



# GENERAL ELECTION TO THE HOUSE OF THE PEOPLE, 2024

SOUTH 24 PARGANAS

## SPECIAL BOOKLET

INDEX OF FORMS			
<u>Sl. No.</u>	<u>Name of Forms</u>	<u>Quantity per P.S.</u>	<u>Colour</u>
1.	Polling Station Data Sheet	02	White
2.	Accounts of votes recorded (Form 17C - Part-I)	01	White
3.	Presiding Officer's Diary	01	White
4.	Presiding Officer's Report (I, II, III, IV & V)	01	White

PUT THE  
DISTINGUISHING  
MARK HERE

Name of Presiding Officer: ..... Mobile No. ....

Name of 1st Polling Officer: ..... Mobile No. ....

Name of Sector Officer: ..... Mobile No. ....

Date of Poll: ..... **01.06.2024** .....

Part No. & Name: .....

AC Segment No. & Name: .....

Signature of Presiding Officer

# Polling Station Data Sheet

(to be submitted by the Presiding Officer immediately after arrival at RC/CC)

PC No. & Name : \_\_\_\_\_ Assembly Segment No. & Name : \_\_\_\_\_

Polling Station No. & Name : \_\_\_\_\_

Date of Poll : 01.06.2024

1	Total Electors in the P.S	Male	Female	TG	Total
2	Number of persons who voted in the P.S. (Item No. 11 of Pr.O Diary)	Male	Female	TG	Total
3	Number of electors who voted on production EDC (Item No. 13 of Pr.O Diary)				
4	No. of Declarations submitted under 49 MA (Item No. 5 of Form 17C - Part-I)				
5	No. of Tendered Votes (Item No. 16 of Pr.O Diary)				
6	No. of Challenged Votes (Item No. 12 of Pr. O Diary)				
7	No. of Proxy votes by CSVs (Item No. 15 of Pr.O Diary)				
8	Number of electors who exercised their right of vote on the basis of EPIC				
9	Number of electors who exercised their right of vote on the basis of alternative document.				
10	Number of voters who exercised their right under Rule 49 O, who decided not to record vote (Item No. 3 of Form 17C - Part-I)				
11	No. of blind voters used Braille for casting their votes				
12	No. of Blind/ Infirm Voters Who Voted With The Help of Companion (Item No. 14 of Pr.O Diary)				
13	No. of Polling Agents present during Mock Poll				
14	Number of polling agents in the polling station during Poll				
15	Number of overseas electors who voted in the poll (Item No. 13A of Pr.O Diary)				
16	Number of BU, CU, VVPAT used				
17	Whether the EVM and /or VVPAT was changed or replaced (Yes/No)				
18	If so the time when changed				
19	What was the reason for change it				
20	Total ASD voters in the ASD voters list				
21	Total persons who cast their vote from ASD voters list				
22	No. of Paper Seal Used (including damage) (Item No. 7 (i) of Pr.O Diary)				
23	Total Number of Electors standing in the Queue at 6:00 PM (Item No. 20 (a) of Pr.O Diary)				
24	No. of remarks column of Register of Voters (Form-17A) are blank and does not indicate use of the EPIC/alternate document.				
25	Any incident of violence or poll interruption due to any reason (Y/N)				
26	Any complaints received with respect to polling station (Y/N)				
27	Deployment of CPF/Micro Observer/ Web Casting (Tick Mark ✓ )	CPF	Micro Observer	Web Casting	

Distinguishing Mark

Signature of Presiding Officer

**ANNEXURE - 8**  
**(CHAPTER-1, PARA 1.12)**  
**FORM – 17C**  
 [See rule 49S and 56 C (2)]

**Part – I ACCOUNT OF VOTES RECORDED**

Election to the House of the People/ Legislative Assembly of the State/ Union Territory of West Bengal from \_\_\_\_\_  
Parliamentary Constituency.

No. and name of Polling Station .....

Identification Number of the Voting Machine used at the polling station:

Control Unit .....

Balloting Unit .....

VVPAT .....

1. Total number of electors assigned to the Polling Station .....
2. Total number of voters as entered in the Register for Voters (Form 17A) .....
3. Number of voters deciding not to record Votes under rule 49-O .....
4. Number of voters not allowed to Vote under rule 49-M .....
5. Test Votes recorded under rule 49MA (d) required to be deducted .....

(a) Total number of test Votes to be deducted:

Total No.

Sl. No.(s) of elector(s) in Form 17A

.....

.....

(b) Candidate(s) for whom test vote(s) cast

Sl. No.	Name of Candidate	No. of Votes
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.	NOTA	
	Total	

6. Total number of votes recorded as per voting machine .....
7. Whether the total number of votes as shown against item 6 tallies with the total number of votes as shown against item 2 minus numbers of voters deciding not to record votes as against item 3 minus number of voters as against item 4 (i.e. 2-3-4) or any discrepancy noticed:  
 .....

8. Number of voters to whom Tendered Ballot Papers were issued under rule 49P:  
 .....

9. Number of Tendered Ballot Papers

		Total	Sl. No.	
			From	To
(a)	Received for use			
(b)	Issued to electors			
(c)	Not used and returned			

10. Account of papers seals

1. Paper seals supplied for use: Total No. .... Sl. No. from ..... to .....
2. Paper seals used: Total No. .... Sl. No. from ..... to .....
3. Unused paper seals returned to Returning Officer: Total No. .... Sl. No. from ..... to .....
4. Damaged paper seal, if any Total No. .... Sl. No. from ..... to .....

Signature of Polling Agents

1. ....
2. ....
3. ....
4. ....
5. ....
6. ....
7. ....
8. ....
9. ....
10. ....
11. ....
12. ....
13. ....
14. ....
15. ....
16. ....

Date: .....

Place: .....

Signature of Presiding Officer

Polling Station No. ....

**FORM-17C**

**PART II-RESULT OF COUNTING**

Sl. No. of Candidate	Name of Candidate	Number of Votes as Displayed on Control Unit	Number of Test Votes to be deducted as per item 5 of Part I	Number of valid votes (3-4)
(1)	(2)	(3)	(4)	(5)
1.				
2.				
3.				
4.				
5.				
6.				
7.				
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				
16.				
17.	NOTA			
	TOTAL			

Whether the total number of votes shown above tallies with the total number of votes shown against item 6 of Part 1 or any discrepancy noticed between the two totals

---

Place: .....

Date: .....

Signature of Counting Supervisor

Sl. No.	Name of the Candidates/ Election Agent/ Counting Agent	Full Signature
1.		
2.		
3.		
4.		
5.		
6.		
7.		
8.		
9.		
10.		
11.		
12.		
13.		
14.		
15.		
16.		
17.		

Place: .....

Date: .....

Signature of Returning Officer

**ANNEXURE - 7**  
**[CHAPTER - 1, Para 1.12]**

**PRESIDING OFFICER'S DIARY**

1. Name of the constituency [in block letters]: .....
2. Date of poll: .....
3. Number and Name of the polling station: .....  
Whether located in–
  - (i) Government or quasi-government building: .....
  - (ii) Private building: .....
  - (iii) Temporary structure: .....
4. Number of polling officers recruited locally, if any:
5. Appointment of polling officer made in the absence of duly appointed polling officer, if any and the reasons for such appointment:
6. Electronic Voting Machine–
  - (i) Number of Control Units used: .....
  - (ii) Sl. No.(s) of Control units used: .....
  - (iii) Number of Balloting units used: .....
  - (iv) Sl. No.(s) of Balloting units used: .....
7.
  - (i) Number of paper seals used: .....
  - (ii) Sl. Nos. of paper seals used: .....
- 7A.
  - (i) Number of special tags supplied: .....
  - (ii) Sl. No.(s) of special tags supplied: .....
  - (iii) Number of special tags used: .....
  - (iv) Sl. No.(s) of special tags used: .....
  - (v) Sl. No.(s) of special tags returned as unused: .....
- 7B. Applicable only in the polling station where VVPAT system is used
  - (i) No. of printers used: .....
  - (ii) Sl. No(s) of printer(s): .....
8. Number of candidates who had appointed polling agents at the polling stations: .....
9.
  - (i) Number of polling agents present at the commencement of poll: .....
  - (ii) Number of polling agents who arrived late: .....
  - (iii) Number of polling agents present at the close of poll: .....
10.
  - (i) Total no. of voters assigned to the polling station: .....
  - (ii) Number of electors allowed to vote according to marked copy of the electoral roll: .....
  - (iii) Total number of electors as entered in the register of voters (Form 17-A): .....
  - (iv) Number of votes recorded as per the voting machine: .....
  - (v) Number of voters deciding not to record vote, if any: .....

.....  
Signature of First Polling Officer

.....  
Signature of Polling Officer  
In-charge of Register of Voters





20. (a) Number of slips issued at the closing hour of the poll to electors standing in the queue:  
(b) Time at which poll finally closed after the last such elector cast his/ her vote:
21. Electoral offences with details:  
Number of cases of—  
(a) Canvassing within one hundred meters of the polling station:  
(b) Impersonation of voters:  
(c) Fraudulent defacing, destroying or removal of the list of notice or other document at the polling station:  
(d) Bribing of voters:  
(e) Intimidation of voters and other persons:  
(f) Booth capturing:
22. Was the poll interrupted or obstructed by—  
(1) Riot:  
(2) Open violence:  
(3) Natural calamity:  
(4) Booth capturing:  
(5) Failure of voting machine:  
(6) Any other cause:

Please give details of the above.

23. Was the poll vitiated by any voting machine used at the polling station having been—  
(a) Unlawfully taken out of the custody of the Presiding Officer:  
(b) Accidentally or intentionally lost or destroyed:  
(c) Damaged or tampered with:

Please give details

24. Serious complaints, if any, made by the candidate/ agents:  
25. Number of cases of breach of law and order:  
26. Report of mistakes and irregularities committed, if any, at the polling station:  
27. Whether the declarations have been made before the commencement of the poll and if necessary during the course of poll when a new voting machine is used and at the end of poll as necessary:

Place: .....

Date: .....

.....  
Presiding Officer

This diary should be forwarded to the Returning Officer with the voting machine, Visit Sheet, and other sealed papers.

**ANNEXURE - 5**  
**(CHAPTER-1, Para 1.12)**

**PRESIDING OFFICER'S REPORT**  
**PART – I : MOCK POLL CERTIFICATE**

Name of Election: **Election to the House of the People**

No. and Name of AC/ AS: .....

No. and Name of PC: **Parliamentary Constituency**

Polling Station No.: .....

(a) Conduct of mock poll and verification of mock poll data

Sl. No.	Name of the Candidate (Name of Candidates including NOTA to be pre-printed)	Number of votes cast during the mock poll	Number of votes displayed in CU on checking the result	Number of VVPAT printed Paper slips against candidates	Result displayed in CU & Printed Paper Slips count tallied with each other (YES/ NO)	Signature of Polling Agents with party abbreviation/ Independent
1.						
2.						
3.						
4.						
5.						
6.						
7.						
8.						
9.						
10.						
11.	NOTA					
	TOTAL					

(b) 'CLEAR' button on the Control Unit has been pressed to clear mock poll data (Yes/ No). If yes, then write the above sentence in ink.  
.....

(c) All paper slips taken out from VVPAT after mock poll (Yes/ No)

(d) Empty VVPAT shown to all Polling Agents (Yes/ No)

(e) Before actual poll ensure that no printed paper slip is in VVPAT Drop Box and shown to Polling Agents (Yes/ No)

(f) "TOTAL" button on the Control Unit has been pressed to show total vote 'O' to polling agent (Yes/ No)

(g) Mock Poll VVPAT slips stamped with '**MOCK POLL SLIP**' and sealed in black envelope and then sealed with Pink Paper Slip (Yes/ No)

(h) Following witness Mock Poll and certify that mock votes tallied and that the mock votes erased from CU after mock poll:

Sl. No.	Name of Polling Agent	Name of Party	Name of Candidate	Signature of Polling Agent

(i) Time display on the Control Unit is ..... minutes more/less than Indian standard Time (IST, if any).

(j) Signature of Micro-Observer (if posted at the polling station)

.....  
Name and Signature of the Presiding Officer

(I) It is, hereby certify that before commencement of actual poll, 'TOTAL' button of the Control Unit has been pressed in the presence of all polling officials to ensure that "**Total Vote is O**". Tick the appropriate observation:

(i) Control Unit shows total vote : 0

OR

(i) Control Unit shows total vote more that "O" (means mock poll votes not cleared), hence, clear the mock poll data.

.....  
Signature of Presiding Officer

Following witness the above process and certify that mock votes erased from the Control Unit and mock poll VVPAT slips removed from the VVPAT before start of actual poll:

Sl. No.	Name of Polling Officer	Signature

# PRESIDING OFFICER'S REPORT

(Chapter – 4, Para 4.6)

## PART – II : POWER PACK REPLACEMENT IN CU

(TO BE FILLED DURING MOCK POLL, POLL & AFTER COMPLETION OF POLL DEPENDING ON CASE/ SITUATION)

Name of Election: Election to the House of the People

No. & Name of AC/ AS: .....

No. & Name of PC: Parliamentary Constituency

Polling Station No.: .....

(a) Details of replacement of Power Pack of the Control Unit during mock poll/actual poll  
(strike out which one is not applicable)

(i) Unique ID of Control Unit: .....

(ii) Reason for replacement of Power Pack of the Control Unit .....

.....

(iii) Unique ID of old address tag that was cut by the Presiding Officer to replace the Power Pack of the  
Control Unit: .....

(b) Following Polling Agents witness the replacement of power pack from the Control Unit:

Sl. No.	Name of Polling Agent	Name of Party	Name of Candidate	Signature of Polling Agent

Repeat the above information in same format, if multiple replacements happen.

.....  
Signature of Presiding Officer

.....  
Signature of Sector Officer

# PRESIDING OFFICER'S REPORT

(Chapter – 1, Para 1.13)

## PART – III : PRESSING OF CLOSE BUTTON AFTER COMPLETION OF POLL

Name of Election: Election to the House of the People

No. & Name of AC/AS: .....

No. & Name of PC: Parliamentary Constituency

Date of Poll: .....

No. and Name of Polling Station: .....

It is certified that I have pressed the “**Close Button**” of the Control Unit at the end of poll in the presence of the following:

Sl. No.	Name & Designation of the Polling Officer	Signature

Sl. No.	Name of Polling Agent	Name of Party / Independent	Name of Candidate	Signature of Polling Agent

.....  
Signature of Presiding Officer

# PRESIDING OFFICER'S REPORT

(Chapter – 1, Para 1.14)

## PART – IV : EVM/ VVPAT REPLACEMENT

(TO BE FILLED DURING MOCK POLL, IF THERE IS ANY REPLACEMENT)

Name of Election: **Election to the House of the People**

No. & Name of AC/AS: .....

No. & Name of PC: **Parliamentary Constituency**

Polling Station No.: .....

1. a) Details of Electronic Voting Machine and VVPAT used-  
{BU-Balloting Unit, CU-Control Unit and VVPAT-Voter Verifiable Paper Audit Trail}

Sl. No.	Particulars	BU	CU	VVPAT	Signature of Sector Officers in case of replacement
1.	Unique ID of units given at the time of dispersal				
	(a) Tick (-Y) which one found non-functional during mock poll				
2.	(b) Reason for non-functioning (Mention error/ code noticed in CU)				
3.	Unique ID of unit(s) given as replacement during mock poll				

- b) Following Polling Agents witness the replacement process

Sl. No.	Name of Polling Agent	Name of Party/ Independent	Name of Candidate	Signature of Polling Agent

.....  
Signature of Presiding Officer

# PRESIDING OFFICER'S REPORT

(Chapter – 1, Para 1.14)

## PART – V : EVM/ VVPAT REPLACEMENT

(TO BE FILLED DURING POLL & AFTER COMPLETION OF POLL DEPENDING ON CASE/ SITUATION)

Name of Election: Election to the House of the People

No. & Name of AC/ AS: .....

No. & Name of PC: Parliamentary Constituency

Polling Station No.: .....

(a) Replacement of EVM and VVPAT during actual poll process

Sl. No.	Particulars	BU	CU	VVPAT
1.	(a) Unique ID of unit(s) found non-functional during actual poll			
	(b) Time of occurrence of defects			
	(c) No. of votes recorded in the Control Unit by the time the unit(s) got non-functional			
	(d) Reason for non-functioning tarnation error/ code noticed in CU			
	(e) Beep Sound is heard			
	(f) Unique ID of new unit(s) provided as replacement			
	(g) Time of re-starting poll			
2.	Remarks, if any			

(b) Following Polling Agents witness the replacement process during actual poll:

Sl. No.	Name of Polling Agent	Name of Party	Name of Candidate	Signature of Polling Agent

Repeat the above information in same format, if multiple replacements happen.

.....  
Signature of Presiding Officer

.....  
Signature of Sector Officer