

Hands-on Training on ERONet



Election Department, Rajasthan

21 August, 2017

ERO-Net:

- **ERO-Net** brings:
 - Processing of Forms,
 - Easy handling of the E-Roll databases,
 - Addition & deletion process in migration, shifting, death
 - Systematic deletion of Reg. Dead Voters, Disposal of DSE entries
 - Regular & simpler way of monitoring ERs activities & ERs health
- The system has three major components,
 - **ERO-Net** Links all EROs of Nation.
 - **UNPER** Unified National Photo Electoral Roll
 - **NVSP** Citizen Electoral services interface

ERO-Net:

- **The overall scope of ERO-Net is to develop a web based system for Electoral officials**

Communication (Alert):

- SMS alerts to citizens about:
 - Form received & Status of processing of their forms
 - Scheduled hearing, if any
 - Outcome :
 - Rejection with reason,
 - Approval etc.
 - EPIC Number generated
- Similar SMSs go to BLO, AERO, ERO, DEO as per applicability

Functionaries involved in ERO-Net:

- ERO-Net officers:-

- Chief Electoral Officer- CEO (Officer-1)
- District Election Officer- DEO (Officer-2)
- Electoral Registration Officer- ERO (Officer-3)
- Assistant ERO- AERO (Officer-4)
- Supervisor- Sup (Officer-5)
- Data Entry Operator- Opr (Entry Level-6)

Process Flow of ERO-Net:

- OPR enters no. of Forms received in catgry. & date-wise
- By AERO:
 - Assign OPR to do data entry of forms (digitization)
 - Scanning of enclosures
 - Assign Part/Section and then appoint BLO
 - BLO checklist is printed for field verification
- By OPR:
 - BLO F/V Report is entered by OPR after field verification
- By AERO:
 - After BLO Report is fed by OPR, marked to Supervisor for recommendation/comments
 - AERO puts its recommendations/comments & send to ERO

Process Flow ERO-Net:

- By ERO:
 - Re-verification of field verified rep. → goes back to AERO
 - Discrepancy in comments of Sup. & AERO, or not satisfied with the reports, hearing schedule is fixed with applicant
 - Decision: Rejected with reason or Accepted
 - In case of Form accepted:
 - EPIC number generated (Form-6) & name included in E-Roll
 - Name included (Form-6A) in E-Roll
 - EPIC deleted (Form-7) & name is deleted from the E-Roll
 - EPIC modified (Form-8) & updated in E-Roll
 - EPIC record transposed (Form-8A) & updated in E-Roll

1. Responsibility of CEO/Off-1

- Monitor and periodically review the progress of form processing
- Review the remaining work with DEOs and EROs

1. CEO/Off-1 Dashboard

ERONET [Home](#) English Downloads Logout

Welcome CEOS24 State : Uttar Pradesh District : All Districts AC : -NA- View Report

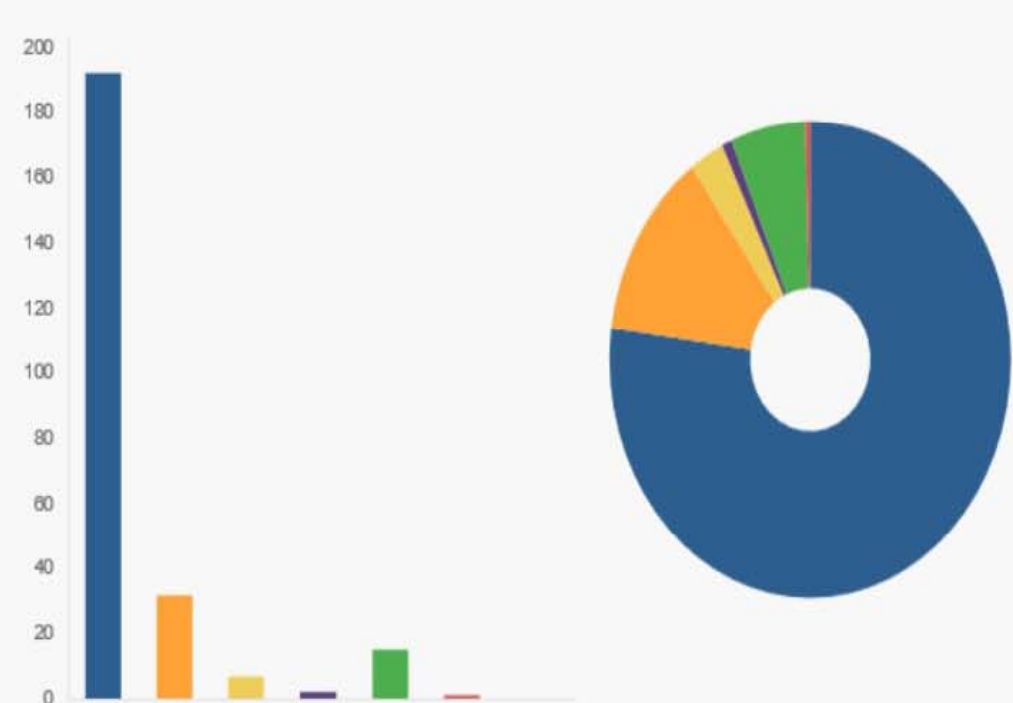
Export to Excel

View Dynamic Dashboard


Track Form Progress

Form 6

| | |
|-------------------------------|-------------------------|
| Total | 249 |
| Online | 249 |
| Offline | NA |
| Order Passed | Details |
| Unprocessed | 192 |
| Checklist generated | 32 |
| Field verification done | 7 |
| Hearing Scheduled | 2 |
| Report awaited from other ERO | 0 |
| Accepted | 15 |
| Rejected | 1 |
| EPIC Generated | 0 |



1. CEO/Off-1 Dashboard

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| Details | FORM 6 | FORM 6A | FORM 7 | FORM 8 | FORM 8A | Total |
|----------------|--------|---------|--------|--------|---------|-------|
| Received | 4365 | 0 | 23 | 3 | 5 | 4396 |
| Unprocessed | 4146 | 0 | 21 | 3 | 5 | 4175 |
| BLO Appointed | 144 | 0 | 2 | 0 | 0 | 146 |
| Field Verified | 17 | 0 | 0 | 0 | 0 | 17 |
| Accepted | 37 | 0 | 0 | 0 | 0 | 37 |
| Rejected | 4 | 0 | 0 | 0 | 0 | 4 |

[Export to Excel](#)

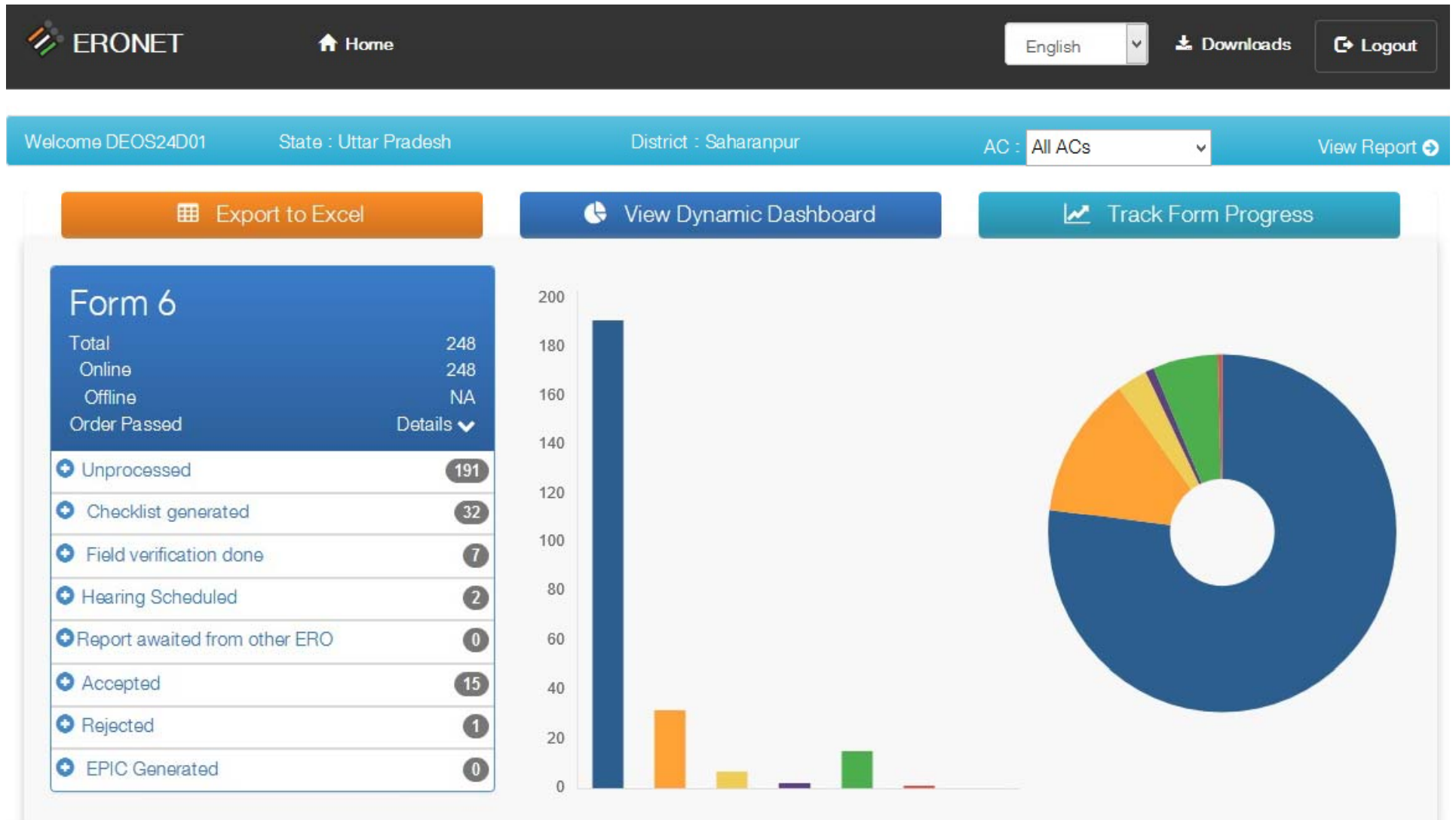
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2. Responsibility of DEO/Off-2

- Monitor and periodically review the progress of form processing
- Review the remaining work with EROs

2. DEO/Off-2 Dashboard



2. DEO/Off-2 Dashboard

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| Details | FORM 6 | FORM 6A | FORM 7 | FORM 8 | FORM 8A | Total |
|----------------|--------|---------|--------|--------|---------|-------|
| Received | 4365 | 0 | 23 | 3 | 5 | 4396 |
| Unprocessed | 4146 | 0 | 21 | 3 | 5 | 4175 |
| BLO Appointed | 144 | 0 | 2 | 0 | 0 | 146 |
| Field Verified | 17 | 0 | 0 | 0 | 0 | 17 |
| Accepted | 37 | 0 | 0 | 0 | 0 | 37 |
| Rejected | 4 | 0 | 0 | 0 | 0 | 4 |


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3. ERO/Off-3 Dashboard


| | Total Forms Received | Unprocessed | BLO Appointed | Field Verified |
|-----------|----------------------|-------------|---------------|----------------|
| Details ▾ | 35 | 11 | 4 | 2 |

 **ERO Order Accept/Reject**


Processed **18** To Be Processed **17**


 **Suo Moto Delete**

 **View Dashboard**

 **Deletion request to/from other ERO**

Sent: **0** Received: **0**

 **E-Roll Management**

 **BLO Management**

 [Partwise ERoll Records](#)

 [Forms 9, 10, 11 & 11a](#)

 [Partwise Forms Summary](#)

3. Responsibility of ERO/Off-3

- ERO orders to:
 - Schedule hearing
 - Reinitiate process of field verification
 - Accept/Reject
- Suo Moto Deletion (ASD, Dead voters)
- Monitors & permits migration of entries to EROs
 - Deletion request to/from other EROs
- Inclusion/Modification/Deletion in E-Roll
- E-Roll Management

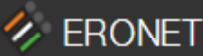
3. Responsibility of ERO/Off-3

- View Dashboard Statistics:
 - Unprocessed forms,
 - Checklist generated
 - Field verification done
 - Hearing scheduled, if any
 - Accepted Forms
 - Rejected Forms
 - EPIC number Generated (Form-6)
 - EPIC record deleted (Form-7)
 - EPIC record modified (Form-8)
 - Record transposed (Form-8A)
- BLO Management
 - Provision for editing registered BLO details or deleting it

3. Responsibility of ERO/Off-3


- Part-wise summary (3 reports – Full or between dates):
 - Added, Modified & Deleted
 - Form 9, 10, 11, 11A (Register of entered Forms 6, 7, 8, 8A)
 - Total forms received,
 - Unprocessed forms,
 - BLO appointed,
 - Field Verified,
 - Accepted Forms,
 - Rejected Forms
- User management:
 - Under ERO, following user may be created or deleted, e.g.
 - AERO,
 - Supervisor,
 - Operator

4. AERO/Off-4 Dashboard

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Home User: Assistant Electoral Roll Registration Officer

State : Rajasthan District : GANGANAGAR Assembly Constituency : Sadulshahar




Assign Part / Section / BLO

Assigned: 4 To Be Assigned: 11




Request deletion to other ERO

Sent: 0 To Be Sent: 0




Submission to ERO

Submitted: 0 To Be Submitted: 35



View Dashboard



Users Management

4. Responsibility of AERO/Off-4

- Assign part / section / BLO
- BLO checklist printed
- Request deletion to other ERO
- Submission to ERO
- Assign for Scanning to Operator
- View Dashboard
- User Management
 - Update (Add, Delete, Modify)
 - Supervisor, and
 - Operators details

5. Supervisor/Off-5 Dashboard


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Home User: Supervisor


State : Rajasthan

District : AJMER

Assembly Constituency : Sadulshahar



Submission to AERO



View Progress

5 Responsibility of Sup/Off-5

- View BLO field verification report
- Provide recommendation and send to AERO
- View dashboard:
 - Unprocessed forms,
 - Checklist generated
 - Field verification done
 - Hearing scheduled, if any
 - Accepted Forms
 - Rejected Forms
 - EPIC number generated (Form-6)
 - EPIC record deleted (Form-7)
 - EPIC record modified (Form-8)
 - Record transposed (Form-8A)

6. Operator/Off-6 Dashboard

ERONET Home Select Language Downloads Logout

Home User: Data Entry Operator

State : Rajasthan District : AJMER Assembly Constituency : Sadulshahar

| Card Title | Icon | Current Value | Target Value |
|---------------------------------|-------------------------|---------------|--------------|
| Enter Number of Forms Received | Document icon | NA | NA |
| Upload Scanned Forms and Proofs | Upload icon | NA | NA |
| Offline Forms Data Entry | Document with plus icon | NA | NA |
| Enter BLO Report | Document with list icon | 2 | 33 |

6. Responsibility of Opr/Off-6

- Data entry of offline forms to digitize it
- Upload enclosed scanned documents
- Enter BLO field verified report
- Upload scanned copy additional documents collected by BLO

Responsibilities of T-DNO (ECI):

- Pl go through the instructions of preparedness of ERO-Net:
 - Available at all logins
 - Home Page → Download → Others → **“Essential Preparation before launch of ERO net.pdf”**
- User management shall be done by the Technical District Nodal Officer (T-DNO)
- Hand-holding support to personnel down the line
- Collecting & updating contact information of BLOs, AEROs, EROs:
 - Ac No. & Part no.
 - Name,
 - Designation,
 - Mobile Number,
 - Email Address

Important Jobs Desired by ECI:

- Visiting ERO Offices once in a month for:
 - Checking quality of data entry, guide them & correct
 - Auditing system & reporting of system operation
 - Collecting technical issues & send to CEO through DEO, if not resolved at the level of DNO
- Setting up **Help Desk** to resolve the ERO-Net issues only, take Dy. DEO into loop.
- Providing concerned manuals to all
- Compilation of ICT infrastructure right up to the level of AERO from DEO and send its info to CEO office
- ERO-Net publicity (Dy.DEO)



Thank You

:Support:

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