1. On IDST website (www.idst.co.in) home page, click on "IDST Election 2024".

2. Login to system:

On the next screen, **to register, use your registered mobile no.** as Username and Password already communicated to you, on your mobile and email, to login to the system. On this screen, you can also see Election Schedule and Procedure buttons on this page.

If you do not have or forgot your password, click on 'Get New Password' link. Enter your registered mobile no. and click on 'Send'. You will receive your new password by email and registered mobile.

If you have your password and you want to change it, it can be done after login with existing password.

3. Home Screen

After login, you can see various icons and buttons for election process. These icons are visible only if election is active. Otherwise, you will see 'Election is over' message on home screen.

All these icons are automatically activated and de-activated as per dates saved in Election Schedule by System Admin or Returning Officer (RO).

If you see the button below the icon in yellow color, it means respective process is active.

Similarly, if the button is in black color, then particular process is either not started yet or stopped as per scheduled date and time.



4. Online Nomination

If you see the button in 'Online Nomination' process in yellow color, it means nomination process has started and you can fill your nomination form online.

When you click 'Nomination Form' button, you can see nomination form:

Dection	Election 2019	
Nominee Name	Amit Lapalikar - (Mno: 0)	
Proposer	Select	
Seconder	Select	
For the post-of	Select	•
Bio-data		

You will see Election Name and Your Name already selected in form. Nominee has to select Proposer name, Seconder name and the Post for which he/she wants to apply. You may wish to add a few lines You will see Election Name and Your Name already selected in form. Nominee has to select Proposer name, Seconder name and the Post for which he/she wants to apply. You may wish to add a few lines as Bio data, but not necessarily and click on 'Submit' button. You can nominate yourself for only ONE post.

A member can file nomination either for CC or RC elections as per his/her eligibility at one time.

IDST members including officer bearers of CC or RC may propose/second only for one IDST member for his/her nomination for CC or RC elections 2024.

Email of your nomination form will be posted to RO, selected Proposer and selected Seconder. Once Proposer and Seconder approves your nomination by clicking on the "I Agree" tab in the email received by them, then only RO can see your nomination.

In case of any non-communication by email due to technical error, Proposer/ Seconder can communicate with RO by SMS, WhatsApp message or telephonically inform the decision of nomination acceptance or otherwise.

5. Nomination Withdrawal

When you submit the nomination form, withdrawal facility will be activated. You can withdraw your nomination asper election schedule. Last date will be indicated below the 'Withdraw' button on home screen. Simply click on 'Withdraw' button, system will ask your confirmation for withdrawal and if you say 'Ok' then your nomination will be permanently deleted.



Oplap software

6. Released Ballot Paper

Once RO approves the nominations received, members can view nominated members as Ballot paper after the release date of ballot paper as per election schedule.

In case the number of approved nominations equal the no of vacancies, all candidates with accepted nomination shall be declared elected. Election process will stand completed.

7. Cast your vote

Voting will be open for members on scheduled date automatically. On clicking 'Vote Now' button, you can see list of Nominated members grouped by the post for which they have applied.

Voting will be for central council & regional council separately.

a) Voting for Central Council

Voting will be open for members on scheduled date automatically. On clicking 'Vote Now' button. You can see list of Nominations for Central Council. All members are requested to vote for seven members, one member must be from the region of the voter member, otherwise vote will be void.

b) Voting for Regional Council

Voting will be open for members on scheduled date automatically. On clicking 'Vote Now' button, you can see list of Nominations. All members are requested to vote for five members, otherwise vote will be void.

Voting for CC and RC can be done in one attempt only. Partial voting is not allowed. Member has to click all votes in one attempt only and submit vote. Voting process will be closed automatically on scheduled date.

8. Voting result announcement:

Election result will be declared on scheduled date and will be available on IDST website, till the date declared by RO or System admin.