

**STATE ELECTION COMMISSION, HARYANA
NIRVACHAN SADAN, PLOT NO. 2, SECTOR 17
PANCHKULA**

NOTIFICATION

NO. SEC/2ME/2019/1872

Dated:- 19 .11.2019

In accordance with the provisions contained in Section 3A of the Haryana Municipal Act, 1973 read with Rule 4 of the rules made there under and the powers conferred under clause (1) of article 243ZA of the Constitution of India, the State Election Commissioner, Haryana hereby directs to update the existing photo based electoral rolls of the Municipal Committee, Rajound and Pundri (Kaithal) published on 08.04.2016 and 14.08.2018 respectively, by taking data base of the relevant part of Assembly Electoral Rolls finally published on 31.01.2019 with qualifying date as 01.01.2019.

2. The existing photo based electoral rolls of the Municipal Committee, Rajound and Pundri (Kaithal) shall be amended and brought upto date with the help of National Informatics Center by converting the relevant parts of the Assembly electoral rolls, finally published on 31.01.2019 into the wards of the Municipalities . The electoral roll shall be updated on the format attached at Annexure-"A" and in accordance with the procedure and schedule given hereunder:-

(i)	Existing electoral roll of municipalities published on 08.04.2016 and 14.08.2018 respectively shall be updated by taking into consideration, the electoral roll of Vidhan Sabha published by the Election Commission of India with qualifying date as on 01.01.2019 with all supplements finally published on 31.01.2019. List of new electors included/ deleted in the electoral roll of Vidhan Sabha shall be prepared and will be published with existing electoral roll of the Municipalities as draft electoral roll. [Rule-4 (1)].	25.11.2019 to 03.12.2019
(ii)	Draft publication of the supplementary list of wardwise and boothwise photo based Electoral Rolls of all the wards of the Municipalities for inviting claims and objections [Rule- 4(3)].	04.12.2019
(iii)	Last date by which claims and objections shall be presented to the Revising Authority. [Rule-4(4)(i)]	10.12.2019 (Except 08.12.2019)
(iv)	Last date by which the claims and objections shall be disposed of by the Revising Authority [Rule-4 (4) (v) & (vii)].	19.12.2019
(v)	Last date for filing appeals with the Deputy Commissioner against the orders of Revising	23.12.2019

	Authority (Rule-4 (4) (viii)).	
(vi)	Last date for disposal of appeals by the Deputy Commissioner.[Rule 4(4) (viii)]	27.12.2019
(vii)	Finally publication of electoral roll.	09.01.2020

3. It is pertinent to mention here that as per new amendment in the rules; now only the electors existing in the respective area of the Legislative Assembly Constituency shall be distributed in the wards of the Municipal Council/Committee. It is thus made clear that if any person intends to get his name included in the electoral roll of Municipal Council/Committee, he shall have to first get his name included in the electoral rolls of respective Legislative Assembly Constituency; otherwise his name shall not be included in the electoral rolls of Municipal Council/Committee.

4. It is further directed that two copies of latest Assembly Electoral Rolls prepared and published on January 31, 2019 by the Chief Electoral Officer, Haryana shall be obtained free of cost from the Election Tehsildar/Election Naib Tehsildar concerned. This database of the electoral rolls has already supplied to the DIO through NIC, Haryana.

5. It is further directed that:-

- (i) The Deputy Commissioner shall give wide publicity to the above programme. He shall issue press notes and also paid advertisements in two local newspapers. He shall also make publicity through local cable network.
- (ii) The Deputy Commissioner shall publish, on the date prescribed in sub-para (ii) of para 2 above, the draft of the supplementary list of electoral rolls along with a notice including the dates by and the places where the claims and objections with reference to the draft rolls may be presented to the Revising Authority/Authorities.
- (iii) One copy of the draft of the supplementary list of electoral rolls, published for inviting claims and objections, shall be kept for inspection of the public free of cost at the following places:-
 - a. Office of Deputy Commissioner,
 - b. Office of the concerned Secretary , Municipal Committee , Rajound and Pundri (Kaithal) .
 - c. Office of Sub-Divisional Officer (Civil), concerned.
 - d. Tehsil Office concerned ,
 - e. Office of Revising Authority/Authorities and
 - f. Voter Information and Collection Centers (VICCs)
- (iv) After the draft publication of the ward-wise supplementary list of electoral rolls, the same should also be hosted on the website of the District Administration, with search facility.

- (v) A copy of the draft supplementary list and final rolls along with database in compact disc duly signed by the Revising Authority/Authorities shall be kept in a sealed cover in the Treasury within 24 hours from the date of the publication of draft and final electoral rolls, respectively.
- (vi) In order to facilitate the electors and the public to obtain information regarding electoral rolls and to file claims and objections, the Deputy Commissioner shall set-up sufficient number of Voters Information and Collection Centers (VICC) within the territorial limits of the Municipality. These Centers shall be fully equipped with computers and broadband internet connection. The Centers will be set up with the help of the National Informatics Center.
- (vii) Every claim and objection regarding distribution of electors ward wise shall be addressed and presented to the Revising Authority in the prescribed Form A and B or may be sent by registered post to him.
- (viii) Claim in Form-A shall be filed by those applicants, who intend to include their name, make correction in their entry or transposing of their name in another ward in the electoral roll.
- (ix) Objections in Form-B shall be filed by those applicants who intend to object inclusion of name or seek deletion of a name from the electoral roll.
- (x) Only those persons shall file their claim for inclusion of their name in the electoral roll of concerned Municipal Committee, whose name appear in the respective electoral roll of legislative assembly, but do not appear in the draft electoral rolls published under rule 4 (3) of the Haryana Municipal Election Rules, 1978.
- (xi) The VICC will make available the prescribed forms, on demand free of cost, for filing claims and objections and receive the same for the consideration of and decision by the concerned Revising Authority or the officers authorized for this purpose. The forms shall also be hosted on the website of the District Administration for downloading and filing claims and objections.
- (xii) As and when any person files claim and objection, he shall be given a receipt in the prescribed format given in the form. An entry shall also be made in internet based monitoring system and manual registers.
- (xiii) The Deputy Commissioner shall appoint one Authorized Officer not below Group-B for maximum up to three wards and sufficient number of supporting staff and other officials of Municipalities, to assist the Revising Authority/Authorities to discharge his/their duty.
- (xiv) The Revising Authority/Authorities shall, after holding such enquiry into the claims or objections as he/they think(s) fit, record his/their decision in writing and shall make available forthwith a copy of such decision to the objector or the claimant free of charge. The decision

of the Revising Authorities shall also be hosted on the website for the information of the public. Number of claims/objections accepted and rejected shall also be hosted on the website of the District Administration.

- (xv) The Revising Authority/Authorities after disposal of all the claims and objections in terms of under Rule 4 (4) (vii) of the Haryana Municipal Election Rules, 1978 shall forward a list of such claims and objections along with his/their orders thereon to the concerned Deputy Commissioner. Any person aggrieved of any such order of the Revising Authority/Authorities may, within prescribed period, file an appeal to the Deputy Commissioner. The Deputy Commissioner shall within the specified time decide the appeal. The decision of the Deputy Commissioner on appeal shall be final. The rolls so amended shall be final and two copies thereof duly signed by the Deputy Commissioner and Revising Authority shall be kept in their offices together with list of additions and corrections.
- (xvi) The Deputy Commissioner shall publish the final electoral rolls on 09.01.2020, which shall come into force from the date of its publication.
- (xiii) After completion of every stage of the upgradation of electoral rolls process as stated above, the concerned Deputy Commissioner shall send information in the format given in Annexure "B " and "C" to the Commission.

6. It is further directed that a copy of ward wise and boothwise updated electoral rolls of the Municipalities finally published on 09.01.2020 shall be supplied to the Commission on the same day. In addition, a copy of the updated electoral rolls along with a CD (compact disc) containing the database of the same in PDF format shall be sent to all the political parties in the State of Haryana on the same day under intimation to the Commission.

7. It is further directed that the final electoral roll of the Municipalities shall be hosted on the website of the District Administration on the day of its publication.

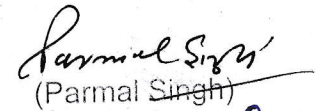
Dr. DALIP SINGH
State Election Commissioner, Haryana

Endst. No. SEC/2ME/2019/1873-1887

Dated:- 19.11.2019

A copy is forwarded to the following for information and immediate compliance of above orders:-

1. Principal Secretary to Govt. Haryana, Urban Local Bodies, Chandigarh.
2. Divisional Commissioner, Karnal .
3. Director Urban Local Bodies Department, Haryana, Chandigarh.
4. Deputy Commissioner, Kaithal . He is requested to appoint Revising Authority/ies for this purpose as per provision in Rule 3 of the Haryana Municipal Election Rules, 1978.
5. Chief Electoral Officer, Haryana. He is requested to direct the Tehsildar/Naib-Tehsildar (E) concerned to provide two copies of Assembly Electoral rolls finally published on 31.01.2019 to the Deputy Commissioner, Kaithal immediately.
6. State Informatics Officer, NIC, Haryana. He is requested to issue necessary direction to the District Informatics Officer, to provide necessary software and extend every possible help to the Deputy Commissioner, Kaithal for preparing the electoral rolls and setting up the Voters Information and Collection Centers (VICCs).
7. The Controller, Printing and Stationery Department, Haryana Chandigarh for publication in the Haryana Govt. Gazette dated 19.11.2019.
8. All Political Parties in the State of Haryana.


(Parmal Singh)

Asstt. State Election Commissioner, Haryana 

Internal distribution:-

1. PS/SEC
2. Accounts Section
3. Store Keeper
4. I.T. Cell
5. Librarian (Two copies for future record)

Annexure-A

नगरपरिषद्/नगरपालिका पूरक निर्वाचक नामावली, 20_____

परिशिष्ट विवरण	परिशिष्ट संख्या : 1
पुनरीक्षण पहचान	पात्रता की तिथि : 01.01.20_____
मूल नामावली	: वर्ष 20 तक के सभी अनूपुरकों सहित एकीकृत फोटोयुक्त निर्वाचक नामावली
परिशिष्ट प्रक्रिया व वर्ष	: विशेष संक्षिप्त पुनरीक्षण 2019
परिशिष्ट का प्रकार	: परिवर्धन, विलोपन व संशोधन सूचि
अन्तिम प्रकाशन की तिथि	: _____

घटक-1 : परिवर्धन सूचि

नगरपरिषद्/नगरपालिका _____ वार्ड नं. _____

पोलिंग स्टेशन का विवरण _____ जिला _____

1479	1ZC1133149	1480	1ZC1133115	1481	1ZC1133131
नाम: आंचल रानी पिता: विरेन्द्र पाल शर्मा मकान नं 12 आयु: 38 लिंग: महिला		नाम: अजय भटनागर पिता: विजय भटनागर मकान नं 55 आयु: 48 लिंग : पुरुष		नाम: अमृत कौर पिता: मनमोहन सिंह मकान नं 531 आयु: 30 लिंग : महिला	
फोटो उपलब्ध है।		फोटो उपलब्ध है।		फोटो उपलब्ध है।	
1482	1ZC1133123				
नाम: सावित्री पिता: ओम प्रकाश मकान नं 555 आयु: 38 लिंग महिला					
फोटो उपलब्ध है।					

परिवर्धनों की संख्या	पुरुष	महिला	अन्य	कुल

घटक -2: विलोपन सूचि

नगरपरिषद्/नगरपालिका _____ वार्ड न. _____

पोलिग स्टेशन का विवरण _____ जिला _____

कमांक	मूल नामावली में कमाक संख्या	निर्वाचक/मतदाता का नाम

घटक-3 : संशोधन सूचि

नगरपरिषद्/नगरपालिका _____ वार्ड न. _____

पोलिग स्टेशन का विवरण _____ जिला _____

649	MZH2101509	1296	IZC0967406
नाम: टीना रानी पिता: राजिन्द्र सिंह मकान न0 92 आयु: 35 लिंग महिला		नाम: किरण बाला पिता: वजिन्द्र कुमार मकान न0 397 आयु: 29 लिंग महिला	फोटो उपलब्ध है।
फोटो उपलब्ध है।			

संशोधनो की संख्या	पुरुष	महिला	अन्य	कुल

आयु 1.1.20__ के अनुसार नर्वाचक पुनरीक्षण प्राधिकारी द्वारा जारी कुल __ पृष्ठों का पृष्ठ __
संकेत E-मृत्यु, S-स्थान परिवर्तन, M-लापता, Q-निरहर्ता, R-डुप्लीकेट, # - संशोधित किया गया है

नगरपरिषद्/नगरपालिका पूरक निर्वाचक नामावली, 20_____

निर्वाचकों का सार

नगरपरिषद्/नगरपालिका _____ वार्ड न. _____

पोलिंग स्टेशन का विवरण _____ जिला _____

नाम व आरक्षण स्थिति :

(क) निर्वाचकों की संख्या

	नामावली पररूप	नामावली पहचान	निर्वाचको की संख्या			
			पुरुष	महिला	अन्य	कुल
I	मूल प्रति	मूल नामावली	वर्ष 20____ तक के सभी अनूपुरकों सहित एकीकृत फोटोयुक्त निर्वाचक नामावली			
II	जोडे गये नामों की सूचि	परिशिष्ट-1	विशेष संक्षिप्त पुनरीक्षण			
III	विलोपन सूचि	परिशिष्ट-1	विशेष संक्षिप्त पुनरीक्षण			
संक्षिप्त पुनरीक्षण 20____ के पश्चात नामावली में वास्तविक निर्वाचक						

(ख) सुधारों की संख्या

नामावली प्ररूप	नामावली पहचान	सुधारों की संख्या
परिशिष्ट-1	विशेष संक्षिप्त पुनरीक्षण	
कुल		

नगरपरिषद्/नगरपालिका _____ निर्वाचक पुनरीक्षण प्राधिकारी
वार्ड न. _____

निर्वाचक पुनरीक्षण प्राधिकारी कुल _____ पृष्ठों का पृष्ठ _____

ANNEXURE 'B'

INFORMATION REGARDING CLAIM AND OBJECTIONS/APEALS ETC.

NAME OF MUNICIPAL COUNCIL/COMMITTEE _____

WARD No.	Total No. of Electors/Voters	CLAIMS RECEIVED		OBJECTIONS RECEIVED		APPEAL BEFORE THE DEPUTY OMMISSIONER	
		Accepted	Rejected	Accepted	Rejected	Accepted	Rejected

SIGNATURE OF OFFICER

ANNEXURE "C"

INFORMATION REGARDING WARDWISE VOTERS

NAME OF MUNICIPAL COUNCIL/COMMITTEE _____

W. No.	Male	Female	Others	Total Voters

SIGNATURE OF OFFICER