

# ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI-110001.

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No. 51/8/7/2009-EMS

Date: 30/10/2009

To,

The Chief Electoral Officers of  
All States / Union Territories.

Sub: Mandatory conduct of **Mock Poll** and certification therein.

Sir,

Attention is invited to the instructions in the Commission's letter No. 51/8/7/2008-EMS, dated 15/07/08 regarding the mock-poll prior to commencement of poll. It is observed that in many cases, the mock poll is conducted in a perfunctory manner. In order to ensure that the mock poll serves the intended purpose, the Commission directs that

1. Mock poll shall be conducted normally one hour before the scheduled hour of commencement of poll. All contesting candidates should be informed in writing well in advance that mock poll would start one hour before the commencement of poll and they should be advised to instruct their polling agents to be present in time for the mock poll. Polling agents of atleast two candidates should be present at the time of Mock Poll. However, if polling agents of atleast two candidates are not present, the Presiding Officer may wait for 15 more minutes before conducting the mock poll and if the agents still do not come, then the Presiding Officer may go ahead and start the mock poll. It is further clarified that after waiting for 15 minutes, there is a possibility that only one Polling agent may be present, in that situation also, the Presiding Officer should go ahead and start mock poll. In such case, there should be specific mention in the mock poll certificate on this aspect.

2. During the Mock poll, the Ballot Unit (s) should be placed in the Voting Compartment and Control Unit on the table of the Presiding/Polling Officer who will operate the Control Unit. At least two polling officers with the polling agents should be

present in the Voting Compartment to watch the polling agents operating on the Ballot Unit, and to keep a record of the votes cast and tally the polled votes.

3. The mock poll should be conducted with the polling agents voting at random for each of the contesting candidates. **A total of at least 100 votes should be polled in the mock poll.** In the case of absence of polling agents of any of the candidates, one of the polling officers or other polling agents may record the votes for such candidates. The polling officers present in the Voting Compartment should ensure that votes are recorded for each of the contesting candidates. After recording of the minimum of 100 votes, the Presiding Officer will ascertain the result in the Control Unit in the presence of the Polling agents and confirm that the result is tallying with the votes polled in respect of each candidate. Thereafter, Presiding Officer will prepare and sign the mock poll certificate in the prescribed format as in **Annexure -1**.

4. The Presiding Officers shall ensure that the data of the mock poll is deleted, without fail, before the official poll starts. This is very critical step and this should be emphasized during training.

5. The Presiding Officers shall mention the names of the Polling agents and the candidates (and their party affiliations) whom they represent and also obtain their signatures on the completion of mock poll on the certificate.

6. Where a micro-observer has been appointed at any polling stations, he should also participate in all the proceeding of the mock poll and **his signature should also be obtained on the mock poll certificate.** Further, these proceedings should be videographed wherever videography arrangement has been made at a polling station.

7. The Returning Officer through the Sector Officers and using the communication link with the polling station/ mobile teams, shall track the conduct or otherwise of mock poll, and ascertain the mock poll status. Non-confirmation of mock poll could be indicative of non-commencement of poll and in that case the Returning Officer shall make immediate intervention to sort out the problem.

8. The polling stations not having the presence of agents of the candidates of recognized parties and where the mock poll had to be conducted in the absence of agents or with only the polling agent of only one candidate shall merit focused attention

of the election machinery. Interventions such as deployment of micro-observers, deployment of video cameras (if not already done), frequent visits by sector officers and other senior officers should be ensured in such cases.

9. If any Control Unit is replaced for any reason after commencement of the poll, a mock poll should be conducted on the new Control Unit before it is put to use. However, in this case, it would be sufficient to cast atleast one vote each for each of the candidates. A new mock poll certificate should be recorded in such a case. A note should also be added in such cases, in the original mock poll certificate that the original Control Unit was replaced, and that mock poll was conducted on the new Control Unit before putting it to use. The exact time of replacement should also be mentioned in the note.

This may be brought to the notice of all concerned.

Yours faithfully,

**(K.N.BHAR)**  
**UNDER SECRETARY**

## Annexure - I

### Mock Poll Certificate

This is certified that I ..... Presiding Officer at the Polling Station No -----of -----  
----- Assembly Constituency (or the -----Assembly segment under -----  
Parliamentary Constituency) conducted the mock poll at ---- AM today, the poll day i.e. -----,  
following scrupulously all the instructions issued by the Election Commission of India.

A total of ----- votes were polled in the mock poll and after the mock poll I have carefully  
cleared the memory of the mock poll and the total votes polled showed '0' after clearing the memory.

A. At the time of mock poll the following of polling agents representing the candidates whose  
names mentioned against the names of such agents were present and I have obtained their  
signatures.

**Sl.No. Name of Polling Agent Name of Party Name of candidates Signature of Polling Agent**

- 1.
- 2.
- 3.
- 4.
- 5.

B. At the time of mock poll the agent of only one contesting candidate was present. After waiting  
for fifteen more minutes, I conducted the mock poll along with other polling staff at ----- I  
have mentioned before the name of the agent present at the time of mock poll including the  
name of the candidate whom he represented.

(In case, no agent was present it shall be mentioned “ No Polling agent was present at the time of  
mock poll”)

Name of the agent

Name of the Candidate  
(with Party affiliation)

Signature of the agent

Signature of micro-observer (if posted at the polling station)

Date:

Time:

Name & Signature  
of the Presiding Officer  
Polling Station No.....