

## Proforma for Polling Staff Data Collection Form for Lok Sabha Election 2019

(To be filled by each employee of class A/B/C of the office)

**Affix recent  
photograph of  
the Employee**

1	Name of Department	
2	Name of office	
3	Name of Employee	
4	Father's/Spouse Name	
5	Designation	
6	Gender	
7	Class A/B/C	
8	Pay Scale and Grade Pay	
9	Basic Pay	
10	Office Name & Address	
11	Place of Posting/Office under which Assembly constituency	
12	Home Residence Address & Phone no.	
13	Place of Residence/Home Assembly constituency	
14	Already exercised election duty (If yes write at which level i.e. BLO/Nodal officer /Supervisor/Zonal Officer/Sector Officer/ARO staff/RO staff/PRO/APRO/PO/MO etc)	
15	Select as Pro/apro/po/Micro observer (Female staff be selected as PO only)	

	For official which has already been put on election duties mentioned at sr.no.14 should not be put on PRO/APRO/PO/Micro observer	
16	Home assembly constituency	
17	Date of Birth	
18 a	Date of Retirement/Date of end contract	
18 b	Whether employee is on extension of service after retirement (Yes/No)	
19	Mobile no.	
20	E-mail Id	
21	Physically handicapped	
22	On long leave	
23	EPIC Number (Attach Photocopy of voter id card)	
24	Vote registered at Assembly constituency	
25	Part No.	
26	Serial No.	
27	Adhaar No.	
28	Bank Name	
29	Bank A/c no.	
30	Bank IFSC code	
31	Status working/transferred/retired/expired	
32	Nature of Employment (Regular/Probation/Contractual)	

Signature of the Employee