

*Electronically Transmitted
Postal Ballot Management
System (ETPBMS)*

Electronically Transmitted Postal Ballot Management System-INTRODUCTION

- ❖ **ETPBMS is developed by Election Commission of India (ECI).**
- ❖ **To TRANSMIT Postal Ballot through Electronic Means to Service Voters as e-PB (Electronic Postal Ballot).**
- ❖ **To ENABLE Service Voters to cast vote from their present location outside their assigned voting constituency.**
- ❖ **To REMOVE time constraint for dispatch of postal ballot.**

Electronically Transmitted Postal Ballot Management System – **ELIGIBILITY**

- ❖ **“Service Voter”** means any person mentioned in section 20(8) of the RP Act 1950 & clause (a) of Section 60 of the Representation of the People Act, 1951 i.e.
 - ❖ **Members of Indian Army, Navy and Air Force.**
 - ❖ **Personnel of Central Paramilitary Forces, namely, GREF, BRO, BSF, ITBP, Assam Rifles, NSG, CRPF, CISF & SSB.**
 - ❖ **Personnel of State Armed Police Force, posted outside the State.**
 - ❖ **Government of India employees posted in Indian Missions abroad.**

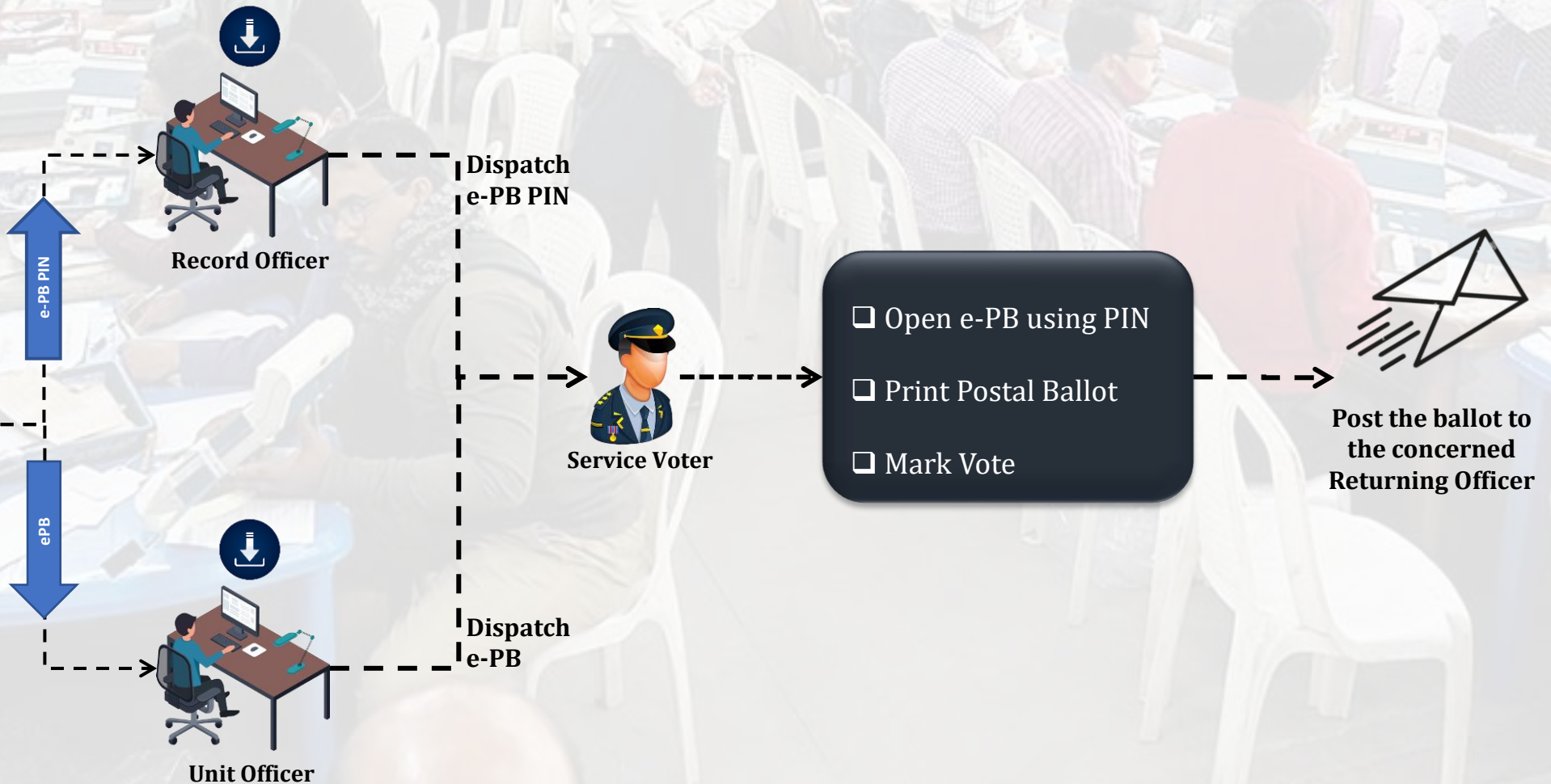
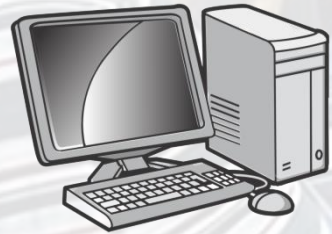
- ❖ The **Spouse of a service voter** who ordinarily resides with him/her at the place of posting is also eligible for registration as service voters.

Generation of e-PB & PIN by RO (Returning Officer)

<http://etpbs.in/>

1. RO Logs into etpbs.in and Generate ePB & PIN

ePB & PIN will be generated



Electronically Transmitted Postal Ballot Management System – e-PB CONTENTS

The Postal Ballot transmission shall include following documents-

Postal Ballot delivered through Electronic Media

List of Contents (Total Pages - 12)

- i. List of Contents Page - 2 No. of Pages (Not to be sent back)
- ii. e-Postal Ballot Paper - 2 No. of Pages (To be sent back)
- iii. Form 13-A-Declaration by Elector - 2 No. of Pages (To be sent back)
- iv. Form 13-B-Cover A, Inner Envelope - 2 No. of Pages (To be cut and pasted on inner envelope)

List of Content Page

The image shows a sample of the e-Postal Ballot Paper. It is divided into two columns. The left column lists candidates: 'Rohin Manjiv (Law Minister)' and 'Amit Kumar (Law Minister Party)'. The right column lists candidates: 'Harish Chavhan (Law Minister)' and 'Ajay Patil (Law Minister Party)'. Each candidate name is accompanied by a small square box for marking a vote and a circular symbol representing the candidate's party.

Postal Ballot Paper

Election to the Legislative Assembly from 202 Punandar AC Constituency

(This side is to be used only when the elector casts the declaration (Form 13-A))

I hereby declare that I am the elector to whom the e-postal ballot bearing e-PBID:

5FF7A 5AFF7 37200 F3307 26269 B07F9 FF277 CA49C

has been issued at the above election.

Form 13-A - Declaration by Elector

The image shows the front of Form 13-B - Cover A (Inner Envelope). It features a header with the text 'Election to the Legislative Assembly from 202 Punandar AC Constituency'. Below this, it says 'NOT TO BE OPENED BEFORE COUNTING'. The central part of the form contains the e-PBID: '5FF7A 5AFF7 37200 F3307 26269 B07F9 FF277 CA49C'. There is a QR code in the bottom right corner.

Form 13-B - Cover A (Inner Envelope)

The image shows the front of Form 13-C - Cover B (Outer Envelope). It has a header with the text 'Election to the Legislative Assembly from 202 Punandar AC Constituency'. Below this, it says 'NOT TO BE OPENED BEFORE COUNTING'. The central part of the form contains the e-PBID: '5FF7A 5AFF7 37200 F3307 26269 B07F9 FF277 CA49C'. There is a QR code in the bottom right corner.

FORM 13-C - Cover B (Outer Envelope)

The image shows the front of Form 13-D - Instructions for the Guidance of Elector. It has a header with the text 'Election to the Legislative Assembly from 202 Punandar AC Constituency'. Below this, it provides instructions for the elector, including a note that the number of members to be elected is one and that the elector has only one vote.

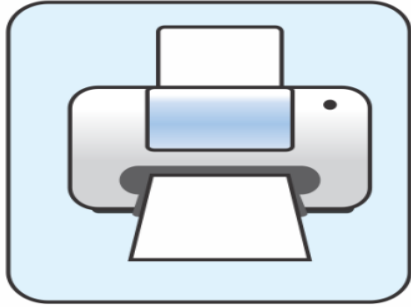
Form 13-D - Instructions for the Guidance of Elector

Electronically Transmitted Postal Ballot Management System- **VOTE RETURNING PROCESS**

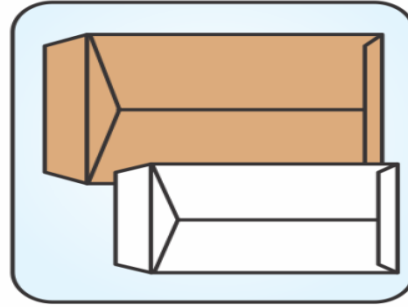
Do's for Service Voter:

- ❖ *Mark Vote on printed Postal Ballot Paper*
- ❖ *Sign the Form "Declaration by the Elector" or Form-13A with attestation of Competent Officer*
- ❖ *Place Vote (Marked Postal Ballot Paper) in Inner Envelope (4"x9") or Form-13B & seal it*
- ❖ *Place Declaration form & Inner Envelope in Outer Envelope (4.75"x11") or Form-13C & seal it*
- ❖ *Post/Dispatch this Outer Envelope to the respective Returning Officer (RO)*

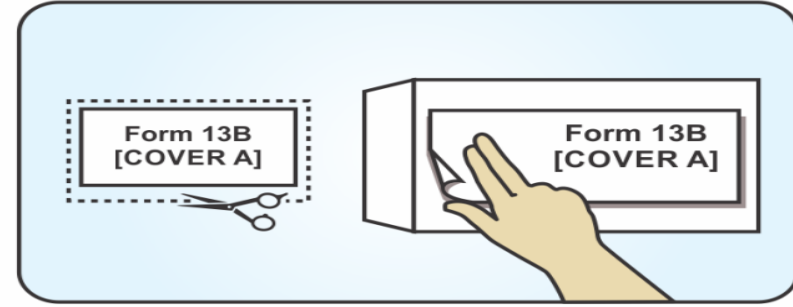
Process to be followed by Service Voter



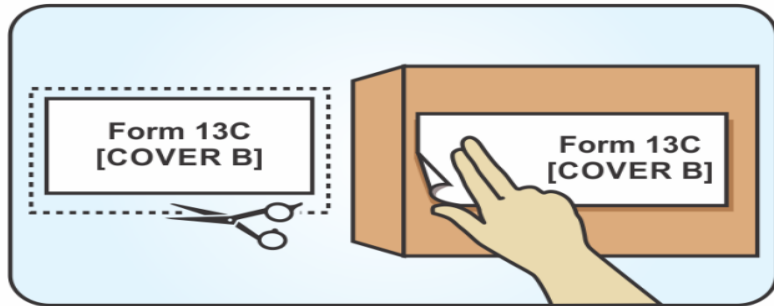
Download and Print pages as per the "List of contents"



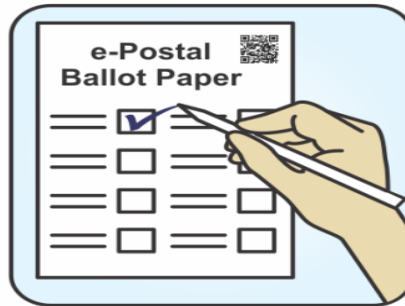
Obtain one small and one big envelope



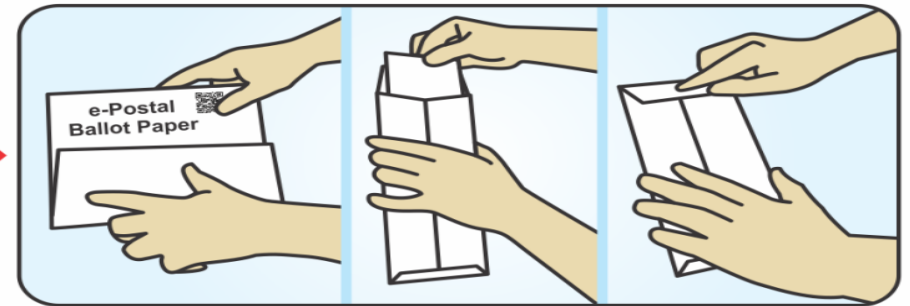
Cut and paste "Form 13-B-Cover A" label on small envelope



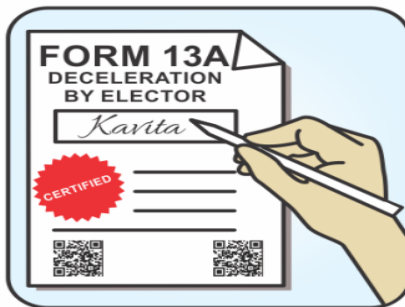
Cut and paste "Form 13-C-Cover B" label on big envelope



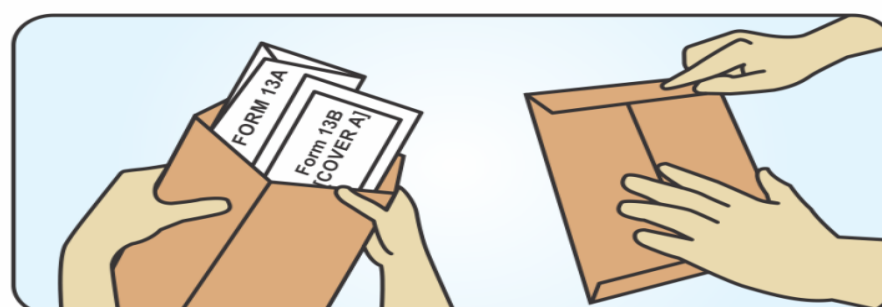
Mark your vote on the e-Postal Ballot Paper



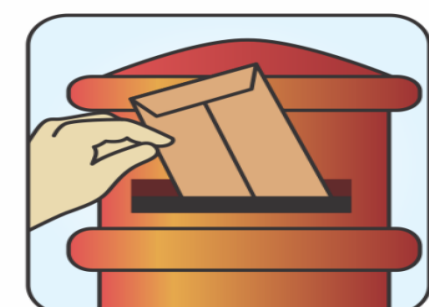
Fold and insert the e-Postal Ballot Paper inside the Small envelope and seal it



Complete and sign Form 13A-Deceleration by Elector



Put both the sealed small envelope and Form 13A Deceleration by Elector into bigger envelope and seal



Dispatch / send by Post

Electronically Transmitted Postal Ballot Management System-**INVALID/REJECTED VOTES**

Don'ts for Service Voter:

- ❖ *Do not Vote for more than one candidate*
- ❖ *Do not send Duplicate Covers*
- ❖ *Do not mark in between two names*
- ❖ *Do not put your signature or any word/symbol on ballot paper, use only X or ✓ for indicating your choice*
- ❖ *Envelopes should be properly Sealed/pasted*
- ❖ *Both Declaration Form and Inner Envelope with PB should be kept separately inside Outer Envelope*
- ❖ *Declaration Form should be signed by Service Voter & Attesting Officer*
- ❖ *Cover should reach the respective RO before specified date and time of counting*

The implementation of ETPBMS is a **time bound activity** where each officer has to complete the assigned responsibility in the given time.

1

Date of Election Announcement

On the day of election announcement the **ECI-ADMIN** has a responsibility to announce the election in ETPBMS system.

2

Last Date of Nomination

On the last date of nomination after 3:00 PM, this will be the responsibility of **ERO** to populate the final list of service voter from the **Service Voter Portal** and upload on the **ETPBMS**

3

Last Date of withdrawal

Once the the last date of withdrawal 3:00 PM, the RO has to prepare the **Ballot paper** w.r.t. final Form 7A. He should also ensure to transmit the e-PB and PIN before 3:00 PM of next day of last day of

4

7 Days to download e-PB & PIN

After transmission of e-PB and PIN, the **Record officer** and **Unit Officer** has a responsibility to download the e-PB PIN and e-PB respectively and hand over to the service voter. The Service voter will take the print of follow the instruction to cast the vote and post.

Record/Unit to Download ePB before - 07 April 2024 03:00PM

5

Counting Day

The RO will receive the postal ballot through post till 7:59 AM on the day of counting. The RO will start the **pre-counting** process i.e. validating the received e-postal ballot of the service voter.

ePB to reach RO before-04 June 2024 07:59AM