

STATE ELECTION COMMISSION MAHARASHTRA

मतदार यादी विभाजन प्रणाली(Easy Steps)

Online Voterlist Bifurcation for ZPPS

SECM

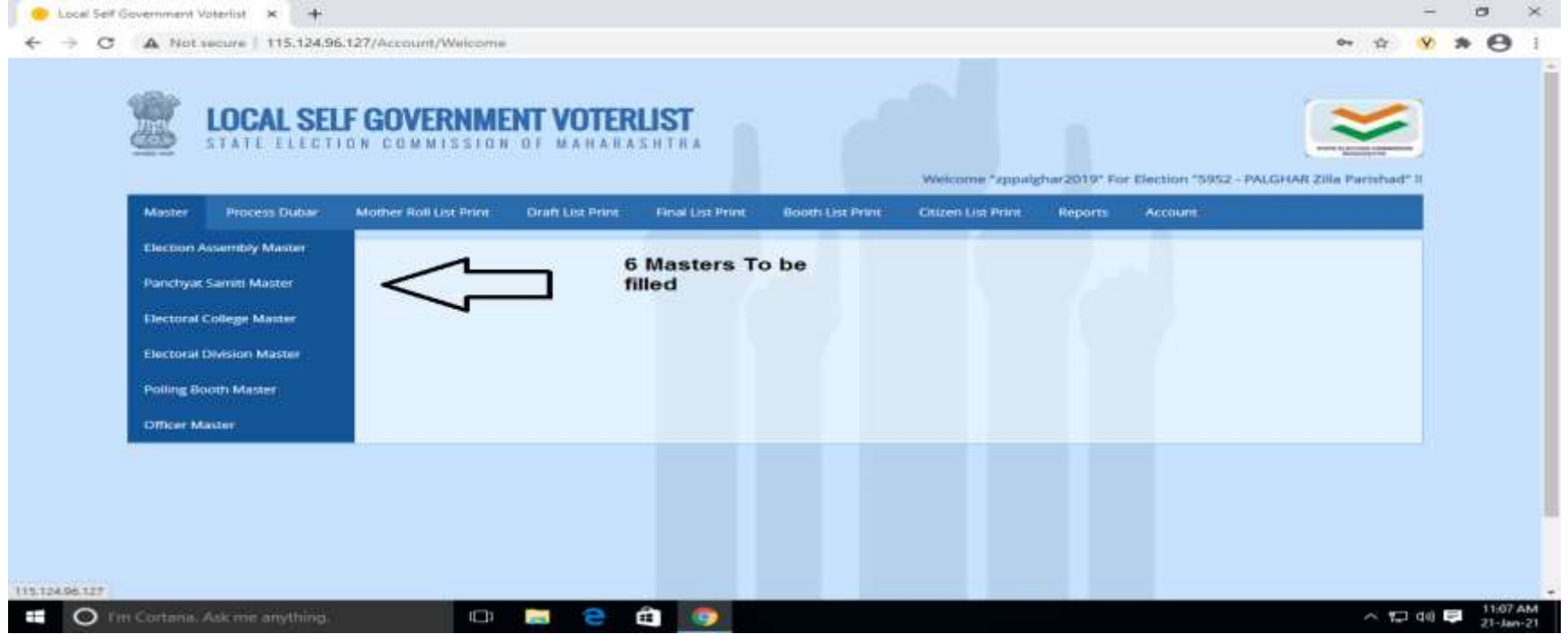
22-Jan-21

Step १ मतदार यादी (Mother Roll) प्राप्त करुन घेणे

- १) आपल्या स्थानिक स्वराज्य संस्थेला आवश्यक सर्व विधान सभा मतदार संघ व त्यातील यादी भाग क्रमांक मुख्य निवडणूक अधिकारी यांचेकडून प्राप्त करुन घेवुन, आयोगाकडून आपणास उपलब्ध करुन देण्यात आले आहेत.

Url- <https://115.124.96.127/>

Step २. मास्टरस (Masters) भरणे-



जिल्हा परिषद व पंचायत समीतीच्या गट (Electoral Division), व गण (Electoral College) निहाय मतदार याद्या तयार करताना आपणास एकुण ६ मास्टरस भरावे लागणार आहेत. आयोगाकडून प्राप्त User ID व Password चा वापर करुन सदरचे Masters भरण्यात यावेत.

Master No. 1- Election Assembly Masters

The screenshot displays the 'LOCAL SELF GOVERNMENT VOTERLIST' web application interface. The page title is 'LOCAL SELF GOVERNMENT VOTERLIST STATE ELECTION COMMISSION OF MAHARASHTRA'. The user is logged in as 'zppalghar2019' for the election '5952 - PALGHAR Zilla Parishad'. The navigation menu includes: Master, Process Dubar, Mother Roll List Print, Draft List Print, Final List Print, Booth List Print, Citizen List Print, Reports, and Account. The main section is 'ELECTION ASSEMBLY MAPPING'. It features a dropdown menu for 'Election*' set to 'PALGHAR Zilla Parishad' and an input field for 'Assembly No*'. Below these is an 'Add' button. A table lists existing entries with columns for 'Election ID', 'Assembly No', and 'Action'.

Election ID	Assembly No	Action
5952	128	Delete
5952	129	Delete
5952	130	Delete
5952	131	Delete
5952	132	Delete
5952	133	Delete

आपल्या स्थानिक संस्थेच्या हद्दीनुसार आवश्यक सर्व विधानसभा मतदारसंघाच्या (Assembly Numbers) क्रमांकांचा समावेश येथे करावा.

Master No.२ –Panchayat Samiti Masters

PANCHAYAT SAMITI MASTER

Panchayat Number*
Panchayat Name In English*
Panchayat Name In Marathi*
Panchayat Address In English*
Panchayat Address In Marathi*
Active*

Submit Clear Excel Upload

Action	Panchayat Number	Panchayat Name	Panchayat Name (Marathi)	Panchayat Address	Panchayat Address (Marathi)	Status
Edit	9	Deleted Voter	डिलीटेड मतदार	Deleted Voter	डिलीटेड मतदार	True
Edit	8	Vasai Panchayt Samiti	वसई पंचायत समिती	Taluka Vasai, Dist - Paighar	तालुका वसई, जिल्हा पालघर	True
Edit	7	Paighar Panchayt Samiti	पालघर पंचायत समिती	Talukapaighar, Dist - Paighar	तालुका पालघर, जिल्हा पालघर	True
Edit	6	Wada Panchayt Samiti	वाडा पंचायत समिती	Taluka Wad, Dist - Paighar	तालुका वाडा, जिल्हा पालघर	True
Edit	5	Mokhada Panchayt Samiti	मोखाडा पंचायत समिती	Taluka Mokhada, Dist - Paighar	तालुका मोखाडा, जिल्हा पालघर	True
Edit	4	Jawhar Panchayt Samiti	जवहार पंचायत समिती	Talukajawhar, Dist - Paighar	तालुका जवहार, जिल्हा पालघर	True
Edit	3	Vikramgad Panchayt Samiti	विक्रमगाड पंचायत समिती	Taluka Vikramgad, Dist - Paighar	तालुका विक्रमगाड, जिल्हा पालघर	True
Edit	2	Dahanu Panchayt	डहानु पंचायत समिती	Taluka Dahanu, Dist -	तालुका डहानु, जिल्हा पालघर	True

आपल्या जिल्हापरिषदे अंतर्गत येणाऱ्या व निवडणुक असणाऱ्या सर्व पंचायत समीत्यांची नावे येथे भरण्यात यावीत.

Masters No.३ -Electoral College Master

ELECTORAL COLLEGE MASTER

Electoral College Number*
 Electoral College Name in English*
 Electoral College Name in Marathi*
 Electoral College Address in English*
 Electoral College Address in Marathi*
 Panchayat Name*
 Status*

Submit Clear Excel Upload

Action	Panchayat NO	College Number	College Name	CollegeName Marathi	College Address	STATUS
Edit	9	1000	Deleted Voter 2	डिलीटड मतदार 2	Deleted Voter 2	True
Edit	9	500	Deleted Voter 1	डिलीटड मतदार 1	Deleted Voter 1	True
Edit	8	114	Vasalai	वासलई	At. Po. Vasalai	True
Edit	8	113	Kalamb	कळंब	At. Po. Kalamb	True
Edit	8	112	Arnala Killa	अर्नाला किल्ला	At. Po. Arnala Killa	True
Edit	8	111	Arnala	अर्नाला	At. Po. Arnala	True
Edit	8	110	Chandrapada	चंद्रपाडा	At. Po. Chandrapada	True
Edit	8	109	Tilher	तिर्हेर	At. Po. Tilher	True
Edit	8	108	Mede	मेडे	At. Po. Mede	True

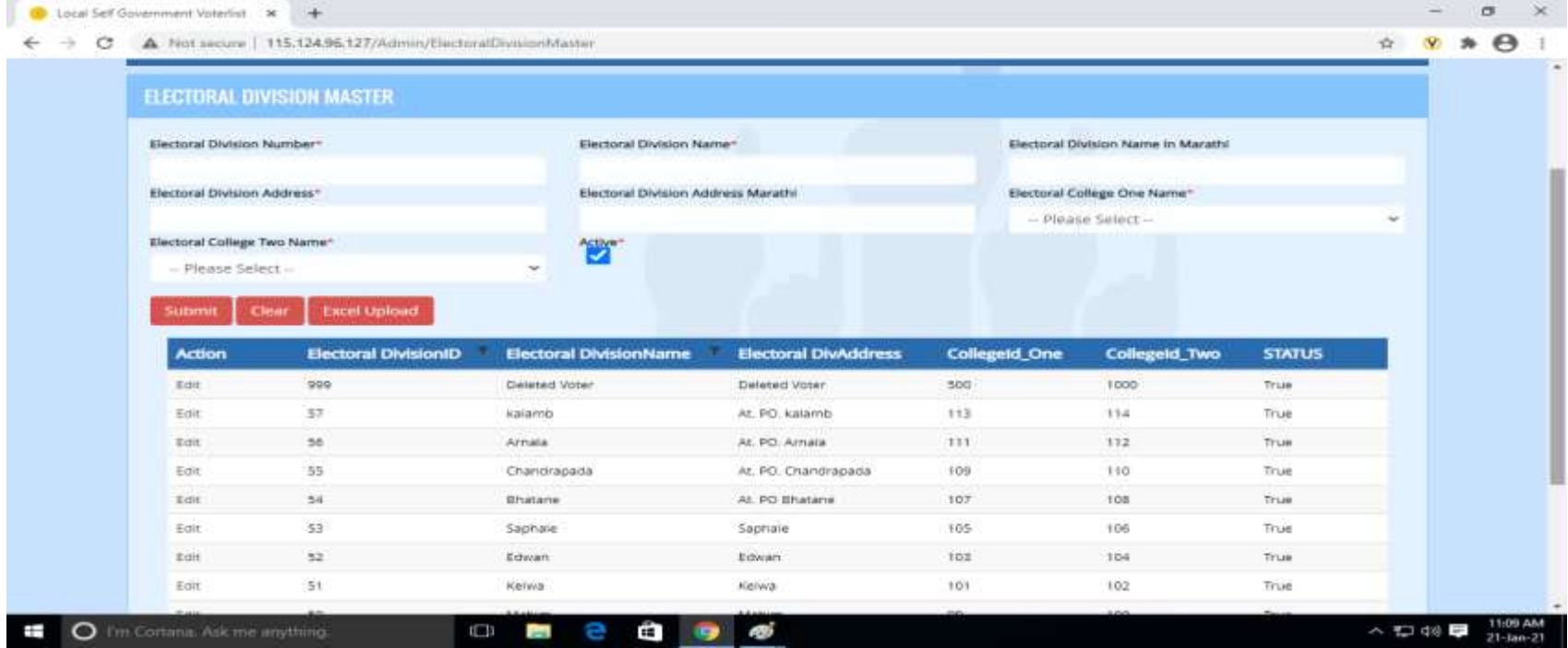
-पंचायत समीत्यांच्या गणांची माहिती येथे भरावयाची असून सदरची माहितीसाठीची Template -Excel Upload* या पर्यायावर Click करून पाहु व Download करू शकता तसेच माहिती भरून Excel Upload करू शकता.

ElectoralCollegeNu mber	ElectoralCollegeNam e_En	ElectoralCollegeNam e_Mr	ElectoralCollegeAddres s_En	ElectoralCollegeAddres s_Mr	panchayat ID
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मतदार यादी विभाजन प्रणाली(Easy Steps) | 2021

- पंचायत समीत्यांच्या गणांबरोबरच गण क्रं. (Electoral College No.) ५००, १००० असे २ गण Deleted Voter साठी Add करणे आवश्यक आहे. 1,2,3 असे गण/गट क्रमांक टाकावेत, 01,02...011 असे टाकु नये.

Masters No.8 -Electoral Division Masters



The screenshot displays the 'ELECTORAL DIVISION MASTER' web application. The form includes fields for 'Electoral Division Number', 'Electoral Division Name', 'Electoral Division Name in Marathi', 'Electoral Division Address', 'Electoral Division Address Marathi', 'Electoral College One Name', and 'Electoral College Two Name'. There is also an 'Active' checkbox. Below the form are 'Submit', 'Clear', and 'Excel Upload' buttons. A table below the form lists existing divisions with columns for Action, Electoral DivisionID, Electoral DivisionName, Electoral DivAddress, Collegeld_One, Collegeld_Two, and STATUS.

Action	Electoral DivisionID	Electoral DivisionName	Electoral DivAddress	Collegeld_One	Collegeld_Two	STATUS
Edit	999	Deleted Voter	Deleted Voter	500	1000	True
Edit	37	Kalamb	At. PO. kalamb	113	114	True
Edit	56	Arnala	At. PO. Arnala	111	112	True
Edit	55	Chandrapada	At. PO. Chandrapada	109	110	True
Edit	54	Bhatane	At. PO Bhatane	107	108	True
Edit	53	Saphale	Saphale	105	106	True
Edit	52	Edwan	Edwan	102	104	True
Edit	51	Kelwa	Kelwa	101	102	True

-जिल्हापरिषदेच्या गटांची माहिती तसेच प्रत्येक गटास लागू गणांची माहिती येथे भरावयाची आहे.

-येथे ९९९ हा गट वगळणीचा (Deleted Voters) चा गट व त्याचे ५००, १००० असे २ गण Deleted Voter साठी Add करणे आवश्यक आहे.

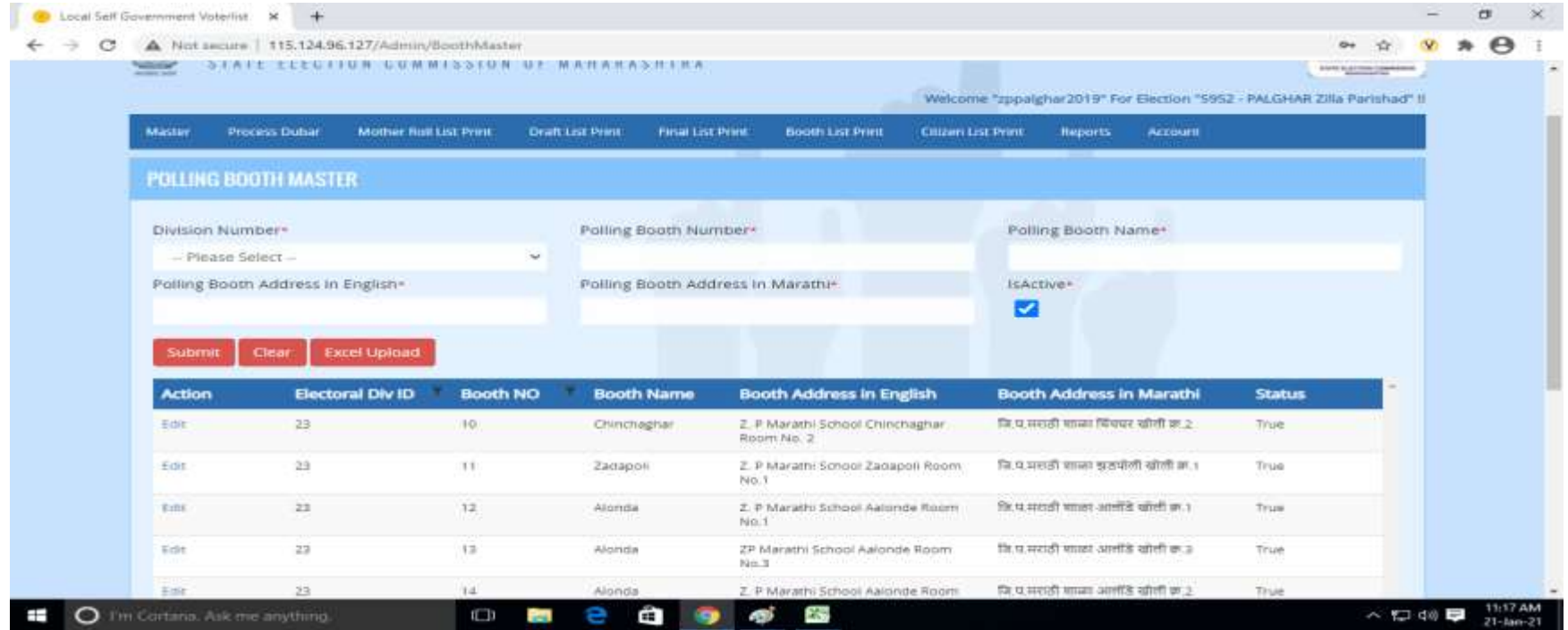
- सदर माहिती भरणे करिता माहितीसाठीचे Template -Excel Upload या पर्यायावर Click करून पाहु व Download करू शकता तसेच माहिती भरून Excel Upload करू शकता.

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ElectoralDivID	ElectoralDivName_En	ElectoralDivName_Mr	ElectoralDivAddress	ElectoralDivAddress_Mr	ElectoralCollegeID_One	ElectoralCollegeID_Two
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Masters No. ५- Polling Booth Masters

सदर मास्टर हा अंतिम मतदार यादी प्रसिद्ध झालेनंतर तात्काळ भरण्यात यावा



BoothName	BoothNumber	ElectoralDivId	EnglishBoothAddress	BoothAddress
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Masters -No & Officers Masters

The screenshot shows a web browser window with the URL 115.124.96.127/OfficerList/AddOfficer. The page title is "REGISTER OFFICERS". The form contains the following fields:

- Officer NO *
- Last Name *
- Address Line 3
- Mobile Number *
- Pin Code
- First Name *
- Address Line 1*
- Designation*
- State (dropdown menu: Maharashtra)
- ISActive*
- Middle/Father Name *
- Address Line 2*
- Email ID *

Buttons: Submit, Clear, Assign Ward NO

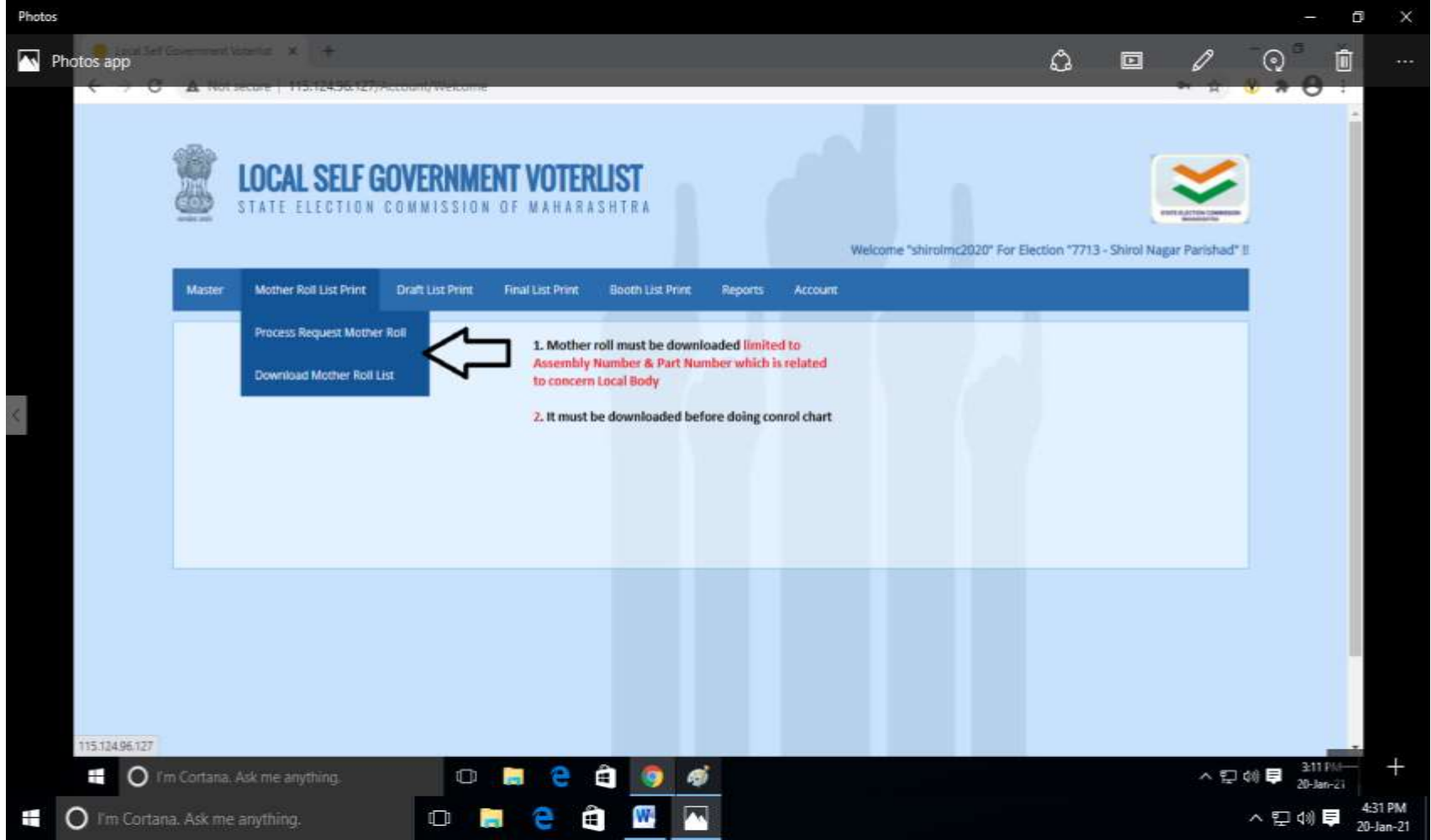
Table Header:

Action	Officer Number	Designation	Full Name	Mobile NO	Address	Email	Pincode	Status
There are no items to display								

Fill the Officer real numbers so that citizen can contact them.

Step 3. आयोगाकडून प्राप्त सुचनानुसार Mother Roll* Download करून घेणे.

*Mother Roll आवश्यक तेवढ्या यादी भागांचाच Download करावा मात्र मतदार क्षेत्रातील कोणतेही मतदार वगळले जाणार नाहीत याची दक्षता घ्यावी.



The screenshot displays the 'LOCAL SELF GOVERNMENT VOTERLIST' portal for the State Election Commission of Maharashtra. The page is titled 'Welcome "shiroimc2020" For Election "7713 - Shirol Nagar Parishad" !!'. A navigation menu includes 'Master', 'Mother Roll List Print', 'Draft List Print', 'Final List Print', 'Booth List Print', 'Reports', and 'Account'. Under the 'Mother Roll List Print' menu, there are two options: 'Process Request Mother Roll' and 'Download Mother Roll List'. A white arrow points to the 'Download Mother Roll List' option. To the right of the arrow, there are two instructions:

1. Mother roll must be downloaded limited to Assembly Number & Part Number which is related to concern Local Body
2. It must be downloaded before doing control chart

The screenshot also shows the Windows taskbar at the bottom with the time 4:31 PM on 20-Jan-21.

Step 4. कंट्रोल चार्ट अपलोड करणे व प्रारूप मतदार यादी तयार करणे

Local Self Government Voterlist

Not secure | 115.124.96.127/Account/Welcome

LOCAL SELF GOVERNMENT VOTERLIST
STATE ELECTION COMMISSION OF MAHARASHTRA

Welcome "shiroimc2020" For Election "7713 - Shirol Nagar Parishad" !!

Master Mother Roll List Print Draft List Print Final List Print Booth List Print Reports Account

Control Chart Upload

1. After uploading control chart successfully for processing draft, click on Process Request Draft

Process Request Draft

Download Draft List

1. Control Chart which is prepared based on downloaded mother roll is to be uploaded

2. It must not have any special character and as per the given template.

After Uploading Control Chart, Check the Error Message if any ..

if any Error Msg. Read it. ..Correct Control Chart as per msg. & upload

If no error found, "Save & Continue"

115:124.96:127/ControlChart/ValidateControlChart_GP

I'm Cortana. Ask me anything.

3:21 PM
20-Jan-21

प्राप्त Mother Roll नुसार Draft यादी साठीचा कंट्रोल चार्ट तयार करावा. यासाठीचे Template Download करून

AcNo	PartNo	Srno_From	Srno_To	ElectoralCollegeNumber	DivisionNumber
61	235	406	470	5	1

वरील **Template** मध्ये काळजीपूर्वक माहिती भरावी. फक्त आकडे भरावेत, कोणतेही Special Characters(, . ; - / असे) टाकू नयेत. तसेच कोणतेही कॉलम -रो Merge करायचे नाहीत.

तसेच मतदारांच्या अनुक्रमांकाची **Serial ब्रेक** करावयाची नाही. म्हणजेच कोणताही मतदार सुट्ट दयावयाचा नाही मात्र स्थानिक स्वराज्य संस्थांच्या हद्दीत नसणारे मतदारांसाठी *999 हा Ward No द्यावा.

कंट्रोल चार्ट हा **Assemblywise Upload** करावा लागणार आहे. सबब एकापेक्षा अधिक विधानसभा मतदारसंघ लागू होत असतील तर तसे वेगवेगळे कंट्रोल चार्ट तयार करून अपलोड करावेत. ड्राफ्ट प्रोसेस मात्र एकदाच करावा

कंट्रोल चार्ट अपलोड केलेनंतर जर सदर कंट्रोल चार्ट मध्ये काही त्रुटी असल्यास त्या दर्शवणारा मेसेज** Screen वर दिसेल. तो व्यवस्थित वाचण्यात यावा व येणाऱ्या MSG प्रमाणे कंट्रोल चार्ट मध्ये काही त्रुटी असल्यास त्याचे निरसन करावे.

प्रभाग क्रमांक 999 किंवा 500 व 1000 (पं.स. साठी) हे System चे कमांडिंग कोड नंबर असल्याने या प्रभंगाची यादी स्वतंत्ररित्या प्रोसेस करण्याची आवश्यकता नसते

**** 1) Missing Voters-** म्हणजे कंट्रोल चार्ट सिरीयली नाही काही मधले नंबर सुटले आहेत

2) Overlapping Number- म्हणजे कंट्रोल चार्ट मध्ये एकच क्रमांक परत दर्शविण्यात आला आहे उदा.

AcNo	PartNo	Srno_From	Srno_To	WardNumber
142	255	123	145	3
142	255	145	190	2

3)Ward Number Not Present- म्हणजे कंट्रोल चार्ट मध्ये Ward Master मध्ये नसणारा प्रभाग क्रमांक टाकण्यात आला आहे

Step ५. कंट्रोल चार्ट Process केलेवर (PDF Generate वर Click करावी)

100% Process Complete झालेनंतर Draft यादी Download करुन प्रिंट करावी व प्रसिध्द करावी.

Instructions

- ✓ To download pdf, please click download PDF option.
- ✓ Process finish time may depend on other queuing request.
- ✓ PDFs can be downloaded after successfully finish the process.
- ✓ Once the request has sent, you cannot send request again till finish the process.
- ✓ During the running process, please do not invoke pdf printing process and reports, this process may be interrupted, slow down or expected result may get wrong.

1) Click on Download Pdf
2) Ward/Division numbers will get auto-display
3) Send Request

Process
 Download pdf

From Ward/Division Number: 1
To Ward/Division Number: 6

[Send Request](#) [View Processed Data](#)

Process Control Chart Status	Serial Number Generation Status	Draft List Print Completed Status	Draft List Print Status (%)	Processing At Server	Queue No
Completed	Completed	Completed	100 % Completed	Server : 1	0

When all these 4 columns receive Msg of 'Completed' which indicates your voterlist is Processed Successfully which You can download & print

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Mahaonline

Step ६. हरकती सुचनांनुसार करावयाची दुरुस्ती

Draft यादी वर येणाऱ्या Objections नुसार दुरुस्ती साठी Objection Control Chart तयार करावा व सदर Control Chart फक्त मान्य हरकतींचाच करावयाचा आहे तरी तो तयार करून अपलोड व प्रोसेस करावा.

The screenshot shows the 'LOCAL SELF GOVERNMENT VOTERLIST' portal for the State Election Commission of Maharashtra. The page is titled 'PROCESS REQUEST FOR DRAFT'. A navigation menu includes 'Master', 'Mother Roll List Print', 'Draft List Print', 'Final List Print', 'Booth List Print', 'Reports', and 'Account'. The main content area has a yellow 'Objection Control Chart' button and a blue 'Download Final List' button. A red arrow points to the 'Objection Control Chart' button with the text: '1) Objection Control Chart prepared as per objection received (limited to objection) to be uploaded'. A black arrow points to the 'Download Final List' button with the text: '2. Then processed & Downloaded'. Below this, a note states: '** If No Objection is received one can process & download the Final Voterlist Directly'. The page also includes instructions for downloading PDFs and a form with fields for 'From Ward/Division Number' (1) and 'To Ward/Division Number' (6). The browser address bar shows '115.124.96.127/processrequest/sendrequest/requestfor=draft'.

ACNO	PARTNO	SRNO_FROM	SRNO_TO	Expected_EC_No	Expected_Div_No
61	235	455	460	-1	-1

***Objection Control Chart** मध्ये टाकावयाची सिरीयल नंबरस हे मदररोलचे म्हणजेच ड्राफ्ट कंट्रोल चार्ट मध्ये टाकण्यात आलेले असतील.

* ज्यावेळी फक्त आक्षेपानुसार **Objection Control Chart** टाकला जाईल त्यावेळी सिरीयल ब्रेक असल्याने ***Missing*** असा संदेश येवु शकतो तरी तो दुर्लक्षित करुन कंट्रोल चार्ट **Save & Continue** करावा.

मात्र **Overlapping of Numbers** असा संदेश प्राप्त झाल्यास कंट्रोल चार्ट दुरुस्त करून पुन्हा अपलोड करून **Save & Continue** करावा.

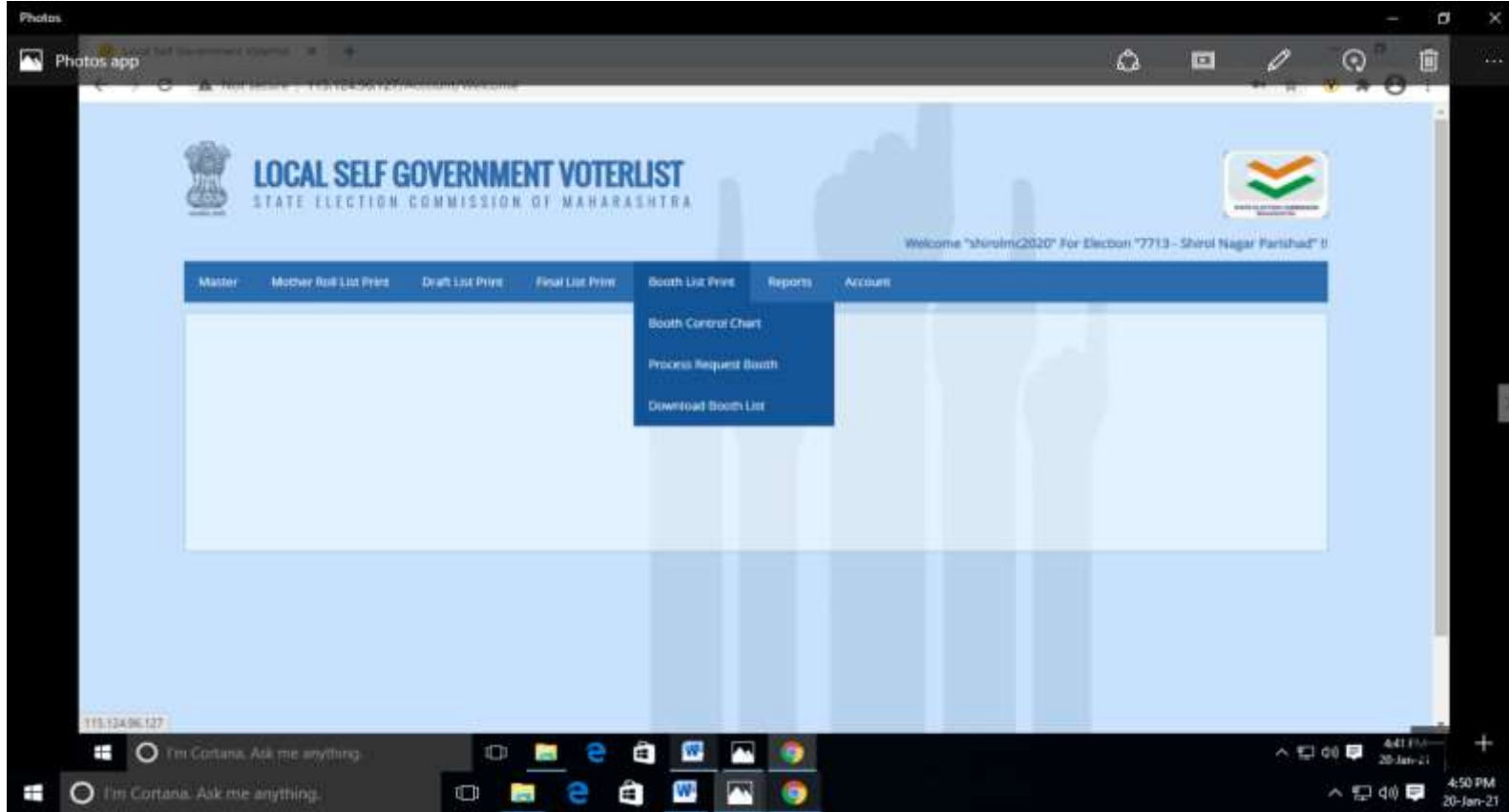
Step 7. अंतीम मतदार यादी करणे

तदनंतर Final यादी Process करुन Download करुन प्रिंट करावी.

Step 8- मतदान केंद्र निहाय याद्या तयार करुन वोटर स्लिप जनरेट करणे

8)(a) **Polling Booth Master** अगोदर भरण्यात आला नसेल तर तो भरण्यात यावा

8)(b) **Boothwise Voterlist Control Chart** तयार करणे



(Download the Template for boothwise voterlist control chart)

DivisionNumber	FinalSerial_From	FinalSerial_To	BoothNumber
1	1	50	24

वरील Template मधील माहिती व्यवस्थित करावी. Control Chart Successfully upload झालेनंतर व त्यानुसार Boothwise Voterlist Process करावी.

PROCESS REQUEST FOR BOOTH

Instructions

- ✓ To download pdf, please click download PDF option.
- ✓ Process finish time may depend on other queuing request.
- ✓ PDFs can be downloaded after successfully finish the process.
- ✓ Once the request has sent, you cannot send request again till finish the process.
- ✓ During the running process, please do not invoke pdf printing process and reports, this process may be interrupted, slow down or expected result may get wrong.

Kindly Process Final List First or Upload Booth Control Chart.

Process

Download pdf

From Ward/Division Number: 6

To Ward/Division Number: 6

From Booth Number:

To Booth Number:

1. After Clicking on Download PDF, send request
2. After all process completed you can download the boothwise voterlist

Process control chart status	Booth List Print Completed Status	Booth List Print Status (%)	Processing At Server	Queue No
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Boothwise Voterlist process केलेनंतर A3 (Voterslips), A4 (Boothwise Voterlist) Generate होतील ती Download करुन प्रिंट करावी

Step 9. नागरीकांसाठी यादी प्रिंट करणे- Citizen list Print

मतदार यादी विभाजन प्रणाली(Easy Steps) | 2021

The screenshot shows a web browser window with the following elements:

- Browser Tab:** Local Self Government Voterlist
- Address Bar:** Not secure | 115.124.96.127/PollingBoothExcel/BoothControllerExcel?ElectionId=5952
- Page Header:** LOCAL SELF GOVERNMENT VOTERLIST, STATE ELECTION COMMISSION OF MAHARASHTRA. Includes the State Election Commission logo and a welcome message: "Welcome 'zppalghar2019' For Election '5952 - PALGHAR Zilla Parishad'".
- Navigation Menu:** Master, Process Dubar, Mother Roll List Print, Draft List Print, Final List Print, Booth List Print, Citizen List Print, Reports, Account.
- Dropdown Menu (under Citizen List Print):** Citizen Process Request Draft, Citizen Process Request Final, Booth Master: Template file, BACK.
- Main Content Area:**
 - Section:** UPLOAD BOOTH MASTER
 - Instructions:** BoothAddress Columns Should Contain address in Marathi.
 - UploadFile:** Choose File (No file chosen)
 - Action:** Validate & Upload
- Footer:** 115.124.96.127/CitizenProcess/CitizenSendProcess
- Taskbar:** Windows Start button, Cortana search, and system tray showing 3:07 PM on 22-Jan-21.

9(2.) Citizen list Process करणे

DRAFT PROCESS REQUEST FOR CITIZEN

Instructions

- ✓ Please send request only when respective list is finalized.
- ✓ During the running process, please do not invoke pdf printing process and reports, this process may be interrupted, slow down or expected result may get wrong.
- ✓ Process finish time may depend on other queuing request.
- ✓ Once the request has sent, you cannot send request again till finish the process.

Generate Pdf

From Ward/Division Number: 0

To Ward/Division Number: 0

Send Request

Draft List Print Completed Status	Draft List Print Status (%)	Queue No
Waiting for request		0

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9(3) Citizen List Final Process करणे

FINAL PROCESS REQUEST FOR CITIZEN

Instructions

- ✓ Please send request only when respective list is finalized.
- ✓ During the running process, please do not invoke pdf printing process and reports, this process may be interrupted, slow down or expected result may get wrong.
- ✓ Process finish time may depend on other queuing request.
- ✓ Once the request has sent, you cannot send request again till finish the process.

Generate Pdf

From Ward/Division Number: 0

To Ward/Division Number: 0

Send Request

Final List Print Completed Status	Final List Print Status (%)	Queue No
Waiting for request		0

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