

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

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

**DDCA ELECTION 2024**

**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 DDCA whose Names appear in the Final Electoral Roll Notified by the Electoral Officer on 11.11.2024 and Uploaded on the DDCA's Website on 11.11.2024, shall be entitled to attend and Vote at the Extra Ordinary Meeting of the General Body of the DDCA.
2. **Voters can cast their vote on three days i.e.on 13 December (Friday), 14<sup>th</sup> December (Saturday) & 15<sup>th</sup> December,2024 (Sunday) from 11.00 A.M to 5.00 P.M and Voters may cast their Vote on any of the THREEDAYS.**
3. Proxy Voting shall not be allowed.
4. Only the Members whose names appear in the Final Electoral Roll shall be allowed to attend AGM and Vote, on Verification of their Identity. The Members shall bring their DDCA Membership Card and any other Identification Document mentioned below: -
  - a. Aadhar Card
  - b. Election ID Card
  - c. Passport
  - d. Driving License

Identification of Voter will be done with the help of TWO DOCUMENTS. However, in case the DDCA card is not issued to the Member or some how it is not in possession with the Voter at the time of Voting, Polling Staff on duty will establish the Identity. In Case a Member does not have the Membership Card with Him/Herbut Name appears in the Final Electoral Roll, one of the other Documents mentioned at Rule 4 above would be sufficient to verify the Identity of the Voter. Thus, it may be noted that production of ONE of the Identification Documents mentioned in Rule 4 above is mandatory for all Members who are eligible for Voting.

5. There will be **6 Voter Slip Counters** outside premises of DDCA at **Gate No.2** for issue of **Voters Slip**. Each such Counters will be dedicated to cater to approximately 650 voters i.e.

1<sup>st</sup> Counter will be for Voters with S.No. 1 to S.No.650;

2<sup>nd</sup> Counter will be for Voters from S.No.651 to 1300;

3<sup>rd</sup> Counter will be for Voters from S.No.1301 to 1950;

4<sup>th</sup> Counter will be for Voters from S.No.1951 to 2600;

5<sup>th</sup> Counter will be for Voters from S.No.2601 to 3250;

6<sup>th</sup> Counter will be for Voters from S.No.3251 to 3748 voters.

**The S.No mentioned above is the S.No. in the Final Electoral Roll uploaded by the Electoral Officer on the Website of DDCA on 11.11.2024.**

6. Each of the aforementioned Voter Slip Counter will have dedicated Queue for Senior Citizens over 70 years of age, Sick Voters / Physically Challenged Voters / Voters on wheel chairs and they would be attended on priority. Such Voters would be issued a PINK VOTER SLIP. The Pink Slip

Voters would Vote at the – **Polling Booth No.1** set-up such Voters. specially set-up for such Voters.

7. (i) Voters will be required to produce DDCA Membership Card and any of the 4 Identification Documents mentioned in Rule 4 above for issue of Voters Slip;
- (ii) Voters Slip will be issued to individual Voters in Person and no other Person, Voter, or Member of DDCA will be allowed to collect Voters Slip for other Voter.
- (iii) After the Voters Slip has been issued to the Voter, He/She will proceed towards Gate No.2 of the DDCA premises and enter the premises showing the **Voters Slip and ANY ONE OF THE IDENTITY CARDS** prescribed, at the Gate and proceed to assigned Polling Booths assigned to Him/Her.
- (iv) The ‘Voter Slip’ issued to each Voter would mention the Polling Booth Number and the Serial Number of the Voter in the Final Electoral Roll. Members are required to keep the Voter Slip with them and Handover the same to the Polling Officials at their Assigned Polling Booth.

**(8)All Physically challenged and Sick Voters, who have been issued Pink Voter Slip,would Vote at Polling Booth No.1.**

**(9) There will be SixPolling Booths, No. 2 to 7, for other general Voters who have been be issued White Color Voter Slip.**

10. In order to ensure that the purpose of staggering of Polling is achieved and to reduce inconvenience to the Members, specific Polling Booths have been assigned to Members. The Voter would be required to go ONLY to the assigned Polling Booth.**The Details of the S.N. of the Voter and the**

**Polling Booth in which He/She has to Cast His/Her Vote are given at Annexure-I enclosed herewith.**

11. In the Polling Booth also, the Members would be required to again show the DDCA issued ID card (except for those who do not have the Membership Card) and the ID Documents mentioned in Rule-4 above. 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 and has dried, TWO set of Ballot papers for marking Vote will be handed over to the Voter. Ballot Papers will not be issued unless Signature/ Thumb impression is affixed in the Register and without marking of the Indelible Ink. Voters will be able to mark the Ballot Papers with the Marking Instrument available in the Voting compartment made in the Polling Booth. After marking the Ballot Papers as per the instructions printed on the Ballot Papers, Voters will drop both the Ballot Papers in TWO separate Ballot Boxes and proceed to exit the Polling Booth. Carrying Ballot Paper outside the Polling Booth is prohibited and is illegal.

12. There will be provision for appointment of Polling Agents at the Polling Stations and guidelines/instructions in the matter will be issued separately. 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. Each Voter would be given TWO BALLOT PAPERS.

**13. Members can cast their vote for**

- (i) ONE candidate for each Post of Office Bearers. Marking of Vote for more than One Candidate for any of the Post will render the Ballot Paper Invalid for that Post and at the time of Counting it will be treated as Invalid Vote for the said post.**

**However, single Vote cast for other Posts, if any, will be taken into account at the time of counting.**

- (ii) Since there are 7 votes that may be cast for the Post of Directors, a Voter should not mark more than 7 votes and in case if more than 7 votes are marked on the Balot Paper, the entire Ballot Paper will be declared invalid at the time of Counting. However, a Voter may mark Vote for less than or equal to 7 Candidates.**

14. 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. for marking Vote or putting Signature, writing or putting any identification mark on the Ballot Paper by the Voter, will render the entire Ballot Paper Invalid at the time of counting of Votes.**

15. 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.

16. Voter will mark the Vote on the TWO BALLOT PAPERS with the instrument provided. The Ballot Paper marked by the Voter shall be deposited by Him/Her in respective Ballot Boxes 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.

17. All Voters will exit from Gate No. 17-18 after casting their Vote. Carts will be available for dropping Sick, Old or others who need assistance to approach the Parking site.

- 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 Rule 17 above have Voted, the Presiding Officer shall seal the Ballot Box and shall not permit any Person to Vote thereafter.
- 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.
- 21.Please note that no Unauthorized Person will be permitted to enter the Polling Booth Areas. 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.
- 22.There will be Videography of the events at the venue.
- 23.In terms of Rule-3 of the Model Code of Conduct, notified in the ‘Election Procedure’ dated 2.11.2024, the period between 5:00 p.m of 4.12.2024 and 5 p.m of 11.12.2024 is declared as the “Campaign Period”.**
- 24.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 in terms of para 34(3) of Memorandum of Association and Articles of Association (MOA& AOA) of DDCA and such Decision shall be Final and Conclusive.

Date:6.12.2024

ACHAL KUMAR JOTI  
ELECTORAL OFFICE  
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**ANNEXURE-I**

**S. NO. given below are the S.No. in the Final Electoral Roll updated on  
the DDCA, Website on 11.11.2024.**

<b>S. No.</b>		<b>Polling Booth No.</b>
<b>(1)</b>	<b>For Senior Citizens over 70 years of age, Sick Voters, Physically Challenged Voters, Voters on Wheel Chair.</b>	<b>ONE 1</b>
<b>(2)</b>	<b>S. No. 1 to 650</b>	<b>TWO 2</b>
<b>(3)</b>	<b>S. No. 651 to 1300</b>	<b>THREE 3</b>
<b>(4)</b>	<b>S. No. 1301 to 1950</b>	<b>FOUR 4</b>
<b>(5)</b>	<b>S. No. 1951 to 2600</b>	<b>FIVE 5</b>
<b>(6)</b>	<b>S. No. 2601 to 3250</b>	<b>SIX 6</b>
<b>(7)</b>	<b>S. No. 3251 upto last Voter</b>	<b>SEVEN 7</b>

