



INDEPENDENT STATE ELECTION AUTHORITY
రాష్ట్ర ఎన్నికల అధారిటీ
LOK SATTA PARTY INTERNAL ELECTIONS

2nd Floor
8-2-674B/2/9, Lok Satta Party Office
Happy Valley Road, Road No. 13A
Banjara Hills, Hyderabad – 500 034
Ph : 2331-1817/1819/2829
Fax : 2331-0612
Email: info@loksattaparty.com

Date :
Letter No. :

To

Sri/Smt.....
.....
.....
Phone:

Sub : LSP Internal Elections – Appointment of District Election Officers (DEOs) & identification of EOs for constituencies – polling material and related instructions.

Dear Sir/Madam,

In ref. to the above subject matter, we are pleased to appoint you as the District Election Officer (DEO) for District to conduct the elections to the various offices as per the election notification dated 06/03/2013 and to communicate the results to the Independent Election Authority.

The list of individuals identified to function as constituency-level EOs under your direction and supervision is appended to this communication.

In case you feel the need to substitute an Election Officer with some other person or to appoint additional Election Officers, you are authorized to do so under intimation to the Independent Election Authority.

INDEPENDENT ELECTION AUTHORITY

Secretary,
Independent Election Authority



INDEPENDENT STATE ELECTION AUTHORITY

రాష్ట్ర ఎన్నికల అధారిటీ

LOK SATTA PARTY INTERNAL ELECTIONS

Important Instructions:

1. **Dates for Constituency-level Elections:** The DEO shall notify, under intimation to the IEA, one among the two dates (28th or 29th March for those constituencies having less than 15 voters or having between 15 to 119 voters; 30th or 31st March for all other constituencies having 120 voters and above) as the dates of election in a constituency as prescribed in Rows/items 5&6 in Page 2 of 6 of the Election Notification dated 6-3-2013 issued by the IEA at Hyderabad. He shall notify the date of election at least 7 days in advance and give wide publicity to the date notified so that the voters become aware of the date. The same must be intimated to the IEA.
2. **Dates for District-level & State President Elections to be held simultaneously in the district:** Similarly, the DEO shall notify, under intimation to the IEA, one of the three dates (5th or 6th or 7th April, 2013) specified in Row/Item 2 in Page 3 of 6 of the aforementioned Election Notification. He shall notify the polling date at least 7 days in advance and give wide publicity to the date notified so that the voters become aware of the date. The same must be intimated to the IEA.
3. The Election Officer (EO) shall, issue relevant ballot papers for elections to the constituency/corporation/GHMC/district/State President elections.
4. The EO shall, before issuing the ballot paper to the voter during election Office of the State President:
 - a. Clearly mark the serial number of the ballot paper
 - b. Affix stamp of the EO
 - c. Sign at the place specified in the ballot paper
5. The EO shall, before issuing the ballot paper to the voter during election to the constituency/municipal corporation/GHMC/district:
 - a. Enter the name of the constituency/municipal corporation/GHMC/district
 - b. Clearly mark the serial number of the ballot paper on the marked copy of the electoral roll, which shall be sealed on completion of the election and sent to the IEA.
 - c. Affix stamp of the EO
 - d. Sign at the place specified in the ballot paper
 - e. Maintain a ballot paper account in the format enclosed and seal the same along with the unused ballot papers and send the same to the IEA.



INDEPENDENT STATE ELECTION AUTHORITY

రాష్ట్ర ఎన్నికల అధారిటీ

LOK SATTA PARTY INTERNAL ELECTIONS

BALLOT PAPER ACCOUNT

Name of the District Constituency

Total Number of voters in Constituency	Number of Ballot papers printed (=column 1+10% extra)	Number of Ballot papers issued to the voters	Number of ballot papers damaged/wasted/spoiled, if any	Number of unused Ballot papers returned to IEA = 2- (3+4)
1	2	3	4	5

6. Electioneering shall stop at 5pm on the day preceding the date fixed for poll to the office concerned and the DEO/EO shall ensure that this instruction is strictly adhered to by the contesting candidates

Enclosures & Related Details:

1. Election Schedule along with the Requirement for Candidates, for various offices.
2. **Voters' List for the entire District** – Constituency wise voter list is sent to DEO in three formats. (i) paper printouts and CD format, enclosed along with this communication and (ii) entire voters' list emailed to you directly. Your email address and password created exclusively for this purpose are as follows:

Email/Login ID :.....

Password :.....
3. **Summary Table** (along with voters' list) clearly indicating the **number of Office Bearers** and **number of General Council Members to be elected** from each Constituency in that district
4. Sample **Nomination Form, declaration form, withdrawal form and list of** final list of candidates to be used for all offices at constituency/specified municipal corporation/district/GHMC levels.
5. **Model of stamps** to be prepared for DEO and EOs in each constituency.
6. Sample **Ballot paper** to be used for polling for all offices.
7. Copy of Election Manual