

DDCA

Instructions for “Counting of Votes” on 28th Oct. of 2021

- 1) The Counting of Votes for the DDCA Election – 2021 shall take place on 28th October 2021.
- 2) The Counting of Votes shall take place in **TWO COUNTING HALLS.**
 - i. Counting Hall No.-1 would be in “**Control Room**” where Ballot Papers for the 5 Office Bearers Post will be Counted.
 - ii. Counting Hall No. 2 would be in “**Dressing Room**” where Ballot Papers for the 7 for Director’s Posts would be Counted.
- 3) The Color of the Ballot Papers of Office Bearers Posts Would Yellow while the Ballot Papers of Directors Posts would be White.
- 4) The Candidates can come at 10:00 A.M. on 28th October at the “Strong Room” where the Ballot Boxes are Stored. They can observe the opening of Strong Room.
- 5) The “Strong Room of Ballot Papers”, Would be opened at 10:00 A.M. on Thursday, 28th October 2021.
- 6) All the 21 Ballot Boxes would be Removed from the “Strong Room” The Ballot Boxes would be taken to the COUNTING HALL NO.1 in the Control Room.
- 7) (i) All the 21 Ballot Boxes would be opened in the counting Hall no. -1 All the Candidates can remain present in the counting Hall No.1.

(ii) All the Ballot Papers – Yellow Color and White Color would be separated into TWO LOTS.

(iii) After Separation of the Ballot Paper into Lots of Yellow Ballot Papers and White Ballot Papers, the Election Office Staff would prepare Bundles of 100 Ballot Papers, for all the Ballot Papers.

(iv) After the work regarding preparing Bundles of 100 Ballot Papers of Yellow Color and White Color is completed, the White Color Ballot Papers for DIRECTOR'S POST would be stored in Metallic Box.

(v) The Metallic Box containing White Ballot Papers would be shifted to the **Counting Hall No.2** – Dressing Room for Counting of the Votes.

8) All the Candidates are Requested that the TWO "Counting Agents" appointed by them would be allowed to enter the TWO COUNTING HALLS, after Action/Activities mentioned at (1) to (7) above have been completed.

9) The Candidates have appointed Two/One Counting Agents. It is Clarified that after the counting of Votes is started, only ONE Counting Agent would be allowed to be seated in the Counting Hall. The Candidates can call the Second Counting Agent, if the First Counting Agent has to Leave or has Left the counting Hall. The Second Counting Agent's role is that of a – "Reliever Counting Agent".

10) DDCA has Agreed to provide Packed Lunch to the Persons who would be present inside the TWO Counting Halls. Evening Tea would also be provided. If Counting is continuing for late, Packed Dinner would also be Provided.

Dated: 27.10. 2021

TAPAS KUMAR BHATACHARYA
RETURNING OFFICER