

At the Registration Centre

Registrant joins the queue



Registrant enters the Registration Centre and is directed to the desk of the Registration Officer



Registration Officer takes details of the Registrant to complete the Civil and Voter Registration Application Form 01. Form must be complete, accurate and legible



Registrant is directed to the desk of the Assistant Registration Officer 1 (Data Entry Operator)



Assistant Registration Officer 1 enters the data from the CVR form of Registrant into the VIU 820 biometric registration device



Photo of Registrant is taken and saved in the biometric registration device



The two thumbs and eight fingers (if available) of the Registrant are captured into the device



Assistant Registration Officer 1 confirms that appropriate details have been entered and saved



ARO 1 issues the registrant an automated printed receipt



Registrant is directed to desk of the ARO 2 where his/her details, as contained in the two receipts, are entered into the Registration Journal



ARO 2 issues two registration receipts to registrant and provides registration education on the next steps: Exhibition and Issuance of ID Cards



Registrant exits the Centre