

Greater Participation for Stronger Democracy



Systematic Voters' Education and Electoral Participation (SVEEP)

GOA STATE SVEEP PLAN 2014-15



OFFICE OF THE CHIEF ELECTORAL OFFICER,

ALTINHO – PANAJT- GOA

Website: www.ceogoa.nic.in Help Line No. 1950 Fex No. 0832 2225448/22228443

Demographic Profile



▪ Area	: 3,702 sqkm
▪ Number of Districts	: 2
▪ Number of Talukas	: 12
▪ Number of Villages	: 349
▪ Number of Municipal Corporations	: 1
▪ Number of Municipalities	: 13
▪ Largest District (size)	: South Goa 1,966 sqkm
▪ Largest District (population census 2011)	: North Goa 8,18,008
▪ Smallest district (size)	: North Goa 1,736 sqkm
▪ Smallest District (population)	: South Goa 6,40,537
▪ Parliamentary Constituencies	: 2
▪ Assembly Segments	: 40
No. of Polling Stations	: 1622
No. of Polling Station Locations	: 1152
Total Electors	: 10,43,304
Male:	: 5,20,237
Female	: 5,23,067
Gender ratio	: 1,005

EPIC percentage	: 98.6
Photo EPIC	: 100
Elector Population ratio	: 69.82

STATE SVEEP PLAN 2014-15

With the experience of General Elections for the Goa legislative Assembly elections 2012, we are very clear that we will have to focus on two aspects in SVEEP, that is, **Voter Education** and **Voter Information**, and that they have to be strategically combined for an effective outcome. Voter Information and Voter Education are not exclusive of each other. However, basic Voter Information that we will concentrate on and, the strategy for Voter Education, that is, for motivating voters to register and to turnout in large numbers, will be the main focus of the 2014-15 SVEEP Plan. Since this year is an Election year, our main objective is **Ethical voting** and maximizing the **voters turn out**.

- **Voter Education** - will indirectly or directly assist in the election administration for motivating eligible persons to register and for delivering a free, fair, efficient and peaceful election with high turn-out as it attempts to take care of the motivation and preparedness of voters to turnout to cast their vote.
- **Voter Information** - whatever basic information the voter requires for getting enrolled their names and motivating them for coming to the polling station on poll day and exercising his informed choice through his ballot is a part of this.

1. OUR STRATEGY FOR “VOTER EDUCATION” :

Voter Education already started from last Assembly Elections i.e. 2012, which has yielded good results regarding voters turn out. Now, voter information and education is a continuous on going process, it is the time for us to motivate voters participation for the forth coming Parliamentary Elections.

PLANNING will be the basic strategy for SVEEP. Now, with a clear idea of what is SVEEP?, when it will be implemented?, who will implement it?, for whom we are implementing it?, how we will do it?, etc the answers are as follows: SVEEP is Systematic Voters Education and Electors Participation. It will be a continuous process implemented at polling station

level on wards. It is implemented for Greater Participation and stronger Democracy i.e. **voters education and for maximizing voters turn out and ethical voting**. Each District is expected to come out with a implementable SVEEP plan. Since Goa is a small state with the inputs of DEOs, the state level SVEEP Plan is prepared.

We propose to have an eight-pronged approach while developing our Voter Education strategy:

First : *Identifying target categories of voters who need to be focused upon*

For Voter Education as well as voter information, the foundation would be a keen understanding of the gaps in registration and the gaps in turnout of the voters. Therefore, with the help of tools such as Format 1-8, population projected figures 2014, local socio-economic situation, etc., categories such as age groups, gender, migrant laborers, communities resistant to registration, etc. will be identified in each district. This understanding will be extended to the creation of creative and to the interventions required for different needs of different categories of voters- women, youth, tribal, illiterate voters, out of school youth, etc.

As per state statistics, our target categories are:

- young and first time voters in the age group of **18-19** in particular and youth in the age group **of 20-29** in general;
- women in the age group of 18-29 in particular and all other age groups in general,
- scattered voters in small numbers residing at the boundaries or in remote parts of the villages/areas
- differently-abled people
- senior citizens
- election staff
- security forces on duty
- Overseas electors
- urban voters
- migrant labour

However, our main task is to cover left out youth in the age group 18-29 years. At District level our target categories are likely to be different and local-specific.

Second : *Targeted Polling Stations*

In each AC, PS will be identified (at least 10%) with lowest general, male and female turnout for targeted SVEEP interventions. We have identified **162** such Polling Station. The education and motivation of these pockets will be expected to complete before end of February by organizing street plays, tasks. Voters pledge was taken at all gram sabhas on 26.01.2014 and also motivated all employees and students regarding ethical voting and maximization of voters participation. District SVEEP teams will be send to these locations and meet the community leaders and sensitize them for ethical voting and Voters participation for the forth coming elections.

Third : *Role of Media*

Media plays a very important role in creating awareness, Education, sensitization and motivation regarding enrollment , ethical voting and maximizing voters turn out. Developing a good relation with the digital as well as print media, partnering them in exchange of information through press statements, press briefings, and press releases combined with provision of materials to the press would be one of our key focus areas. Also institutionalizing radio, TV and print media partner for the entire period starting now till the end of the polls would also be a key strategy. We are already working on a state level partnership with Doordarshan, Radio Mirchi, Big FM, Indigo, rainbow local channels for this. All this is based on the understanding that the media is probably the fastest route to disseminating information to the largest number of voters.

Fourth : *Partnerships and Collaborations Galore*

It is not possible to undertake such a mammoth task of education one million voters in a standalone manner. We will require to proactively identify partners and collaborators not only from the media, but also from all other sectors, such as the state and central government departments, corporates, banks, educational institutions, cooperative societies, RWAs, CSOs, NSS, NYKS, Mahila Mandals, etc.

Fifth: *Following a planned calendar of activities*

The calendar of activities (from January to December, 2014) has already been planned, to be circulated for implementation. This kind of a planned set of activities will help in systematically implementing SVEEP. The Calendar will be augmented for **January to May, 2014, because it is the most important and crucial period.**

Sixth : *Basket of Creatives*

We shall conduct the Youth Festivals, yuva melas, etc. for coming out with a basket of creatives. However, that will not be all. We shall continue to add creative related to festivals, local requirements, etc at the district level too.

Seventh : *Local Innovative activities/plan*

Each district shall be encouraged to have its own locally best suited innovative set of activities for SVEEP

Eighth : *Timing of Information*

The information dissemination and Voter Education activities should be relevant to the actual process of election at hand and therefore, should be timely for each process. The timeline from now on till the end of elections will be carefully studied and for each month/week, what information will be necessary to form a part of our Voter Education efforts will be chalked out. And each piece of information will be given out with proper consideration of appropriate timing.

Thus, very broadly, SVEEP will consist of STRATEGIC “SVEEP MESSAGES” and APPROPRIATE “SVEEP ACTIVITIES” as was done for Legislative Assembly elections 2012.

KIND OF MEDIA TO BE USED

Voter Education for every voter is near impossible; however, we will consider all kinds of media that directly reach people, for the following reasons:

- Voter Education needs fast, reliable, legitimate and cheap methods.

- Voter Education requires that voters hear messages in local language/dialect they understand
- We have a very short time period to achieve our goal, hence the only way out is Communication Bombardment.

Different media will have to be considered in different ways for developing strategies to communicate specialized messages. We are looking at including the following:

- television
- cable TV
- radio
- newspapers
- magazines
- outdoor advertising space
- cinema theatres
- media synergy
- Street plays
- street theatre
- briefings
- workshops
- Direct e-Mail
- Gram sabhas
- etc, etc

Media Synergy will be inherent to all our strategies.

**3. OUR “VOTER INFORMATION” CREATIVES WILL HAVE THE FOLLOWING:
For Voter registration:**

- basic information enabling qualified citizens to register
- How to register
- where to register
- Where the forms are available
- documents required for registration;
- what proof is necessary to establish eligibility;

- why women and youth must register
- how to search name, etc
- a set of standard messages appropriate for the above will be required that will **revolve around a catch phrase that can be used for shorter communications** such as stickers, posters and banners. These messages need to be prepared in a form that can be widely used.

For Voter turnout

- the type of election;
- schedule of Elections
- information enabling citizens to vote, including the date, time, and place of voting;
- what identification is necessary to establish eligibility; and
- mechanisms for voting.

4. SVEEP "MESSAGES"

The timeline will broadly be divided into two:

- SVEEP prior to the announcement of elections
- SVEEP from the time of announcement of elections

SVEEP Messages in the period prior to the announcement of elections :

In this period, we will mostly concentrate on educating voters about voter registration processes, and will also build up awareness about the reasons to vote and why every vote counts. Making sure that people understand the voters' list (electoral rolls, process of registration), decide to register, are able to register and can register correctly is the challenges of SVEEP. CEO office will prepare a standardized content for group education, and further detailed information if any, shall be disseminated from not only official websites, but also at Voter facilitation centres, through Media, through Assistant Electoral officers, Nodal Officers, Campus Ambassadors, Designated Officers, BLOs, etc. Such information will not be limited to a legal notice of Summary Revision or quoting of laws,

rather we will ensure that the information is in an attractive format, understood by the target audience in their language and is timely.

Thus, a massive programme of group education of Civil Societies, educational institutions, RWAs, etc will be taken up with the objective of educating them about the following:

- the reasons for registration
- the benefits of registration

• **Time and Dates of Voter Registration** : The dates for summary revision, the fact of continuous revision will have to be clearly communicated.

- information about online and physical locations or places where registration is done
- the manner in which registration is done
- how to check the details of that registration
- how to correct one's registration if it is wrong
- the fact of possession of an EPIC not being a guarantee for being registered

In addition to the above, representatives of political parties will also be educated, particularly about:

- ways in which the voters list protects them against electoral abuse – how we de-duplicate, etc
- where will the proposed deletion and addition lists be exhibited and how to challenge the lists
- where the list will be displayed for voters to check their names
- how the lists will be used on election day
- how to read and interpret the lists

This voter education activity, as mentioned earlier, shall go hand in hand with the Information and Communication Bombardment, which will be a continuous activity.

SVEEP Messages from the date of announcement of elections:

The messages shall have to cover the following:

- ❖ **Time and Date of Elections**

This can appear as a standard piece of information in all published material and will include the hours of voting and the dates on which voting takes place. We can think of dramatizing it too, such as – ten days left, nine days left, as Uttar Pradesh had done.

❖ **Polling Station Location- to Vote**

Polling Station rationalization work was undertaken in April-June, 2013. Several voters will need to be informed about their new PS locations. Such information is not so easy to communicate, because it is different for different set of voters. Further, this will need to be known to the voters from an early stage. A variety of methods can be used, such as:

- for urban voters mailing letters to RWA that give the polling site venue
- putting up [Posters and Banners](#) in neighborhoods
- giving the information to political parties
- using radio, cable TV scrolls, cinema slides to disseminate website address
- publishing the information about how to find your PS in local newspapers, either directly or through the use of inserts
- setting up district information centers and wide publicity of **1950 Helpline**, where the details can be made available in person and over the telephone
- publicity of website www.ceogoa.nic.in
- Distribution of Voters slips in advance
- Vide publicity of voter slips
- SMS based query system

❖ **Special Services for Voters**

Special services include postal ballots for service voters (proxy voting also for service voters), for polling personnel, for security personnel on duty on poll day, ramps at Polling Stations, the use of Braille on EVMs, separate queues for male and female voters, facility for child in arms, etc – these need to be communicated early. The voters in this case will need to be informed about the existence of these specific voting services, how to identify which voters are eligible to use these services, and the timetable and means by which such services can be requested. Therefore the focus of the formation/ Education will be on:

❖ **Documents Required**

Particular emphasis on communicating this to the first-time and young voters, and other marginal groups such as homeless persons, residents of old age homes, women, etc will be done.

❖ **Polling process and how to cast vote on EVM**

The provisions for tendered vote, challenged vote and None of the above “NOTA” will also have to be disseminated. Vide publicity regarding awareness about NOTA will be given so that electors can come and vote by expressing their displeasure about the candidates.

❖ **Polling and Poll day Security Measures**

This would be a confidence building exercise in Voter Education and would include giving/publishing information about Observers, Model code of conduct violation reporting **helpline, i.e. 1950**, micro-observers, videographers, general security measures, contact numbers of election control room, police stations, security measures for the EVM such as the use of special paper seals, etc. This acts as a means of encouraging people to turn out to vote without any fear.

❖ **Candidates**

On the last day of withdrawal the election offices have to communicate the list of those candidates who are legitimately nominated to run for election. This list may only be posted on a notice board outside the office of the returning officer. It is also given publicity more widely through the press. We also scan and put up each candidate’s affidavits on our website immediately after finalization of candidates. The ADR issues briefs that give basic information about contesting parties and this information is considered reliable by voters and media.

❖ **Codes of Conduct**

Widespread circulation of codes of conduct will assist in reducing conflict. After announcing the elections political parties will be called and explain Model code of conduct and Dos and Don’t of the candidates and will request the political parties to cooperate with the election machinery in order to build repo for smooth conduct of Elections.

5. SVEEP "ACTIVITIES" (UP TO DECEMBER, 2014)

1. For Hassle free registration-

- Voter Facilitation Centres (VFC) to continue at all District Headquarter

- Voter Facilitation Centres (VFC) to be set up at all Taluka Headquarter from the **1st week of September, 2014**
- Distribution of BLO registers to BLO with all details of electors along-with the name and contact number/Adhar Number, mobile number, email address of their BLO in **June-July 2014** for correction/updation of the said details. .
- To make available services of 1622 centres across the state to facilitate voter registration at their door step
- Arrange BLOs camp at respective polling Station on the 1st Sunday of every month from 10.00 a.m. to 1.00 p.m from the month of **September 2014** onwards.
- Mass publicity for awareness in registration through Hoardings, Posters, Media (Government - Private)

2. Specific Innovations:

Based on an assessment of the local socio-culture and economic environment, innovative interventions for specific target groups will be the hallmark of every district planed. Each DEO and her/his team is expected to come out with innovative ideas at least for the Voters Education of following categories:

- Youth
- Women
- Excluded communities such as homeless persons, member of Old age homes etc
- Urban voters
- Unorganised labours - migrants
- Service Voters

3. Informing/educating political parties

- Meeting of CEO/DEO with Political Parties for informing them regarding BLOs door to door visits in urban and rural areas and making presentation of the process of registration of voters to make them aware of this process.
- Discussing the provisions of law regarding Roll revision at District/State level

4. Involving Educational institutions

- Listing of Educational Institutions (Secondary, Higher Secondary and Professional Higher Educational Institutions viz. Arts, Commerce, Science,

Engineering, Medical, ITIs& Diploma institutes) located in the Assembly Constituency. The process of appointment of Nodal Officers and Campus Ambassadors is completed.

- Appointed Designated Officer will organize the talks/debates for awareness and educate the students to participate in the democratic electoral process. The **refresher training for Nodal officers** will be organized on **06.02.2014**. One more refresher training will be organized during July at the time of admissions.
- Appointed **Campus Ambassadors training** will be organized on **07.02.2014** to motivate the youth to enroll and participate in the awareness camps on ethical voting and maximizing the voters turn out.
- Facilitate the students of the educational institute to fill-up Form No.6,7,8 and 8-A to registered their name and to correct their entry in the electoral roll.
- A list of Designated Officers and Campus Ambassadors will put on CEO's web-site in 'Youth Corner'
- Meeting with Higher Educational Institutions to ensure that all eligible young voters are enrolled at the time of admission or during studies on or before revision of roll, 2015.

5. Campus Ambassador

- Appointment of new Campus Ambassadors for awareness and educating students about electoral process in the educational institutions during July –August 2015.
- Appointment of Campus Ambassadors should be made on the recommendation of NSS Organisation.
- Campus Ambassador should be apolitical and not affiliated with any students union or their family members are not active member of any political party.
- Campus Ambassador should visit with BLO in one or two societies located in their area.

6. Young Voters Festival :

- Planning out the **Young Voters Festival** during in **January 2015** in all Secondary, Higher Secondary and Higher Educational Institutions

7. Other activities :

- Various programmes should be held viz. Street Plays, different competitions amongst the students.
- Listing and detailing of all Resident Welfare Associations in all urban local bodies fall in Assembly Constituency.
- Urban BLO meeting with RWAs for identifying those born before 1.1.1996 and for updating telephone data and meeting with Ward Officers to assess Birth Register and Death Register in respect of Electoral Rolls.
- Urban BLO visited all RWAs with the part of relevant electoral roll and find out missing voters not registered in the roll, enrolled new qualified voters.
- Meeting of BLO with Talatis in all Gram Panchayats analysing Birth-Death register and enlist the left out youth who are born before 1.1.1996 and who will need to be registered in revision of roll, 2014 and also prepare the list who are born before 1.1.1997 who need to be registered during SR 2015.
- Meeting at DEO level with Municipal Commissioner, District Development Officer and Chief Officers who have plenty of manpower and other resources at their command - to identify all possible methodologies of cooperation for enlisting their support for voter awareness and voters education.
- BLO to meet Fair Price Shop holders and check Ration Card database for missing eligible persons, missing telephone numbers, to confirm population of households.
- Update the BLO register.
- Enlisting the BLOs who will retire before **November, 2014** and appoint new BLO in their place. (teachers & non teachers)
- Trainings of officials for implementing SVEEP
- consultative meetings with government departments, NYKS, NSS, NCC, Banks, media, etc
- meetings with civil society leaders
- wide and transparent distribution of draft and final rolls

- timely provision of other documents likely to be of interest to educators such as press releases, poll worker training materials, training material for candidates, and public information materials, for example, Frequently Asked Questions (FAQs)
- Regular and periodic press meetings
- Voter Education workshops at Colleges
- phone in programmes, Panel discussions
- music and drama productions through our radio partners, NYKS and NSS and college students
- folk art interventions

8. Enhancement of Women's Participation:

- Cultural intervention to address the issue of lack of voter education among women.
- Programme for identified communities women for awareness and to bring out them in the democratic electoral process.
- Engage grass root women worker such as Anganwadi workers, Female Health Workers, ASHA workers, ICDS workers, ANMs, and NGOs for capacity building.

9. Partnership with Organizations :

- Partnerships and collaborations to be actively pursued with State and Central Government Departments, Public Undertaking Enterprises, Banks, NSS, NCC, NYKS, Educational Institutions, Government Media such as Doordarshan, All India Radio, and Private Media.
- Meeting with SLBC (State Level Banks Committee) and DLBC (District level banking Committee) to be held by CEO/DEO for enlisting their cooperation to - display SVEEP messages on ATM screens; and for providing walk-in internet search facility to anyone to search their names in Electoral Roll at any of their internet connected bank branches.
- appointment of booth level agents to assist the BLOs for identification of missing persons and informing BLO.
- Alphabetical rolls to be given to anganwadis, FPS and Talatis and any other government functionary whom the DEO deems fit.

10. Targeted intervention in identified Polling Stations

- Display information regarding Voter Registration.
- Messages through various means such as Gas cylinder, stamp on prescriptions etc.
- Organise street plays,
- Inform regarding
 - 1950 help line at each district Head Quarter.
 - SMS base query system
 - GIS mapping of Polling Stations.
 - dates of BLO camps

11. Training

Before Elections:

- Three Master Trainers are deputed for training at IIDEM , New Delhi scheduled to be held on **1st week of February 2014**.
- Trainings on Election Management to the DEOs, EROs, AEROs, AC Master Trainers were completed during August- September 2013 and one day refresher trainings will be organized in the month of **February 2014** to DEOs, EROs, AEROs, Assembly Level Master Trainers.
- State Level Training to all DEOs, SPs, Income Tax Officers, Dy. Collectors, EROs, AEROs and officials related to the election process has been completed in the last week of August 2013 and one day refresher training on Election Management will be conducted in **2nd week of February 2014**.
- Assembly Constituency level Training to BLOs and Designated Officers jointly with Sector Officers has been completed in the month of **February 2014**.
- Training to and Campus Ambassador of all Higher Educational Institutions at state level will be conducted on **7th February 2014**.

The Nodal Officer Training will be held on **6th February 2014**.

- Training Needs Analysis for ERO, AERO and BLO should be completed up to the **end of February 2014**.

- Awareness camp for registration was completed in the month of October 2013. Election and ethical voting Awareness camp for CSC personnel will be organized in the 1st week of **March 2014**.

For Registration:

- Refresher Training for enrollment will be organized during **June – August 2014** to all **Assembly Level Master Trainers**.
- State Level Training to all DEOs, EROs, AEROs and officials related to the election process has been completed in the First week of **July 2014**.
- Assembly Constituency level Training to BLOs and Designated Officers jointly with Sector Officers will be organized during **July 2014**
- Appointment of Campus ambassadors by end of August 2014 and their training will be organized in the month of **September 2014**.

The Nodal Officer Training will be held during **1st week of July 2014**.

- Training Needs Analysis for ERO, AERO and BLO should be completed up to the **end of July-August 2014**.
- Awareness camp for registration was completed in the month of **August – October 2014**.

12. SVEEP Calendar

- All other activities are detailed out month wise in Activity Calendar issued to all DEOs (attached at ANNEXURE- I). These shall be followed scrupulously.

6. SVEEP ACTIVITIES POST ELECTION ANNOUNCEMENT :

The activities will now become focused for categories identified, for Polling Station areas, general activities to be undertaken in entire state such as BLO interaction, Sector Officer Visits for SVEEP, inter-personal communication through various means, youth interaction on educational campuses, etc. these will be detailed out by **February 2014**. Towards the last week before polls, activities to be taken up that have a huge visible impact and recall value in the district and ACs

7. OTHER STRATEGIES :

a. Ensure Parties Have Accurate Information

All political parties would like to have accurate information about the election process at their disposal. Parties are likely to want to know:

- About Model Code of Conduct or rules that other parties may violate
- how to check and assess the voters list
- what could cause disqualification as a candidate or as a voter
- where and how to lodge a complaint or file an appeal
- what is prohibited during the campaign period, on election day, and in the immediate post-election period In order to do this, the official website would be the best way to disseminate this.

b. Assigning functions to Election officials for Voter Education

SVEEP Nodal officers will have to be appointed at district as well as state level. The Nodal Officer will have to have a SVEEP team under him tasked with the specific function of voter information and education. There will also be staff, however, which is responsible for media relations. We will appoint 16 different Nodal Officers for 16 different activities in each district as was done for the Goa Legislative Assembly Elections, 2012..

c. Use of government offices for Voter Education

There are two reasons why these should be used for voter information and education.

- *No costs to be paid to the office for the display.*
- *Huge government-citizen interface*

d. Election offices

Election offices or offices of DEO, RO/ERO and AERO/ARO will be used to promote Voter Education and public confidence by:

- displaying posters and banners outside offices or on notice boards,
- info availability in office of the CEO
- Even the DEO office can display Voter Education and elections materials that they are using, and can give information for guidance to the general voter at the

Matdar Sahayata Kendras. It is important that the approach to such displays be educational rather than bureaucratic. The purpose is to inform and educate the public, not to overwhelm them with the importance or details of election administration.

e. Voter Education at Polling Stations

Polling Station provide a last minute opportunity to get information for those who did not get it in any other way. While the amount of information that can be provided may be limited, we would like to make use of this low-cost opportunity in a big way this time.

Basic Information that we would like to provide at PS includes :

- the location of the rooms assigned for polling
- the location of publicly posted voters lists to help voter's determine to which PS they are assigned
- names of Polling Staff
- where and how to queue
- whether there are any security requirements with which they will have to comply
- where to find refreshment and toilet facilities if there is a significant queue
- what documents they will be required to show to establish their qualification to vote
- what is the duty of each Polling Officer
- where to exit the PS
- what happens at close of polls
- the layout of the PS
- a listing of persons permitted in the PS such as election observers, party or candidate representatives, journalists, election officials, or security personnel
- a listing of parties and/or candidates contesting the election
- the EVM and instructions on how to properly mark one's choice
- provisions regarding tendered, challenged and 49-0 votes
- Signs on desks could mention not only the name of the particular desk (e.g., voters' lists) but may also illustrate or explain precisely what the

voter is required to do at that desk.

Annexure - 1

ACTION PLAN

Name of the State: Goa

Calendar of Activities for Action Plan for the Proposal of Year of Electoral Rolls 2014-

15

S.No.	Activity	Remarks
1	Preliminary Activities	
1 (a)	Preparation and approval of action plan by the Commission	
1 (b)	Communication of the Action Plan to the CEOs	
3 (c)	Formal Launch of "Year of Electoral Roll" action plan	
2	Empowerment of BLOs	
2 (a)	Appointment of willing BLOs	Vacancies will be filled as and when arises.
2 (b)	Training Needs Analysis of BLOs	
2 (C)	Training of BLOs	
2 (d)	Approval of revised remuneration of BLOs by the Commission	Yet to receive from ECI
2 (e)	Approval of revised remuneration of BLOs by State Governments	
2 (f)	Distribution of BLO registers and BLO Kits	June-July 2014
2 (g)	Providing Stickers to all BLOs with their names and Cell Phone Number printed on them	Under Process with the concerned EROs
3	Strengthening of ERO/AEROs	
3 (a)	Appointment of separate EROs and at least 2 AEROs for each AC	Efforts are being made with the State Government
3 (b)	Training needs analysis for EROs/AEROs	Completed
3 (c)	Training of EROS and AEROs Refresher Training	Completed 10.02.2014 to 15.02.2014
3 (d)	Appointment of one data entry operator for each ERO and AERO	Contractual staff being provided
3 (e)	Provision of one computer with Internet Connection and one printer to each ERO and AERO	Made available
4	Strengthening of DEO office	
4 (a)	Appointment of one Deputy DEO exclusively for elections in each DEO office	Efforts are being made with the State Government

S.No.	Activity	Remarks
4 (b)	Appointment of one Computer Programmer well versed in dot net and one data entry operator in each DEO office	Utilizing the services of SLA and NIC staff
4 (c)	Provision of one computer with Internet connection and one printer in each DEO office	Made available
5	Strengthening of CEO office	
5 (a)	Appointment of one Joint CEO exclusively for Electoral Rolls and Information Technology	Proposal has been sent to Commission
5 (b)	Appointment of Computer manpower in CEO office as prescribed by the Commission	
5 (c)	Provision of computer infrastructure in CEO office as prescribed by the Commission	Available
6	Correction and Prevention of errors	
6 (a)	Development of software to identify errors in electoral rolls	Software is already existing
6 (b)	Development of validations in data entry software to prevent errors	Software Developed
6 (c)	Printing of Polling Station wise error lists for verification by BLOs	June- July 2014
6 (d)	Verification of errors list by BLOs	July- August 2014
6 (e)	Printing of Photo voter slips with request to verify the entries for errors	BLO register will be printed during June 2014
6 (f)	Distribution of photo voter slips through BLOs for verification of entry by voters	July- August 2014
6 (g)	Sending information about elector entries by SMS and email	SMS information is available
6 (h)	Correction of errors in electoral rolls after verification of entries by BLOs and by electors	September 2014
6 (i)	Identifying possible duplicates by de-duplication software across district and state borders	July- August 2014
6 (j)	Verification of possible duplicates by BLOs	July- August 2014
6 (k)	Deletion of duplicates after verification by BLOs	September 2014

S.No.	Activity	Remarks
6 (l)	Development of software for sending deletion request to the concerned ERO based on the declaration in section 4 of form 6	Software is already existing
6 (m)	Ensuring that declaration in section 4 of form 6 is filled by all applicants	August 2014
7	100% EPIC and PER Coverage	
7 (a)	Photography campaign for residual voters whose photographs is not in the roll	Completed
7 (b)	Identification of bad quality photographs in the electoral rolls and printing of lists of voters whose photographs are of bad quality	
7 (c)	Collection of photographs of voters whose photographs are of bad quality	
7 (d)	Changing the current specification of EPIC to a PVC EPIC with color printing	In progress
8	Hassle free access to services	
8 (a)	Improving on-line application forms for claims and objections	July-August 2014
8 (b)	Service agreement with Common Service Centers	Completed
8 (c)	Equip VRCs for service provision	
8 (d)	Service agreement with other private sector service providers for providing on-line services to citizens	In progress
8 (e)	MOU with educational institutions, corporates, RWAs, NGOs etc.	Already tied up with the educational institutions, NGOs.
8 (f)	Development of a system of collection of signed copies of application forms from drop boxes, educational institutions, corporate houses, RWAs etc.	Nodal Officers and Campus Ambassadors are appointed. NO identifies eligible left out electors and collects duly filled forms and submit the same to the concerned EROs.
9	Transparency	
9 (a)	Development of software to send acknowledgements, notices, communication of EROs orders etc. on SMS and email	Software developed

S.No.	Activity	Remarks
9 (b)	Development of software for putting lists of claims and objections with drill down to individual forms without photographs on the CEO website	Software developed
9 (c)	Development of software for status check of applications on website and SMS query	SMS query is in place
9 (d)	Development of software for elector search on website and SMS query	Already existing
9(e)	Showing all Polling Station Locations on ECI website on maps with drill down to names and phone numbers of officers and PDF electoral roll of the concerned polling station	Completed
10	Efforts for inclusion of all eligible electors	
10 (a)	Assembly wise and polling station wise statistical analysis and target fixing	June 2014
10 (b)	SVEEP focused on special target groups in specific areas	Youth and migrants
11	Public Grievances	
11 (a)	Outsourcing of Call Center at every State level	Completed
11 (b)	Outsourcing of Call Center at National level	NA
11 (c)	Analysis of the types of complaints and plan for systemic improvement	Yes
11 (d)	Checking satisfaction level of citizens by the call center	Yes
12	Monitoring	
12 (a)	Appointment of Roll observers	Appointed by ECI
12 (b)	Training of Roll observers	NA
12 (c)	Development of MIS	NA
12 (d)	Visit by Commission Officers	NA
12(e)	Review meetings by Commission	NA
13	Database Issues	
13 (a)	Strengthening of IT cell of Commission	NA
13 (b)	Support to States to deploy on-line ERMS, preferably ERMS developed by the Commission	Goa has separates ERMS software developed by Goa Electronics limited (SLA)
13 (c)	Synchronization of Control tables for the entire Country	Completed for Goa

S.No.	Activity	Remarks	
13 (d)	National electoral roll database with disaster recovery	NA	
13(e)	Provision of citizen services through a National e-portal	NA	
14	Rationalization of Polling Stations		
14 (a)	Internal exercise by EROs/DEOs/CEOs for rationalization of Polling Stations	During August 2014	
14 (b)	Draft Publication of the rationalized list of Polling Stations to invite Claims and Objections	By 20.09.2014	
14 (c)	Disposal of Claims and Objections, Meeting with Political Parties and finalization of rationalized list of Polling Stations	By 20.09.2014	
14 (d)	Updation of Control Tables on the basis of rationalized list of Polling Stations and Approval of Commission on the updated list	By 15.09.2014	
	Preparation of Supplement of Continuous updation	By 27.09.2014	
15	Summary Revision with 1-1-2015 as the Qualifying date		
15 (a)	Draft Rolls with supplementary and Printing of Draft Roll	30.09.2014	
15 (b)	Draft Publication of Electoral Rolls for summary revision	30.09.2014	
15 (c)	Process of Summary Revision (Detailed Schedule will be prepared later in consultation with CEOs taking into account holidays etc.)	30.09.2014 to 05.01.2015	Refer Annexure -2
15 (d)	Final Publication of Electoral Rolls with 1-01-2015 as the qualifying date	05.01.2015	

ANNEXURE – 2

Stages of Summary Revision 2015

Sr.No.	Stages of Summary Revision	Period allowed for each stage
		Time frame
1.	Draft Publication of Roll	30.09.2014
2.	Final Publication of Electoral Roll (SR 2015)	05.01.2015 (Monday)
3.	Process of Summary Revision 2015	30.09.2014 to 05.01.2015
	Stages of Activities	Proposed Time frame
a.	Period for Filing of claims and objection	30.09.2014 (Tuesday) to 29.10.2014 (Wednesday)
b.	Reading of relevant part/section of photo electoral rolls in gram sabha/local bodies and RWA meetings etc and verification of names of draft publication	04.10.2014 (Saturday) and 08.10.2014 (Wednesday)
c.	Special Campaign dates with booth level agents of political parties for receiving claims and objections	12.10.2014 (Sunday), 19.10.2014 (Sunday) and 26.10.2014 (Sunday)
d.	Disposal of claims and objections	By 29.11.2014 (Saturday)
e.	Updating the data base, merging of Photographs, updating control tables	From 29.11.2014 (Saturday) to 15.12.2014 (Monday)
f.	Preparation and printing of supplementary list	15.12.2014 (Monday) to 04.01.2015 (Sunday)
g.	Final Publication of Electoral Rolls	05.01.2015 (Monday)

ANNEXURE - 3

Calendar for Schedule of Events Summary Revision - 2015 and National Voters Day 2015 Under SVEEP Activities			
Sl. No	Details	Scheduled dates	No. of Participants
1	2	3	4
1	Refresher Trainings (Pre Election Management)		
i)	EROs	13.02.2014	25
ii)	AEROs	14.02.2014	34
iii)	TOTS	17.02.2014	40
iv)	BLOs	20-25 th February 2014	1622
v)	Nodal Officers	07.02.2014	75
vi)	Campus Ambassadors	06.02.2014	55
2	Door to Door Visit by the BLOS	July-August 2014	
3	De-duplication of electors	July-August 2014	
4	Draft Roll		
i)	Freezing of roll	07th September 2014	
ii)	Roll Generation and verification	08th -11th September 2014	
iii)	Printing the single supplement	12th -15th September 2014	
iv)	Verification of the supplement	16th September 2014	
v)	Corrections if any	17th September 2014	
vi)	Regeneration of supplement with verification	18th -20th September 2014	
viii)	Printing of 10 copies of each AC	21st -23rd September 2014	
ix)	Submission to CEO Office	24th - 25th September 2014	
x)	Publication of the supplement	30th September 2014	
5	Summary Revision 2015		
A.	SR 2015 Schedule		
i)	Receiving the claims/objections	Refer Annexure -1 &2	
ii)	Disposing of claims and objections		
iii)	Publication of the SR-2015		
b.	Sensitization of Enrollment		
i)	Meeting with Registrar GU, Director HE, DOE, DOTechnical Education, Do Craftsman Training	01.06.2014	

ii)	Meeting with the Coordinators of NSS, NYK, NCC, Scouts & Guides & NGOs	
iii)	Meeting with Heads of Institutions/ NSS Programme Officers	After Consulting with NSS Coordinator
iv)	Meeting with Media	22nd August 2014
v)	Enrollment drive at designated locations	Refer Annexure -1
C	IEC	
i)	Release of Advertisement	
	For Lok Sabha elections On Enrolment, Ethical Voting, Voters Participation	February 2014 till the election process is completed
	For SR 2015	SR 2015 on 28th September, 2nd, 16th and 24th October 2014
ii)	Radio Jingles	From 27th September -27th October in Local Channels
	For Lok Sabha elections On Enrolment, Ethical Voting, Voters Participation	February 2014 till the election process is completed
	For SR 2015	SR 2015 on 28th September, 2nd, 16th and 24th October 2014
iii)	Bus Panels	
	For Lok Sabha elections On Enrolment, Ethical Voting, Voters Participation	20 bus panels from 01.02.2014 to 30.04. 2014
	For SR 2015	August -30th October 2014
iv)	Meeting with Financial Institutions (Bankers) - Know your BLO	During August 2014
v)	Printing of Posters, Bill boards, Pamphlets, etc	
	For Lok Sabha elections On Enrolment, Ethical Voting, Voters Participation	February 2014
	For SR 2015	September 2014
vi)	Street Plays	
	For Lok Sabha elections On Enrolment, Ethical Voting, Voters Participation	The State winners and runners will perform shows at all prominent locations sending the message regarding Ethical Voting and Voters participation during February – April 2014
	For SR 2015	October 2014
viii)	Hoardings	6 (Vasco- Cortalim, Airport - Verna, Vasco-Margao, Near Margao Bustand, Panaji- Mapusa, Panaji - Ponda)
ix)	Scroll messages	Elections 2014: HCN, Goa 365, Prudent, HCN, Goa 24X7 during February –April 2014 Summary revision 2014: October 2014
x)	Cinema Slides	Elections 2014: February –April 2014 Summary revision 2014: October 2014
6	National voters Day 2013	25.01.2015 (Sunday)

A.	Capacity Building	
i)	Meeting with Registrar GU, Director HS, DOE, DOTechnical Education, DO Craftsman Training	
ii)	Meeting with the Coordinators of NSS, NYK, NCC, Scouts & Guides	Enrollment : June 2014
iii)	Meeting with Heads of Institutions/ NSS Programme Officers	
iv)	Meeting with Media	14 th October 2014 (Tuesday) at 10.00 a.m.
B.	IEC	
i)	Release of Advertisement	25th January 2015 (Sunday)
ii)	Radio Jingles	22nd to 25th January 2015
iii)	Bus Panels	At present not essential
iv)	Printing of Posters, Bill boards, Pamphlets, etc	1-10 th January 2015
v)	Street Plays	1-25 th January 2015
vi)	Talks at the Colleges during Youth Week	1-15th January 2015
C.	Events for National voters Day 2015	
i)	Organizing Various Competitions	
ii)	Essay writing, Elocution, Drawing, slogan, street plays, short films	Arranged in consultation with the NSS Coordinator, DHE & DEOs
iii)	Motor cycle rally	
iv)	Human chain	
v)	Scouts rally	Arranged in consultation with the concerned people
vi)	State/District/AC Level functions	25th January 2015 (Sunday)

ELECTORAL MAP OF GOA STATE

