



User Manual
Of
Electronic Voter List
(EVL) Public Portal
by
Chief Electoral Officer,
Jammu & Kashmir

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1. Introduction:

- 1.1** The Election Commission of India (ECI) oversees the electoral process in Jammu and Kashmir (J&K) as in other states and union territories of India. However, it's important to note that the status of Jammu and Kashmir changed significantly in 2019.
- 1.2** Before August 5, 2019, Jammu and Kashmir had a special status within the Indian Union under Article 370 of the Indian Constitution. However, on August 5, 2019, the Government of India abolished Article 370, which granted Jammu and Kashmir special autonomy. It reorganized the state into two separate union territories: Jammu and Kashmir (with a legislature) and Ladakh (without a legislature).

2. Purpose:

The Electoral Roll portal, often referred to as the Voter List or Electoral Roll Search portal, is an online platform provided by the Election Commission of J&K where citizens of J&K can access information related to electoral rolls. The portal allows individuals to create their accounts, search for their names in the electoral roll, verify their voter registration details, make necessary payments, and download their Voter Details page. This streamlined process enhances accessibility and transparency, empowering citizens to engage effectively with the electoral system.

3. EVL Dashboard

Users can refer to this user manual/guide to use the EVL Web Portal. All the processes are described below in detail.

3.1 EVL Portal Home

This is the Home page of the website, it loads when the user enters the website URL, Steps are mentioned below.

Step 1 → Open the web browser.

Step 2 → Enter the Chief Electoral Officer, Jammu & Kashmir Portal URL, and the EVL Dashboard will be opened. Department information will appear and the users can get information about the official portal and contact information and access the LOG-IN options.



Image 1.1: Landing Page

1) Main Menus:

- LOGIN
- User Dashboard
- Get Voter List
- User profile
- Logout

1. Log-In as First-Time User/Existing User:

- Accessing the Portal:
- Open your web browser and navigate to the LogIn/SignUp portal's URL.

❖ Login Form:

- Click the "Sign In" or "Login" button to access the login form.
- Login Screen appears on the screen with the Mobile No Input field.

EVL Portal User Manual

❖ Provide Login Credentials:

- Enter your Working mobile Number to receive OTP.
- Then click the Confirm button to receive OTP on Entered Mobile Number.

The screenshot displays the login interface of the Electronic Voter List (EVL) Portal. At the top, it says "Welcome to the Electronic Voter List" and "Click For User Manual". The header includes the logo of the Chief Electoral Officer, Jammu & Kashmir, and the text "मुख्य निर्वाचन अधिकारी, जम्मू एवं कश्मीर" and "Chief Electoral Officer, Jammu & Kashmir". A "LOGIN" button is visible in the top right corner.

The main content area features a modal window titled "Welcome To The EVL Portal". Inside this modal, there is a section for OTP verification:

- Text: "Enter the OTP to continue"
- Input: Six empty text boxes for entering the OTP digits.
- Buttons: "CANCEL" (grey), "SUBMIT" (green), and "Resend OTP" (grey).
- Text: "Click [HERE](#) to download the user manual on how to operate the portal."

Below the modal, there is an "ABOUT US" section with the text: "Welcome to the official portal of the Chief Electoral Officer, Jammu & Kashmir dedicated to serving the citizens of Jammu and Kashmir. Our mission is to provide convenient access to digital services of state-sponsored electoral lists and the ability to verify their..."


❖ OTP Verification:

- Enter the OTP received on your registered mobile number.
- Then click on the submit button to proceed.
- In case not receive OTP on your device then Resend the OTP by using the Resend OTP button given on the LogIn screen.

Welcome to the Electronic Voter List Click For User Manual

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Chief Electoral Officer, Jammu & Kashmir
چیف الیکٹورل آفیسر، جموں و کشمیر

LOGIN



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Welcome To The EVL Portal

Enter the OTP to continue

Click [HERE](#) to download the user manual on how to operate the portal.

ABOUT US

Welcome to the official portal of the Chief Electoral Officer, Jammu & Kashmir dedicated to serving the citizens of Jammu and Kashmir. Our mission is to provide convenient access to digital copies of past generated electoral lists, enabling eligible voters to verify their

❖ One Time Registration Details:


The One-Time Registration page only comes once when new users try to log in to the portal to fill in personal Information.

Users must provide pieces of information like First Name, Last Name(optional), Email Id, Document Type, Document Number, and Captcha to proceed the Next page.

Welcome to the Electronic Voter List Click For User Manual

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LOGIN



मुख्य निर्वाचन अधिकारी, जम्मू एवं कश्मीर
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چیف الیکٹورल آفیسر، جموں و کشمیر

Welcome To The EVL Portal

*First name	Last name
<input type="text" value="Enter First Name"/>	<input type="text" value="Enter Last Name"/>
*Email	Mobile Number
<input type="text" value="Enter Email Address"/>	<input type="text" value="Mobile number"/>
*Document Type	Document Number
<input type="text" value="--Select--"/>	<input type="text"/>
<div style="display: flex; align-items: center; justify-content: center; gap: 10px;"> 3 + 7 = ? <input type="text" value="Enter Captcha Here"/> </div>	
<input style="background-color: #00aaff; color: white;" type="button" value="Submit"/>	

Click [HERE](#) to download the user manual on how to operate the portal.

✓ Additional Tips:

- Ensure all information provided during registration is accurate to avoid issues with account verification.
- Ensure that the Entered Mobile number is valid and active for receiving OTP.

2. Accessing Voter List:

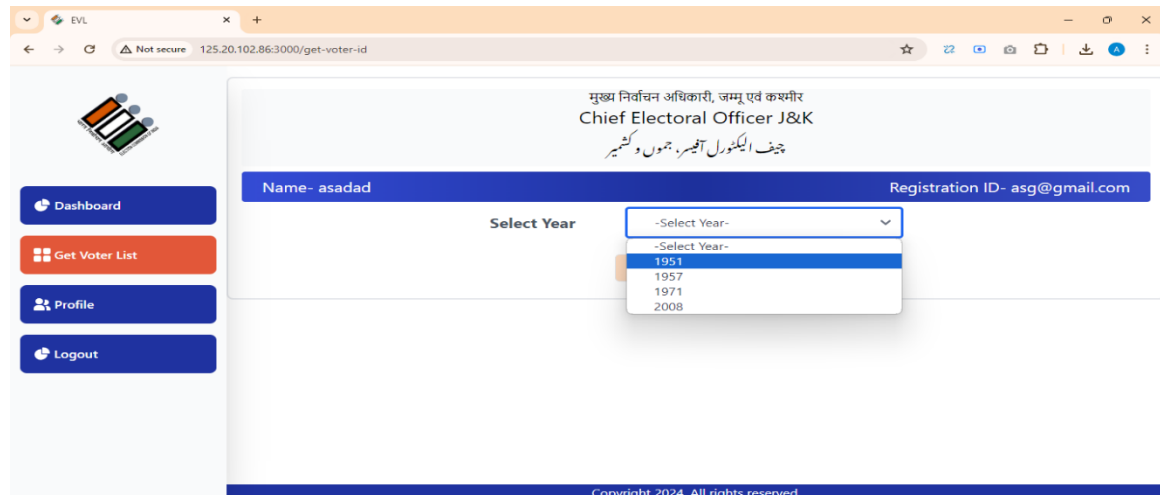
After logging into your account, you can easily access the voter list by selecting the "Get Voter List" option from the menu.

Once chosen, you'll be directed straight to the voter search page where you can input your search criteria to find the desired voter list.

From there, you can view and verify the voter information as needed.

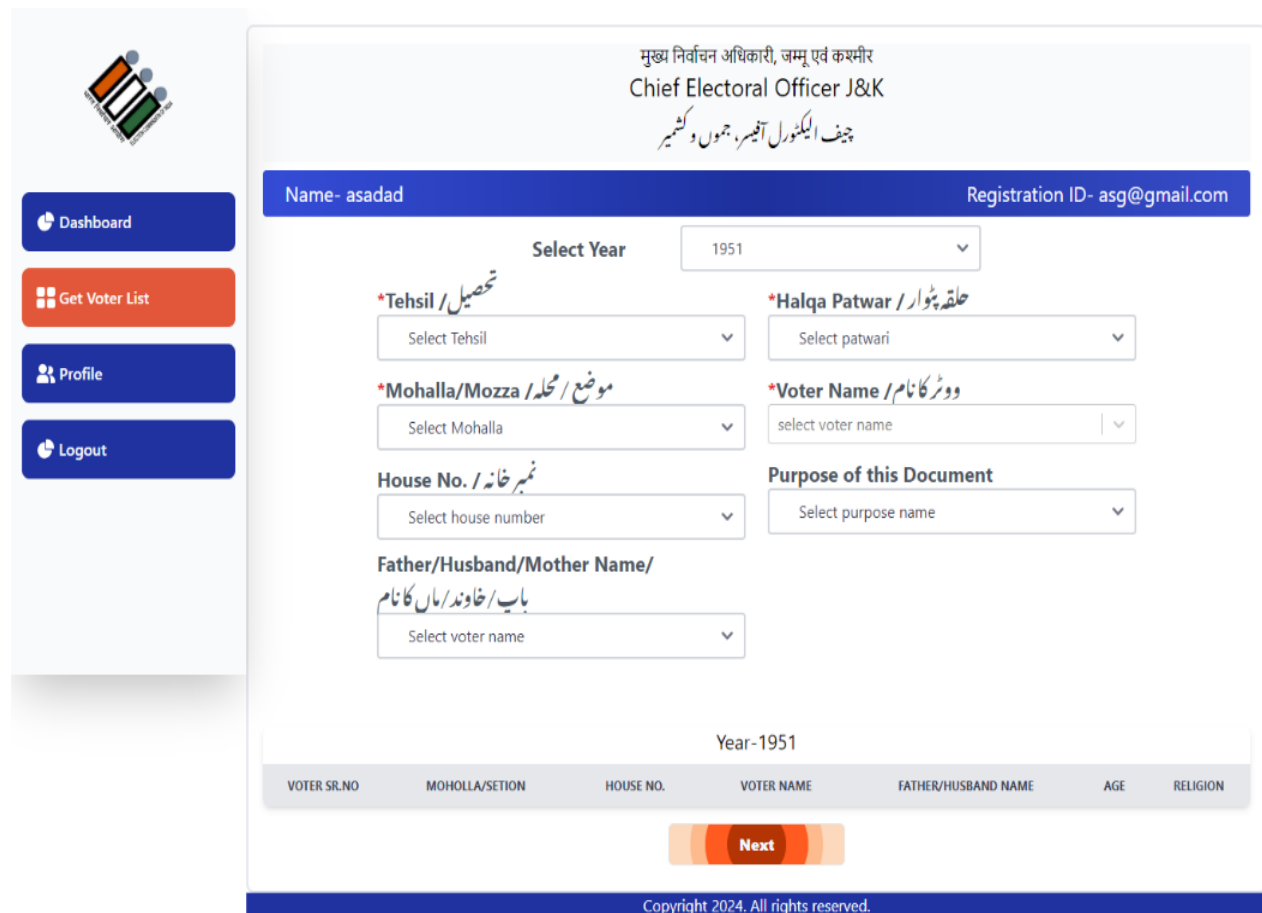
1. Select Associated Year:

- From the dropdown menu, choose the associated year from the options provided (1951, 1957, 1972, or 2008).



2. Select Tehsil, Halka Patwar, and Mohalla/Mozza:

- Once the year is selected, choose Tehsil from the dropdown of Tehsil.
- After selecting the tehsil, choose the Halka Patwar from the dropdown menu according to the selected tehsil.
- Based on the selected Halka Patwar, choose the Mohalla/Ward from the dropdown menu.



The screenshot displays the user interface of the EVL Portal. On the left, there is a sidebar with navigation buttons: Dashboard, Get Voter List, Profile, and Logout. The main content area shows the user's name (asadad) and registration ID (asg@gmail.com). Below this, there are several dropdown menus for selection:

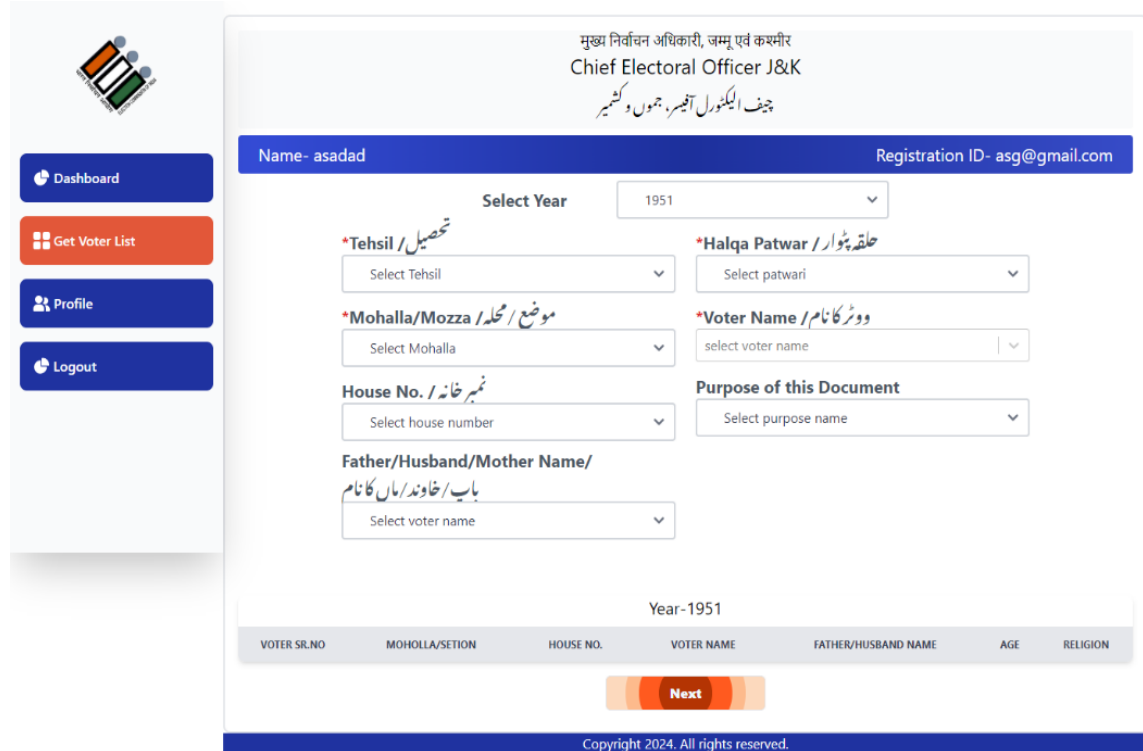
- Select Year:** 1951
- *Tehsil / تحصیل:** Select Tehsil
- *Halqa Patwar / حلقہ پٹوار:** Select patwari
- *Mohalla/Mozza / موضع / محلہ:** Select Mohalla
- *Voter Name / ووٹر کا نام:** select voter name
- House No. / نمبر خانہ:** Select house number
- Purpose of this Document:** Select purpose name
- Father/Husband/Mother Name/ باب / خاوند / ماں کا نام:** Select voter name

Below the selection area, there is a table header for Year-1951 with columns: VOTER SR.NO, MOHOLLA/SETION, HOUSE NO., VOTER NAME, FATHER/HUSBAND NAME, AGE, RELIGION. A "Next" button is visible below the table.

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3. Search Voter Name/House No/Father/Husband/Mother Name

- Enter the voter's name in the search field provided. As you type, the data will be filtered according to the alphabet you are typing.
- Either search the House No from the given dropdown options available in House Number Field.
- Either search the Father/Husband/Mother Name from the given dropdown options available in the Father/Husband/Mother Name Field.



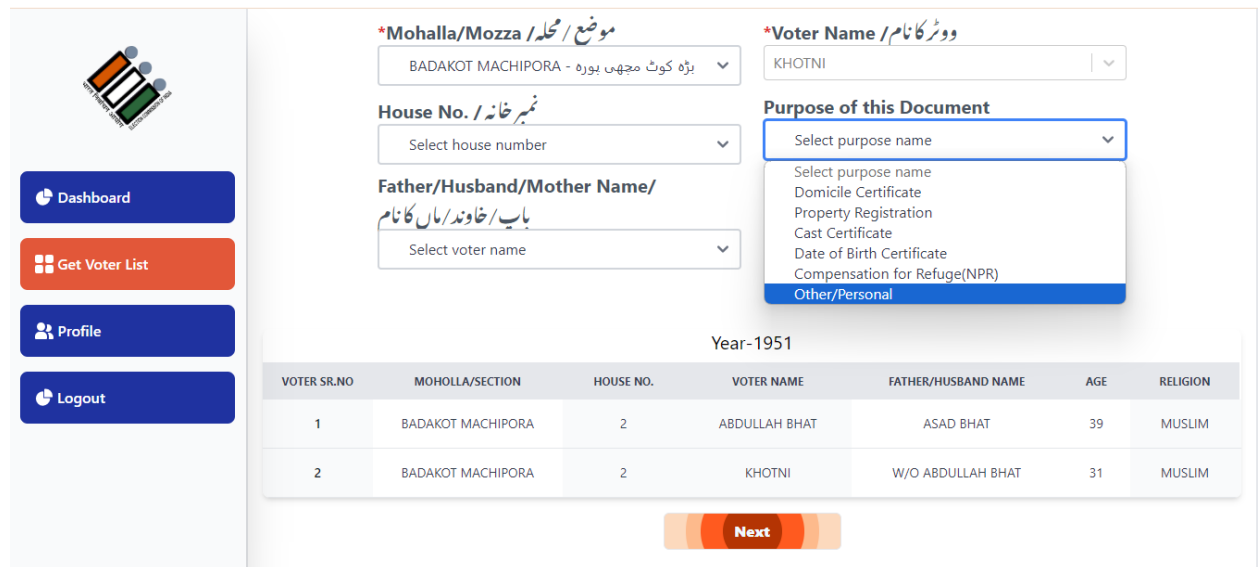
The screenshot shows the search interface of the EVL Portal. On the left is a sidebar with navigation buttons: Dashboard, Get Voter List, Profile, and Logout. The main content area is titled 'मुख्य निर्वाचन अधिकारी, जम्मू एवं कश्मीर' (Chief Electoral Officer J&K) and 'چیف الیکٹورل آفیسر، جموں و کشمیر'. It displays the search criteria: Name- asadad and Registration ID- asg@gmail.com. The search filters include:

- Select Year: 1951
- *Tehsil / تحصیل: Select Tehsil
- *Halqa Patwar / حلقہ پٹوار: Select patwari
- *Mohalla/Mozza / موضع / محلہ: Select Mohalla
- *Voter Name / ووٹر کا نام: select voter name
- House No. / نمبر خانہ: Select house number
- Purpose of this Document: Select purpose name
- Father/Husband/Mother Name / باپ / خاوند / ماں کا نام: Select voter name

 Below the filters, it shows 'Year-1951' and a table header with columns: VOTER SR.NO, MOHOLLA/SETION, HOUSE NO., VOTER NAME, FATHER/HUSBAND NAME, AGE, RELIGION. A 'Next' button is located at the bottom of the search area. The footer contains the text 'Copyright 2024. All rights reserved.'

6. View Relevant Table:

- A table displaying the filtered data will appear, showing voters matching the entered name.
- Also select the Purpose of the document from the dropdown options without filling it application can't proceed.



The screenshot shows the EVL Portal interface. On the left is a sidebar with navigation buttons: Dashboard, Get Voter List, Profile, and Logout. The main area contains a search form with the following fields:

- *Mohalla/Mozza / موضع / محلہ**: BADAHOT MACHIPORA - بڑہ کوٹ مچھی پورہ
- *Voter Name / ووٹر کا نام**: KHOTNI
- House No. / نمبر خانہ**: Select house number
- Father/Husband/Mother Name/ باپ / خاوند / ماں کا نام**: Select voter name
- Purpose of this Document**: Select purpose name (dropdown menu open showing options: Select purpose name, Domicile Certificate, Property Registration, Cast Certificate, Date of Birth Certificate, Compensation for Refuge(NPR), Other/Personal)

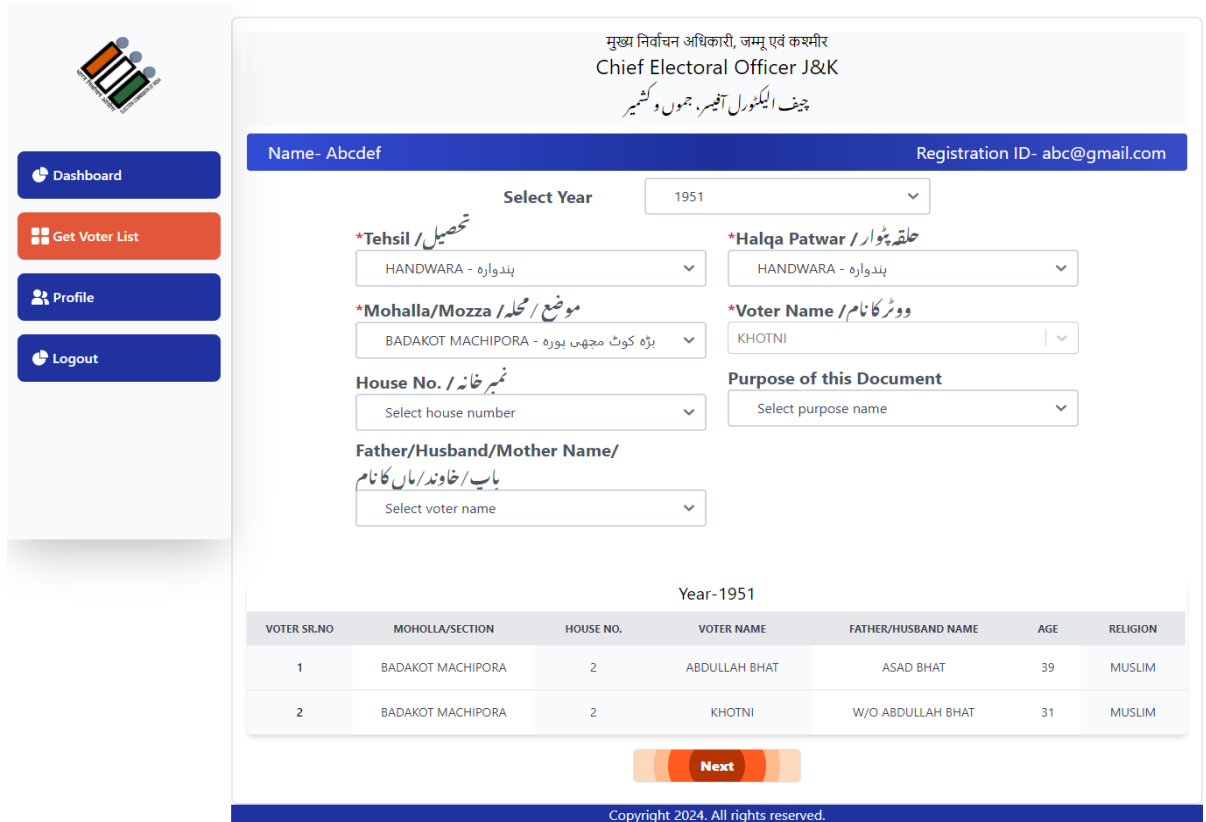
Below the form, a table displays the filtered results for the year 1951:

VOTER SR.NO	MOHOLLA/SECTION	HOUSE NO.	VOTER NAME	FATHER/HUSBAND NAME	AGE	RELIGION
1	BADAKOT MACHIPORA	2	ABDULLAH BHAT	ASAD BHAT	39	MUSLIM
2	BADAKOT MACHIPORA	2	KHOTNI	W/O ABDULLAH BHAT	31	MUSLIM

A "Next" button is located below the table.

7. Verify Voter Information:

- Verify the relevant information in the table, such as the voter's name, father/husband/wife name, and house number.



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Name- Abcdef Registration ID- abc@gmail.com

Select Year: 1951

*Tehsil / تحصیل: HANDWARA - ہندوارہ

*Halqa Patwar / حلقہ پٹوار: HANDWARA - ہندوارہ

*Mohalla/Mozza / موضع / محلہ: BADAKOT MACHIPORA - بڈہ کوٹ مجھی پورہ

*Voter Name / ووٹر کا نام: KHOTNI

House No. / نمبر خانہ: Select house number

Purpose of this Document: Select purpose name

Father/Husband/Mother Name / باپ / خاوند / ماں کا نام: Select voter name

Year-1951

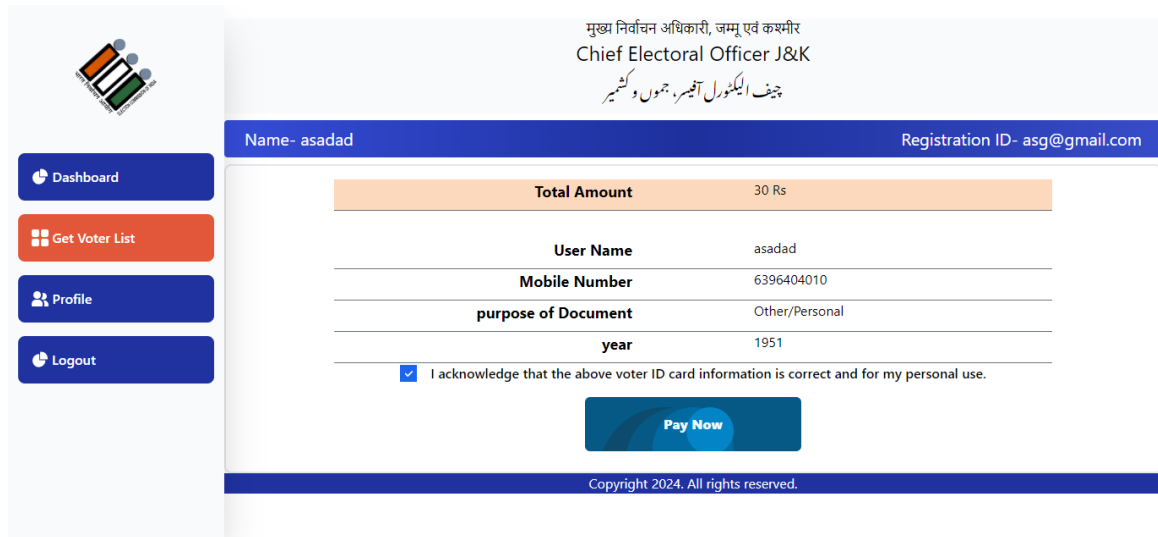
VOTER SR.NO	MOHOLLA/SECTION	HOUSE NO.	VOTER NAME	FATHER/HUSBAND NAME	AGE	RELIGION
1	BADAKOT MACHIPORA	2	ABDULLAH BHAT	ASAD BHAT	39	MUSLIM
2	BADAKOT MACHIPORA	2	KHOTNI	W/O ABDULLAH BHAT	31	MUSLIM

Next

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8. Navigate to Payment Page:

- After verifying the correct data, click on the "Next" button to proceed to the payment page.



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Name- asadad Registration ID- asg@gmail.com

Total Amount	30 Rs
User Name	asadad
Mobile Number	6396404010
purpose of Document	Other/Personal
year	1951

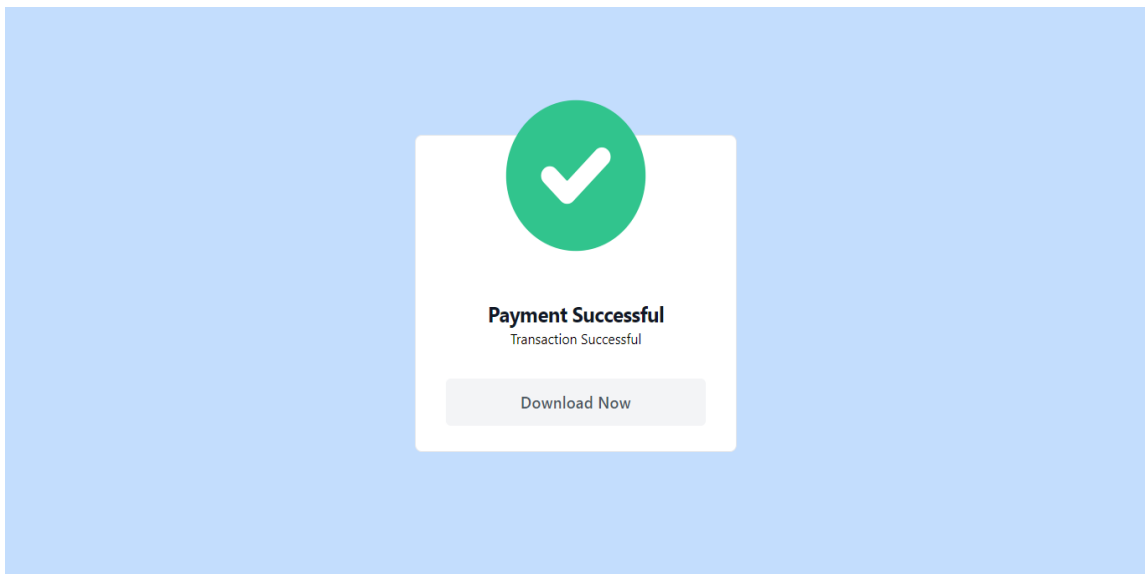
I acknowledge that the above voter ID card information is correct and for my personal use.

[Pay Now](#)

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9. Make Payment:

- The page will redirect to the payment page, where you can pay the requested amount to access the complete voter list.
- Once the payment is complete the application views the payment complete message.



10. Access Complete Voter List:

- After successful payment, the page will show the relevant Voter list Document.

تخلی پوسٹ راسٹہ دکن مجلس اعلیٰ سارا جموں و کشمیر

EXTRACT COPY OF ELECTORAL ROLL FOR LEGISLATIVE ASSEMBLY
JAMMU AND KASHMIR
FINAL ELECTORAL ROLL (1951)

HANDWARA (Tehsil) : تحصیل ہانڈوارہ
BADA KOT MACHIPORA (Mouza) : بوڈکوت مچپورا

(Voters Detail) : تفصیلات کے ذریعے

Religion (دین)	Age (عمر)	Father/Husband Name (پاپا یا شوہر کا نام)	Electoral Name (انتخابی نام)	House No. (گھر نمبر)	Mohalla/Mouza (محلہ/موضا)	Voter S. No. (ووٹر ایف. نمبر)
MUSUM	39	AGAD BHAT	ABDULLAH BHAT	2	BADA KOT MACHIPORA	4
MUSUM	31	W/O ABDULLAH BHAT	KHOTNI	2	BADA KOT MACHIPORA	5

Abcdef : (Name of Applicant) نام مائل
(Date of Issue) تاریخ تکمیل تخلی : 6/5/2024ء
(Date of Application) درخواست کی تاریخ : 6/5/2024ء
(Transaction No.) : (1234567) : (Fee) : (Other/Personal) : (Purpose of Extract) : (Dispatch Number) : 1951-00001108 : 1951-00001108 : 1951-00001108 : 1951-00001108

ELECTION COMMISSIONER OF JAMMU AND KASHMIR GOVERNMENT
انچیف ایگزیکیوٹو آفیسر، وزارت جموں و کشمیر

ISSUED BY: CHIEF ELECTORAL OFFICER, J&K

PRINT DOWNLOAD

11. Download and Print Options:

- You will have access to download the PDF version of the voter list for your records.
- Additionally, you can print the voter list directly from the page if needed.

3. User Dashboard

This dashboard serves as a centralized hub, offering users convenient access to view and download all relevant voter materials they have acquired through successful transactions. Through a streamlined interface, users can seamlessly navigate their dashboard to explore and retrieve the documents they have purchased.



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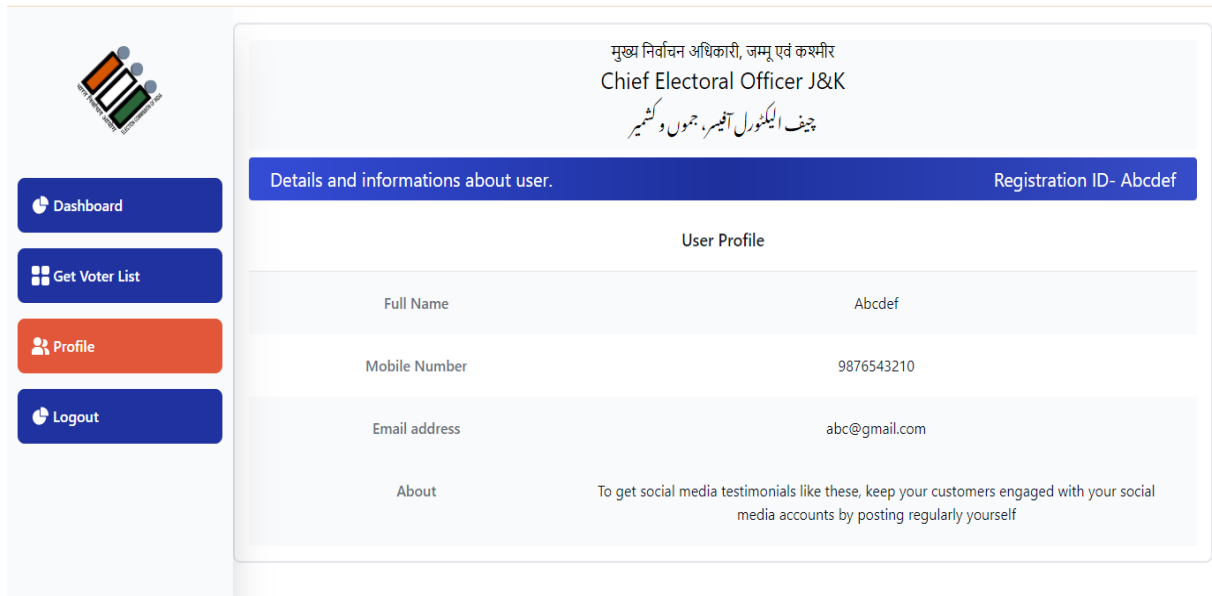
Name- Abcdef Registration ID- abc@gmail.com

Select Year 1951

VOTER SR.NO	MOHOLLA/SETION	HOUSE NO.	VOTER NAME	FATHER/HUSBAND NAME	AGE	RELIGION	PURPOSE	DOWNLOAD
4	BADAKOT MACHIPORA	2	Bcdef	XYZ	39	MUSLIM	Other/Personal	👁
5	BADAKOT MACHIPORA	2	Abcdef	XYZ	31	MUSLIM	Other/Personal	👁

4. User Profile:

The User Profile page provides a comprehensive overview of the user's essential information, including their Full Name, Mobile Number, and Email Address. This page serves as a centralized location for users to manage and review their details.



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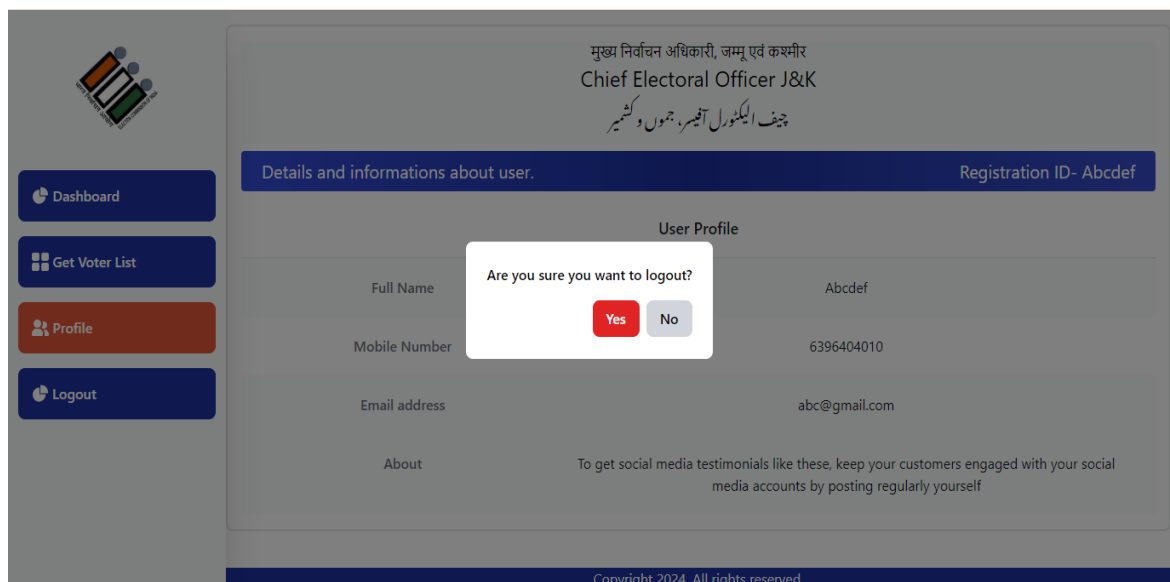
Details and informations about user. Registration ID- Abcdef

User Profile

Full Name	Abcdef
Mobile Number	9876543210
Email address	abc@gmail.com
About	To get social media testimonials like these, keep your customers engaged with your social media accounts by posting regularly yourself

5. LogOut:

- Click on "Logout" or your profile icon.
- Confirm the logout action.
- You will be redirected to the login page.
- Ensure your session is securely terminated.



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Details and informations about user. Registration ID- Abcdef

User Profile

Full Name	Abcdef
Mobile Number	6396404010
Email address	abc@gmail.com
About	To get social media testimonials like these, keep your customers engaged with your social media accounts by posting regularly yourself

Are you sure you want to logout?

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