (Y/N)
20. Whether the whole process was videographed without violating secrecy ? (Y/N)
21. Whether Covid norms were adhered ? (Y/N)
22. Any other incident or issue that you would like to highlight.

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Signature of Micro Observer :

Name (in full) :

Designation :

Phone No. :

Date: