

(167)

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

**NOTIFICATION**

**NO. SEC/2ME/2017/1167**

**Dated: -08 .06. 2017**

In accordance with the provisions contained in Section 3A of the Haryana Municipal Act, 1978 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 distribute the electors existing in the electoral rolls of the respective area of Legislative Assembly constituencies, prepared by the Election Commission of India with reference to 1<sup>st</sup> January, 2017 as the qualifying date finally published on 10.01.2017, into the wards and booths of the Municipal Committee, Barara in Ambala District, Radaur in Yamuna Nagar District, Pehowa in Kurukshetra District, Pataudi in Gurugram District and Dharuhera in Rewari District on the format given in Annexure "A"

2. It is also brought to the notice that earlier the electoral rolls of the Municipalities were being prepared on the basis of the electoral rolls of the respective Legislative Assembly Constituencies prepared by the Election Commission of India. The State Election Commission, while preparing the electoral rolls of the Municipalities, used to include new voters or delete voters in the electoral rolls prepared by the Election Commission of India. But, as per the amendment made by the Government in the Haryana Municipal Election Rules, 1978 vide Notifications No. 4/4/2017-R-II dated 22<sup>nd</sup> May, 2017, such practice has been discontinued. As per new amendment, 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 also clarified 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. The draft electoral rolls of all these Municipalities shall be prepared/revised/updated with the help of National Informatics Center by converting the relevant parts of the Assembly electoral rolls, finally published on 10.01.2017 into the wards of these Municipalities. The electoral rolls shall be revised/updated on the format attached at Annexure-"A" and in accordance with the procedure and schedule given hereunder:-

(168)

(i)	The wardwise and boothwise photo based Draft Electoral Rolls of all wards of these Municipalities shall be revised/updated as per delimitation published by the Government in the format Annexure 'A' on the basis of latest database of the Assembly electoral rolls published on 10 <sup>th</sup> January, 2017 with reference to 1 <sup>st</sup> January, 2017 as qualifying date with supplements. [Rule-4 (1)].	12.06.2017 to 21.06.2017
(ii)	Publication of Draft Electoral Rolls of all the wards of the Municipal Committee as referred in sub para (i) above for inviting claims and objections. [Rule- 4(3) ]	22.06.2017
(iii)	Last date by which claims and objections shall be presented to the Revising Authority. [Rule-4(4)(i)]	28.06.2017 (up to 03.00 PM)
(iv)	Last date by which the claims and objections shall be disposed of by the Revising Authority. [Rule-4 (4) (v)& (vii)]	05.07.2017 (except 02.07.2017)
(v)	Last date for filing appeals with the Deputy Commissioner against the orders of Revising Authority. (Rule-4 (4) (viii)]	08.07.2017
(vi)	Last date for disposal of appeals by the Deputy Commissioner.[Rule 4(4) (viii)]	12.07.2017 (except 09.07.2017)
(vii)	Final publication of Electoral Rolls.(Rule-4 (4) (ix)	20.07.2017

4. It is further directed that two copies of latest Assembly Electoral Rolls prepared and published on January 10, 2016 alongwith supplements 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 voter list 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.

- (169)
- (iii) One copy of the draft electoral roll, 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 Secretary, Municipal Committee concerned.
    - 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 electoral rolls, the same should also be hosted on the website of the District Administration, with search facility.
  - (v) A copy of the draft and final rolls alongwith 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, concerned shall set-up sufficient number of Voters Information and Collection Centers (VICC) within the territorial limits of the Municipalities . 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 Municipal Council/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 concerned 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

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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 20.07.2017, which shall come into force from the date of its publication.
- (xvii) After completion of every stage of the preparation 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 copy of ward wise and boothwise electoral rolls of these Municipalities finally published on 20.07.2017 shall be supplied to the Commission on the same day. In addition, a copy of the 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 rolls of these Municipalities shall be hosted on the website of the District Administration on the day of its publication.

Dated Panchkula  
the 8<sup>th</sup> June, 2017

Dr. DALIP SINGH  
State Election Commissioner, Haryana

Endst. No. SEC/2ME/2017/1168-1188

Dated:- 08.06.2017

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, Ambala and Gurugram.
3. Director Urban Local Bodies Department, Haryana, Chandigarh.
4. Deputy Commissioner concerned 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 10.01.2017 alongwith supplements to the Deputy Commissioner, Gurugram immediately.
6. State Informatics Officer, NIC, Haryana. He is requested to issue necessary direction to the District Informatics Officer, concerned to provide necessary software and extend every possible help to the Deputy Commissioner 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. Extra ordinary Gazette dated 08.06.2017.

- 142
8. All Political Parties in the State of Haryana.  
9. I.T. Cell, State Election Commission, Haryana, with the directions to upload the notification, prescribed forms, booklets and necessary instructions/directions w.r.t. the preparation of electoral rolls on the official website of this Commission.

  
(P.K. Sharma )  
Secretary,  
State Election Commission, Haryana. 

Internal distribution:-

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

## Annexure-A

**अनुबन्ध -A**  
**मुख्य पृष्ठ**

नगरपालिका मतदाता सूची सम्बन्धित विधान सभा क्षेत्र का नाम :-

जिले का नाम :	भाग संख्या : क्रमांक नं ० _____ से _____ तक			
1. (क) नगरपालिका का नाम : (ख) नगरपालिका का वार्ड संख्या : (ग) (गली/मोहल्ला/बस्ती का नाम) :				
2. पुनरीक्षण का विवरण				
पुनरीक्षण का वर्ष : पुनरीक्षण की तिथि : पुनरीक्षण का स्वरूप : प्रकाशन की तिथि :	नामावली पहचान :  नये परिसीमित निर्वाचन क्षेत्रों के विस्तारानुसार सभी अनुपूरकों सहित एकीकृत व वर्ष _____ की पुनरीक्षित मूल निर्वाचक नामावली			
मतदाताओं की संख्या				
आरंभिक कम संख्या	अंतिम कम संख्या	पुरुष	महिला	कुल

कुल पृष्ठों का पृष्ठ: 1

196

वार्ड संख्या ----  
भाग संख्या ----

(नाम) नगरपरिषद्/पालिका निर्वाचन नामावली, 2017

1	*1/044 पहचान पत्र का क्रमांक SX1030964 नाम : लक्ष्मी देवी पति : रात्याधन मकान नं : 1 आयु : 24 लिंग : महिला	2	*2/044 पहचान पत्र का क्रमांक FX1808252 नाम : माई राम पिता : गाग चन्द मकान नं : 4 आयु : 60 लिंग पुरुष	3	*3/044 पहचान पत्र का क्रमांक HR/03/14/0153003 नाम : लक्ष्मी पति : गाई राम मकान नं : 4 आयु : 55 लिंग : महिला
4	*4/044 पहचान पत्र का क्रमांक HR/03/14/0153003 नाम : वीरशान पिता : ज्ञान राम मकान नं : 4 आयु : 36 लिंग : पुरुष	5	*5/044 पहचान पत्र का क्रमांक HR/03/14/0153004 नाम : देवी पिता : वीरशान मकान नं : 4 आयु : 34 लिंग : महिला	6	*6/044 पहचान पत्र का क्रमांक HR/03/14/0153003 नाम : विरा सिंह पिता : ज्ञान राम मकान नं : 4 आयु : 34 लिंग : पुरुष
7	*7/044 पहचान पत्र का क्रमांक HR/03/14/0153008 नाम : कर्मचारी पिता / पति : गाई राम मकान नं : 4 आयु : 33 लिंग : पुरुष	8	*8/044 पहचान पत्र का क्रमांक FSX1808401 नाम : शीला पिता : विरा सिंह मकान नं : 4 आयु : 32 लिंग : महिला	9	*9/044 पहचान पत्र का क्रमांक FSX1644640 नाम : कर्मचारी पिता : कर्मचारी मकान नं : 4 आयु : 24 लिंग : महिला
10	*10/044 पहचान पत्र का क्रमांक FSX1644582 नाम : सोनू पिता : वीरशान मकान नं : 4 आयु : 23 लिंग : पुरुष	11	*11/044 पहचान पत्र का क्रमांक FSX1644624 नाम : धर्मचारी पिता : माई राम मकान नं : 4 आयु : 23 लिंग : पुरुष	12	*12/044 पहचान पत्र का क्रमांक FSX1644640 नाम : राम पाल पिता : माई राम मकान नं : 4 आयु : 24 लिंग : पुरुष
13	*13/044 पहचान पत्र का क्रमांक FSX1807940 नाम : अंगूष्ठी पिता : रति राम मकान नं : 5 आयु : 68 लिंग : महिला	14	*14/044 पहचान पत्र का क्रमांक HR/03/14/0153011 नाम : गांगे राम पिता : रति राम मकान नं : 5 आयु : 39 लिंग : पुरुष	15	*15/044 पहचान पत्र का क्रमांक HR/03/14/01153991 नाम : सुख देवी पिता : गांगे राम मकान नं : 5 आयु : 33 लिंग : महिला
16	*16/044 पहचान पत्र का क्रमांक FSX1833052 नाम : जय कुमार पिता : आशा राम मकान नं : 5 आयु : 65 लिंग : पुरुष	17	*17/044 पहचान पत्र का क्रमांक HR/03/14/0154135 नाम : कृष्णपाल पिता : जय कुमार मकान नं : 5 आयु : 29 लिंग : पुरुष	18	*18/044 पहचान पत्र का क्रमांक नाम : कृष्ण पाल पिता : जे कुमार मकान नं : 5 आयु : 25 लिंग : पुरुष
19	*19/044 पहचान पत्र का क्रमांक नाम : सुख चैन पिता : जय कुमार मकान नं : 5 आयु : 24 लिंग : पुरुष	20	*20/044 पहचान पत्र का क्रमांक FSX1602085 नाम : सुमन देवी पिता : शुक्रपाल मकान नं : 5 आयु : 25 लिंग : महिला	21	*21/044 पहचान पत्र का क्रमांक HR/03/14/0153012 नाम : साथु राम पिता : राम चन्द मकान नं : 7 आयु : 51 लिंग : पुरुष
22	*22/044 पहचान पत्र का क्रमांक HR/03/14/0153013 नाम : शति पिता : साथु राम मकान नं : 7 आयु : 45 लिंग : महिला	23	*23/044 पहचान पत्र का क्रमांक HR/03/14/0153014 नाम : राम ज्योठरी पिता : साथुराम मकान नं : 7 आयु : 35 लिंग : पुरुष	24	*24/044 पहचान पत्र का क्रमांक HR/03/14/01157002 नाम : कृष्ण ज्योठरी पिता : राम ज्योठरी मकान नं : 8 आयु : 31 लिंग : महिला
25	*25/044 पहचान पत्र का क्रमांक HR/03/14/0253016 नाम : अंगूष्ठी पिता : मानन सिंह मकान नं : 8 आयु : 71 लिंग : महिला	26	*26/044 पहचान पत्र का क्रमांक HR/03/14/0153018 नाम : गुरुती देवी पिता : बलवान सिंह मकान नं : 8 आयु : 45 लिंग : महिला	27	*27/044 पहचान पत्र का क्रमांक FSX1808021 नाम : रघुश पिता : मानन सिंह मकान नं : 8 आयु : 43 लिंग : पुरुष

को अंतिम प्रकाशित विधान सभा नवदाता सूची का क्र०/भाग नं०  
आयु 01/01/2017 के अनुसार

(175)

**ANNEXURE 'B'**

**INFORMATION REGARDING CLAIM AND OBJECTIONS/APPEALS ETC.**

NAME OF MUNICIPAL COUNCIL/COMMITTEE \_\_\_\_\_

WARD No & Total No. of electors/voters.	CLAIMS RECEIVED		OBJECTIONS RECEIVED		APPEAL BEFORE THE DEPUTY COMMISSIONER	
	Accepted	Rejected	Accepted	Rejected	Accepted	Rejected

SIGNATURE OF OFFICER

## **ANNEXURE "C"**

## **INFORMATION REGARDING WARDWISE VOTERS**

NAME OF MUNICIPAL COUNCIL/COMMITTEE \_\_\_\_\_

**SIGNATURE OF OFFICER**