

# Micro Observers (MOs)

(ECI INSTRUCTION NO. 464/KT-LA2008 DT. 04.04.08 AND NO.  
464/INST/2008-EPS DT. 24.10.2008)

# Micro-Observers (MO)

Observers have a very crucial role to play in the conduct of an independent, free and fair election. To strengthen the system of observation, the Commission has consciously decided to deploy Micro-Observers where necessary. These micro-observers would directly work under control and supervision of the general observer.



# Who Could be a Micro-Observer?

Following category of persons can be appointed as MOs:

- ▶ Government of India employees not below Group-C;
- ▶ Employees of Central Public Sector Undertaking (PSU) not below group-C.

# Preparing database of MOs

- ▶ District Election Officer (DEO) will prepare a database of all Government of India & Central PSU employees in the district.
- ▶ Database shall contain name, designation, organization, elector details of the employee including the Assembly, part and serial number in part of the employee of the electoral roll, & also the EPIC number of the employee.
- ▶ Additionally, postal address, telephone number, mobile number and email ID of the MOs should also be included in the database.



# Sharing MOs database with other districts

In case some districts do not have adequate number of Govt. of India or Central PSU employees to be appointed as MOs:

- ▶ DEO shall get the database of Govt. of India or Central PSU employees posted in neighbouring districts, with the help of Divisional Commissioner in those states that have a divisional commissioner system and with the help of CEO on other states.

In case an MO has to go to another district on poll duty:

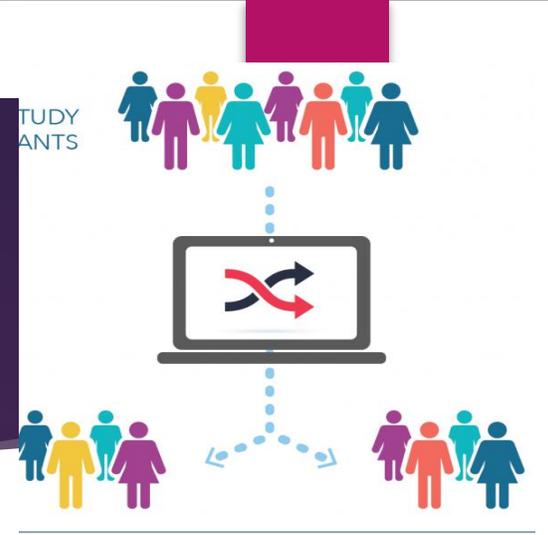
- ▶ Proper stay & travel arrangement must be made by the DEO.

# MOs can be used more than one Poll Day

In case of multi-phase elections and shortage of MOs:

- ▶ MOs can be used for poll duty in more than one phase as well;
- ▶ Convenience, safety & logistics of movement must also be taken into account.

# Randomization of MOs



- ▶ List of Polling Stations where MOs are to be appointed shall be prepared by the DEO in consultation with the Observer, depending on the sensitivity analysis and availability of MOs.
- ▶ Available MOs to be randomized in the presence of Observer
- ▶ MOs shall not be posted on duty in a Polling Station within the same Assembly Constituency, where they are enrolled as voters or where they are working.
- ▶ All efforts should be made to put them on duty in the same Parliamentary Constituency where they are enrolled as voters, to enable them to exercise their franchise through EDC.
- ▶ They shall be informed about the exact duty PS only on the day of departure.

# Training of MOs

- ▶ Detailed training on the rules & procedure of the entire polling process to be provided
- ▶ Additionally, they must also be trained on observation work & the method of filling the report
- ▶ At least two round of trainings for MOs , & trained by Observers



# Logistics for MOs

- ▶ DEO is responsible for providing logistics to the MOs
- ▶ One nodal officer for MOs shall be appointed for each district by the DEO
- ▶ MOs will reach the dispatch centers on their own
- ▶ From the dispatch centers they will be sent with the polling team to the Polling Station
- ▶ They will return to the receipt center with the polling teams
- ▶ Each MO shall be given a photo identity card by the DEO to ensure his access to the Polling Stations

# Honorarium to the MOs

- ▶ MOs shall be paid Rs 1,000/- for each day of duty
- ▶ In addition, the admissible TA, DA and the food allowance as per the norms of the State & their parent department
- ▶ Honorarium, TA, DA & food allowance should be paid by the Returning Officer (RO) in cash at the receipt center itself

# Exercise of franchise by MOs

- ▶ MOs are entitled to EDC or postal ballot like any other person on poll duty
- ▶ DEO shall send Form-12 & Form-12A to every MO along with the appointment order; MOs shall be asked to bring the completed Forms on the first day of training. Completed forms to be sent to the concerned RO by the DEO
- ▶ RO shall issue EDC or postal ballot depending on eligibility & ensure that it is delivered to the MO in the second training day
- ▶ All instructions of the Commission on postal ballots and EDC for employees on poll Duty shall also apply to the MOs

# MOs in multi-polling station locations

In case the location on which an MO is put on duty has more than one polling stations:

- ▶ The MO shall be responsible for all the polling stations at that location
- ▶ No need to post separate MOs in Polling Stations at one location
- ▶ MO shall divide her/his time between Polling Stations & will visit all the Polling Stations within the same campus at frequent intervals
- ▶ S/he shall make it known to the polling agents at each Polling Station that s/he is available in case they want to bring anything to her/his notice.

# Supervising MOs

- ▶ General Observers will supervise the work of MOs & shall be in close touch with them
- ▶ MO shall report to the Observer alone & not to other election officials

# MOs need to observe

MO should reach the Polling Station at least an hour before the start of the poll. They will do the following at the Polling Station:

- ▶ Assess the preparedness at the Polling Station
- ▶ Watch the mock poll & see that it is carried out as per the instructions of the Commission
- ▶ Ensure that votes in the CU are cleared after the mock poll & before the start of actual poll & that mock poll certificate is signed by the Presiding Officer
- ▶ During Poll Day, s/he should regularly note down important points for his report in the format given at Annexure-2
- ▶ In no case the MO will act as Presiding Officer of the Polling Officer. Her/his task is to observe that election process is being carried out in a free & fair manner & there is no vitiation of poll.

# MOs need to observe

- ▶ Mock Poll procedure
- ▶ Presence of Polling Agents and Observance of ECI instructions.
- ▶ Entry pass system and access to polling stations.
- ▶ Proper identification of electors in accordance with ECI Guidelines.
- ▶ Identification and recording procedures for Absentee, Shifted and Dead voter list (ASD List)
- ▶ Application of indelible ink.
- ▶ Procedure of noting down particulars of electors in register 17-A.
- ▶ Secrecy of voting

# MOs need to observe

- ▶ Conduct of polling agents, their complaints if any
- ▶ In case of violation found in observation - Immediate report to general observer through available means of communication
- ▶ Preparation of Report in prescribed format by MO
- ▶ MO to report to the General Observer at the collection centers and handover his envelope containing the report for the day personally to General Observer
- ▶ Reports of Micro-Observer along with scrutiny of Register 17A may be taken with consideration for taking a decision of re-poll
- ▶ MOs should know and be aware of the roles & responsibilities of the Presiding Officer, & therefore should look at the presentation on Polling Personnel.

# Report to be submitted by MO

**Based on the ANNEXURE -L of GUIDELINES FOR OBSERVERS, 2008 issued by ECI**

- ▶ Name of the Micro Observer
- ▶ Designation
- ▶ No. & Name of the polling station allotted
- ▶ Date & time of arrival at the polling station
- ▶ Name of the presiding officer
- ▶ Total No. of voters
- ▶ Whether mock poll was conducted (Y/N)
- ▶ Whether mock poll result was cleared (Y/N)
- ▶ Time of mock poll

# Report to be submitted by MO

## **Based on the ANNEXURE -L of GUIDELINES FOR OBSERVERS, 2008 issued by ECI**

- ▶ Whether EVM ID/Machine No. shown to agents by Presiding Officer? (Y/N)
- ▶ No. of polling agents present
- ▶ Whether any party (candidate) not represented by polling agent
- ▶ Whether entry pass system for Agents followed (Y/N)
- ▶ Time of commencement of poll
- ▶ No. of people standing at the queue at the time of commencement of poll
- ▶ Whether voters were identified by verifying EPIC or other valid documents before permitted to vote (Y/N)
- ▶ Whether the polling staff were filling details in the 17A register with reference to each voter

# Report to be submitted by MO

## Based on the ANNEXURE -L of GUIDELINES FOR OBSERVERS, 2008 issued by ECI

- ▶ The time of first visit by the sector officer
- ▶ How many times the sector officer visited the polling station during poll hours
- ▶ Whether CPF deployed at the polling station (Y/N)
- ▶ If yes, whether CPF *jawan* was observing the proceeding in the polling station while standing at the door as there any incident of violence/argument /threat etc. took place
- ▶ Did you notice any incident of polling staff going to voting compartment to guide the voters (Y/N)
- ▶ Did any voter/agent complaint about voting process/polling staff?

# Report to be submitted by MO

**Based on the ANNEXURE -L of GUIDELINES FOR OBSERVERS, 2008 issued by ECI**

- ▶ Whether hourly total was compared between EVM total and 17A? (Y/N)
- ▶ Whether flow of voters was regular or intermittent?
- ▶ How many voters were standing at the queue at 3.00 PM,..00 AND PM/5.00 PM
- ▶ How many voters were given token by the presiding officer at 5.00 PM

# Report to be submitted by MO

**Based on the ANNEXURE -L of GUIDELINES FOR OBSERVERS, 2008 issued by ECI**

- ▶ How many voters had cast their vote at 5.00 PM
- ▶ How many voters cast their vote after 5.00 PM
- ▶ What time the poll was actually closed
- ▶ Total No. of votes polled
- ▶ % of votes polled
- ▶ No. of voters voted using documents other than EPIC
- ▶ No. of absentee/shifted voters voted
- ▶ Whether EVM was sealed properly in the presence of agents
- ▶ Whether signatures of agents obtained in the Part I of 17C?

# Report to be submitted by MO

**Based on the ANNEXURE -L of GUIDELINES FOR OBSERVERS, 2008 issued by ECI**

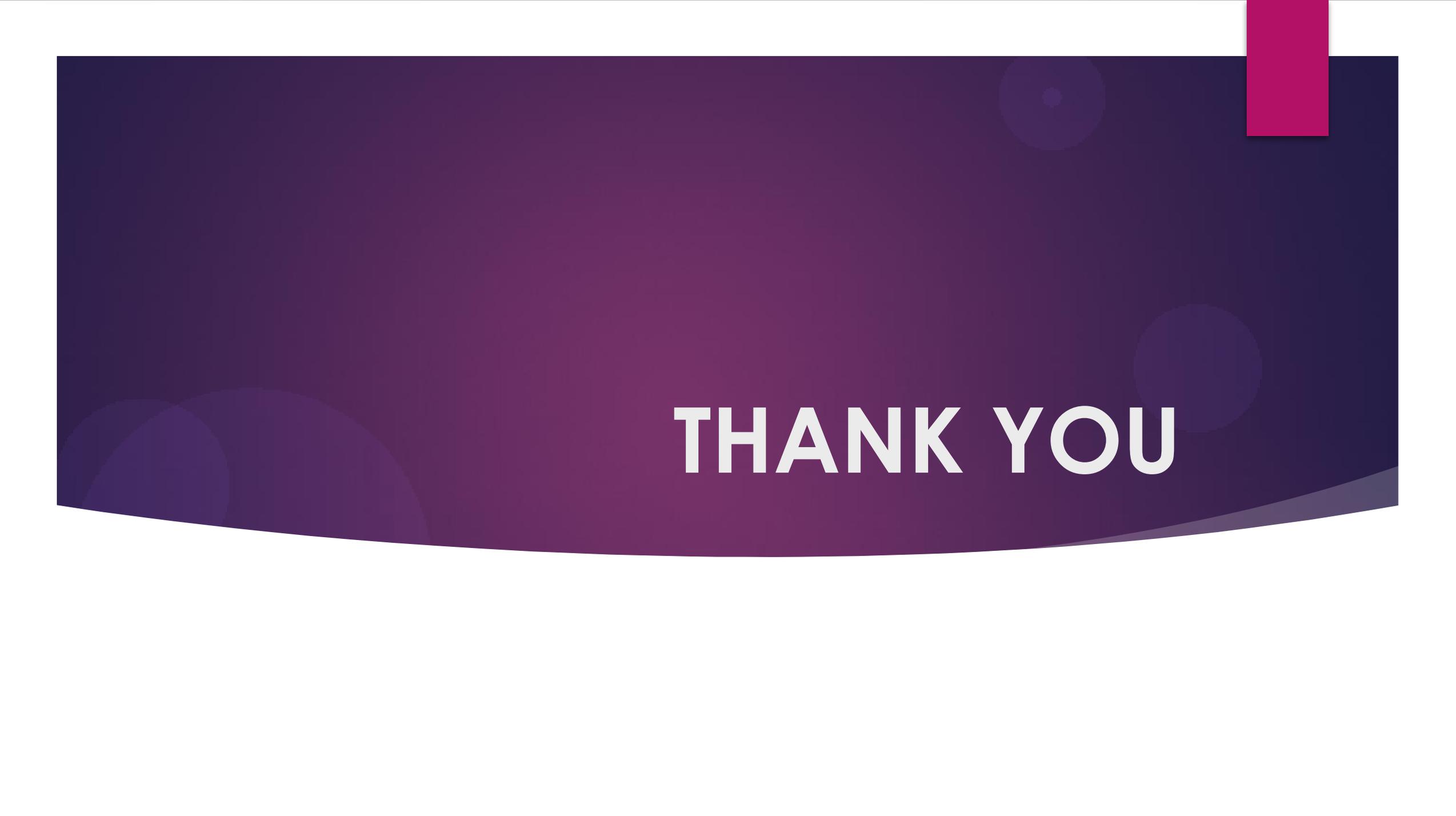
- ▶ Whether copy of 17C given to agents (Y/N)
- ▶ What time the pickup party came to the polling station for escorting the polling staff?
- ▶ Signature of Micro Observer :
- ▶ Name (in full) :
- ▶ Designation :
- ▶ Phone No. :
- ▶ Date & Time :

# Format for Report of MOs

1. Whether mock poll has been conducted in presence of MO?
2. Whether data of mock poll from the ballot unit was cleared & the EVM count was set to zero after the mock poll & before the beginning of real poll?
3. How many polling agents & of which political party were present during the mock poll?
4. Whether more than one polling agent from the same political party were present inside the polling station at anytime?
5. Whether polling agents were allowed to note the serial numbers of balloting unit & control unit & green paper seal?
6. Whether the entry pass system was enforced properly? Whether any unauthorized person was inside the polling station at any point of time?
7. Whether marking of indelible ink on left forefinger was done properly?

# Format for Report of MOs

8. Whether the identification document particulars were being filled up meticulously in Register of Voters (Form 17-A)?
9. Whether the list of votes issued with Postal Ballot was available with the Presiding Officer & Polling Agents? Did any person already issued Postal Ballot appeared to vote again in person? Whether any person cast a vote on the basis of EDC?
10. Whether events are recorded from time to time as & when they occur in the Presiding Officer's diary?
11. Whether the Presiding Officer or Polling Officer was going towards voting compartment or giving any undue instructions to the voters?
12. Whether the scrutiny of voters in the Absentee, Shifted and Dead list was done meticulously by the Presiding Officers in accordance with ECI Guidelines?
13. Whether copies of accounts of votes recorded in Form 17-C have been given to the polling agents?
14. Whether voting compartment was properly placed to ensure secrecy of voting?

The background is a dark purple gradient. There are several decorative elements: a small pink tab in the top right corner, a large semi-transparent circle in the top right, a medium semi-transparent circle in the middle right, and a large semi-transparent circle in the bottom left. The text "THANK YOU" is centered in the middle of the image.

**THANK YOU**