

OFFICE OF THE CHIEF ELECTORAL OFFICER, TELANGANA
BYE ADMINISTRATION (ELECTIONS) DEPARTMENT
9th Floor, B.R.K.R Bhavan, Adarsh Nagar, Hyderabad -500 063.

Memo. No.2080/Elecs.D/2025-23,

Dated:09.10.2025

Sub:- Elections – Bye Elections to the Telangana State Legislative Assembly
from 61-Jubilee Hills AC, 2025 – **ECI Instructions** - Communicated -
Reg.

Ref:- From ECI, Press Note No. ECI/PN/317/2025, dt: 06.10.2025

-:o0o:-

Copies of the following instructions issued by the ECI are communicated to the Commissioner, GHMC & DEO, Hyderabad and to the Returning Officer, 61-Jubilee Hills AC and they are requested to follow them scrupulously and also bring it to the notice of all whoever is concerned and other election authorities and contesting candidates for necessary action in the matter.

Sl. No	Reference No &Date	Subject
1	ECI Lr No.485/Comp/IT/App/Election/2025, dt. 10.10.2025	Communication Plan for implementing, monitoring & usage of IT Application
2	ECI Lr No. 485/Comp/IT/App/Election/2025, dt. 09.10.2025	ENCORE Counting Application.
3	ECI Lr No.576/3/EVM/2025/SDR- Vol.I, dt. 07.10.2025	Directions of Use of Electronic Voting Machines and VVPAT

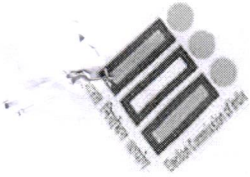
**C SUDHARSAN REDDY,
CHIEF ELECTORAL OFFICER &
E.O. SECRETARY TO GOVERNMENT.**

To

The Commissioner GHMC & DEO, Hyderabad (w.e)
The RO, 61-Jubilee Hills AC (w.e.)
(through the Commissioner GHMC & DEO, Hyderabad)
SLA (place of web site)
SF/SC

//FORWARDED:BY ORDER//

M. Jayalree
SECTION OFFICER



भारत निर्वाचन आयोग सचिवालय

SECRETARIAT OF

ELECTION COMMISSION OF INDIA

निर्वाचन सदन

अशोक रोड नई दिल्ली -110001

Nirvachan Sadan,

Ashoka Road, New Delhi-110001

No.485/Comp/IT/App/Election/2025

Dated: 10.10.2025

To,

The Chief Electoral Officer of

1. Bihar
2. Jammu and Kashmir
3. Rajasthan
4. Jharkhand
5. Telangana ✓
6. Punjab
7. Mizoram
8. Odisha.



By CEO(SV) / chinajeevi
Com / 9/10

Subject: General Election to Legislative Assembly of Bihar and Bye-Elections to 08 Assembly Constituencies of Jammu and Kashmir, Rajasthan, Jharkhand, Telangana, Punjab, Mizoram and Odisha, 2025-Communication Plan-reg:

Madam/Sir,

I am directed to invite your attention to the Schedule of Election announced vide Press Note No. ECI/PN/316/2025 and ECI/PN/317/2025 dated 06.10.2025 (copy enclosed), and to state that to effectively ensure communication mechanism for implementing, monitoring & usage of IT applications used in election management, a specific deadline should be followed. The protocol for the applications and time schedule for them is attached. This should be scrupulously followed.

For Training and Hands-on: Applications are hosted on demo server:
<https://encoredemo.eci.gov.in/>

For any Query or Issue, please raise a ticket on email: - it-supporthead@eci.gov.in

2. The concerned officers DEO/ERO/RO may be directed to adhere to the timelines against each activity mentioned in Annexure-A. Also, a compliance report may be sent to the Commission after completion of each activity.

up
SO/D
re communicate
9/10/25

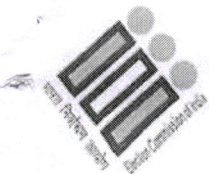
Yours Sincerely

(Signature)
 (Dilip Kumar Mahto)
 Under Secretary

IT Applications Critical Task Timelines

Application	Task	Target Date	Action by
ENCORE (Module of ECINET) – Used for Online / Physically received Nominations digitization & marking of scrutiny, validly and withdrawal.	RO Office to monitor the Online nominations	All Nomination dates	RO
	DEO/CEO Office to provide training and support to RO office for Physical verification of online nominations	All Nomination dates	CEO/ DEO
	ROs to ensure that the Nominations are digitized on the same day of submission by the candidate	Date on which nomination filed	RO
	ROs to ensure all candidates' nominations details entered are correct and verified	As and When digitized	RO
	ROs to mark the Nomination scrutiny status carefully in ENCORE as the same will reflect in public domain through candidate affidavit portal and Voter helpline App	Date of Scrutiny	RO
	ROs to mark validly nominated candidates in ENCORE	Date of Scrutiny	RO
	ROs to mark 'Withdrawal of Candidates' in ENCORE	Date of Withdrawal	RO
ENCORE (ECINET) finalization of Contesting Candidate list	Finalize list of Contesting candidates and Form 7A in ENCORE and verify details of Contesting candidates on Affidavit Portal	Date of Withdrawal after marking withdrawal	RO/DEO/CEO
Candidate Affidavit Portal	Complete candidate nomination details, affidavits and the scrutiny status to be verified by ROs	Every day after digitization of nominations, after Scrutiny and finalization of Contesting candidates in ENCORE	RO/ DEO/CEO
	Verify contesting candidates details	After finalizing in ENCORE	RO/DEO/CEO
ENCORE (Module of ECINET)	ROs to ensure that all Polling Stations are updated in ERONET as ENCORE will fetch from there only.	15 days before poll	RO
Polling Trends (Voter Turnout)	ROs to verify Constituency/PS wise electors in ENCORE	10 days before poll	RO
	RO will finalize the elector data in the portal as confirmation of the correct elector data.	10 days before poll	RO
	CEO office to certify that all ROs verified electors in ENCORE	3 days before poll	CEO
	On boarding of PROs for the PRO App of ECINET to enter the polling trends on poll day.	After 3 rd Randomization	RO
	Installation and login of PRO App (ECINET) before dispatch.	Before dispatch of polling party	PRO
	All ROs/DEOs to participate on Dry Run of estimated voter turnout entries.	Date to be decided by ECI	RO/DEO/CEO

ENCORE	Counting Application training at ROs, & DEOs levels		
Counting	CEO office to certify the details of Candidate, Party, Electors etc in English and Hindi entered in ENCORE are Correct and Verified	10 days before Counting	CEO
	Counting Dry Run by All ROs and monitoring by State	Date to be decided by ECI	RO/DEO/CEO
Encore-Permissions	The CEO/RO Office has to update the entire master's data before starting the permissions.	After election announcement	CEO/RO
	The RO Office has to add the Nodal Officers (authorities) to process the permissions using the Nodal App.		CEO/DEO/RO
Service Voter Portal	Dispose pending forms of service voters	Last date of Nomination	ERO
ETPBMS	Finalize the elector data on the Service Voter Portal (svp.eci.gov.in)	one day after last date of nomination and before last date of withdrawal of nomination	ERO
	Generation and finalization of e-Postal Ballot	On last date of withdrawal of nomination after 3:00 PM	RO
	Transmission of e-PB PIN	After last date of withdrawal of nomination after 3:00 PM within 24 Hours	RO
Webcasting	Provide webcasting link with credentials, Port details, Media Server IP addresses and contact person's name and mobile number via email to ecitechsupport@eci.gov.in	5 days before poll	CEO/DEO
MCC Violation (cVIGIL)	DEO & RO need to ensure to Dispose all lodged cVIGIL complaints within specified timelines	Till Counting+2	DCC/RO
Know Your Candidate App	Provide information on criminal antecedents of the candidates	After filing of nomination by candidates	RO
ESMS (Module of ECINET)	Register state nodal officer and FST/SST team to access the app	After election announcement	CEO/DEO
	Convert all the intercept into seizure Enrolment DLBC to register banks for cash movement		
Election Planning	Update the LOR -2 Report for the election	After election announcement	CEO



भारत निर्वाचन आयोग सचिवालय
SECRETARIAT OF
ELECTION COMMISSION OF INDIA

निर्वाचन सदन

अशोक रोड नई दिल्ली-110001

Nirvachan Sadan,

Ashoka Road, New Delhi-110001

No.485/Comp/IT/App/Election/2025

Dated: 09.10.2025

To,

The Chief Electoral Officer of

1. Bihar
2. Jammu and Kashmir
3. Rajasthan
4. Jharkhand
5. Telangana ✓
6. Punjab
7. Mizoram
8. Odisha.



By CEO(s) / Chiranjeevi
(Gom) 9/10

Subject: ENCORE Counting Application - General Election to Legislative Assembly of Bihar and Bye-Elections to 08 Assembly Constituencies of Jammu and Kashmir, Rajasthan, Jharkhand, Telangana, Punjab, Mizoram and Odisha, 2025

Madam/Sir,

I am directed to invite your attention to the Schedule of Elections announced vide Press Note No. ECI/PN/316/2025 and ECI/PN/317/2025 dated 06.10.2025 (copy enclosed). As you are aware that ENCORE is used for counting during the elections, it is important that the **end-to-end process** is followed in the application to ensure a single source of truth.

2. To familiarize the officials with end-to-end Counting procedure, trainings through VC will be provided to the team of CEOs, DEOs, ROs and technical resources regarding the counting process. Similarly, for testing of the counting process a demo server will be provided in order to self-practice/test the counting process.

int. Sol. D. N. communicat
9/10/25

hmt

	Testing (All States)
Server	ENCORE- Counting - Demo server https://encore.eci.gov.in/ac/public/gen-election-test-login
Location	From RO office
By	ROs of ACs concerned

3. For the testing on the demo server, the dummy candidate details will be populated and the RO's team appointed for counting can do the hands-on as many times as they require.

4. This is for internal testing purposes, the CEOs should ensure strictly that the data entered or the screenshots are not to be shared with any unauthorized person and users should get access only on a need-to-know basis.

5. Further, all Counting centers should have a complete IT system like computers, printers, scanners, high-speed internet min 8 mbps with redundancy for everything. Returning Officers must be thoroughly trained and supported by reliable IT & NIC staff. The name, designation and mobile number of RO and Technical staff should be readily available. There should be power backup of 15 hours or more, online UPS system and security provisions in the Encore Room with restricted entry. CEO / DEO / RO should satisfy themselves that there is adequate infrastructure & safety.

6. It shall also be ensured that all the soft and the hard copies taken during testing must be destroyed immediately after completion. A certificate in this regard should be obtained from all the ROs with regard to successful completion. The Complete details and Roadmap for testing is in Annexure-I.

Yours Sincerely



(Dilip Kumar Mahto)
Under Secretary

Steps for testing ENCORE-Counting

Task	User
Demo Server will be cleaned to make it ready for testing	ECI
ENCORE- Counting- Demo Server https://encore.eci.gov.in/ac/public/gen-election-test-login <u>Counting preparation</u> 1) <u>Create Additional user for counting data entry:</u> RO has to do the table wise entry from his account. However, if required, additional RO- Computer Assistant logins can be created and activated. 2) <u>Round Set Up:</u> Enter no. of tables and rounds scheduled. (Rounds and tables to be set up with estimated no rounds and tables required on actual counting day) 3) <u>Table assignment by RO/RO computer assistant:</u> Ro has to assign tables to users. All the tables need to be assigned to either ROs account or to an additional created user (RO- computer assistant) if any. (RO must ensure that no table to be left unassigned the actual counting process)	RO AC
<u>Start the counting process:</u> • Log in • Start Table wise entry of votes • Follow the complete process • Declare Round wise results • Enter Postal Ballot votes • Pre-finalize and then finalize the EVM Votes • Finalize postal votes • Declare results • Download form 21C/D • Upload the signed copy of form 21C/D	RO AC
CEO office mandatorily need to take Completion Certification from all ROs and send consolidated report to ECI	RO AC
Test data of testing will be cleaned as and when required and the counting setup will be reset for further training.	ECI

ELECTION COMMISSION OF INDIA

Nirvachan Sadan, Ashoka Road, New Delhi-110001

No. 576/3/EVM/2025/SDR-Vol.I

12834

Dated:- 7th October, 2025

To,

The Chief Electoral Officer of

1. Bihar
2. Jammu and Kashmir
3. Rajasthan
4. Jharkhand
5. Telangana
6. Punjab
7. Mizoram; and
8. Odisha

By CEO(SV)
 Comm 9/10

Subject: General election to the Legislative Assembly of Bihar and bye elections to 8 Assembly Constituencies of 7 States - Use of Electronic Voting Machines and VVPAT.

Sir,

I am directed to enclose herewith the Election Commission's Direction dated 7th October, 2025 regarding use of Electronic Voting Machines (EVM) and Voter Verifiable Paper Audit Trail(VVPAT) at the **current general election to the Legislative Assembly of Bihar and bye-elections to 8 Assembly Constituencies of 7 States (as per annexure)**. The Direction may be published in the Official Gazette of the State immediately.

2. I am further directed to invite your attention to the *Rules 49A (Design of electronic voting machine), 49B (Preparation of voting machine by the Returning Officer), 49P (Tendered votes) and 49T(2) (Sealing of voting machine after poll)* of the Conduct of Elections Rules, 1961, relating to the design of electronic voting machines, form and language(s) of the ballot paper on the balloting unit, design and language of tendered ballot paper and the manner of sealing of voting machines after the poll. The related instructions in this regard contained in the chapter on 'Postal Ballot Papers and Ballot Papers for EVM', in the latest version of the Handbook for Returning Officer, 2023 may kindly be followed. Attention is also invited to the instructions regarding use of VVPAT system and sealing of the paper slips after counting is completed.

3. The above mentioned instructions may be brought to the notice of the Returning Officers of the constituencies concerned for their information and compliance.

4. The aforesaid decision of the Commission may also be given wide publicity.

5. As regards counting of votes, your attention is invited to the provisions of Rules 50 to 54A, 60 to 66A and 55C to 57C of the Conduct of Elections Rules, 1961, and also the Commission's detailed directions and instructions relating to "Counting of Votes" as contained in the Handbook for Returning Officer, 2023 and subsequent instructions issued on the subject, from time to time. The Returning Officers should be instructed to follow the said directions and instructions scrupulously.

6. Kindly acknowledge receipt and confirm action taken.

Yours faithfully,

GI
No: 2329
Date: 9 10 25
Section

Sold
 9/10/25
 (Abhishek Tiwari)
 Under Secretary

To be published in the State Gazette of Bihar, Jammu and Kashmir, Rajasthan, Jharkhand, Telangana, Punjab, Mizoram & Odisha immediately.

ELECTION COMMISSION OF INDIA
Nirvachan Sadan, Ashoka Road, New Delhi – 110001.

No.576/3/EVM/2025/SDR-Vol.-I

Dated: 7th October, 2025

DIRECTION

Whereas, Section 61A of the Representation of the People Act, 1951, provides that the giving and recording of votes by voting machines in such manner as may be prescribed, may be adopted in such constituency or constituencies as the Election Commission of India may, having regard to the circumstances of each case, specify; and

2. Whereas, as per the proviso to Rule 49A of the Conduct of Elections Rules, 1961, a printer with a drop box of such design, as may be approved by the Election Commission of India, may also be attached to voting machine for printing a paper trail of the vote, in such constituency or constituencies or parts thereof as the Election Commission of India may direct; and

3. Whereas, the Election Commission has considered the circumstances in **current general election to the Legislative Assembly of Bihar and bye election to 8 Assembly Constituencies of 7 States (as per annexure) announced vide the Election Commission's Press Notes No. ECI/PN/316/2025 and ECI/PN/317/2025 both dated 06th October, 2025**, and is satisfied that sufficient number of Electronic Voting Machines (EVMs) and Printers for printing Paper Trail [Voter Verifiable Paper Audit Trail(VVPAT)] are available for taking the poll in the above said Assembly Constituencies. The polling personnel are well trained in efficient handling of EVMs and 'VVPAT Printers' and the electors are also fully conversant with the operation of the EVMs and the VVPAT Printers;

4. Now, therefore, the Election Commission of India, in exercise of its powers under the said Section 61A of the Representation of the People Act, 1951, and Rule 49A of the Conduct of Elections Rules, 1961, hereby **specifies all the Assembly Constituencies in Bihar and 8 Assembly Constituencies of 7 States (as per annexure) to be notified on 10.10.2025 and 13.10.2025**, as the constituencies in which the votes, shall be given and recorded by means of EVMs and VVPAT printers in the manner prescribed, under the Conduct of Elections Rules, 1961, and the supplementary instructions issued by the Election Commission from time to time on the subject.

5. The Election Commission also hereby approves the design of EVMs and VVPAT Printers as developed by the Bharat Electronics Ltd., Bangalore and Electronics Corporation of India Ltd., Hyderabad, which shall be attached to the said machines, to be used for the giving and recording of votes in all the Constituencies.

By Order,



(S.B.JOSHI)

PRINCIPAL SECRETARY

Annexure

Sl. No.	Name of State	Assembly Constituency No. & Name
1.	Jammu and Kashmir	27-Budgam
2.		77-Nagrota
3.	Rajasthan	193-Anta
4.	Jharkhand	45-Ghatsila(ST)
5.	Telangana	61-Jubilee Hills
6.	Punjab	21-Tarn Taran
7.	Mizoram	02-Dampa(ST)
8.	Odisha	71-Nuapada