

भारत निर्वाचन आयोग  
ELECTION COMMISSION OF INDIA

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निर्वाचन सदन,  
अशोक रोड, नई दिल्ली-110001.  
Nirvachan Sadan,  
Ashoka Road, New Delhi-110001.

No.464/INST/2016-EPS

Dated 30<sup>th</sup> April, 2016

To

1. The Chief Electoral Officer of  
All States/UTs

**Subject:** Placement of the camera used for webcasting during poll day and poll process –  
Regarding.

**Reference:** 1) Instruction No.464/INST/2014-EPS, dated 21<sup>st</sup> March, 2014;  
2) Instruction No.464/INST/2015-EPS, dated 6<sup>th</sup> October, 2015;  
3) Instruction No.464/INST/2015-EPS, dated 16<sup>th</sup> October, 2015.

Sir,

I am directed to refer to Commission's instructions cited above regarding multiple measures to be taken to keep a watch on polling process at polling stations to ensure free and fair elections. In this connection the following instructions are issued for strict compliance.

1. During webcasting in polling stations, it should be ensured that the camera is placed at sufficient height, say, 7-8 ft. above the ground.
2. The camera should be placed on a stable & sturdy platform or on a wall mounted stand and kept in fixed position.
3. The position of the camera should be such that a broad view of the following aspects of elections (poll) proceeding are clearly captured and transmitted:
  - i) Process of identification of voter by Polling Officer;
  - ii) Application of indelible ink on the finger of voter;
  - iii) Initialisation of Control Unit of EVM by Presiding Officer after satisfactory identification of voter;
  - iv) Voter's visit to Voting compartment for casting vote on the balloting unit of EVM, but without showing cover face of Ballot Unit so that voter's secrecy is preserved under all conditions.
  - v) Presence of Polling Agents to the possible extent.
  - vi) At the time of closing of poll, distribution of slips/tokens to the voters in queue.
  - vii) Sealing of EVM (BU/CU), VVPAT if used and giving copies of form 17-C to polling agents.

4. The web-camera / laptop should be set up at the polling station on the P – 1 day and a dry run of the webcasting should be done under the supervision of Returning Officer (RO) the name and number of Polling Stations alongwith date of Poll should be pasted at such a place so that the camera view will always display throughout. The Booth Level Officer and the Sector Officer concerned should give polling station-wise certificate to the Returning Officer that webcasting arrangements have been made as specified above and are functioning properly. On the basis of above certificates, the District Election Officer shall furnish a consolidated report to the Chief Electoral Officer for onward submission to the Commission.
5. The RO shall prepare signage of size “30 inch by 18 inch” with colour scheme of black letters on fluorescent yellow background, having the following text – “YOU ARE UNDER WEB-CAMERA/CCTV SURVIELLANCE”. These signages shall be displayed prominently at multiple locations, inside and outside the polling booth.
6. Further, it must be ensured that in the frame work used for webcasting, advertisement of any kind is not displayed.
7. These instructions may be brought to the notice of all DEOs and ROs for strict compliance. The observers may also be informed for monitoring the compliance in the field.

The receipt of this letter may be acknowledged.

Yours faithfully,



(Sumit Mukherjee)  
Secretary