



Postal voting – a quick guide for Royal Mail drivers and delivery staff

In the weeks prior to polling day **please be extra vigilant:**

Drivers – If you notice anything unusual while on collection, such as high numbers of returns in any one post box, please inform your line manager on return to the office.

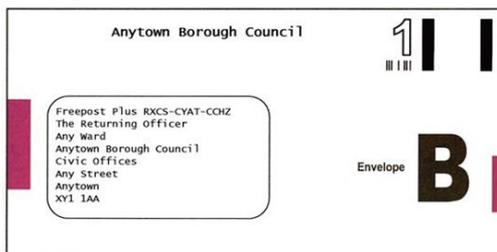
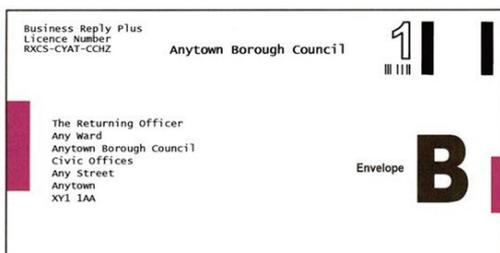
Delivery staff – Beware of large numbers of postal ballots being directed to a single/questionable address.

If approached by anyone asking questions about any postal votes you may be carrying, please DO NOT give any information.

If you suspect electoral fraud, contact your line manager immediately and notify the Royal Mail Elections Helpline on 0845 607 6416.

Postal ballot envelopes are easy to identify

Royal Mail best practice agreed with the Electoral Commission encourages Returning Officers to mark return envelopes for postal votes (labelled as 'Envelope B') with a purple flash (Pantone 254) to make them easily identifiable.



Outgoing postal ballot packs will show the Returning Officer at the council offices as the return address. They may also carry purple flashes on both sides of the envelope for easy recognition.

What to look out for and when

Royal Mail staff should be alert to any attempt to intercept postal ballot packs or to remove them from letter boxes.

The period immediately following the delivery of the postal ballots is when malpractice – especially attempts to persuade electors to hand over their unopened ballot papers to another person – is most likely to occur.

Royal Mail staff may become aware of suspicious actions, such as where large numbers of postal ballots are directed to a single or questionable address, such as an empty property.

Consideration should be given to appropriate measures to deter fraud. Royal Mail staff should be alert to the possibility of such action and, if their suspicions are aroused, be prepared to report the circumstances to their line manager.

Issues for management and staff

Consideration may be given to emptying local collection mailboxes more frequently during the period when most postal ballots are returned to avoid them overflowing.

A procedure should be agreed in the event of a mailbox that possibly contains completed postal ballots suffering an arson attack.

Royal Mail may be approached by the police election Single Point of Contact (SPOC) officer to see what assistance they can give in identifying and preventing possible postal voting malpractice.

The police will be aware when postal ballot packs are scheduled for delivery and your manager may seek advice from the SPOC about what support is planned.

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