

No.H.11029/1/2023-DEO(KZL)
OFFICE OF THE DISTRICT ELECTION OFFICER
KHAWZAWL DISTRICT ; KHAWZAWL



Khawzawl, the 23rd March, 2024

TRAINING NOTICE

Apropos to this letter of even number dated 13th March, 2024, **Training for Polling Officials** (viz. *Presiding Officers, Asst. Presiding Officer and Polling Officers*) under 22-Tuichang (ST) Assembly Segment is hereby convened at the time and place mentioned below:

Medium of Training	Date & Time of Training	Venue
1 st Training	27 th March, 2024 @ 09:30 a.m.	Govt. Khawzawl High School, Khawzawl Zuchhip
2 nd Training	12 th April, 2024 @ 09:30 a.m.	
3 rd Training	17 th April, 2024 @ 09:30 a.m.	

All Polling Officials are requested to attend the meeting without fail. Further, detail programme for the above is enclosed at **Annexure – B, C & D.**

If there are any queries pertaining to the aforementioned training, Pi V. Lalmuanpuii (Ph.9612694931), Nodal Officer for Training, 22-Tuichang (ST) A/S may be contacted.

Enclosed : As above

Sd/- LALFAKZUALA

Dy. District Election Officer
Khawzawl District, Khawzawl

Memo No.H.11029/1/2023-DEO(KZL) : Khawzawl, the 23rd March, 2024

Copy to :

1. Joint Chief Electoral Officer, Mizoram for kind information.
2. Superintendent of Police, Khawzawl District for kind information.
3. All Head of Offices, Khawzawl District for kind information.
4. All Nodal Officers under 22-Tuichang (ST) A/S for kind information.

5. Nodal Officer, Training Management under 22-Tuichang (ST) A/S for kind information and with a request to make necessary arrangement.
6. All DLMTs/ALMTs under Khawzawl District for kind information and necessary action.
7. DIPRO, Khawzawl District for kind information.
8. P.A. to Asst. Returning Officer, 22-Tuichang (ST) A/S for kind information.
9. Website Manager, Election Branch, for kind upload in office website.



Dy. District Election Officer
Khawzawl District, Khawzawl

ANNEXURE - B

TRAINING OF POLLING PERSONNEL 1st ROUND

DATE	VENUE	TIME	TOPIC	TRAINER		
				Room No.		
				1	2	3
May be fixed	To be identified	9:30-10:00 AM	Registration			
		10:00-10:15 AM	Introductory remarks	Pu K. Lalrohluva, DEO/DC	Pu Lalfakzuala, ADC/Dy. DEO	Pi V Lalmuanpuii, Project Director DRDO
		10:15-10:50 AM	General Introduction to Poll, Election Duty Certificate & Setting up of Polling Station	Pu Elijah LH Sanga, SDC/DLMT	Dr. Lalliantluanga, ALMT	Pi V Lalmuanpuii, DLMT
		10:50-11:00 AM	Short Break			
		11:00- 12:30 PM	Polling Procedure including Packing of election materials, Special Cases and Electoral Offences	Pu Elijah LH Sanga, SDC/DLMT	Dr. Lalliantluanga, ALMT	Pi V Lalmuanpuii, DLMT
		12:30- 1:15 PM	Lunch Break			
		1:15- 2:15PM	Hands-on training on filing up of forms & Packing of election materials	Pi Lalhmingtluangi, ALMT	Pu Vabeimozachhi Chozah, SDO(S)	Pi V Lalmuanpuii, DLMT
		02:15-2:30 PM	Short break			
		2:30- 3:30 PM	Setting and preparation of EVM & VVPAT	Pi Lalhmingtluangi, ALMT	Pu Vabeimozachhi Chozah, SDO(S)	Pu Timothy R. Lalmangaiha, EO
		3:30- 4:30 PM	Hands-on training on EVM & VVPAT	Pu Elijah LH Sanga, DLMT & Pi Lalhmingtluangi, ALMT	Pu Vabeimozachhi Chozah, SDO(S) & Dr. Lalliantluanga, ALMT	Pi V Lalmuanpuii, DLMT & Pu Timothy R. Lalmangaiha, EO

ANNEXURE - C

TRAINING OF POLLING PERSONNEL 2nd ROUND

DATE	VENUE	TIME	TOPIC	TRAINERS			
				Room No.			
				1	2	3	
P-10	To be identified	9:30-10:00 AM	Registration				
		10:00-11:30 AM	Question & Answer/Doubt Clearing Session/Discussion	Pu Elijah LH Sanga, SDC/DLMT & Pi Lalhmingtuangi, ALMT	Pu Vabeimozachhi, SDO(S) & Dr Lalliantluanga, ALMT	Pi V Lalmuanpuii, DLMT & Pu Timothy R. Lalmangaiha	
		11:30- 11:50 AM	General Introduction to Poll, Election Duty Certificate & Setting up of Polling Station	Pu Elijah LH Sanga, SDC/DLMT	Dr. Lalliantluanga, ALMT	Pi V Lalmuanpuii, DLMT	
		11:50-12:00 Noon	Short Break				
		12:00- 1:00 PM	Polling Procedure including Packing of election materials, Special Cases and Electoral Offences	Pu Elijah LH Sanga, SDC/DLMT	Dr. Lalliantluanga, ALMT	Pi V Lalmuanpuii, DLMT	
		1:00-1:30 PM	Lunch Break				
		1:30-2:30 PM	Hands-on training on filing up of forms & Packing of election materials	Pi Lalhmingtuangi, ALMT	Pu Vabeimozachhi Chozah, SDO(S)	Pi V Lalmuanpuii, DLMT	
		2:30-2:40 PM	Short break				
		2:40- 3:40 PM	Role play & Setting and preparation of EVM & VVPAT	Pi Lalhmingtuangi, ALMT	Pu Vabeimozachhi Chozah, SDO(S)	Pu Timothy R. Lalmangaiha, EO	
		3:40- 5:00 PM	Hands-on training on EVM & VVPAT	Pu Elijah LH Sanga, DLMT & Pi Lalhmingtuangi, ALMT	Pu Vabeimozachhi Chozah, SDO(S) & Dr. Lalliantluanga, ALMT	Pi V Lalmuanpuii, DLMT & Pu Timothy R. Lalmangaiha	

ANNEXURE - D

TRAINING OF POLLING PERSONNEL 3rd ROUND

DATE	VENUE	TIME	TOPIC	TRAINERS		
				Room No.		
				1	2	3
P-2	To be identified	9:30-10:00 AM	Registration			
		10:00-12:30 AM	Question & Answer/Doubt Clearing Session/Discussion	Pu Elijah LH Sanga, SDC/DLMT & Pi Lalhmingtuangi, ALMT	Pu Vabeimozachhi, SDO(S) & Dr Lalliantluanga, ALMT	Pi V Lalmuanpuii, DLMT & Pu Timothy R. Lalmangaiha
		12:00-12:30 PM	Lunch Break			
		12:30-1:30 PM	Hands-on training on filing up of forms & Packing of election materials	Pu Elijah LH Sanga, SDC/DLMT & Pi Lalhmingtuangi, ALMT	Pu Vabeimozachhi, SDO(S) & Dr Lalliantluanga, ALMT	Pi V Lalmuanpuii, DLMT & Pu Timothy R. Lalmangaiha
		1:30-4:30 PM	Role play & Hands-on training on EVM & VVPAT	Pu Elijah LH Sanga, DLMT & Pi Lalhmingtuangi, ALMT	Pu Vabeimozachhi Chozah, SDO(S) & Dr.	Pi V Lalmuanpuii, DLMT & Pu Timothy R.