।। विष्णुविण जप व्यर्थ त्याचे ज्ञान ।। श्री पांडुरंग ग्रामीण विकास प्रतिष्ठान संचलित

सावित्रीबाई फुले पुणे विद्यापीठ संलग्नित

दिलीप वळसे पाटील



कला,वाणिज्य व विज्ञान महाविद्यालय

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महाराष्ट्र शासन नोंदणी क्र.एन.जी.सी.२००९/(१५२/०९) मशि-०४ दि.११/०७/२००९ # पुणे विद्यापीठ आय.डी.क्र.पी.यु./पी.एन./ए.सी.एस./३३८/२००९

जावक क.:

दिनांक:



Electoral Literacy Club Committee

| Sr.No | Name Of Member | Designation |
|-------|--------------------|---------------|
| 1 | Prof.Dr.Jadhav C.D | Principal |
| 2 | Prof Ghode S.A | Nodal Officer |
| 3 | Prof Shinde P.S | Member |
| 4 | Prof Gaikwad J.S | Member |
| 5 | Prof Gorade P.J | Member |
| 6 | Mr.Pawar P.G | Member |
| 7 | Mr.Khankar O.V | Member |
| 8 | Mrs.Kharade P.S | Member |

Jachary

Principal

Dilip Walase Patil

Arts, Commerce & Science Colle

Nimgaorisawa, Tal.Junnar (Pune)

National Voters' Day (January 25)

"National Voters" Day is an occasion to appreciate the remarkable contribution of the EC to strengthen our democratic fabric and ensure smooth conduct of elections. This is also a day to spread awareness on the need of ensuring voter registration, particularly among the youth."

National Voters' Day: Significance

-

Voters" participation in the democratic and electoral processes is integral to the successful running of any democracy and the very basis of wholesome democratic elections. Thus, it becomes anintegral part of election management. In India, the constitutional mandate of the Election Commission of India (ECI) for "superintendence, direction and control" of elections contains the high, built-in responsibility to have every eligible Indian on the Electoral Roll and get everyone on the Electoral Roll to voluntarily vote.2 Since 2011, the National Voters" Day (NVD) is celebrated on January 25 every year to mark the foundation day of the Election Commission of India (ECI), which was established on this day in the year 1950. The main purpose of the NVD celebration is to encourage, facilitate and maximize the enrolment, especially for the new voters. Dedicated to the voters of the country, the Day is utilized to spread awareness among them for promoting informed participation in the electoral process

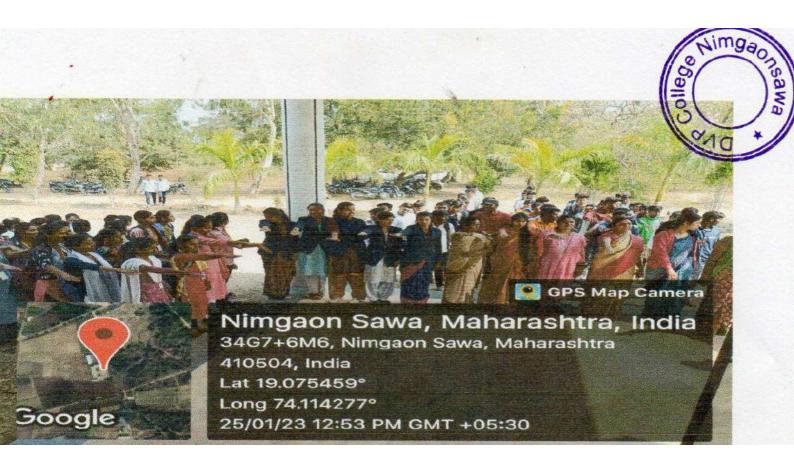
Why is National Voters' Day celebrated on January 25th?

The right to vote is a critical right in any democracy. Every vote matters. Hence, it is moral responsibility of the Government, the Election Commission of India and every educated citizen to create awareness about voting and its importance. In order to reach out to the masses, in 2011, ECI initiated the practice of celebrating the National Voters" Day (NVD) on its Foundation Day i.e., 25th January. Since then, it is being observed every year, with the objective of increasing enrolment of voters to make universal adult suffrage a complete reality. It is celebrated with great enthusiasm across the country along with a series of outreach measures like symposia, cycle rallies, human chain, folk arts programmes, mini-marathon races, competitions and awareness seminars.

Who Can Vote?

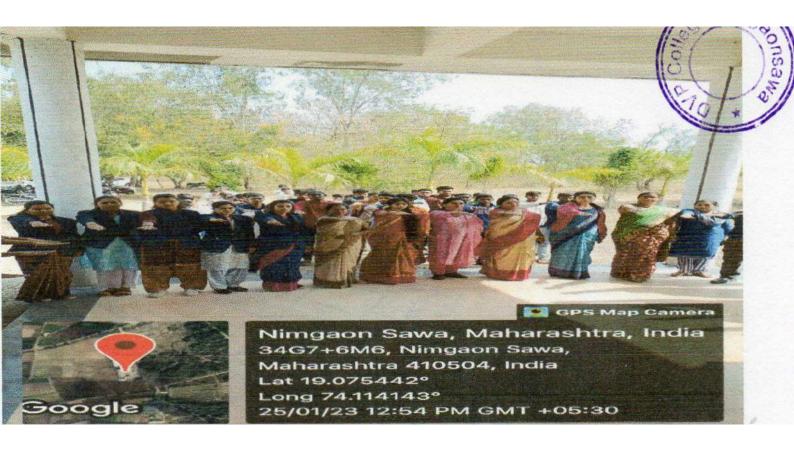
An Indian National who has attained 18 years of age can participate in the electoral4 process of India. However, it is necessary to register with Election Commission of India's citizen voter list for casting the vote. It is very simple process to obtain voter ID card. Candidates can apply online on the official website and after due verification, ECI will issue a Voter ID Card to the concerned.











राष्ट्रीय मतदार दिवस मतदारांसाठी प्रतिज्ञा भराठी

"आम्ही, भारताचे नागरिक, लोकशाहीवर निष्ठा ठेवून, याद्वारे, प्रतिज्ञा करता की, आपल्या देशाच्या लोकशाही परंपरांचे जतन कर आणि मुक्त, निःपक्षपाती व शांततापूर्ण वातावरणातील निवडणुकांचे पावित्र्य राखू व प्रत्येक निवडणुकीत निर्भयपणे तसेच धर्म, वंश, जात, समाज, भाषा यांच्या विचारांच्या प्रभावाखाली न येता किंवा कोणत्याही प्रलोभनास बळी न पडता मतदान करु."

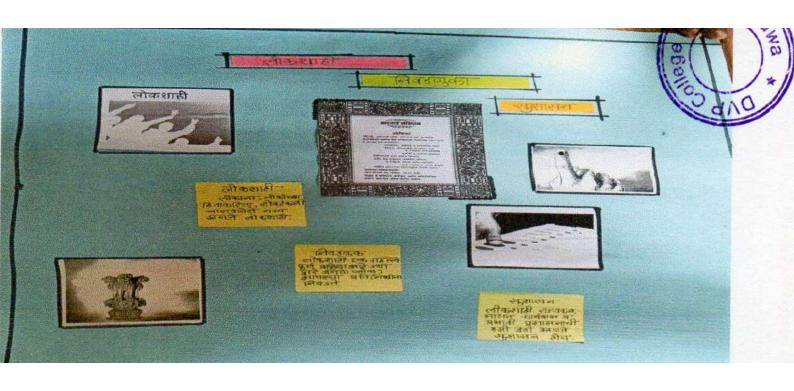
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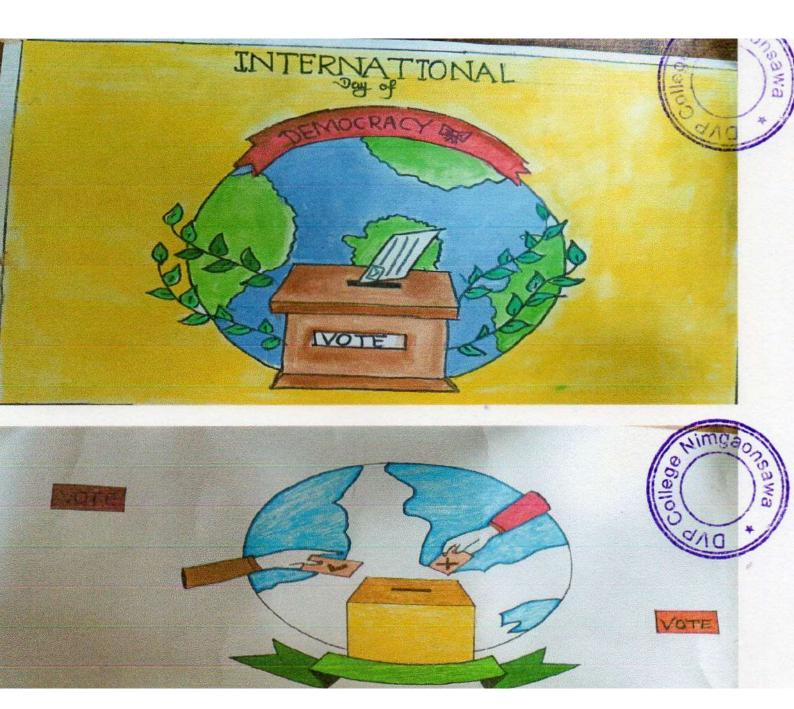
्हम, भारत के नागरिक, लोकतंत्र में अपनी पूर्ण आस्था रखते हुए यह शापथ लेते हैं कि हम अपने देश की लोकतांत्रिक परम्पराओं की मर्यादा को बनाए रखेंगं तथा स्वतंत्र, निष्पक्ष एवं शांतिपूर्ण निर्वाचन की गरिमा को अक्षुण्ण रखते हुए, निर्भीक होकर, धर्म, वर्ग, जाति, समुदाय, भाषा अथवा अन्य किसी भी प्रलोभन से प्रभावित हुए बिना सभी निर्वाचनों में अपने मताधिकार का प्रयोग करेगें।"

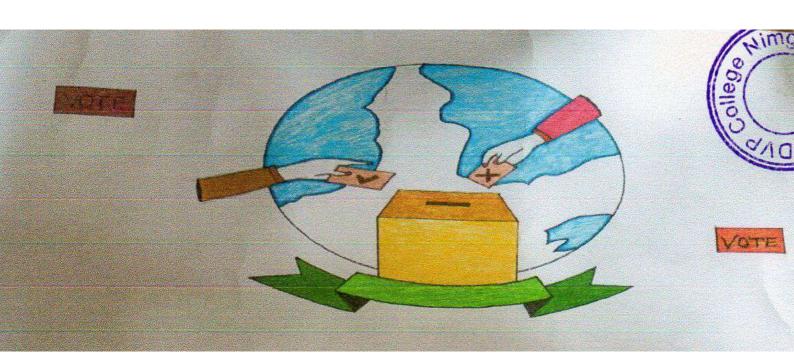
इंग्रजी

"We, the citizens of India, having abiding faith in democracy, hereby pledge to uphold the democratic traditions of our country and the dignity of free, fair and peaceful elections, and to vote in every election fearlessly and without being influenced by considerations of religion, race, caste, community, language or any inducement."

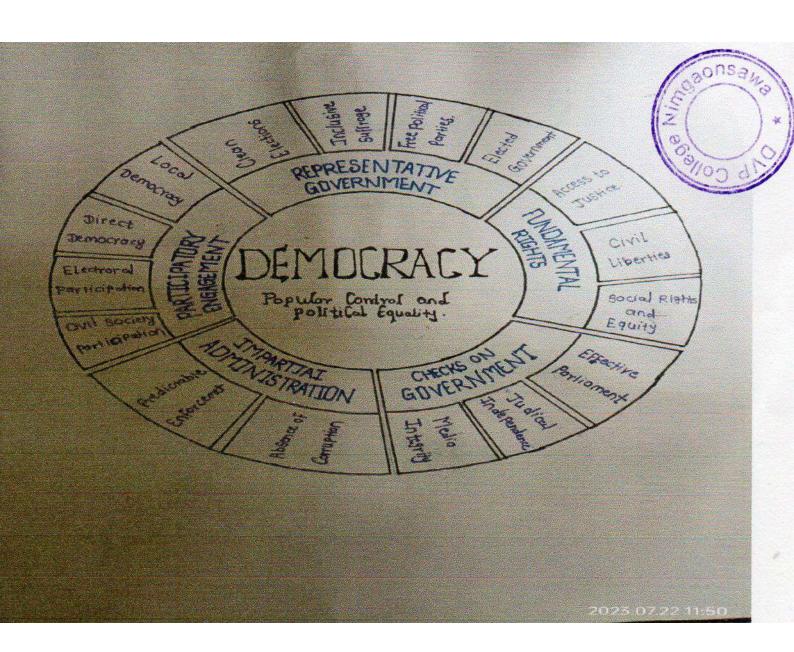


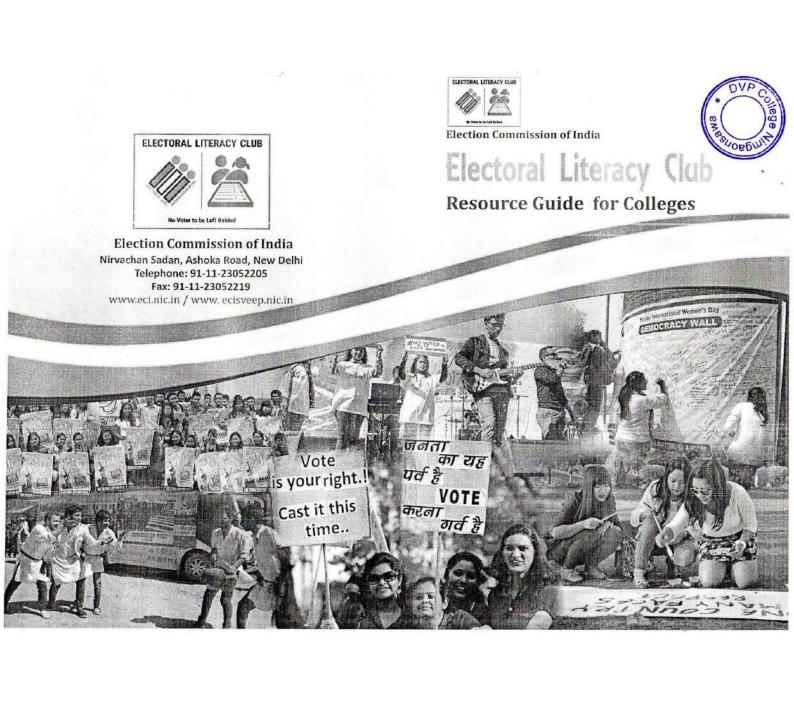


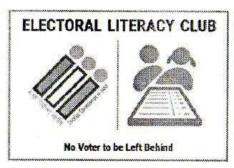










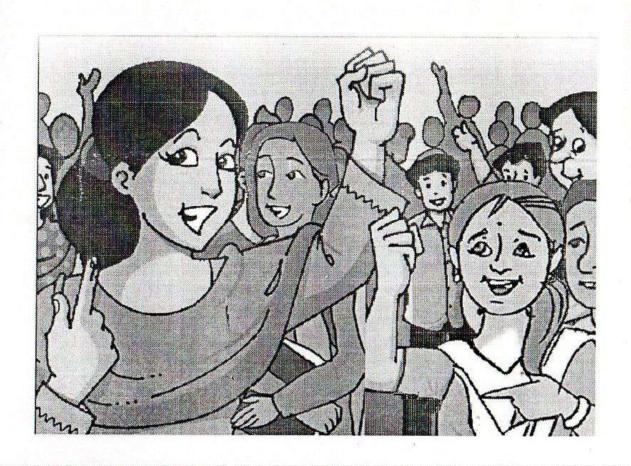


Election Commission of India



Electoral Literacy (ido

Resource Guide for Colleges





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1. Electoral Literacy Clubs - Introduction

 $E {\it lectoral\ Literacy\ Clubs\ are\ being\ set\ up\ in\ the} \\ country to promote\ electoral\ literacy\ in\ all\ age\ groups\ of\ the} \\ Indian\ citizens\ through\ engaging\ and\ interesting\ activities\\ and\ hands-on\ experience\ but\ in\ an\ apolitical,\ neutral\ and\ non-partisan\ manner.}$

Electoral Literacy Clubs are especially being set up in colleges all across India targeting the new voters, (in the age-group of 18-21 years old) pursuing their graduation.

The club will have all the students from all semesters as its members. The following sections will talk in detail on how the ELC will be set up, who will be its participants, convener, where and how it will be conducted and what activities it will include.

2. Objectives

- To educate the targeted populations about voter registration, electoral process and related matters through hands on experience;
- II. To facilitate EVM and VVPAT familiarization and education about the robustness of EVM as well as the integrity of the electoral process using EVMs;
- III. To help the target audience understand the value of their vote and exercise their right to franchise in a confident, comfortable and ethical manner;
- IV. To harness the potential of ELC members for carrying the electoral literacy in communities;
- To facilitate voter registration for its eligible members who are not yet registered;

(

To develop a culture of electoral participation and maximize the informed and ethical voting and follow the principle 'Every vote counts' and 'No Voter to be Left Behind'.

3. Members

The club will have students as its members. One can become a member by registering herself/himself at the beginning of the academic year. After registration, one is recognized as a member till the completion of her/his graduation course.

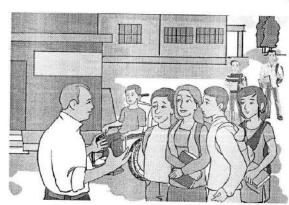
4. Structure

ELC may be named as per the name of the College/ Institute and will be set up and coordinated by the Nodal Officer. It is proposed that 1 ELC be set up per college. However, if need be, chapters of the same can be introduced for different departments/schools within the university. The institution may decide how to proceed as per its convenience.

5. Nodal Officer / Mentor

One or two teachers from the Political Science Department of the college will act as the Nodal Officers for the ELC. They will also act as Mentors for the respective ELC. The teachers with election duty experience should be given preference for this work. Their job content will focus on:

- Promoting and supervising Club enrollment.
- Supervising the election and formation of the Executive Committee of ELC.
- Coordinating between the District Election Officer and the ELC for exchange of resources, information





- IV. Attempt generating new resources and forward the same to the District Election Officer.
- Guiding and supervising the development of the calendar of activities for the year by the Executive

Note- Nodal Officer will be free to engage the Executive Committee Members in the operations of the ELC

6. Executive Committee

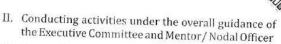
- The club would be run by an elected body from amongst the ELC member students with elected representatives from each of the classes.
- The committee members can only be students who are already enrolled as voters.
- III. The committee must not include any politically active student. However, students with political affiliations may enroll themselves as common members of the ELC itself.

- IV. The elected representatives shall constitute the Executive Committee of the ELC.
- The elected representatives will elect one of the representatives as its Chairman and another as Vice Chairman.
- VI. The Executive Committee, under the guidance, consultation and supervision of the Nodal Officer will be responsible for organizing the activities of the ELC.
- VII. The elected body shall endeavour to generate the culture of electoral participation amongst the ELC members and will have the following role:
 - Organizing the Club enrolment
 - Planning activities for the ELC and developing the calendar of activities for the year
 - iii. Framing further guidelines for smooth conduct of **ELC** activities
 - iv. Supervising the conduct of activities as per the calendar
 - Generating ELC resources
 - vi. Facilitating the enrollment of students not registered as voters

7. Convener

Campus Ambassador(s), wherever they are appointed, will act as the Convener(s) of the ELC and will assist the Nodal Officer in discharge of their functions. Where Campus Ambassadors are not appointed, Nodal Officers and the Executive Committee may nominate interested student(s) as Convener(s). The Convener shall be responsible for:

Identifying and involving student members in organizing various ELC activities



III. Any other task assigned by the Executive Committee and Mentor/Nodal Officer.

8. Term of Office

- I. The Executive Committee and Convener(s) of the Electoral Literacy Club would have a tenure of 1 year extending to 2 years, from the day of assuming charge. The final decision on the term of office will lie with the Nodal Officer.
- II. The representative will have to be registered as a member of the ELC.

Venue

The venue for ELC meeting can be one of the classrooms which can be utilized after classes or any venue decided by the Executive Committee. Venue is also subject to change depending on the various activities.

10. ELCSessions

There shall be activities based sessions. Hours/ sessions earmarked for them shall range between a total of 8-10 hours in the academic year. ELC is common for all students of the college.

11. Activities

This Electoral Literacy Guide Book for Colleges comprises a detailed description of activities. Executive Committee are at liberty to pick and modify the activities or even create new ones as long as they stay on the lines of voter education. Of these activities, the Wall Magazine Activity will

be a monthly feature to be conducted by the clubs. Ballot Bistro and Special Registration Drive shall be a mandatory activity.

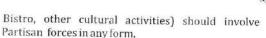
12. Social Media Presence and Outreach

- The ELC Executive Committee are expected to post relevant content (event announcements, updates, results, initiatives, current affairs, online/offline contests, registration drives, et al.) regularly on a dedicated Facebook page and group, Youtube Channel (live streaming of events, recorded content and related content) anchored by the Nodal Officer/Mentor (permanent) and the current committee (1 year term).
- II. Additionally, the Executive Committee is expected to maintain and post relevant interactive material regularly on a dedicated Pinterest board and Instagram profile. Best judgement, absolute neutrality and discretion should be observed by the administrators while posting any content on online fora.
- II. Integrate the College/University ELC's Facebook and YouTube profiles with Election Commission of India's Facebook page and official YouTube Channel.

Note: College and University ELCs are free to leverage other online and social media platforms to broaden their reach Nodal Officer shall ensure non-partisan nature of content shared online.

13. Mandatory Rules

- I. *ELCs shall have no association with any political party or political groups.
- II. None of the ELC activities (Motivators Invite, Ballot



- III. As far as participation is concerned, students, regardless of their political affiliations are free to take part in ELC activities.
- IV. It's the duty of the Executive Committee to prepare an Annual Report after the completion of its term. The Annual Report should detail out the activities (online and offline) conducted, duties discharged and results recorded by the ELC over the year. It can be submitted to the concerned DEO through the Nodal Officer.

14. Inclusion of Students with Disabilities

The ELCs will be an inclusive club that must make every attempt to ensure the participation of students with disabilities.

- The Convener shall make efforts to promote inclusion and sensitize other club members about the same.
- The venue for all ELC activities should be on the ground floor of the college building to ensure easy
- If a student with hearing impairment is attending the meeting, sign language interpreter should be made available for their convenience (the interpreter may be a companion that the student already has)
- Any activity conducted in the club should not leave behind students with disabilities.
 - Students with disabilities will be fairly represented in the club.



15. ACTIVITIES WITH INSTRUCTIONS





Activity: The Wall of Democracy

The idea behind a wall magazine is to create and share electoral literacy information in an interesting, creative and engaging manner and encourage participation from all students.

For this purpose the **wall** in a prominent part of the college would be used. This shall be called the 'Wall of Democracy'. The wall will display various contents related to electoral literacy which can be pasted or pinned or even painted, if allowed.

College Administration shall allot a wall space or display board in the identified college corridor. Theme of the wall magazine will keep changing every month.

Method

- The ELC guided by the Executive Committee, will manage the wall magazine. A group of members may work as the core team to manage the wall magazine.
- Theme of the wall magazine will keep changing every month.
- The wall magazine shall invite contribution from students of all semesters in the form of articles, essays, poems, sketches, paintings, letters, word games etc on the current theme.
- The contents within the theme shall be changed weekly or fortnightly depending upon the quantity of contribution from the students.
- The wall magazines shall also display important announcements regarding major ELC activities being conducted in the month.
- 6. The wall will be divided into 4 major sections.

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Section 1

It will feature a glossary of election related terms and fundamental dicta related to the theme. Dicta must comprise 2-3 short but important statement/pirces of information/facts related to the theme.

Section 2

It will feature contribution by the students on the current theme, which shall be based on various aspects of the election process. These stories shall be developed by the students themselves and depicted in the form of illustration. Alternatively, this section can showcase theme related election stories which can be picked from the Belief in the Ballot.

Section 3

It will invite responses from the audience on theme related questions such as 'are you eligible to vote?', 'are you prepared to vote?', 'how to become a voter?' etc. Space shall be provided for students to respond in the same section.

Section 4

This Section will consist of announcements and descriptions of major activities to be carried out by the ELC.

A part of this section will be left blank to give the viewer some space to pose questions.

District Contact Centre No. (Election) shall be prominently displayed.

Timeline

The wall magazine will be updated every month with a new theme. The contents on the wall magazine may be changed daily or weekly depending upon the quantity of contribution from the students.

Suggested Themes for Wall Magazine

Following are a list of themes for the wall magazine –

- Democracy: The Government of the People, by the People, for the People
- 2. My Vote is My Right/The Value of a Vote
- 3. Inclusive Elections: Every Vote Counts the Same
- 4. Ethical and Informed Voting
- 5. Model Code of Conduct
- 6. Secrecy of Vote
- Integrity of Electoral Process through use of EVM and VVPAT
- 8. Knowing Your Candidate
- 9. National Voters' Day
- 10. Election Manifestoes
- 11. Exit and Opinion Polls
- 12. Social Media and Political Campaigning



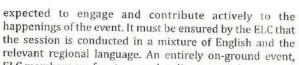
Activity: Ballot Bistro

Reviving the retro culture of coffee house discussions, Ballot Bistro would essentially comprise discussion and brainstorming sessions in the college canteen and cafes, moderated by ELC members on subjects pertaining to youth inclusion, engagement and involvement in the electoral procedure.



Participants: Ballot Bistro is a compulsory activity for all ELC members. Non-ELC members too are free to join the Bistro

Procedure: After declaring the motion of the day, the house would be opened to all present to come forward, voice his/her views, opinions, stance and perspective on the subject. Although informal in essence, participants of Ballot Bistro are

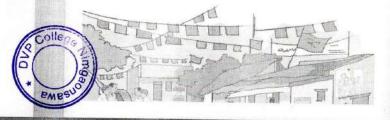


ELC members are free to record or, live stream the event on social media channels to ensure a larger reach.

Duration: 2 hours

Possible Themes: ELC members can come up with the themes of the Ballot Bistro discussion on their own or refer to the following list -

- Voter Education: An Undermined Necessity
- Voting should be made Mandatory by the State
- What will make India Vote?
- Inclusion in Elections
- Online Voting: the way forward or opening a potential Pandora's box?
- Should candidates accused of serious offences be disqualified from contesting elections?
- Opinion and Exit polls should be restricted and regulated.
- EVM/VVPAT Awareness
- Knowing what you don't want: NOTA



Activity: Young Voter's Festival or Yuva Matdata Mahotsav

This will be a 1-2 days festive event organized by the ELC members in the odd semester. The students have the choice of making this event open to all city colleges or organize it exclusively for its own college students. The Festival/Mahotsav will bring together members of all college societies to organize an array of events. A few event suggestions are-

Art Contests: Including graffiti, posters, woodcuts/ lithography contests, College/University ELCs can leverage Inter/Intra- College Art Contests as an interactive medium to



build awareness and sensitize the youth regarding issues of elections, electoral processes, voting, democracy and politics in general.

Mime Act/Street Plays/Roadshows: Conducted in collaboration with the College/University Dramatics Society

and staged in major youth fests like- Mood Indigo, Antaragni, OASIS, Malhar, Rendezvous etc.

Photography Contests, Film Screenings and Short Film Making Contest: Conducted in collaboration with Photography Society and Film Society of the college/university, movies, documentaries and still images convey vivid messages and help generate awareness and build salience for viewers about the subject under consideration-i.e. electoral processes, elections, democracies, citizens' rights and duties. They act as persuasive instruments, which, if employed effectively could aid in behavior change.

Subjects/Themes of the Short Film Making Contest and the Photography Contest would be declared in advance by the ELC Board in conferment with the general students of the college/university. Similarly, the list of films to be showcased



be sourced based on recommendations from the student opulace of the institution. A follow-up, study and analysis session, post-screening can be convened by the ELC.

No Voter to be Left Behind

Every Vote Counts

Dance/Music competitions: Conducted in collaboration with the dance and music society of the college respectively, the events can invite participation for thematic story telling through dancing and bands can battle out songs motivating

Alternatively, ELC members can pick the above activities individually, and organize contests for the same separately anytime during the academic year.

Rap and Poetry Slams: Conducted in association with the Literary Society or, Music Society of the college/university, Inter/Intra-College Rap Battles and Poetry Slam contests have been considered as en vogue devices to engage with the youth. As an extension to that, subject matters pertaining to representation, youth as change agents, democracy, elections, politics, franchise, suffrage et al. can best be highlighted via such media. ELCs can hold such contests periodically to engage and build a dialogue with the student populace. Open to being covered online, a special jury can be invited or, a popular voting system can be devised to decide the winner.

Election Quiz: A quiz on election and electoral process can be conducted among the students by the ELC in association with the college Quiz society.

Voters Pledge: A mandatory activity will be the assembly of all young event attendees and taking of the Voters Pledge by the same. The pledge can also be publicized on Social Media Platforms by the ELC members.



Activity: Special Drive

All college students above the age of 18 who are Indian citizens are eligible to vote. It is thus important that all of them register as electors. The ELC members will be entrusted with the responsibility of motivating their peers to register themselves and they will hold a special registration drive for the same.

Procedure

- The ELC members will carry out promotions in the college speaking about the purpose of the special, drive.
- They will conduct a session on how to get registered (by filling form 6) and talk about the various documents required.
- The ELC members will contact their constituency's BLO and invite him/her for a special session with the college students.
- On a select day, they will set up a booth distributing form 6 and giving students the opportunity to fill their forms out and submit it to the BLO.
- For students belonging to other cities and states, they can be made aware about National Voters' Service Portal: www.nvsp.in and asked to register themselves online.

Duration: Halfday

Timeline: The activity shall be conducted around the time of the summary revision of the respective State.



the youth to vote.

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Activity: Debate/Speech Elocution Competition

Debates and discussions are a great way for conversation to get going amongst the youth. ELC members, through *Ballot Bistros* would have already garnered enough knowledge on the electoral process and subjects related to voter awareness. They will thus take the conversation further by organizing an inter-college competition.

Procedure

- The ELC members along with the executive committee will decide on the format of the competition. It can be a parliamentary debate, a normal debate, a panel discussion or a speech elocution competition.
- Theme for the same shall be decided by the ELC members with the approval of the executive committee. You may refer to the list of themes mentioned in the Ballot Bistro activity for ideas.
- All city colleges will be invited for participation. The eventshall be properly publicized.
- A two hour event shall be conducted, complete with judges, rewards and certificates.

Timeline: Any time in the even semester.









Activity: National Voters' Day Celebration

The National Voters' Day, celebrated on 25th January of every year, is significant in its purpose to encourage young voters to take part in the electoral process.

As members of the ELC, it is important for this day to be recognized, and its importance highlighted. Thus, ELC members will hold a special assembly/function within the college where all students and faculty members will be invited.

- Students will decorate the venue with posters and other artwork emphasizing the value of voting.
- The District Election Officer or representatives from his/her office maybe invited to this event.
- ELC members will act as anchors to this event. They
 will plan out a cultural programme around the event
 which will include stage play, group singing/band
 performance, dance performance and speech
 elocution etc by students.
- This special function should also observe the distribution of merchandise like badges, t-shirts, bookmarks etc. to the students.
- Works of ELC members and other students for electoral literacy shall be recognized in the NVD function.
- Participants from Matdata Mahotsav too maybe invited and awarded their prizes in the function.

Activity: Motivators Invite

Envisioned as informal interactive meets/sessions with non-partisan personalities and youth icons like activists and social entrepreneurs, Motivators Invite events are expected to delve upon issues of youth and democracy, elections, adult franchise, politics and contemporary world politics. Primarily regarded as instruments of initiating a conversation and dialogue on subjects and issues marked by youth apathy, a Motivators Invite event can be divided into two segments- first, the guest speaker's address on a predecided subject and second, an interactive Q&A session with the attendees. ELC members are free to record or, live stream the event via social media handles.

Procedure

The Influencers Invite Event can be either conducted as an exclusive event or included in the NVD celebrations or at the Matdata Mahotsav.

Duration: 2 hours

Regular Activity: Featured Stories in the College Magazine

The ELC can collaborate with the Editorial Board incharge of the College magazine (Annual /Monthly/ Quarterly) to feature stories, anecdotes shared by students on why they place their faith on electoral democracy.

The best stories from colleges in each zone can be compiled to create a 'Belief in the Ballot' series for Young and Future Voters.



Regular Activity: Social Media Based Activities

The ELC in college is expected to have its own dedicated Social Media handles (Facebook, Twitter, Instagram and such).

ELCs will regularly hold activities/contests on this page and also try to reach out to audiences with messages of voter awareness. Some suggested activities are -

- · Logo Designing
- · Tagline Writing
- Poster Making
- GIF Making
- · Blog Writing
- Poll Rapporteuring ELC members will prepare a short video reporting the proceeding from their nearest polling station if there is an election being held in their constituency and post it on their social media handle.



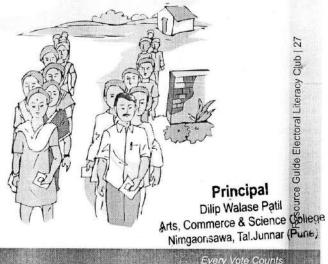
16. Proposed Schedule of Activities

| Sr | Activity | Provisional Timeline | |
|----|--|----------------------|--|
| | Odd Semester | | |
| 1 | Election of new ELC Executive Committee | | |
| 2 | Ballot Bistro | July | |
| 3 | Freshers' Debate | | |
| 4 | Rap Battle | August | |
| 5 | Poetry Slam | | |
| 6 | Mime Act | | |
| 7 | Ballot Bistro | September | |
| 8 | Motivators Invite | | |
| 9 | Photography Contest | | |
| 10 | Art Contest | October | |
| 11 | Motivators Invite | | |
| 12 | Preparations for National Voters' Day | November | |
| 13 | Announcement of Short Filmmaking Contest | | |
| 14 | Wall Magazine & Featured Story in College Magazine | Regular Activity | |
| | Even Semester | | |
| 15 | Celebration of National Voters' Day | January | |
| 16 | Motivators Invite | | |
| 17 | Film Screening | February | |
| 18 | CEO's visit | March | |
| 19 | Ballot Bistro | April | |
| 20 | Registration Drive for 18+ students | May | |
| 21 | Wall Magazine & Featured Story in College Magazine | Regular Activity | |

17. Resources

- 1. Belief in Ballot
- 2. Sentinels of Democracy
- 3. FAQ & Glossary
- 4. Handbook for Returning officers http://eci.nic.in/eci_main/ElectoralLaws/ HandBooks/RO%20HANDBOOK_24022014.pdf
- 5. www.nvsp.in





No Voter to be Left Behind

Every Vote Counts