

**कार्यालय मुख्य निर्वाचन अधिकारी, राजस्थान**  
**शासन सचिवालय, जयपुर**

क्रमांक:एफ.8(1)(10)निर्वा / 2024 / 4412

जयपुर, दिनांक: 23/9/25

प्रेषक : मुख्य निर्वाचन अधिकारी  
राजस्थान, जयपुर।

प्रेषिति : **समस्त जिला निर्वाचन अधिकारी,**  
**(कलक्टर) राजस्थान।**

**विषय :** Guidelines on design and printing of EVM Ballot Paper for use in General/Bye Election to the House of the People and Legislative Assemblies of the States/UTs regarding.

**प्रसंग :** भारत निर्वाचन आयोग, नई दिल्ली का पत्रांक No.4/Misc./2025/SDR/Vol.XII  
दिनांक 17.09.2025

**महोदय,**

उपरोक्त विषयान्तर्गत आयोग ने अपने प्रासंगिक पत्र दिनांक 17 सितम्बर, 2025 (प्रति संलग्न) द्वारा निर्वाचनों के संचालन नियम, 1961 के नियम 49B के प्रावधानों का संदर्भ देने का निदेश हुआ है, जिसमें रिटर्निंग ऑफिसर द्वारा ईवीएम बैलेट पेपर सहित वोटिंग मशीन तैयार करने के लिए एक संपूर्ण कानूनी ढांचा प्रदान किया गया है।

आयोग ने उपर्युक्त विषय पर मौजूदा दिशानिर्देशों की समीक्षा की है और तदनुसार, ईवीएम (BEL and ECIL make) के लिए बैलेट पेपर के डिज़ाइन और मुद्रण हेतु स्पष्टता और एकरूपता के उद्देश्य से रिटर्निंग ऑफिसर, 2023 की हैंडबुक में परिवर्तन किए गए हैं।

अतः भारत निर्वाचन आयोग, नई दिल्ली के प्रासंगिक पत्र दिनांक 17.09.2025 की छायाप्रति संलग्न कर अनुरोध है कि विधानसभा आम चुनाव/लोकसभा आम चुनाव/उप चुनाव में आयोग के उक्त नवीनतम दिशा-निर्देशों को रिटर्निंग अधिकारियों अन्य निर्वाचन संबंधित अधिकारियों के ध्यान में लाया जाकर कड़ाई से पालना सुनिश्चित कराया जावे। सुलभ सन्दर्भ हेतु आयोग के प्रासंगिक पत्र दिनांक 17.09.2025 का हिन्दी वर्जन संलग्न कर आवश्यक कार्रवाई हेतु प्रेषित है।

संलग्न :- उपरोक्तानुसार।

भवदीय,  
  
(नवीन महाजन) 23/9.  
मुख्य निर्वाचन अधिकारी  
राजस्थान, जयपुर।

प्रतिलिपि निम्न को भारत निर्वाचन आयोग के प्रासंगिक पत्र दिनांक 17.09.2025 की छायाप्रति संलग्न कर सूचनार्थ एवं अग्रिम कार्रवाई हेतु प्रेषित है :-

1. निजी सचिव, मुख्य निर्वाचन अधिकारी, राजस्थान।
2. निदेशक, मुद्रण एवं लेखन सामग्री विभाग, राजस्थान, जयपुर।
3. समस्त रिटर्निंग अधिकारी, राजस्थान, जयपुर।
4. समस्त विभागीय अधिकारीगण, निर्वाचन विभाग, राजस्थान, जयपुर।
5. अधीक्षक, राजकीय मुद्रणालय, जयपुर, जोधपुर एवं उदयपुर।
6. प्रभारी अधिकारी, स्टोर/ईवीएम शाखा, निर्वाचन विभाग, राजस्थान, जयपुर।

  
विशेषाधिकारी, निर्वाचन विभाग  
राजस्थान, जयपुर।

# ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi 110001

No. 4/Misc./2025/SDR/Vol. XII

Dated: 17<sup>th</sup> September, 2025

To

The Chief Electoral Officers of  
All States and Union Territories,

**Subject: Guidelines on design and printing of EVM Ballot Paper for use in General/Bye Election to the House of the People and Legislative Assemblies of the States/UTs – regarding.**

**Reference: 1. Para 11.25 of Handbook for Returning Officer, 2023.  
2. ECI Instruction No. 576/3/2015/SDR dated 16<sup>th</sup> March 2015.**

Madam/Sir,

I am directed to refer the provisions of Rule 49B of the Conduct of Elections Rules, 1961, wherein, a complete legal framework has been provided for preparation of voting machine including EVM Ballot Paper by the Returning Officer.

2. The Commission has reviewed the existing guidelines on the subject mentioned above and accordingly, the following changes are made in Handbook for Returning Officer 2023 for the purpose of clarity and uniformity for design and printing of Ballot Paper for EVM (BEL and ECIL make):

**(a) Sub-Para (iii) of para 11.25.3 will be read as**

In the space so provided, on the top left-hand corner, the serial number of the ballot paper shall be printed. On the top right-hand corner, the sheet number shall be printed if the ballot paper is printed on more than one sheet, where the number of contesting candidates exceeds fifteen and the particulars of the election shall be printed at the center. These particulars will contain the serial number and name of the Parliamentary or Assembly Constituency, as the case may be, the year of election and the nature of election and shall be printed in English alone.

The following illustration will make the position clear:

- (a) For General Election to the House of the People; '1-New Delhi PC. 2004- Genl.';
- (b) For Bye-Election to the House of the People; '1-New Delhi PC. /2005-Bye';
- (c) For General Election to the Legislative Assembly; '304-Etawah AC. /2004-Genl';
- (d) For Bye Election to the Legislative Assembly; '304-Etawah AC /2005-Bye'.

**(b) Sub-Para (xiii) of 11.25.3. will be read as**

The names of the contesting candidates including NOTA option shall be printed in the same language or languages in which the list of contesting candidates has been prepared. CEO of the State/UT concerned shall choose appropriate font type for printing of names of the candidates in the State/UT. The font size of names of all candidates/NOTA shall be the same and adequately big.

(c) **Sub-Para (xiv) of 11.25.3.** will be read as

Serial number, the name and photograph of the candidate shall be printed on the left-hand side and symbol on the right-hand side in the candidate panel. **The serial number of the candidate shall be indicated in the international form of Indian numerals. The font size of serial number of candidate/NOTA shall be 30 and printed in BOLD.**

The photograph of the candidate shall be printed in the panel of the candidate and shall appear in between the name and symbol of the candidate. The size of the photograph printed on the ballot paper shall be 2 cm x 2.5 cm (2 cm in breadth and 2.5 cm in height). **Photograph of the candidates shall be printed in color (unless the candidate has provided only black and white photograph). The candidate's face should occupy 3/4th of the space in the photograph.**

(d) **Sub-Para (xvi) of 11.25.3.** will be read as

Unless otherwise directed by the Election Commission in any particular case, the ballot papers shall be printed for Parliamentary elections on white paper and for Assembly elections on pink paper. **Paper quality to be used for printing of EVM Ballot Paper should be 70 GSM. The Color/RGB value of pink paper for printing of EVM Ballot Paper for Assembly Election should be R:252 G:187 B:209 or code #fcbdd1 (Tolerance limit of  $\pm 02\%$  is permissible).**

(e) **Sub-Para (ix) of 11.25.3.** will be read as

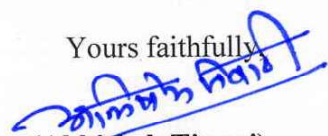
The names of not more than fifteen candidates shall be arranged on one sheet of a ballot paper and NOTA option will come after the last name of the panel. If the number of contesting candidates together with NOTA option is less than sixteen, the space below the panel after this shall be kept blank.

3. Printing of EVM ballot paper shall be done preferably at a Government or Semi-Government Press. However, in case, a Government/Semi-Government printing press is not available or does not have required capacity, private printing press(es) with required capacity can be selected after following due procedure and adequate provision and safety of the process shall be ensured as per the existing instructions.

4. The above instructions shall be brought to notice of all the District Election Officers, Returning Officers and all other election related authorities/officers for information and strict compliance.

5. The specimen of approved EVM Ballot Paper for both ECIL and BEL make EVM machines are enclosed for reference.

Yours faithfully

  
(Abhishek Tiwari)  
Under Secretary

Encl: as above



**Ballot Paper for ECIL Machine**  
140 mm

| Serial No. of<br>Ballot Paper | Particulars of Election |                         | Sheet Number             |
|-------------------------------|-------------------------|-------------------------|--------------------------|
| 1                             | Name of Candidate 1     | Photo of<br>Candidate 1 | Symbol of<br>Candidate 1 |
| 2                             | Name of Candidate 2     | Photo of<br>Candidate 2 | Symbol of<br>Candidate 2 |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |

**Ballot Paper for BEL Machine**  
140 mm

|                               |                         |                         |                          |
|-------------------------------|-------------------------|-------------------------|--------------------------|
| Serial No. of<br>Ballot Paper | Particulars of Election |                         | Sheet Number             |
| 1                             | Name of Candidate 1     | Photo of<br>Candidate 1 | Symbol of<br>Candidate 1 |
| 20 mm                         | 60 mm                   | 20 mm                   | 40 mm                    |
| 2                             | Name of Candidate 2     | Photo of<br>Candidate 2 | Symbol of<br>Candidate 2 |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |
| -                             | -                       | -                       | -                        |