

**DELHI & DISTRICT CRICKET ASSOCIATION (DDCA)**

**Arun Jaitley Stadium, Feroze Shah Kotla Ground, Delhi-2**

**DDCA ELECTION 2021**

**VOTING PROCEDURE**

**Instructions/Guidelines regarding the Voting Procedure for Elections to be held for the Five (5) posts of Office Bearers and Seven (7) Directors of DDCA are as follows:**

1. Only Members of the Company shall be entitled to attend and Vote at the Extra Ordinary Meeting of the General Body.
2. Proxy Voting shall not be allowed.
3. Only the Members shall be allowed to attend and Vote, on Verification of their Identity. The Members shall bring their DDCA Membership Card and any other Identification Document such as:
  - a. Aadhar Card
  - b. Election ID Card
  - c. PAN Card
  - d. Passport
  - e. Driving License
  - f. Or an Identification Documents issued by the competent Government Authority/Agency.

Even if any Member does not have the Membership Card but his name appears in the Electoral Roll, one of the other documents mentioned above would be sufficient to verify the Identity. Thus, it may be noted that production of one of the Identification Documents of a Government Authority/ Agency mentioned above is mandatory for all Members who come for Voting.

4. Members may peruse and may visit the “Final Electoral Roll” uploaded and available on the website of DDCA.
5. In view of the Covid-19 Pandemic, there are restrictions already in place for gathering of people by law and/or through Government Guidelines. The Guidelines also mandate maintaining social distancing, wearing of masks and ensuring hand sanitization. All Members are requested to follow these mandatory requirements.
6. In order to comply with the Guidelines and to avoid overcrowding, voting for the Five (5) posts of Office Bearers and Seven (7) Directors of DDCA have been scheduled over **THREE DAYS, 25<sup>th</sup>, 26<sup>th</sup> and 27<sup>th</sup> October, 2021 from 11 AM to 5 PM.**
7. (i) There will be 7 Counters outside premises of DDCA at gate no.2. The 1st Counter will check Temperature, administer Hand Sanitizer and in case of Fever, the Voter will be advised to come next Day when he/she is not having fever.
  - (ii) After Counter no. 1 there will be 3 Assistance Counters each for Life Members (L.M.) and Ordinary Member (O.M.) respectively.
  - (iii) Voters will be required to produce DDCA Membership card and any of other Identification documents such as Aadhar card, Election ID Card, Pan Card, Passport, DL or any other ID Issued by Government Authorities/ Agencies.
  - (iv) Each Voter would have to wear a MASK. Without a Mask, a Voter will not be allowed to enter the Voting premises. All Voters would be required to Maintain Safe Distance as per Covid-19 Guidelines in force.
  - (v) ‘Voters Slips’ will be issued at Assistance Counter and with this the Voter will enter DDCA Premises from Gate No. 2. All Polling Booths are located on left side of Gate no. 2, including Polling Booth No. 7 which will be dedicated for Physically Challenged and Sick persons.

(vi) The 'Voter Slip' would mention the Polling Booth Number and the Serial Number of the Voter in the Electoral Roll. Members are required to keep the Slip with them and Handover the same to the Polling Officials at their Assigned Polling Booth.

(vii) Physically challenged and Sick voters will be given preference at Assistance Counters as well as Polling Booths.

8. There will be Seven Polling Booths, all located in the Arun Jaitley Stadium, for facilitating Voting without crowding and to help Members to Vote without having to wait for too long.
9. In order to ensure that the purpose of staggering of Polls is achieved and to reduce inconvenience to the Members, specific Polling Booths have been assigned to Members. A Statement showing the assignment of Polling Booths to the Members may please be seen at **Annexure I**. Members may come on **ANY of the THREE DAYS OF POLLING**. The Voter would be required to go **ONLY** to the assigned Polling Booth.
10. In the Polling Booth also, the Members would be required to again show the ID Documents issued by Government Authority/Agency as mentioned in para 3 above and their Membership Card (except for those who do not have the Membership Card). Once the Identity is established, the Members shall be required to affix their signature in a Register provided for the purpose. Then, Indelible Ink will be marked on the Middle Finger of the left hand of the Members. Only after Signature/ Thumb impression is affixed in the register and marking of the Indelible ink is done, Ballot papers and Instrument for marking vote will be handed over to the Member. Ballot papers will not be issued unless Signature/ Thumb impression is affixed in the Register and without marking of the Indelible Ink.

11. Each Contesting Candidate can nominate two persons, if he/she so desires, from amongst the electors whose names are included in the Electoral Roll, to be present on his/her behalf at each of the Polling Booth on each day of Poll. However, only **one such person** shall be allowed to be present at the Polling Booth at any given point of Time.
12. There will be two separate Ballot Papers, one for the Five (5) posts of Office Bearers and the other for the Seven (7) posts of Directors.
13. (i) Members can cast their vote for ONE candidate for each post of Office Bearers. Marking of Vote for more than **One Candidate** for each of the Post will render the Ballot Paper Invalid at the time of Counting.  
(ii) However, a Voter would be at liberty not to cast vote for all the FIVE (5) Office Bearers Posts. In such a case, the Ballot Paper would not be considered Invalid at the time of Counting.
14. (i) For the post of Directors, Vote can be cast for upto SEVEN (7) candidates. Marking of vote for more than Seven candidates for the post of Directors will render the Ballot Paper Invalid at the time of Counting.  
(ii) However, a Voter would be at liberty not to cast vote for all the SEVEN (7) Posts of Directors. In such a case, the Ballot Paper would not be considered Invalid at the time of Counting.
15. Marking of Vote will be done using Rubber Stamp that will be provided in the Polling Booth. Vote must be marked in the column to the right of the name of Candidate (the space specifically allotted for marking of the vote). Please note that the use of any other writing instrument like pen, ballpoint, pencil etc. on the Ballot Paper, will render the Vote Invalid.
16. The Voter shall record His/Her Vote on the Ballot Paper, in secrecy, in a Voting Compartment specially provided for the purpose at the Polling Booth.

17. The Ballot Paper marked by the Voter shall be deposited by Him/Her in the Ballot Box specially prepared and sealed by the Presiding Officers and placed at a conspicuous place in the Polling Booth which shall be constantly visible to all present in the Polling Booth.
18. The Presiding Officer shall close the Poll at the Appointed Hour. However, all the Electors who are present at the Polling Booth at the Appointed closing Hour, shall be entitled to Vote.
19. After all the Voters referred to in sub-clause (18) above have Voted, the Presiding Officer shall close the Ballot Box and shall not permit thereafter any Person to Vote.
20. Facility of wheelchairs will be provided at the first entry point for those who may require the same. Ambulance will also be on standby. Please note that Member's vehicles will not be permitted inside the first entry point. This is Covid related restriction.
21. All DDCA officials on Election Related Duties and Election Team will be tested for Covid-19.
22. Please note that no Unauthorized Person will be permitted to enter the premises. Strict action will be taken in case of any attempt of Impersonation. Any case of Impersonation will lead to an FIR being filed with the Delhi police.
23. There will be videography of the events at the venue.
24. All Members are requested to extend their co-operation in following all the Covid-19 guidelines at the Venue and assist the Electoral Officers in conducting Free, Fair and Smooth Poll.
25. In case of any dispute or objection as to candidacy, disqualification, eligibility to vote or admission or rejection of vote, the Electoral Officer shall decide the same and such decision be final and conclusive.

26. In terms of para (3) of the Model Code of Conduct, notified in the 'Election Procedure' dated 22<sup>nd</sup> September, 2021, **the period between 10<sup>th</sup> October, 2021 and 6 p.m of 24<sup>th</sup> October, 2021 is declared as the "Campaign Period"**.

Date: 14.10.2021

ACHAL KUMAR JOTI

ELECTORAL OFFICE

**ANNEXURE-I**

**Statement Showing Assignment of Polling Booth for the Voters Asper  
the S. N. in the Electoral Roll of DDCA, 2021 Published on 21.09.2021**

<b>S. No.</b>	<b>S. No. of Voters (as per Electoral Roll of DDCA Published on 21.9.2021)</b>	<b>Polling Booth No.</b>
<b>(1)</b>	<b>S. No. 1 to 661</b>	<b>ONE 1</b>
<b>(2)</b>	<b>S. No. 662 to 1322</b>	<b>TWO 2</b>
<b>(3)</b>	<b>S. No. 1323 to 1983</b>	<b>THREE 3</b>
<b>(4)</b>	<b>S. No. 1984 to 2734</b>	<b>FOUR 4</b>
<b>(5)</b>	<b>S. No. 2735 to 3485</b>	<b>FIVE 5</b>
<b>(6)</b>	<b>S. No. 3486 upto last Voter</b>	<b>SIX 6</b>
<b>(7)</b>	<b>For Physically challenged and Sick Voters</b>	<b>SEVEN 7</b>

