

**Proposed Action Plan for training of staff for conduct of Bye Elections for J&K Assembly, Anantnag Constituency
on 19.06.2016**

S. No.	Particulars of training	No. of officials proposed to be trained	Date of training	No. of trainers	Venue	Venue Incharge	Name of training observer (At DEO Level)	Topics/ subjects on which training to be imparted
1.	Training of Master Trainers	10	28.05.2016	2	Meeting Hall of DC Office			All subjects related to election
2.	Training of RO, AROs, District Officers, Nodal Officers	28	29.05.2016	2	Meeting Hall of DC Office			-do-
3.	Training of Political Parties	40	02.06.2016 (11:00 A.M)	2	Dak Bungalow, Khanabal	Executive Engineer, R&B Division Khanabal		MCC/ Gen. Guidelines
4.	Training of expenditure monitoring team/ VSTs/ SSTs by DTO (nodal officer)	30	02.06.2016 (2:00 P.M)	3	Dak Bungalow, Khanabal	Executive Engineer, R&B Division Khanabal		Monitoring of election expenditure
5.	General training of polling staff (P0, P1, P2, P3, etc)	1000	04.06.2016	10	Government Degree College (Boys) Anantnag	Principal Government Degree College (Boys)	Deputy Director Sericulture, Anantnag	1. Gen. Instructions regarding employees conduct /MCC, 2. Roll of presiding officer, and polling officers 3. Introduction to EVM (Inc. Video). 3. Preparation EVM for polling 4. Filling of statutory/ non-statutory forms. 5. Setting of Polling station 6. Conduct of Mock Poll. 7. Handling of Polling material 8. Hands on EVM
6.	General training of polling staff (P0, P1, P2, P3, etc)	1000	06.06.2016	10	Government Degree College (Boys) Anantnag	Principal Government Degree College (Boys)	Principal, DIET Anantnag	1. Duties of Zonal/Sector Magistrates 2. Vulnerability mapping 3. Introduction to Poll process and EVM 4. Hands on EVM
7.	Training of Zonal/ Sector Magistrates	14	08.06.2016	3	Dak Bungalow Khanabal	Executive Engineer, R&B Division Khanabal		1. Duties of Zonal/Sector Magistrates 2. Vulnerability mapping 3. Introduction to Poll process and EVM 4. Hands on EVM

8.	Second training of polling staff (after 1 st randomization)	6800	11.06.2016	10	Government Degree College (Boys) Anantnag	Principal Government Degree College (Boys)	Chief Agriculture Officer Anantnag	1. Gen. Instructions regarding employees conduct /MCC, 2. Roll of presiding officer, and polling officers 3. Introduction to EVM (Inc. Video). 3. Preparation EVM for polling 4. Filling of statutory/ non-statutory forms. 5.Setting of Polling station 6.Conduct of Mock Poll. 7. Handling of Polling material 8. Hands on EVM
9.	Training of Micro Observers	120	14.06.2016	4	Government Degree College (Boys) Anantnag	Principal Government Degree College (Boys)		1. Duties of micro observers 2. Introduction to poll process and EVM 3. Mock Poll 4. Hands on EVM
10.	3 rd and final training to polling staff	600	16.06.2016	10	Government Degree College (Boys) Anantnag	Principal Government Degree College (Boys)	Chief Horticulture Officer Anantnag	1. Gen. Instructions regarding employees conduct /MCC, 2. Roll of presiding officer, and polling officers 3. Introduction to EVM (Inc. Video). 3. Preparation EVM for polling 4. Filling of statutory/ non-statutory forms. 5.Setting of Polling station 6.Conduct of Mock Poll. 7. Handling of Polling material 8. Hands on EVM

District Election Officer
Anantnag