

B. DAY OF POLL (At the Polling Station)

a) BEFORE COMMENCEMENT OF POLL

BALLOT UNIT	CONTROL UNIT
1. Unpack the Unit	1. Unpack the Unit
2. Check the Ballot Unit Seals	2. Check the Candidate Set Section Seal
3. Place it in the Voting Compartment	3. Connect the required number of Ballot Units to the Control Unit.
	4. Switch 'ON' the Unit
	5. Clear the Unit
	6. Conduct the MOCK POLL
	7. Clear the Unit again and switch it 'OFF'
	8. Fix duly signed Green Paper Seal on the door over the inner compartment of Result Section.
	9. Seal the inner compartment of the Result Section with thread.
	10. Seal the Result Section.
	11. Seal the Control Unit with long strip seal (A B C D Seal).
	12. Switch the unit 'ON'.

b) DURING POLL

1. Press the "Total" button and ensure that the "to" display is zero.
2. Press the 'Ballot' button on the Control Unit on completion of identification of first Voter, application of indelible ink and obtaining his signature/thumb impression.
3. Allow the voter concerned for recording his vote. Wait for the red 'Busy' lamp and the beep sound to go off.
4. Repeat step no.2 second voter and so on until end of poll. Ensure at intervals the total number of votes who voted displayed on Control Unit is tallying with actual voters allowed to record their votes as per the register.

c) AT THE CLOSE OF POLL

1. Remove the plastic cap over 'Close' button.
 2. Press the 'Close' button.
 3. Replace the plastic cap over the 'Close' button.
 4. Press the 'Total' button and note the total number of voters who voted till close of poll.
 5. Open the Button compartment and Switch 'OFF' the unit. Disconnect the Interconnecting cable.
 6. Pack the Control Unit and the Ballot Unit/s and seal the carrying cases.
-

C. DAY OF COUNTING (at the Counting Place)

1. Check Control Unit carrying case seal, unpack it and place it on counting table.
 2. Check if all seals are intact.
 3. Open Result Section and check if the Green Paper Seal on the Result buttons is intact and show the seal to Candidates / agents.
 4. Open the Botton Compartment seal and Switch 'ON' the Control Unit.
 5. Pierce the Green Paper Seal on the 'Result-I' button and press the 'Result-I, button and note down the results displayed sequentially.
 6. Close the Result Section and reseal it.
 7. Switch 'OFF' the Control Unit and reseal the button comaprtment.
 8. Remove the DMM, Seal it and send for storage.
 9. Remove the Power Pack and reseal the Candidate Set Section.
 10. Put Control Unit in its carrying case.
-



D. DEFECTS AND REMEDIES

Sl. No.	DESCRIPTION OF THE DEFECT	REASONS	REMEDY
1.	'ON' lamp does not glow when the EVM is switched on.	Power Pack is not fixed properly or voltage is low	Insert the Power Pack Properly or Replace Power Pack with a new one.
2.	No Beep Sound and display indication when the EVM is switch ON.	The Control Unit is defective and not fit for use.	Replace the Control Unit with a good one and report to ECIL.
3.	<p>Display showing 'no' and a beep sound is heard.</p> <p>a. When 'Cand. Set' button is pressed.</p> <p>b. When 'Clear' button is pressed.</p> <p>c. When 'Ballot' button is pressed</p> <p>d. When 'Result I' button is pressed</p>	<p>The button pressed is not in proper Sequence of Operation.</p> <p>'Ballot' or 'Close' button was already pressed</p> <p>Result of the Previous poll is not seen.</p> <p>'Close' button is pressed to close teh poll and hence to further polling is possible.</p> <p>The Polling is not Closed by pressing The 'Close' button.</p>	<p>Press the button in proper Sequence only.</p> <p>EVM accepts Cand Set button Only when it is cleared. Hence Clear the EVM before pressing 'Cand Set'.</p> <p>EVM accepts clear button only when result of the previous poll is seen, atleast once. Hence press 'Result I' button.</p> <p>This button will become effective only when the previous result is seen and the EVM is cleared.</p> <p>Close the poll by pressing the 'Close' button before pressing 'Result I'.</p>
4.	Display showing 'Er' and	<p>Please refer to Chapter 2 paras 11, 12 and Chapter 3 para 12 (f).</p> <p>If 'Er' still persists the Control Unit is defective and not fit for use.</p>	Replace Control Unit with a good one and report to ECIL.

Sl. No.	DESCRIPTION OF THE DEFECT	REASONS	REMEDY
5.	No. response to 'Total button in the Control Unit.	'Busy' lamp is 'ON'	Allow the voter to record his vote. Once the vote is recorded, the 'Busy' lamp goes 'OFF'.
6.	When the Presiding Officer pressed the 'Ballot' button the 'Busy' lamp does not glow. Instead 'LE' appears on the 2 Digit Display Panel and a short interrupted 'beep' sound is heard. On the 4 digit panel BU S.No. is displayed.	<p>Interconnection Cable has not been properly fixed or has snapped and there is no proper link.</p> <p>Slide wtitch is in wrong position.</p> <p>Battery is weak.</p>	<p>Fix the Interconnecting Cable Properly, if necessary, by taking it out and refixing.</p> <p>Correct the Slide switch position.</p> <p>Note: Carry the corrections on that Ballot Unit S.No. of which is indicated on the 4 digit display panel.</p> <p>Replace the battery.</p>
7.	When the Presiding Officer presses the 'Ballot' button the 'Busy' lamp does not glow. Instead 'PE' appears on the 2 Digit Display Panel and a short interrupted 'Beep' sound is heard.	Some Voter must have left one of the buttons in the Ballot Unit pressed or jammed and this may not be coming back to its original position.	Go inside the voting compartment and gently press all the Buttons once. The pressed button will resume its original position and 'PE' display and 'Beep' sound will not recur. Normal voting can be continued by pressing the 'Ballot' button.

E. DOs AND DON'Ts**DO'S**

1. Read the manual carefully before operating the EVM.
2. Press the latches gently and in the manner specified.
3. Protect the EVM from dust, heat, rain, fire and other such hazardous environments.
4. Use the Power Pack specially supplied by the Electronics Corporation of India Limited (ECIL).
5. Inform State Election Commission and ECIL in case of any problem.
6. Remove Power Pack from the Control Unit while storing for longer periods.
7. Ensure that the covers/doors of the sections/compartments in the Ballot Unit and the Control Unit rest properly on the plain surface, when opened.
8. Ensure that the connector of the Interconnecting Cable mates properly with the connector of the Control Unit before pressing in. This will mate in one direction only.

DON'Ts

1. Do not exert undue pressure on latches, hinges etc.
2. Do not keep EVM near heater or other hot objects.
3. Molten sealing wax should not fall on the EVM, while sealing.
4. Do not open by force the cover or doors of the various sections.
5. Do not try to open the top portion of the Control Unit. (by unscrewing the screws).
6. Do not remove the seal of the Power Pack unless it is required for use.
7. Do not hit/smash the connector fixed at the end of the Interconnecting cable against any hard surface/object.
8. Do not press the connector fixed at the end of the Interconnecting Cable into the connector of the Control Unit in reverse direction.
9. Do not pull the Interconnecting Cable while disconnecting it from the Control Unit without unscrewing the two screws on both sides of the connector.



F. STORAGE OF EVMS**INSTRUCTIONS FOR STRONG BULK CARRYING CASES**

- 1) The bulk carrying cases have to be arranged as shown in Fig. 22 (LAY-OUT OF STORE). They can be kept back to back as shown in Fig. 22.
- 2) The boxes can be stacked one above the other up to a maximum of FOUR nos. with a wooden platform as shown in Fig. 23 (WOODEN PLATFORM). We do not recommended usage of Tarpaulin for the floor.
- 3) Ballot Unist and Control Units should be kept in separate bays for easy identification and movement.
- 4) Fire extinguisher should be kept fixed to the sidewalls for every 15 meters.
- 5) The building / walls should be strong enough to withstand attacks from rodents.
- 6) The inner side of walls and floor should be cleanly maintained to avoid insects and white ants.
- 7) In places where there is possibility of temperature going below 0 degree Celsius it is advisable to insulate the walls with THERMOCOOL.
- 8) Storage should be such that the boxes are not exposed to direct sunlight.
- 9) Proper ventilation for good air circulation/lighting should be provided for the building.
- 10) There should be no seepage of water from ceiling, sidewalls and floor. If required Tarpaulin covers may be used protect boxes.



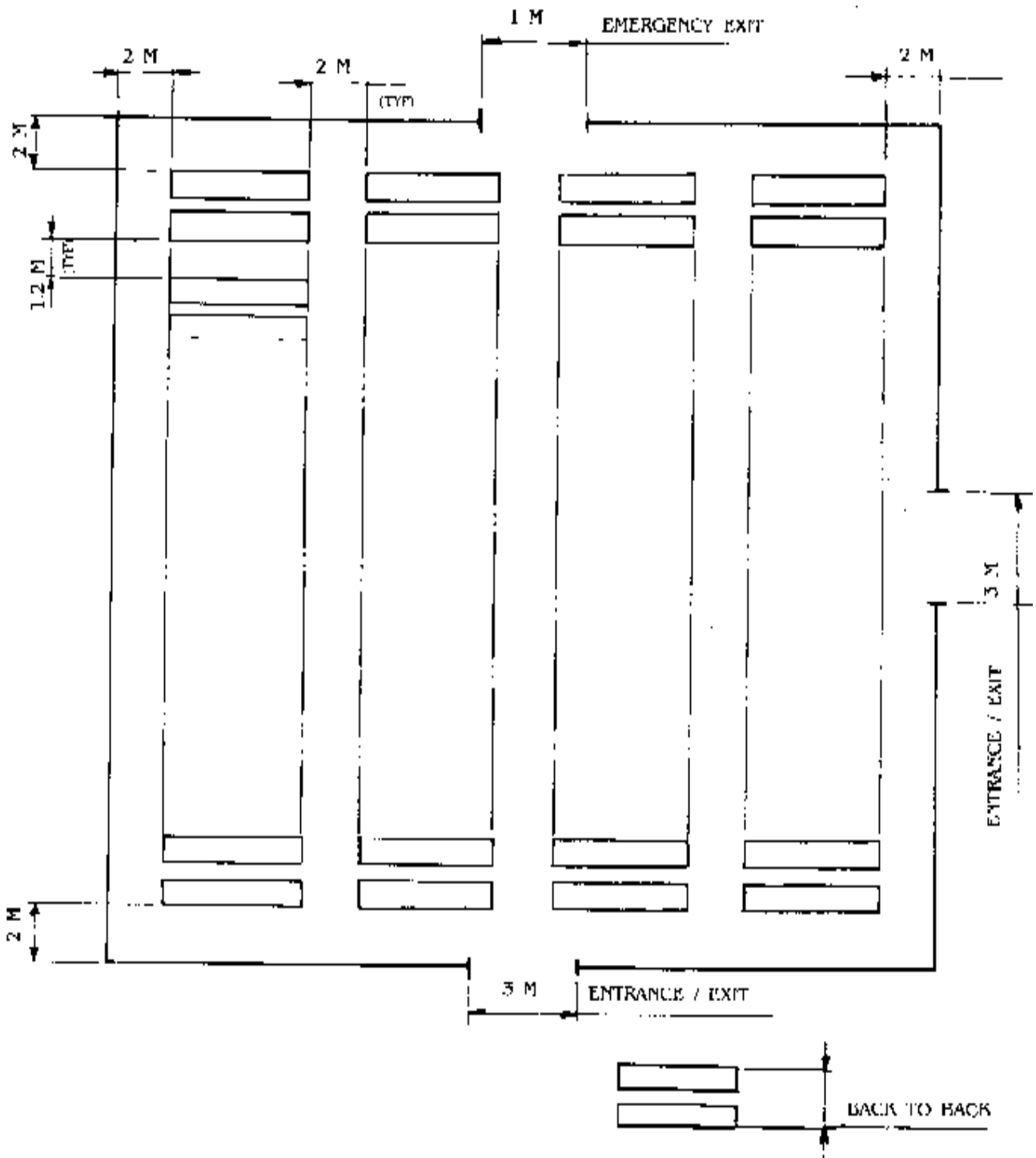


FIG. 22 LAY-OUT OF STORE

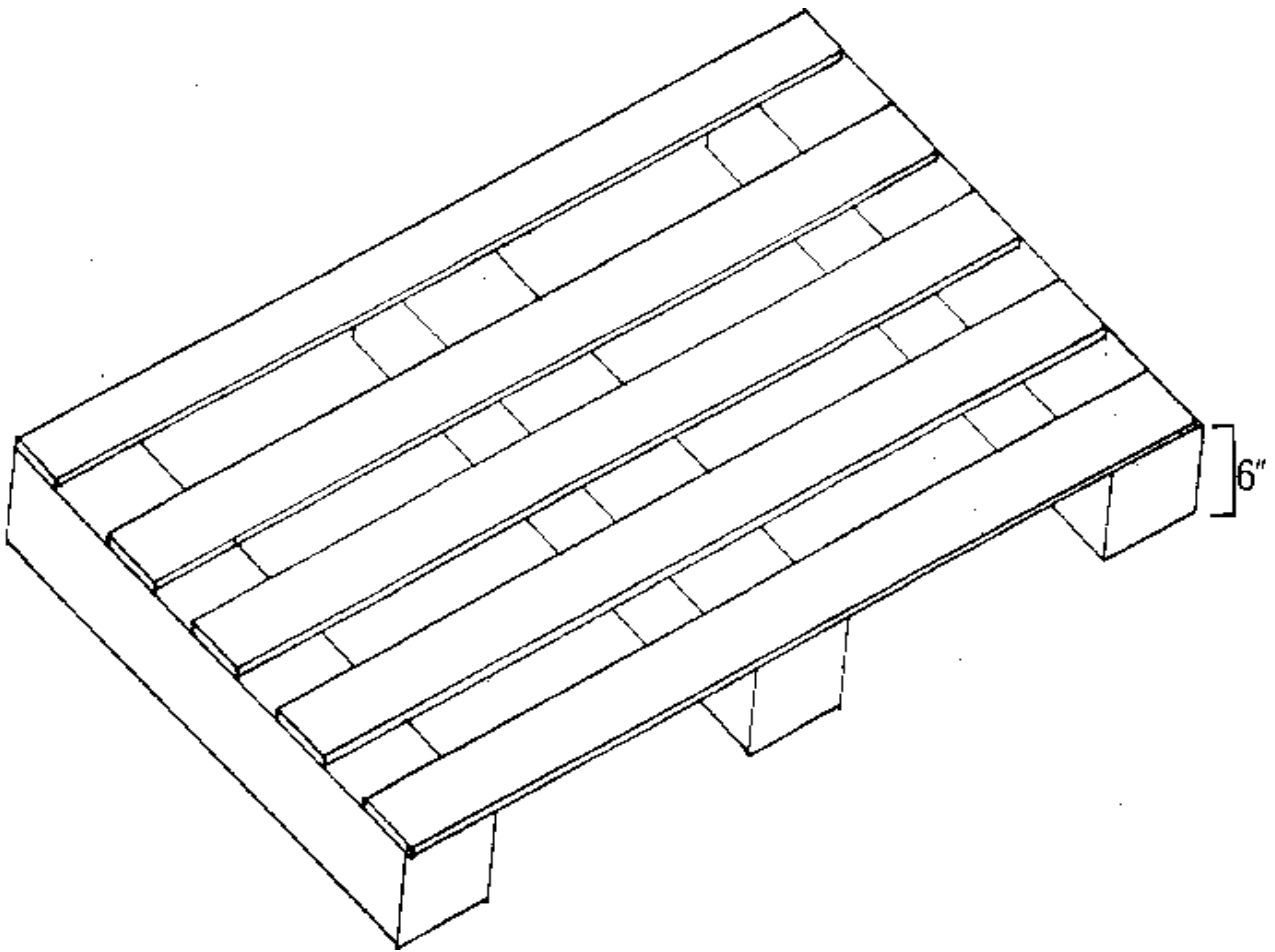


Fig. 23 Wooden Platform