

भारत निर्वाचन आयोग  
ELECTION COMMISSION OF INDIA

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No.464/INST/PwD/2016/EPS

Dated 7<sup>th</sup> September, 2016

To

The Chief Electoral Officers of  
All the States and Union Territories.

Subject: - Providing facilities to Persons with Disabilities – Regarding.

Madam / Sir,


In continuation to the letter of even number dated 12/03/2016 on the subject cited, the following additional directions are issued by the Commission for ensuring adequate and quality facilitation of Persons with Disabilities (PwDs) to ensure their wholesome and constructive participation and active engagement in the election process:-

- I. PwDs in each polling station should be identified by BLOs and its record should be kept in the Database and also as a category-wise separate list;
- II. The names of PwD should be mapped and the list be made available to the BLOs but it should not be marked in the electoral roll to maintain the privacy of PwD;
- III. Elaborate instructions on PwD should be prepared by ECI and the same should be displayed outside the Polling Station;
- IV. Voter guide, voter slips and Voter ID cards (EPIC) of visually impaired electors should be prepared in Braille wherever possible;
- V. Department of social Justice should be approached for fulfilling the requirement of wheel Chairs for PwD Voters;
- VI. Neutral youth volunteers should be roped into for facilitation of PwD voters;
- VII. There should be proper Voters' Guide for PwD Voters especially catering to their needs;
- VIII. Assured Minimum Facility (AMF) should be ensured for PwD Voters at each and every Polling Station –
  - a. Permanent ramps with appropriate gradient should be provided as per national standards;
  - b. Braille facility should be provided in the EVMs;



- c. Proper accessibility to the polling station should be ensured;
  - d. Proper parking facility should be made available at the polling stations;
- IX. The Polling Officials should be given proper training to facilitate PwD and sensitize them about PwD requirements;
  - X. Proper environment building and SVEEP activities should be conducted for ethical voting;
  - XI. Dissemination of information regarding available facilities should be made known to the Stakeholders, Political Parties, Election Machinery, Media, Electors;
  - XII. Exclusive polling booths, as far as practicable, should be set up for PwD in places where they reside in large numbers. Other facilities according to the needs of the PwD like proper toilets, tactile signage outside the polling stations and Voters' Guide in Braille for the visually impaired voters should be made available;
  - XIII. PwD should be informed in advance about polling stations where facility of online booking for wheel chairs is available;
  - XIV. Wherever possible, dummy ballot papers in Braille for visually impaired voters should be prepared;
  - XV. Audio applications like voice SMS (web or mobile) for registrations should be developed for visually impaired voters;
2. A comprehensive activity chart (Annexure-I) regarding ease of registration and voting by PwD has been prepared for clarity and coherence. This chart clearly underlines the various activities to be carried out, steps to be taken, fixing of responsibilities of concerned officials, a definite time frame for each activity and the desired outcomes. You are requested to initiate immediate steps to implement the above measure in a time bound manner.
3. A separate SVEEP plan should be prepared incorporating information, education and facilitation for Persons with Disabilities.
4. An Action Taken Report in respect of the initiatives and steps taken for facilitation of PwDs as outlined in the instructions herein may be submitted to the Commission within a month.

Yours faithfully,

  
(Sumit Mukherjee)  
Secretary



## Annexure-I

Activity chart displaying clarity and coherence regarding ease of registrations and voting by PWDs :-

### **I EASE OF REGISTRATION FOR PWD CITIZEN**

Activity	Steps	Responsibility	Time Line	Risk	Outcome
Identification of eligible PwD citizens	Data collection, sharing and dissemination of information	DEO EROs/AEROs BLOs Concerned Departments	6 months prior to Summary Revision	1. Identification of PwD and types of disabilities 2. Data collection from different sources.	Mapping of PwD voters
Facilitation to the eligible PwD citizens	Nodal officers for PwD. Organising special camps. Setting up MSKs, CSCs	DEO EROs/AEROs BLOs Concerned Departments (SJ & DWD)	3 months prior to Summary Revision	1. Duplicate entries of electors with disabilities in E-Roll. 2. Improper facilities at MSKs for PwD. 3. Lack of skilled staff. 4. Non availability of different types of materials, forms etc.	Enrollment of left out electors with disabilities.
Marking in E-Roll Database	Marking in BLO registers.  The names of PWDs should be mapped and the list be made available to the BLOs but should not be marked in the electoral roll to maintain the privacy of PWDs	EROs/AEROs BLOs	3 to 6 months prior to Summary Revision	1. Misuse of facilities by persons other than PwD. 2. Errors of commission and omission in marking.	Availability of information of electors with disabilities
Dissemination	Organising meeting	DEO	6 months	Lack of coordination between	Awareness



Activity	Steps	Responsibility	Time Line	Risk	Outcome
of information to Stakeholders, Political Parties, Election Machinery, Media, Electors	with Political Parties, Release of Press Notes, Training of Election Machinery.	EROs, AEROs, BLOs	prior to Summary Revision	Stakeholders and Election Machinery.	among electors with disabilities.
Environment building, SVEEP activities for registration	Targeted intervention, Organising Media Campaign, Ensuring involvement of NGOs & BAGs	DEOs, CEO/ZP, EROs, AEROs, BLOs, SVEEP partners, Concerned departments (SJ & DWD)	6 months prior to Summary Revision	1. Lack of coordination/ co-operation amongst departments. 2. Lack of funds. 3. Non availability of diverse facilities to meet diverse needs.	Maximum inclusion of electors with disabilities.

## II EASE OF VOTING FOR PwD VOTERS

Activity	Steps	Responsibility	Time Line	Risk	Outcome
Set up of special exclusive Polling Booths for PwD.	1. Preparation of separate list of PwD from E-Roll database. 2. Identification of places where PwD reside in large numbers like Blind schools/ institutions	DEO, ROs/AROs, Nodal Officer, BLOs	3 to 6 months prior to election	1. Scattered population of PwD. 2. Accounting of type of disability.	Increase in participation of PwD in democratic process.



Activity	Steps	Responsibility	Time Line	Risk	Outcome
	within Polling Booth area during door-to-door distribution of voter slips.				arrangements in advance.
Assistance at Polling Station on poll day.	Enlightening the BLOs, POs, Polling Parties, Security personnel etc. about the assistance needed for different types of disabilities during the training, Deployment of skilled personnel in special exclusive PBs and with Sector/ Zonal magistrate.	DEO ROs/AROs BLOs	30 days prior to poll	Lack of skilled manpower.	Motivation, Mouth publicity, Increase in voter turnout of electors with disabilities.
Environment building, SVEEP activities for poll and ethical voting.	Organising targeted interventions, Media campaigns, Involving NGOs & BAGs	DEO CEO ZP EROs/AEROs BLOs SVEEP partners, Concerned Departments (SJ & DWD)	6 months prior to poll	Objections/ complaints may be raised by Political Parties.	Optimum turnout of electors with disabilities.