Close of poll packing instructions

Complete all forms (even unused forms need a 'Nil' return) and complete and sign where necessary

The Electoral Commission

Packet for tendered ballot papers marked by voters			COMMISSION
Packet for marked register	Continue to follow public	Sundries box with stationery etc.	Packet for ballot
Packet for certificates of employment	Continue to follow public health guidelines – e.g. clean your hands regularly and avoid touching your	Tactile voting device	Postal votes – handed in but
Packet for various lists and declarations Packet for appointment	face	Ballot box compactor	not previously collected
of POs and PCs Packet for CNL	Packet for unused and spoilt ballot papers	Unused seals Unused signs and notices etc.	Ballot Box(es)
This sack/bag contains sensitive material and all envelopes/packets must be sealed. The sack/bag must be clearly labelled with the polling station number/details	The contents of this sack/bag must be clearly identified for checking at the count, and must be labelled with the polling station number/details	The contents of this sack contains items to be reused at future elections/referend ums and should be clearly labelled and sealed	These items must be clearly identified and, together with the other sacks/bags, must be handed into the RO's staff at the count

Poll cards contain personal information – it is essential that they are kept securely throughout polling day and then returned to the elections office so that they can be confidentially destroyed in line with data protection legislation. Any masks, PPE or cleaning products should also be kept separate for the elections office to sort out.