

Gujarat Metropolitan Planning Committees Rules, 2016

GUJARAT

India

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Gujarat Metropolitan Planning Committees Rules, 2016 Published vide Notification No. GH/V/19 of 2016/DPC/1087/1384/PART-2/V, dated 21.1.2016 Last Updated 2nd November, 2019 Notification No. GH/V/19 of 2016/DPC/1087/1384/PART-2/V. - In exercise of the powers conferred by the sub-section (1) of the section 11 of the Gujarat Metropolitan Planning Committees Act, 2008 (Gujarat Act 18 of 2008), the Government of Gujarat hereby makes the following rules, namely:-

Chapter I Preliminary

1. Short title, extent and Commencement.

(1) These rules may be called the Gujarat Metropolitan Planning Committees Rules, 2016. (2) They shall come into force on the date of their publication in the Official Gazette.

2. Definitions.

(1) In these rules, unless the context otherwise requires,- (a) "Act" means the Gujarat Metropolitan Planning Committees Act, 2008, (Gujarat Act 18 of 2008); (b) "appropriate authority" means an Area Development Authority or any Urban Development Authority constituted under the Gujarat Act; (c) "Assistant Returning Officer" means an officer appointed by the Election Authority under Rule-7; (d) "Committee" means Metropolitan Planning Committee constituted under subsection (1) of section 3 of the Act; (e) "Constituency" means the constituency as specified in Rule 3; (f) "development" shall have the meaning assigned to it in clause (vii) of section 2 of the Gujarat Act; (g) "Gujarat Act" means the Gujarat Town Planning and Urban Development Act, 1976 (President's Act No. 27 of 1976); (h) "GDCR" means the General Development Control Regulations made under clause (m) of sub-section (2) of section 12 of the Gujarat Act; (i) "election" means an

election of the member under clause (x) of sub-section (2) of section 3 of the Act to a Metropolitan Planning Committee and includes any by-elections;(j)"Election Authority" means an officer appointed by the State Government for the conduct of election for constitution of the Metropolitan Planning Committee under sub-section (1) of section 4 of the Act;(k)"Form" means Form appended to these rules;(l)"List of Voters" means the list of elected members or Councilors as the case may be. of the-(i)Gram Panehayat, for rural constituency; n(ii)Municipality/Nagarpalika, in municipal borough;(iii)Municipal Corporation, for larger urban area constituency;(m)"local authority" means,-(i)a Municipal Corporation constituted under the Gujarat Provincial Municipal Corporation Act, 1949 (Bombay LDC of 1949);(ii)a Municipality/Nagarpalika constituted under the Gujarat Municipalities Act, 1963 (Gujarat 34 of 1964);(iii)a Committee appointed for notified area under the Gujarat Municipalities Act, 1963 (Gujarat 34 of 1964);(iv)a Gram panchayat constituted under the Gujarat Panchayats Act, 1961 (Bombay LIX of 1949) [Sic (Gujarat VI of 1962)];(n)"polling station" in relation to an election, means the place(s) fixed by the Returning Officer for taking poll of that election;(o)"public holiday", means any day which is a public holiday for the purpose of section 25 of the Negotiable Instruments Act, 1881 (26 of 1881) or any day which is declared by the State to be a holiday for offices in the State or any part thereof;(p)"Returning Officer" means an officer appointed by the Election Authority under Rule 7, to be the Returning Officer and includes the Assistant Returning Officer.(2)The words and expressions used in these rules but not defined shall have the meaning respectively assigned to them in the Act.

3. Constitution of Metropolitan Planning Committee.

- There shall be constituted a Metropolitan Planning Committee for each metropolitan area by the State Government in accordance with sub-section (1) of section 3 of the Act.

4. Determination of number of members of Committee.

(1)The State Government shall, as soon as may be and within one month from the date of commencement of these rules, specify, by notification, in the Official Gazette, the total number of members of the Committee of each Metropolitan area.(2)While determining the number of elected members in the metropolitan area, the State Government shall, take into consideration the. proportion of population between urban area and rural area i.e. area of every Municipality / Nagarpalika and Gram Panchayat falling within the Metropolitan Area and keep parity between them while fixing the number of member to be elected from urban area and rural area separately.

5. Constituencies of the Committee.

(1)For the purpose of holding election of the member of the committee the Metropolitan area shall be divided into constituencies, namely:-(i)rural area comprising of the area of Gram Panchayats,(ii)smaller urban area comprising of area of Municipalities / Nagarpalika and Municipal Councils, and(iii)larger urban area comprising the area of the Municipal Corporation.(2)The total number of members to be elected from each constituency shall be determined by the Municipal Commissioner in proportion of the rural as well as the urban population in the Metropolitan Area as

a whole and in each constituency. Chapter-III Election Process

6. Appointment of Election Authority.

(1) For conduct of election of member of metropolitan area notified under sub-rule (1) of Rule 4, the State Government shall, within 60 days of notification referred to in sub-rule (1) of Rule 4, appoint the Commissioner of Municipal Corporation falling within the metropolitan area as the Election Authority. (2) Subject to the superintendence, control and directions of the election authority, the election shall be conducted by Returning Officer.

7. Appointment of Returning Officer.

- For the purpose of conduct of election of the members of the committee, the election authority shall appoint an officer to be the Returning Officer, who shall be an officer not below the rank of Additional Collector.

8. Appointment of Assistant Returning Officer.

(1) The election authority shall appoint an officer, not below the rank of Deputy Collector, to be Assistant Returning Officer, for each constituency. (2) Every Assistant Returning Officer shall, subject to such control and restriction as may be imposed by the Returning Officer, be competent to perform all or any of the functions of the Returning Officer: Provided that no Assistant Returning Officer shall perform any of the functions of the Returning Officer, which relates to the scrutiny of nomination papers unless the Returning Officer is, due to unavoidable reasons, prevented from performing the said functions. (3) The Returning Officer and Assistant Returning Officer shall work under the general direction of superintendence of the Election Authority. (4) Subject to the provisions of sub-rule (2), reference in these rules to the Returning Officer, shall, unless the context otherwise requires, be deemed to include any Assistant Returning Officer. (5) It shall be the duty of the Returning Officer at an election to do all such acts and things as may be necessary for effectively conducting the elections in the manner provided by or under these rules.

9. Preparation of List of Voters.

(1) For the purpose of holding the election as required under sub-section (2) of section 3 of the Act, the Collector shall call upon the Sarpanchs of the Gram Panchayats, Chief Officer of the Municipalities / Nagarpalikas and the Commissioner of the Municipal Corporations falling within the metropolitan area, to furnish to him a list of the elected members / Councillors of respective local authorities before the date specified by him in that behalf. (2) The authorities referred to in sub-rule (1) shall furnish full and true information (including disqualification, if any) within seven days from the date of the notice. (3) On receipt of such list, the Collector shall verify and scrutinize the particulars furnished under sub-rule (2) and prepare a provisional list of votes separately for each constituency in Gujarati and every such list shall be published on the notice board of the Office of the Collector and respective offices of the Gram Panchayats, Municipalities / Nagarpalikas and

Municipal Corporations of the metropolitan area. Any voter whose name is included in the list of voters may raise any objection in writing as to the omission or error which he finds in the notice and list of voters, to the Collector within three days from the publication of list of voters and the Collector shall, on verification of record, if he finds any omission or error, correct such omissions or error. The decision of the Collector shall be final.(4)After the process under sub-rule (3) is over, the final list of voters on the basis of list prepared under sub-rule (3) shall be published by the Collector in the like manner in Form I and shall remain in force as the list of voters for the purpose of any bye-election, until it is revised by the Collector in the like manner.

10. List of Voters be conclusive.

- Subject to any disqualification incurred by a person, the final list of voters published under sub-rule (4) of Rule 9, shall be conclusive evidence of the voters' right to vote or, as the case may be, his right to be elected at an election.

11. Polling Stations.

(1)The Returning Officer shall with the previous approval of the Election Authority provide for sufficient numbers of polling stations for each constituency at such places as may be convenient to conduct free and fair election and publish the list of polling stations.(2)The Returning Officer shall decide the number of voters to be attached to each polling station. Accordingly, a list of voters shall be displayed on the notice board of the respective polling station.

12. Appointment of Presiding Officer and Polling Officer.

(1)The Returning Officer shall appoint an officer of the Government or employee as a Presiding Officer for each polling station and such number of Polling Officers as may be deemed necessary to assist the Presiding Officer:Provided that, if a Polling Officer is absent from the polling station, the Presiding Officer may, with the approval of the Returning Officer, appoint the Government Officer or employee as a Polling Officer.(2)A Polling Officer shall, if so directed by the Presiding Officer, perform all or any of the functions of a Presiding Officer under these rules.(3)If the Presiding Officer is absent due to illness or other unavoidable circumstances, his functions at the polling station shall be performed by such Officer as may be authorized by the Returning Officer.

13. Duties of Presiding Officer and Polling Officer.

(1)It shall be the duty of the Presiding Officer at a polling station to keep order thereat and take all action necessary to see that the poll is freely and fairly conducted.(2)Each Polling Officer may, if so directed by the Presiding Officer, perform all or any of the duties assigned to a Presiding Officer under these rules.(3)It shall be the duty of the Polling Officer at polling station to assist the Presiding Officer at such polling station in the performance of his functions for conducting free and fair election.

14. Appointment of Dates for Various Stages of Election.

(1) The Election Authority shall notify the dates of various stages of election to the Committee in Form I-A. (2) The election programme referred to in sub-rule (1) shall not be published until the final List of Voters is published by the Collector under sub-rule (4) of Rule 9. The stages of the election programme shall be notified taking into consideration the period specified in the Table below:

(i) The last date for filing nominations.	15 (fifteen) days from the date of notice published under Rule 9.
(ii) Date of scrutiny of nomination	Not later than 2 (two) days after the last date for filing nominations.
(iii) Date by which candidature may be withdrawn.	Within 3 (three) days after the last date of scrutiny of nominations.
(iv) Date of publication of the final list of contesting candidates	The day next succeeding the last date fixed for withdrawn of candidatures.
(v) Date on which and the time during which poll shall be taken.	10 (ten) days from the date of publication of the final list of contesting candidates.
(vi) Date and the time and place for counting of votes.	The second day from the date on which the poll is taken.
(vii) Date of declaration of the results of voting.	Immediately after counting of votes.

Explanation. - If the last date in reckoning dates as specified in the above cases is a public holiday the next succeeding working day shall be fixed for the respective events.

15. Manner of Publication of Order under Rule 14.

(1) The Returning Officer shall send a copy of the order made under Rule 14 not later than 25 (twenty five) days before the date fixed for the poll, to the Gram Panchayats and the Municipalities / Nagarpalikas, to the concerned Municipal Corporation, the municipality and the Gram Panchayats. (2) The order referred to in sub-rule (1) shall be pasted on the notice boards of the offices of the Municipal Commissioner, the Returning Officer, Municipalities / Nagarpalikas and the Gram Panchayats, respectively and shall also be published in daily local newspapers in Gujarati, having wide circulation in the concerned area.

16. Notice Inviting Nominations.

- Immediately on the issue of a public notice under Rule 9 read with Rule 14, the Returning Officer shall issue a public notice, in Form I-A (i) inviting nominations of candidates for such election and specifying therein the time and the place at which the nomination papers shall be delivered; (ii) time and the place for scrutiny of nominations; and (iii) time and the place at which the notice of withdrawal of candidature are to be delivered.

17. Nomination of candidates.

(1) Every nomination paper presented under Rule 16 shall be in Form IIA. Provided that incomplete or defective nomination paper or incomplete declaration in a nomination paper shall be deemed to be a defect of substantial character. (2) A person shall be entitled to file his nomination as a candidate for election if he is qualified to be chosen to fill that seat under the provision of Act and his name is entered in the final list of voters. (3) The nomination paper shall be supplied by the Returning Officer to any voter on demand.

18. Presentation of Nomination Paper and Requirements for Valid Nominations.

(1) Every nomination of candidate in Form II A shall contain full particular of the candidate and be subscribed by two voters of his constituency, one of whom shall be a proposer and the other shall be a seconder; and bear the signature of the candidate in token of his willingness to be so nominated, on or before the date appointed under Rule 16, and shall be delivered, either in person or by his proposer, to the Returning Office during the time and at the place specified in the order made under the said rule. (2) Any person who is not subject to any disqualification as a voter under the provision of the Act, or the rules and whose name is entered in the final list of voters for the constituency, for which the candidate is to be nominated, may subscribe as proposer and seconder. (3) On the presentation of a nomination paper, the Returning Officer shall satisfy himself that the names and the numbers of the candidate and his proposer and seconder as entered in the nomination paper are the same as are published in the final list of voters referred to in sub rule (4) of Rule 9. (4) The Returning Officer may condone any clerical or technical error in the nomination paper in regard to the said names or numbers to be corrected in order to bring them into conformity with the corresponding entries in the list of voters, and where necessary, any minor clerical or printing error in the said entries may be condoned.

19. Notice of Scrutiny of Nomination Papers.

- The Returning Officer shall, on receiving the nomination paper (in Form IIA) under Rule 18 acknowledge the receipt thereof in Form IIB and inform the person or persons delivering the same, of the day, time and place fixed for the scrutiny of nominations and shall enter on the nomination paper, its serial number and shall sign thereon, stating the date on which and the hour at which the nomination paper has been delivered to him and shall, as soon as may be thereafter cause to be affixed in some conspicuous place in his office, a notice of the nomination containing descriptions similar to these contained in the nomination paper, both of the candidate and of the proposer in Form II C (1).

20. Scrutiny of Nomination Papers.

(1) On the date fixed for the scrutiny of nomination, papers under Rule 19, the candidates, their election agents, one proposer of each candidate and one other person duly authorized in writing by

each candidate may attend at the time and place appointed in this behalf and the Returning Officer shall give them reasonable facilities for examining the nomination papers.,of all candidates which have been delivered under Rule 18.(2)The Returning Officer shall then examine the nomination papers and decide all the objections which may have been received in respect of any nomination and may, either on such objection or on his own motion, after making such inquiry as he deems fit, may reject any nomination.(3)Nothing contained in sub-rule (2), shall be deemed to authorize the rejection of the nomination of any candidate on the ground of any irregularity in respect of a nominationpaper, if the candidate has been duly nominated by means of another nomination paper in respect of which no irregularity has been committed.(4)The Returning Officer shall hold the scrutiny on the date appointed in this behalf under Rule 19 and shall not allow any adjournment of the proceedings, except when such proceedings are interrupted or obstructed for reasons beyond his control.Provided that in case any objection is raised by the Returning Officer or is made by any other person, the candidate concerned may be allowed time to rebut it not later than the next day, and the Returning Officer shall record his decision on the date to which the proceedings have been adjourned.(5). The Returning Officer shall endorse on each nomination paper his decision accepting or rejecting the same and if the nomination paper is rejected, he shall record in writing a brief statement of his reasons for such rejection.(6)For the purposes of this rule, the production of a certified copy of any entry made in the list of voters of the relevant constituency shall be conclusive evidence of the right of any voter named in that entry to contest election, unless it is proved that the candidate is disqualified.

21. Publication of List of Valid Nominations.

- Immediately after all the nomination papers have been scrutinized and decision accepting or rejecting the same has been recorded, the Returning Officer shall prepare a list, in Form II-C2 of candidates whoso nominations have been accepted and shall affix the list on his notice board recording the date on which and the time at which the list was so affixed.

22. Appeal.

(1)Any person aggrieved by a decision of the Returning Officer either rejecting his own nomination / candidature or accepting the nomination of any other candidate, may-prefer an appeal against the order of the Returning Officer to the Election Authority within three days from the date on which the notice containing the names of the candidates accepted by the Returning Officer is affixed on the notice board under Rule 21; and shall ordinarily furnish on the same,day to the Returning Officer a copy of the appeal of the petitioner together with as many copies of the petition as there are candidates whose nomination papers have been accepted excluding himself(2)The decision of the Election Authority on appeal preferred under sub-rule (1) shall be final.

23. Withdrawal of Candidature.

(1)Any candidate may withdraw his candidature by giving a notice in writing, subscribed in FORM-II-D and delivered by him, to the Returning Officer,-(a)on the day immediately following the day after the expiry of the period referred to in sub-rule (2) of Rule 14, where no appeal is presented

under Rule 22; or (b) on the day next following the day on which the decision of the Returning Officer is given, where such appeal is preferred. (2) The notice shall be delivered to the Returning Officer before 3.00 O'clock in the afternoon on the last date fixed under Rule 14 for withdrawal of candidature. (3) Notice may be given either by the candidate in person or by his proposer. (4) No person who has given a notice of withdrawal of his candidature under sub-rule (1) shall be allowed to cancel the notice. (5) The Returning Officer shall, on being satisfied as to the genuineness of a notice of withdrawal and the identity of the person delivering it, under sub-rule (3), cause the notice to be affixed on the notice board of his office.

24. Preparation of List of Contesting Candidates.

(1) On the day next succeeding the last date fixed under Rule 14 for withdrawal of candidature, the Returning Officer shall prepare and publish in Form III-A, a list of contesting candidates, whose nomination papers have been finally accepted and who have not withdrawn their candidature within the specified period. (2) Subject to the provision of sub-rule (3), the said list shall contain the names in alphabetical order in Gujarati and the address of the contesting candidates as given in the nomination papers. (3) The alphabetical order referred to in sub-rule (2) shall be determined with reference to the surnames of the candidates and the proper names of other candidates.

25. Publication of List of Contesting Candidates.

- As soon as the copy of the list of contesting candidates from each constituency is ready, the Returning Officer shall immediately cause it to be published and affixed on the notice board of his office and shall also supply a copy thereof to each of the contesting candidates and, on demand, to his election agent.

26. Appointment of Election Agent and Revocation of Appointment.

(1) If a candidate desires to appoint any person to be his election agent, such appointment shall subject to the provision of sub-rule (3) be made by him in Form III-B. The candidate shall give notice of such appointment by delivering or forwarding a letter of such appointment, to the Returning Officer at the time of preparation of the nomination paper. The candidate shall also deliver a duplicate copy of the letter of appointment to the election agent appointed by him. (2) The appointment of the election agent may be revoked by the candidate at any time by a declaration in writing signed by him and lodged with the Returning Officer in Form III-C. Such revocation shall take effect from the date on which it is so lodged. In the event of such revocation or of the death of any election agent, whether that event occurs before or during the election, the candidate may appoint another person to be his election agent, and notice thereof shall be given to the Returning Officer, in the same manner as specified in the case of appointment of the first election agent. (3) No person, who is subject to any disqualification as a voter under the rules or whose name is not entered in the list of voters, shall be appointed as an election agent. (4) Each candidate may appoint his election agent for every polling station in Form III-D and such appointment may be cancelled by giving notice in Form III-E, to the Returning Officer.

27. Countermanding of Poll on Death of Candidate Before Poll.

- If a contesting candidate dies and a report of his death is received by the Returning Officer before the commencement of the poll, the Returning Officer shall, upon being satisfied of the event of the death of the candidate, countermand the poll and all proceedings with reference to the election shall be commenced afresh in all respects for a fresh election;(a)no further nomination shall be necessary' in the case of a person who was a contesting candidate at the time of the countermanding of the poll; and(b)no person who has given a notice of withdrawal of his candidature under Rule 23, before the countermanding of the poll shall be ineligible for being nominated as a candidate for the election after such countermanding.

28. Uncontested Elections.

- If, after the expiry of the period within which candidatures may be withdrawn under Rule 23, the number of candidates in the constituency whose nominations have been accepted is equal to or less than the number of seats to be filled, the Returning Officer shall forthwith declare such candidate or all such candidates to be duly elected to fill the seat or the relevant number of seats, as the case may be, and shall complete and certify the declaration in Form IV.

29. Procedure for Conduct of Election.

- The procedure prescribed in the Municipal Corporations, and Nagarpalikas (Qualification, Election and Appointment of Nominated Councilors) Rules, 1995 for the purpose of conduct of election, including counting of votes, of Councilors, shall, mutatis-mutandis, apply in respect of the elections of the elected members of the Metropolitan Planning Committee.

30. Declaration of Result.

- When the counting of votes has been completed, the Returning Officer shall, then, declare the result of the candidates having been elected in Form-V and shall send signed copies thereof immediately, to the Election Authority'.

31. Publication of Names of Elected Members of Committee.

(1)The Election Authority shall publish the names of all elected members of the Metropolitan Planning Committee by causing a list of such names together with their permanent addresses and the names of the constituencies from which they are elected to be pasted on the notice board or at any prominent place in his office.(2)The Election Authority shall send an entire list of elected members to the State Government.

32. Filling of Casual Vacancies.

- In the event of any vacancy occurring on account of death, resignation, disqualification or for any other reason, the member secretary of Committee shall forthwith communicate the occurrence of the vacancy to the Election Authority of the Metropolitan Area and such vacancy shall be filled in by holding bye-election in the like manner.

Chapter V

Meeting of Committee

33. Meeting of Committee and procedure to be followed.

(1)The Committee shall meet for the transaction of its business, as often as may be necessary, but not less than twice in a year.(2)All meeting of the Committee shall be presided over by the Chairperson.(3)The Chairperson or in his absence, the senior most member of the Committee authorized by the Chairperson, shall fix the day, time and place of the meeting and approve the items of the agenda for the meeting.(4)At least ten days clear notice of the meeting before the date of meeting along with the agenda shall be given to the members by the Member-Secretary of the Committee. The notice shall be delivered personally upon acknowledgement or transmitted through any secured and reliable method of communication as may be recognized under any law' for the time being in force.(5)An item not included in the agenda of the meeting of the Committee may be taken up for consideration with the permission of the Chairperson or in his absence, the presiding member.

34. Place of Meeting.

(1)All meetings of the Committee shall be held at the headquarters of the Committee or such other place as may be decided by Chairperson.(2)The first meeting of the newly constituted Committee shall be held within thirty days from the date of the Constitution of the Committee. The period of ninety days shall not intervene between its last meeting and the next meeting.

35. Quorum for Meeting and Transaction of Business.

(1)Minimum ten members shall constitute the quorum for the transaction of business at every meeting of the Committee.(2)If there is no quorum within half an hour after the time appointed for the meeting of the Committee, the meeting shall be adjourned by half an hour on the same day and at the same place and there after the business on the agenda of the said meeting shall be transacted, irrespective of there is a quorum or not.(3)If the business *8n. the all agendas items of the meeting of the Committee cannot be transacted on the appointed day on which the meeting is held, the Chairperson of the Committee may convene the meeting on the subsequent day.

36. Restrictions on Attending Meeting by Proxy.

- No proxy or a holder of power of attorney or letter of authority shall be eligible to attend a meeting of the Committee on behalf of any member of the Committee.

37. Decisions of Committee.

- All decisions at a meeting of the Committee shall as far as possible be arrived at by general consensus. However, in case of disagreement amongst the members, the matter shall be decided by simple-majority of the members present at the meeting. Every member shall have one vote and the voting shall be held by raising of hands. In case of an equality of votes, the Chairperson shall have and exercise a second or casting vote.

38. Minutes of Meeting.

(1) The Member-Secretary shall record the minutes of proceedings of the meeting at the earliest but not later than three days on the conclusion of every meeting of the Committee and thereafter obtaining the approval of the Chairperson or, in his absence the member presiding the meeting, as the case may be, to enter the minutes in the book kept for the purpose. (2) The minutes of each meeting shall contain the correct summary of the decisions arrived at the meeting. (3) The minutes shall also contain, - (i) the names of the members present at the meeting, (ii) in the case of each decision taken at the meeting, the names of the members, if any, dissenting from or not concurring with the decision taken. (4) The minutes of the meetings of the Committee shall be evidence of the proceedings recorded therein. (5) The Member-Secretary shall after the approval of the minutes of the meeting by the Chairperson or, the member presiding the meeting, as the case may be, send the copy of the minutes as entered in the minutes book to every member of the Committee for his record and information. (6) The Member-Secretary shall also communicate, with the approval of the Chairperson or the presiding member at meeting, the relevant extracts of the decisions taken at the meeting of the Committee or any of its sub-Committee to all concerned for necessary follow-up action and to monitor their complaints by evolving a suitable reporting system. Periodical reports on follow-up action shall be submitted to the Committee.

39. Custody of Records of Committee.

- All records of the Committee shall be in the custody of the Member-Secretary.

40. Maintaining order at Meeting of Committee.

- The Chairperson shall preserve the order at a meeting. The Chairperson may direct any member who refuses to obey his decision or whose conduct is, in his opinion grossly disorderly, to withdraw himself immediately from the meeting and any member so ordered shall withdraw himself immediately from meeting and shall absent himself during the remainder period of the day's meeting. Form 1 [See Rule 9 (4) and (16)] List of Voters.....Metropolitan Planning

Committee Constituency

Sr.No Name of Candidate Sex Age Period of Tenure* Identity Card No.

(1) (2) (3) (4) (5) (6)

1.

2.

3.

4.

Electoral Roll Publication on.....

Place:Date:

Collector

* Period of Tenure in Local Authority.

Form I-A[See Rule No. 14]Notice of ElectionNotice is hereby given that:-(1)an election is to be held for electing member(s) to the.....by the elected members of.....Metropolitan#Area.(2)nominated papers may be delivered by candidate or his proposer to the Returning Officer / Assistant Returning Officer at between 11:00 a.m. and 3:00 p.m. on any day (other than public holiday) not later than the.....(3)forms of nomination paper may be obtained at the place and times aforesaid ;(4)the nomination papers shall be taken up for scrutiny at onat.....(5)notice of withdrawal of candidature may be delivered by a candidate or his proposer or his election agent (who has been authorized in writing by the candidate to deliver it) to either of the officers specified in paragraph (s) above at his office before 3:00 p.m. on the.....(6)in the event of the election being held, the polling shall be taken on between the hours.....of.....and.....

Place:Date: Election Authority

Form II-A[See Rule No. 17(1)]Nomination PaperElection to the Metropolitan Planning CommitteeI nominate as a candidate for election, to the Metropolitan Planning Committee from the.....constituency.Candidate's nameFather's/Mother's / Husband's name.....His postal address.....His name is entered at S. No..... in part No.....of.....constituency.....Metropolitan Area.

Date: Signature of Proposer

My name is:.....and it is entered at Sr.No.in Part No.....of constituency in the.....Metropolitan Area.Date: #(Signature of Proposer)My name is and#it is entered at Sr. No..... in

**Part No – of constituency in the
.....Metropolitan Area.**

Date: (Signature of Proposer)

I.....assent to my nomination and hereby declare :(a)that I have completed years.(b)that my name and my (father's/mother's/husband's name) have been correctly spelt out above in..... (name of the language).(c)that to the best of my knowledge and belief, I am qualified

for being chosen to fill the seat in the Metropolitan Planning Committee.

Place:Date: (Signature of Candidate)

(To be filled by the Returning Officer)Serial No. of the nomination paper

.....This nomination was delivered to me at my office at.....hours) on.....dateby the candidate / proposer.

Place:Date: Returning Officer

Form II-B[See Rule No. 19]Receipt for Nomination Paper and Scrutiny(To be handed over to the person presenting the nomination paper)Serial No. of nomination paper.....The nomination paper of a candidate for election fromConstituency of.....Metropolitan Area is delivered to me at my office at.....(hour) on that by the candidate/ proposer. All nomination papers will be taken up for scrutiny at hour) on.....(date) at.....(place).

Place:Date: (Returning Officer)

Form II-CI[See Rule 19]List of candidate who have submitted nomination papers.....Metropolitan Planning Committee Constituency

Sr.No	Date	Name of Constituency	Name of Candidate	Candidate's Address	Name of Proposes
(1)	(2)	(3)	(4)	(5)	(6)
1.					
2.					
3.					
4.					

Place:Date: Returning Officer

Form II -C2[See Rule 21]List of Valid NominationsElection to the Metropolitan Planning Committee Constituency

Sr. No.	Name of Candidate	Name of the Father/mother/husband of candidates	Address of Candidates
(1)	(2)	(3)	(4)
1.			
2.			
3.			
4.			

Place:Date: (Returning Officer)

Form H-D[See Rule No.23]Notice of withdrawal of CandidatureElection to the.....Metropolitan Planning CommitteeToThe Returning Officer,I.....candidate forconstituency, validly nominated at the above election do hereby give notice that I withdraw my candidature from the said election.

Place:Date: Signature of candidate

Receipt for notice of withdrawal(To be handed over to the person delivering the notice)The notice of withdrawal of candidature by a validly nominated..... candidate at the election to the

Metropolitan Planning Committee was delivered to me by at my office at.....(hour)
on..... (date)Returning OfficerForm III-A[See Rule No. 24(1)]List of Contesting CandidatesElection
to theMetropolitan Planning Committee.....Constituency

Serial No Names of Candidates Address of Candidates

1

2

3

4

Place:Date: Returning Officer

Form III-B[See Rule No. 26(1)]Appointment of Election AgentElection to the
Metropolitan Planning CommitteeConstituency.To,The Returning Officer,I
of..... a candidate at the above election do hereby appoint of
..... as my election agent from this day for the above election.

Place:Date: Signature of candidate

I accept the above appointment.

Place:Date: Signature of election agent

Approved Signature and Seal of theReturning Officer

Form III-C[See Rule No. 26(2)]Revocation of Appointment of Election AgentElection to
the.....Metropolitan Planning CommitteeTo,The Returning Officer,Ia
candidate at the above election, hereby revoke the appointment ofof.....as my election
agent.

Place:Date: Signature of candidate

Form III-D[See Rule 26(4)]Appointment of Polling AgentElection to the.....Metropolitan
Planning CommitteeToThe Returning Officer,I a candidate / election agent of
(candidate's name and address) at the above election, hereby appoint as my polling
agent in Polling station No.....

Place:Date: Signature of candidate / election agent.

I agree to work as a polling agent.

Place:Date: Signature of Polling Agent.

Form III-E[See Rule 26(4)]Revocation of Appointment of Polling AgentElection to
the.....Metropolitan Planning CommitteeToThe Returning Officer,I.....a
candidate / election agent of.....hereby revoke the appointment of.....as my polling
agent.

Place:Date: Signature of candidate / election agent.

Form IV[See Rule 28](For use in election when seat is uncontested)In pursuance of the provisions
contained in Rule 28 of the Metropolitan Planning Rules, 2016, I hereby declare the following
candidates to be elected to the Metropolitan Constituency.

Serial No Name of the elected candidate/candidates Name of the constituency

1

2

3

Place:Date: Signature and Seal of the Returning Officer

Form V[See Rule 30]Final Result Sheet.....Metropolitan Planning CommitteeTotal No. of Voters.....

Sr. No. Name of the candidate Sex Votes Obtained

(1) (2) (3) (4)

1.

2.

3.

4.

No. of Valid Votes.....No. of Rejected VotesNo. of Tender VotesTotal No. of Votes.....IReturning Officer of theMetropolitan Planning Committee do hereby declare the following candidates to be elected.

Sr. No. Names of the elected Candidates

1

2

3

Place:Date: Returning Officer