



STATE ELECTION COMMISSION KERALA
THIRUVANANTHAPURAM-695033

No:A4/75/2025-SEC

Date:**31-10-2025**

Sub:- State Election Commission Kerala - General Election to Local Self Government Institutions 2025 - Infrastructure requirements at the Distribution/Collection Centres and Counting Centres for the implementation of Poll Manager and TREND software- Guidelines issued.

Circular

The State Election Commission has decided to utilize TREND software and Poll Manager app developed by National Informatics Center(NIC) for the General Election to Local Self Government Institutions, 2025. For the successful implementation of the TREND software and Poll Manager app in General Election, Commission issues the following guidelines.

I. The following arrangements have to be made at the Counting Centres by the District Election Officers concerned.

1. District Election Officers have to nominate a person not below the rank of a Junior Superintendent as the "Counting Centre In-charge" for the smooth roll out of TREND. The Counting Centre In-charge will be responsible for identifying the location for Computer Local Area Network(LAN) in the counting center in consultation with Returning Officer, facilitating and co-ordinating various agencies like BSNL, Network Provider, Data Entry Operators etc.
2. One official per counting centre has to be identified as a Centre Co-ordinator for data entry operations.
2. Data Entry operator has to be posted for voter turnout on the polling day and results on the counting day. The Data Entry Operators are to be available in the Counting Centers during all the scheduled trial runs.
5. A Block Panchayat/Municipal Corporation Counting Center requires 3 to 4 Data Entry Operators and a Municipal Council Counting center requires 2

data entry operators. One of the data entry operator from each counting center has to be identified as the Team Leader

6. The postal vote for the District Panchayat Ward has to be entered from a system at Collectorate connected to Kerala State Wide Area Network(KSWAN).

II. The following infrastructure requirements have to be provided by the District Election Officers in their districts concerned in consultation with the District Informatics Officers of NIC.

A. Infrastructure Requirement at the Distribution/Collection Centres

1. Poll manager Help desk with a support person, 50 Mbps FTTH (with WiFi) for the Poll Manager mobile app download and the data update in the Poll Manager portal.
2. One Desktop with 500 VA/ 600 VA UPS/Laptop machine (preferably laptop) and another standby machine.
3. The Same computer and the WiFi could be used for the voter turnout update in the TREND system and marking of absentees in the e-Drop software at the collection centre.

B. Infrastructure Requirement at the Counting Centre

1. For Municipality/Municipal Corporation Counting Centers, 2 to 4 systems (preferably laptops) per counting center has to be arranged.
2. For Block Counting Centers, 3 to 4 systems (preferably laptops) per Counting Center has to be arranged.
3. Two laser printers per counting center has to be made available.
4. All the systems and the Leased Line/ Broadband is to be connected in a LAN using a switch.
5. All the systems should have latest version of Mozilla firefox, Google Chrome and PDF reader

6. The systems should be Unicode compliant
7. Systems should be connected to UPS supply only

C. Guidelines on power supply at the Counting Centre

1. Generator supply has to be made available in addition to the KSEB connection.
2. The generator supply has to be connected to the UPS and to the other equipment in case of KSEB line failure.
3. Generator capacity to be 1.5 times the capacity of UPS and other equipment connected to the generator
4. Earth to neutral voltage is to be ensured as less than 3 volts. This should be ensured for the KSEB supply, Generator power supply and the UPS output.
5. Separate 500 VA/600 VA UPS may be preferred for individual/ group of hardware items rather than a single high capacity UPS
6. If laptops with sufficient battery backup are arranged instead of Desktop systems, UPS for the laptops can be avoided.
7. Ensure that the input connection to the UPS and other equipment can easily switchover between KSEB line and the Generator line.

D. Connectivity at the Counting Centre

1. Each counting center should have a 2 Mbps Leased Line as the primary connection and a broadband connection with fixed IP as a fall back connection. Both these connection should be from different service providers. Also this connectivity should be through different paths/routes connected to the Data Centre for reliable redundancy.
2. Both the lines will have Ethernet termination at the Counting Center.

3. The Leased Line is to be between the Counting Center and the District NOC of KSWAN.

E. Media Center at District Collectorates

1. A system connected to the KSWAN can be used for connecting to the projector. If KSWAN is not available broad band with fixed IP to be arranged.

F. Connectivity to Print/ Visual media

Media can be advised to take broadband with fixed IP or can take a Leased Line connection to the nearby District NOC.

III.The following are the responsibilities of the Stake holders in connection with the implementation of TREND / Poll Manager Software in General Election 2025.

A. Responsibilities of LAN Service Provider/PWD (Electronics)

1. Ensuring the availability of latest version of required software (Mozilla Firefox, Google Chrome and PDF reader) in all the systems
2. Clearing all virus from the systems (if required, OS is to be reinstalled) and installation of antivirus software
3. Ensuring the availability of a backup switch in such a way that, in case of switch failure, it is replaced with in a time of 30 minutes
4. The physical location of the switch in the CC is to be identified keeping in mind the BSNL Leased Line/Broadband termination point and drawing the LAN cables
5. Ensuring the BSNL Leased Line/Broadband connection is used for the voter's turnout data entry also
6. Ensure that input connection to the UPS can switch over between KSEB line and the Generator line

7.Co-ordination with BSNL and KSWAN for testing Leased Line/Broadband and enabling the primary connection (LL/Broadband).

8. The availability of following trend data entry sites are to be tested from both the primary and backup connection separately.

<https://entry1.trend.kerala.gov.in>, <https://entry2.trend.kerala.gov.in>.

<https://entry1.Ibtrend.kerala.gov.in>, <https://entry2.Ibtrend.kerala.gov.in>.

<https://entry1.trend.kerala.nic.in>, <https://entry2.trend.kerala.nic.in>

9. Ensuring that the data traffic is primarily passed only through Leased Line from the Counting Centre.

10. Switching over to Broadband in case of Leased Line failure in coordination with BSNL and KSWAN

11. Man the LAN setup during the trial runs and during the actual counting date.

12. Contact details of the State and District level staff has to be provided to the State Election Commission.

B. Responsibilities of NIC

1. Poll Manager mobile app. Poll Manager portal. Training to the master trainers in the district level

2. The web applications for capturing the voter turnout data and related reports from the collection centers.

3. The web applications for capturing polling station wise votes secured by the candidates from the Counting Centers, dissemination of results and related reports from the Collection Centers

4. Training to the Returning Officer of the Counting Center and to the key data entry operator of every Counting Centre by District Informatics Officers of NIC.

5. Overall technical co-ordination at the district should be handled by NIC officials

C. Responsibilities of BSNL

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1. To enable the connection as per Point "D"('Connectivity at the Counting Centre') above before the day planned for first trial run.
2. To depute a technical staff in the Counting Center on the counting day.
3. Contact details (mobile and email ID) of State coordinator, District coordinator and the Counting Centre technical staff (only mobile number) has to be provided to SEC.

D. Responsibilities of KSWAN

1. Providing KSWAN IPs to the Counting Centre systems as per the direction from KSITM
2. Ensuring the smooth flow of data through KSWAN
3. Contact details (mobile and email ID) of State co-ordinator, District co-ordinators has to be provided to State Election Commission.

Yours faithfully,
Signed by

Prakash B S

Date: 31-10-2025 12:12:43

PRAKASH.B.S

SECRETARY

To

- 1) All District Election Officers & District Collectors.
- 2) The State Informatics Officer,National Informatics Centre, Kerala, Thiruvananthapuram.
- 3) The Chief General Manager,BSNL,Thiruvananthapuram, Kerala.
- 4) The Director, Kerala State IT Mission,Sankethika, Pattom.P.O,

Thiruvananthapuram.

- 5) The Chief Engineer, Public Works Department (Buildings), Public Office Complex, Museum P.O, Thiruvananthapuram
- 3) All District Informatics Officers/Additional District Informatics Officers, National Informatics Centre, Kerala (Through State Informatics Officer, NIC)
- 8) The Executive Engineer PWD (Electronics)
Thiruvananthapuram, Thrissur.

Copy to: PS to Hon'ble Commissioner

All Nodal Officers of State Election Commission

CA to Secretary

OC/SF

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