

## PROCESS TO BE FOLLOWED DURING E-VOTE

1. THE RESPECTIVE MEMBER HAS TO COME TO THE VENUE OF THE VOTING (SOUTH EXTENSION/FEROZESHAH KOTLA) AND VERIFY HIMSELF AT THE REGISTRATION DESKS.
  
2. VERIFICATION:
  - a. AT THE TIME OF VERIFICATION, THE MEMBER IS REQUIRED TO SHOW THE IDENTITY CARD ISSUED BY JUSTICE SEN (ADMINISTRATOR).
  - b. FOR THOSE WHO DO NOT HAVE ID ISSUED BY JUSTICE SEN, THE FOLLOWING STEPS HAVE TO BE FOLLOWED:
    - i. FILL UP THE VERIFICATION FORM AT THE REGISTRATION DESK; AFFIX TWO PHOTOGRAPHS.
    - ii. SHOW ANY GOVERNMENT ISSUED ID CARD CONSISTING THE DETAILS OF MEMBER'S RESIDENCE ADDRESS;
    - iii. ONCE THE ABOVE STEPS ARE FOLLOWED, AN OTP WILL BE ISSUED IN THE NAME OF THE MEMBER.
  
3. ONCE THE DETAILS OF THE MEMBER ARE VERIFIED AT THE REGISTRATION DESK, THE MEMBER WILL RECEIVE A SLIP THAT HE HAS BEEN DULY VERIFIED AND HAND IT OVER TO THE PERSON FROM NSDL WHO WILL ISSUE A UNIQUE ONE TIME PASSWORD.
  
4. THE MEMBER WILL THEN PROCEED TO THE ELECTRONIC VOTE BOOTH AND AN OFFICIAL OF NSDL WILL BE PRESENT WHO CAN

ASSIST IN HELPING THE MEMBER CAST THE VOTE ELECTRONICALLY IF REQUIRED.

5. MEMBERS WILL BE ALLOWED TO ENTER THE VENUE OF REMOTE E-VOTING (ON 13<sup>TH</sup> SEPTEMBER & 14<sup>TH</sup> SEPTEMBER 2017) AT SOUTH-EXTENSION ONLY BETWEEN 10:00 AM TO 5:00 PM FOR CASTING THE VOTE. IF YOU REACH SECURITY AFTER 5 PM YOU WILL NOT BE ALLOWED INTO THE VENUE.

6. THE MEMBERS WILL BE ALLOWED TO CAST THEIR VOTE BETWEEN 2:00 PM TO 7:00 PM AT THE DAY OF THE EXTRA-ORDINARY GENERAL MEETING AT FERROZESHAH KOTLA I.E. 15<sup>TH</sup> SEPTEMBER 2017. AT THE DISCRETION OF THE CHAIRMAN AND IN CONSULTATION WITH THE SCRUTINIZER THE TIME OF VOTING MAYBE EXTENDED.