



# Handbook for

# ERO and AERO Certification

## April - 2018 Vol - I



**India International Institute of Democracy and  
Election Management**

**ELECTION COMMISSION OF INDIA**



**HANDBOOK**  
**FOR**  
**ERO AND AERO CERTIFICATION COURSE**



# Table of Contents

<b>Message – Chief Election Commissioner of India .....</b>	i
<b>Message – Election Commissioner of India .....</b>	ii
<b>Message – Election Commissioner of India .....</b>	iii
<b>Foreword .....</b>	iv
<b>Glossary of The Terms Used .....</b>	1
<b>1.     Electoral Rolls: Constitutional &amp; Legal Provisions.....</b>	7
1.1   Introduction.....	7
1.2   Fundamentals of Electoral Rolls: .....	8
1.3   Maintenance of Electoral Rolls.....	14
<b>2.     Procedure for electoral Registration .....</b>	18
2.1   Electoral officers and Support Staff - Roles and Responsibilities .....	18
2.2   Processing of Electoral Forms .....	28
<b>3.     Demarcation and Rationalization of Polling Stations .....</b>	47
3.1   Polling stations .....	47
3.2   PS Rationalization .....	52
3.3   Shifting of PS To New Building .....	57
<b>4.     Health of Electoral Roll .....</b>	58
4.1   Introduction .....	58
4.2   Projection of census data .....	58
4.3   Removal of names of dead electors: .....	70
4.4   Improvement in quality of photograph: .....	70
4.5   Electors Photo Identity Card .....	72
<b>5.     Revision of Electoral Rolls .....</b>	79
5.1   Types of Revision .....	79
5.2   Process of Revision .....	80
5.3   Preparation of various Formats – .....	83
5.4   Preparation of ERs During Revisions .....	84
<b>ANNEXURE - 1 .....</b>	93
<b>ANNEXURE - 2 .....</b>	118

<b>ANNEXURE -3 .....</b>	129
<b>ANNEXURE -4 .....</b>	157
<b>ANNEXURE -5 .....</b>	158
<b>ANNEXURE -6 .....</b>	159
<b>ANNEXURE -7 .....</b>	160
<b>ANNEXURE -8 .....</b>	162
<b>ANNEXURE -9 .....</b>	163
<b>ANNEXURE -10 .....</b>	164
<b>ANNEXURE -11 .....</b>	165
<b>ANNEXURE -12 .....</b>	167
<b>ANNEXURE -13 .....</b>	168
<b>ANNEXURE -14 .....</b>	170
<b>ANNEXURE -15 .....</b>	173
<b>ANNEXURE -16 .....</b>	175
<b>ANNEXURE -17 .....</b>	176
<b>ANNEXURE -18 .....</b>	177
<b>ANNEXURE -19 .....</b>	192
<b>ANNEXURE -20 .....</b>	193
<b>ANNEXURE -21 .....</b>	194
<b>ANNEXURE -22 .....</b>	199
<b>ANNEXURE -23 .....</b>	205
<b>ANNEXURE -24 .....</b>	215
<b>ANNEXURE -25 .....</b>	216

## Message – Chief Election Commissioner of India

ओ. पी. रावत

भारत के मुख्य निर्वाचन आयुक्त

O. P. RAWAT

Chief Election Commissioner of India



भारत निर्वाचन आयोग  
Election Commission of India



### Message

1. The Election Commission has decided to roll out ERO-Net to improve efficiency of Electoral Registration System and provide other ER services online to citizens and in a time bound manner. This has been created by putting immense efforts on the part of Electoral Roll and IT Divisions.
2. For smooth and successful implementation of ERO-Net throughout the Country and seamless knowledge transfer to CEOs and Electoral Registration Officers, a training/programme has been scheduled in Delhi, in which State Level Master Trainers will be imparted comprehensive training on all aspects of electoral roll preparation. These will further train people in the States in cascaded training programmes planned by CEOs. Besides, a Certification Course for all EROs and AEROs is also being simultaneously conducted all over the Country.
3. Electoral Roll Division has compiled this useful Handbook to facilitate this ambitious training and capacity building programme. The book provides comprehensive documentation on the Election Commission's instructions and legal provisions relating to various aspects of electoral registration, ERO-Net, health of electoral rolls and associated issues. I am sure this Hand book will be found useful by Electoral Registration Officers and other field officers in improving their understanding of electoral registration issues and the processes to effectively deal with associated eventualities. Electoral Roll Division should keep this useful publication updated periodically specially in the context of upcoming General Elections to Lok Sabha.

(O.P. Rawat)

निर्वाचन आयोग, अशोक रोड, नई दिल्ली- 110 001

Nirvechak Bhawan, Ashoka Road, New Delhi 110 001

दूरभाष/फ़ोन: 011-23052137, 011-23052138, फैसल/फैक्स: 011-23052139, वेबसाइट/Website: [www.eci.nic.in](http://www.eci.nic.in)

## Message – Election Commissioner of India

सुनील अरोड़ा

भारत के निर्वाचन आयुक्त

**SUNIL ARORA**

Election Commissioner of India



भारत निर्वाचन आयोग

*Election Commission of India*

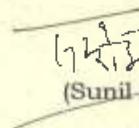


### Message

India is a vast Country having over 860 million electors and around 1 million polling stations. Management of enrolment process involving such a large number of citizens/Government functionaries and other stakeholders to the satisfaction of all, is a big challenge.

ERO-Net has been put in place to connect all registration authorities throughout the Country in a uniform, standardized and monitorable electoral system. This will help to expedite completion of process within the given timeline, without compromising for the quality of electoral rolls in the Country.

It is my pleasure to introduce this Hand book for ERO Certification Course to all Registration Officers and stakeholders as a reference guide. I am sure this document would serve as an effective tool in the hands of election authorities and all those involved in the management of elections in some capacity or the other.



(Sunil Arora)

## Message – Election Commissioner of India

अशोक लवासा  
भारत के निर्वाचन आयोग  
**ASHOK LAVASA**  
*Election Commissioner of India*



भारत निर्वाचन आयोग  
**Election Commission of India**



Election Commission of India has been continuously undertaking elaborate measures to improve health of electoral rolls in the country. It has also been proactively working to enhance facilitation of citizens during registration and elections. ERO-Net is one such measure, which will provide for networking of all tiers of registration officers and field machinery involved in electoral process in the country. The system gives a single window to citizens, ensuring timely and quality services. In India, electoral setup being a complex management apparatus, regular orientation of the field staff is vital and imperative.

I commend the efforts towards conducting a training programme for State Level Master Trainers by ER Division and IT Division and compilation of all instructions and information on IT tools in preparation of electoral rolls in this Hand book for the purpose. I am sure that all the officials involved in the electoral registration and management process will work conscientiously to make ERO Net an effective tool of efficient public service delivery.

I hope that this document will be useful reference for every one working in the sphere of electoral democracy.

I wish all success to the endeavour.

(ASHOK LAVASA)

## Foreword

डॉ. संदीप सक्सेना

उप निर्वाचन आयुक्त

**DR. SANDEEP SAXENA**

Deputy Election Commissioner



भारत निर्वाचन आयोग

*Election Commission of India*



### FOREWORD

Election Commission's constant endeavour is to make every eligible citizen to get registered as elector in Electoral rolls and Rolls to be error free and up-to-date. To sensitize and build capacity of all Electoral Registration Officials is the pre-requisite for maintaining healthy Electoral Rolls.

Publication of this Hand book for ERO Certification Course is an effort to collect, consolidate and present the laws, rules and the Election Commissions' executive instructions on all subjects relating to electoral roll management. This publication contains guidelines on all stages of electoral roll preparation, from demarcation and rationalization of polling stations, pre-revision activities, integration of rolls, preparation of supplements, final publication, printing of EPIC, integrated grievance mechanism and all use of all IT applications in the exercise. Though, the website of the Election Commission contains a comprehensive Manual on Electoral Rolls, this Handbook is an attempt to present the core sets of instructions on domain and IT aspects of electoral roll system for ready reference of all Electoral Registration Officers who are statutorily responsible for preparation and maintenance of electoral rolls.

Use of IT for maintenance of ERs has come a long way starting from ERs on excel sheets and foxpro to ERMS to now UNPER, ERO Net, BLO Net and NVSP. Use of ICT has enabled the citizens to apply for registration with ease and the electoral officers to process these applications correctly and in time. On the direction of Commission, ERO Net—the comprehensive online application for electoral registration officers, was launched during July-Sep 2017 in various states and now is the time to consolidate the ERO Net application by adding new functions including Monitoring dashboards, by setting timelines for each of the activity in the disposal of applications and by setting flags for various categories of electors including electors under Persons with Disability category. NVSP is being made more user friendly and information. Comprehensive BLO Net Mobile App has been developed and potential of Contact Centres at National, state and district levels for citizen centric services related to registration is now possible to be deployed.

I thank the entire team – S/Shri V.N. Shukla, Director (IT), Shri K.K. Pathak, Director (ICT), Shri Vivek Khare, Director (Training), Shri Narendra N. Butolia, Principal Secretary, Shri K.N. Bhar, Principal Secretary, Shri Ajoy Kumar, Secretary and Shri S.K. Chakrabarti, Consultant along with Officials of ER Division and IT Division for helping in compilation, development and printing of this publication.

(Dr. Sandeep-Saxena)

निर्वाचन सदन, अशोक रोड, नई दिल्ली—110001

Nirvachan Sadan, Ashoka Road, New Delhi-110001 दूरभाष / Tel.: 011-23052023, 011-23052024 फैक्स / Fax.: 011-23052025  
फैक्स / E-mail: [decs@eci.gov.in](mailto:decs@eci.gov.in) पेब्साइट / Website : [www.eci.nic.in](http://www.eci.nic.in)

---

## Glossary of The Terms Used

**1. ACLMTs** – Assembly Constituency Level Master Trainers (ACLMTs) are identified by the District Election Officer who receive training from District Level Master Trainers or State Level Master Trainers in the State. ACLMTs impart training to the field functionaries like BLOs and Data Entry Operators etc. under cascaded training model.

**2. Addition** – Addition means enrolment or inclusion of one's name in electoral roll of the constituency by the Electoral Registration Officer, in which the formers' place of ordinary residence is located, on application by the person concerned in Form-6.

**3. AMF (Assured Minimum Facility)** – The Election Commission has directed that every District Election Officer has to assure provision of the basic minimum voter friendly facilities and amenities such as ramp, drinking water, toilet, lighting, furniture, help desk and proper signage at each polling station. These fundamental facilities are called Assured Minimum Facility (AMF).

**4. Assistant Electoral Registration Officer** – The Election Commission may appoint one or more persons as Assistant Electoral Registration Officers to assist an Electoral Registration Officer in the performance of his functions. Every Assistant Electoral Registration Officer shall, subject to the control of Electoral Registration Officer, be competent to perform all or any of the functions of Electoral Registration Officer.

**5. Appeal** – Under the provisions of Rule 23 of Registration of Electors Rules, 1960, if a person has a grievance against the decision of the Electoral Registration Officer made with regard to claims & objections, he can prefer an appeal to the prescribed Appellate Authority, against the decision of the Electoral Registration Officer. The Appellate Authority shall give the appellant eligible opportunity of being heard before recording his final decision on an appeal. However, appeal will not have the effect of staying or postponing the final publication of the electoral roll.

**6. Appellate Authority** – Appeal shall be presented to the District Magistrate or Additional District Magistrate or Executive Magistrate or District Collector or an officer of equivalent rank as may be, notified as Appellate Authority in the Official Gazette by the Election Commission. The Appellate Authority, after satisfying himself that the said appeal has been presented within the prescribed time and in the manner required, shall give the appellant a reasonable opportunity of being heard. During the continuous updation there is a provision of second appeal also, which is allowed before the Chief Electoral Officer of the State. The decision of the Appellate Authority is final.

**7. Auxiliary Polling Station** – Where the maximum number of electors in a polling area exceed beyond the limit prescribed by the Election Commission, auxiliary polling station(s) is provided bifurcating/trifurcating the existing polling station. Generally, such

---

auxiliary polling station is situated in the same polling station location in which the main (original) polling station is earlier housed. The serial number of auxiliary polling station(s) is indicated by adding a suffix to the serial number of the main polling station, like '100', '100A/1', '100A/2' and so on.

**8. Booth Level Agent** – In order to enhance the participation by recognized political parties in preparation and revision of electoral rolls, a provision for appointment of Booth Level Agent to complement Booth Level Officer during roll revision, has been made on the pattern of appointment of Polling agents/Counting agents during election. Normally, one Booth Level Agent is appointed for one part of electoral rolls, though, a Booth Level Agent may be appointed for more than one part of electoral rolls provided the polling stations for the corresponding parts of electoral roll are located within the same polling station location. Booth Level Agent must be a registered elector in the relevant part of electoral roll for which he is appointed as it is expected that Booth Level Agent will scrutinize the entries in the draft roll of the area where he resides, to identify entries of dead-shifted persons.

**9. Booth Level Officer** – Booth Level Officer is a local Government/Semi-Government official, familiar with the local electors and generally a voter in the same polling area, who assists in updating the roll using his local knowledge. He, under the overall supervision of Electoral Registration Officer, is responsible for field verification, collection of information/data regarding electors and preparation of roll of a part of electoral roll in respect of the polling area, assigned to him.

**10. Chief Electoral Officer** – Chief Electoral Officer is an officer of the State government, who supervises the work relating to preparation of electoral roll and conduct of all elections to Parliament and the Legislature of the State, subject to the overall superintendence, direction and control of the Election Commission. 12. Claims & Objections – Claims & Objections are the applications in statutory forms (Form 6, 6A, 7, 8, 8A, 17, 18 and 19) for inclusion/correction/deletion of names in/ from electoral roll or transfer of one's name from one part to another part of electoral roll.

**11. Constituency** – As amended from time to time, the Delimitation Order defines the territorial extent of each Assembly Constituency and the Parliamentary Constituency. A number of Assembly Constituencies comprise a Parliamentary Constituency. All Assembly and Parliamentary Constituencies are territorial, i.e. have fixed geographical boundaries. An exception is the Sangha Assembly Constituency in Sikkim which comprises of monks residing in recognized monasteries all over the State of Sikkim.

**12. Control Table** – Control Table or Master Table, as it is sometime called, contains names of all revenue, administrative and electoral unit in a state, such as Parliamentary Constituency, Assembly Constituency, district, tehsil, town, village, ward, post office,

---

police station etc. which are required to enable the data integration of the database of all electors at the time of printing of electoral roll of a part.

**13. CSV** – A service voter belonging to Armed Forces or forces to which provisions of Army Act, 1950 are applicable, has option of either voting through postal ballot or through a proxy voter duly appointed by him. A service voter who opts for voting through a proxy is called Classified Service Voter (CSV).

**14. Deletion** – Deletion is the process of removing one's name from electoral roll by the Electoral Registration Officer on the basis of application in Form 7. Electoral Registration Officer can also delete one's name under his suo-moto powers.

**15. District Election Officer** – The Election Commission designates the head of district administration, variously known as Collector, Deputy Commissioner or District Magistrate, as District Election Officer of the district concerned. Subject to the superintendence, direction and control of Chief Electoral Officer, District Election Officer shall coordinate and supervise all work in the district or in the area within his jurisdiction in connection with the preparation and revision of the electoral rolls for all Parliamentary, Assembly and Council Constituencies within the district. District Election Officer is responsible for providing polling stations and the publication of the list of polling stations and for providing polling staff at elections.

**16. DLLMTs** – District Level Master Trainers (DLMTs) are identified by the District Election Officer or the Chief Electoral Officers, as the case may be, who receive training from State Level Master Trainers in the State. DLLMTs impart training to the ACLMTs and field functionaries like AEROs, Data Entry Operators BLOs etc. under cascaded training model.

**17. Electoral Registration Officer** – For the purpose of preparation and revision of electoral rolls of a constituency, the Election Commission, in consultation with the Government of the State, designates/nominates an officer of the State Government concerned, as Electoral Registration Officer. Electoral Registration Officer is the statutory authority to prepare the electoral roll of the Constituency under his charge.

**18. Electoral Roll** – Ordinarily known as 'voter list', electoral roll is a list of persons registered as electors residing in a constituency. For proper management, electoral roll of a constituency is divided into several parts which contain details of electors of the corresponding polling areas.

**19. EPIC** – Electors Photo Identity Card (EPIC) is issued by Electoral Registration Officer to all electors registered in the electoral roll of the Assembly Constituency under him, for establishing the identity of the concerned elector at the time of poll.

---

**20. ERMS** – Electoral Rolls Management System (ERMS) is a conglomeration of a number of IT applications developed by the Election Commission for assignment of duties for verification by Booth Level Officers, preparation and correction of electoral rolls, monitoring of electoral rolls and EPIC preparation by Electoral Registration Officers.

**21. ERO NET** - ERO Net is a web based system created to provide a platform to Electoral Registration Officers and other officials to process claims & objections received online/offline and a complete and full proof network of all officials of the electoral machinery all over the country for close monitoring of the enrolment process. It also provides quality services to the citizens to check status of the applications submitted by them.

**22. IIIDEM** – The Election Commission set up an institute known as India International Institute of Democracy and Election Management (IIIDEM) in 2011 at its Secretariat with the objective of enhancing and upgrading learning, knowledge, skill and efficiency of the election officials. For the purpose, regular training programmes are conducted at IIIDEM for master trainers from the States before every revision of electoral rolls and general elections to State Assemblies/ Lok Sabha. Besides, IIIDEM also arranges courses for delegates/officials of election management bodies of other countries.

**23. Modification** – Modification is the process of making correction of the particulars/existing entries in respect of an elector in electoral roll, on the basis of Form 8 submitted by the concerned elector.

**24. Mother Roll** – Whenever the Election Commission orders revision of electoral roll, the existing rolls are integrated into a single roll and published as a draft. After disposing of the claims & objections received during revision period, a supplement is prepared. Thus, at the final publication, there are two electoral rolls – the draft roll and the supplement, prepared during revision period. The basic roll published as draft is called mother roll.

**25. NazriNaksha** – NazriNaksha is an ordinary sketch map of the polling area prepared by Booth Level Officer, demarcating the geographical boundaries of the polling area, assigned to him and depicting settlements (habitation area), streets, roads, lakes/ rivers, important buildings like polling stations, post office, police station, health centres etc. NazriNaksha is prepared to avoid overlapping of habitations, specially in respect of newly developed colonies in the polling area.

**26. NVD** – The Election Commission has started a practice of celebrating National Voters' Day (NVD) on its foundation day, that is, 25th of January every year throughout the country, with an objective raising awareness among electors about their democratic rights and duties.

---

**27. Objection** – One can object a proposed addition of a person's name or against an existing entry in electoral roll. An objection can be made in Form 7.

**28. Polling Area** – A polling area is a well-defined and identifiable area demarcated with certain physical landmarks such as street, road, river, hills etc. All the electors residing in that particular polling area are enrolled in a separate part of electoral roll and vote at the polling station created for that polling area. Every constituency is divided among several polling areas.

**29. Polling Station** – Polling station is the room/hall fixed for holding poll where the electors of the concerned polling area cast their votes on the day of poll. It is also referred to as 'polling booth'.

**30. Polling Station Location/Polling Centre** – Polling station location/polling centre is the building/premises in which 1 or more than 1 polling station are housed.

**31. Proxy** – A service elector belonging to armed forces and para-military forces, may appoint any person as his proxy to give vote on his behalf and in his name. The proxy shall be an adult person ordinarily resident of that constituency. He need not be a registered voter but he must not be disqualified to be registered as a voter.

**32. Qualifying date** – 'Qualifying Date' is the date with reference to which the eligibility for enrolment in the electoral roll being prepared or revised is determined. At present, the qualifying date is the first day of January of the year in which an electoral roll is finally published. The eligibility of a person desirous to get registered in electoral roll is determined with the reference of the qualifying date.

**33. Returning Officer** – The Election Commission, in consultation with the Government of the State, designates/nominates an officer of the State Government concerned, as Returning Officer for a constituency for election to State Legislature or Parliament.

**34. Section** – 'Section' is a clearly identifiable area within a polling station. It denotes locality and area details and contains household wise individual elector details. It is determined considering the distribution of habitation, geographical landmarks, alignment of streets, plotting road networks, natural barriers etc. There is no fixed number of electors in a section as it may range anywhere between 50 and 100.

**35. Service Voters** – A service voter is a person having service qualification defined in the Representation of the People Act, 1950. Mainly speaking, Members of three wings of Defence, Central Para Military Forces, personnel belonging to State Armed Police Force posted outside the State and persons employed under Government of India posts abroad are eligible to be registered as service voters. The person having service qualification and get enrolled as service voters at their native places even though they actually may be residing at a different place of posting.

---

**36. Shifted Voter** – An elector who has left his place of ordinary residence and gone to some other place and there is no possibility of his returning back to the place. Electoral Registration Officer should delete name of such shifted voter from electoral roll after following due process under the existing law.

**37. SLMTs** – The Election Commission has devised a system of cascaded training of the officers deployed in preparation of electoral rolls and conduct of elections. The State Chief Electoral Officers nominate State Level Master Trainers (SLMTs) who are imparted trainings centrally at India International Institute of Democracy and Election Management (IIIDEM). These SLMTs conduct trainings to the election officials in the States.

**38. Special Voters** – The persons holding declared offices like President, Vice-President, Governors etc. are to be included in the part of the roll pertaining to the locality in which they, according to the address given by them, would have been ordinarily resident in the declaration prescribed for this purpose. These voters are called special voters.

**39. SVEEP** – Systematic Voters' Education and Electoral Participation (SVEEP) is a programme initiated by the Election Commission in 2011 to increase voter awareness and facilitate electoral participation through voter registration and turnout in the youths, women, tribal and other marginalized sections of the society

---

## **1. Electoral Rolls: Constitutional & Legal Provisions**

### **1.1 Introduction**

The Election Commission of India has been mandated under Article 324 (1) of the Constitution of India to prepare electoral rolls and conduct all elections to Parliament, to State legislatures and to the Offices of President and Vice-President.

To administer preparation and revision of electoral rolls, India has a comprehensive structure of constitutional provisions and laws which include Constitution of India, the Representation of the People Act, 1950 and Registration of Electors Rules, 1960.

#### **1.1.1. OVERVIEW**

Electoral Roll (ER), commonly known as Voter List, is the foundational document of the whole electoral process which includes the names of all the eligible electors and excludes all ineligible electors.

The name of the person should be enrolled in the ER in currency for exercising her/ his voting right at an election. The preparation of ER, as accurate and defect-free as humanly possible, is therefore a sine qua non for the conduct of free and fair elections.

An electoral roll is termed as healthy, Error Free and of high fidelity if:

- ✓ All eligible Citizens' are registered as Electors in the ER.
- ✓ One Elector has only one Entry at his/her place of Ordinary Residence - No Multiple entries
- ✓ Demographic details of every elector in all languages of the assembly are correct
- ✓ Good quality photograph of every elector as per specification is in the rolls
- ✓ Elector Photo Identity Card has been issued to every elector.
- ✓ Exclusion of ineligible voters (like minors, repeated entries and dead voters)

#### **1.1.2. Stakeholder On ER Maintenance**

Statutorily, responsibility for preparation and maintenance of Electoral Rolls of an Assembly Constituency (AC) is vested with an Electoral Registration Officers (ERO). ERO is assisted by one or more Assistant Electoral Registration Officers (AERO). AERO has the same authority and responsibility as is of ERO and the jurisdiction may be a part of an AC or the whole Constituency. However, for coordination and supervision of the work a well-defined electoral machinery has been put in place. While at the State level, Chief Electoral Officer (CEO) is responsible for supervision, Coordination and maintenance of ERs of all ACs in the state, at the District level, District Election

---

Officer (DEO) is the authority responsible for maintaining ERs including proposing rationalization of Part boundaries and location of Polling stations. There is a field machinery below up to the Part level called Booth Level Office (BLO) for field verification and data collection. Normally, supervision of a group of ten BLOs is done by BLO Supervisor. EROs/AEROS are supported by Election Supervisors who may be designated as Election Deputy Tahsildar, Election Kanungo, Election Patwari. Similarly at district level DEOs are assisted by Deputy DEO or Election Deputy Collector or Election Tahsildar.

Besides there are various important Stakeholders viz. citizens, political parties and their representatives from national level leaders to Booth level Agents (BLAs) for a part, civil society organizations, RWAs, educational institutions and various government departments who play major role in preparation of rolls. There are international organizations like The International Institute for Democracy and Electoral Assistance (International IDEA), The International Foundation for Electoral Systems (IFES) who works towards democratic rights of citizens at world level.

## **1.2 Fundamentals of Electoral Rolls:**

Elector Roll is prepared and maintained by ERO of an Assembly Constituency by registering every eligible citizen who is an ordinary resident of that Assembly Constituency at a particular point in time. Elector Roll is maintained part wise. Part is a contiguous area in which all electors are attached to a polling station where they cast their votes at the time of election.

### **1.2.1 Act and Legal Provisions**

#### **1.2.1.1 Constitution of India**

**Article 324:** The superintendence, direction and control of the preparation of the electoral rolls for, and the conduct of, all elections to Parliament and to the Legislature of every State and of elections to the offices of President and Vice-President held under this Constitution shall be vested in a Commission.

**Article 325:** There shall be one general electoral roll for every territorial constituency for election to either House of Parliament or to the House or either House of the Legislature of a State and no person shall be ineligible for inclusion in any such roll or claim to be included in any special electoral roll for any such constituency on grounds only of religion, race, caste, sex or any of them.

**Article 326:** The elections to the House of the People and to the Legislative Assembly of every State shall be on the basis of adult suffrage; that is to say, every person who is a citizen of India and who is not less than 18 [eighteen years] of age on such date as may be fixed in that behalf by or under any law made by the appropriate

---

Legislature and is not otherwise disqualified under this Constitution or any law made by the appropriate Legislature on the ground of non-residence, unsoundness of mind, crime or corrupt or illegal practice, shall be entitled to be registered as a voter at any such election.

#### **1.2.1.2 Representation of the People Act, 1950 (ANNEXURE - 1) –**

In exercise of Article 327, the Parliament enacted the Representation of the People Act, 1950. The Act came into effect on 12th May, 1950.

- a) Section 3-13 relates to allocation of seats in House of People and State Legislatures and procedure of delimitation of constituencies.
- b) Section 13A-13CC deals with the electoral machinery at the State and District level.
- c) Sections 14-25 provide for preparation of electoral rolls for each constituencies under the supervision, direction and control of the Election Commission and cover the qualification/disqualification for registration of an elector and other conditions applicable to the preparation and revision of the electoral rolls.
- d) Section 27 deals with preparation of electoral rolls for Council Constituencies.
- e) Sections 28-32 provide for general provisions relating to Central Government's powers to make rules, for providing staff for performance of duties in connection with preparation and revision of electoral rolls, barring jurisdiction of Civil Courts and punishment in case of making false declaration and breach of official duty.

#### **1.2.1.3 Registration of Electors Rules, 1960 (ANNEXURE - 2) –**

In exercise of the powers conferred by Section 28 of the Representation of the People Act, 1950, the Central Government, after consulting the Election Commission, framed Registration of Electors Rules, 1960. The rules were published by Ministry of Law on 10th November, 1960. These rules provide the manner and methodology of preparation of electoral rolls.

- (i) Rules 4-23 relates to the manner of preparation of electoral rolls.
- (ii) Rule 28 deals with issue of identity cards.
- (iii) Rules 30 and 31 provide for manner of preparation of electoral rolls for Council Constituencies.
- (iv) Rules 32-35 relate to preservation and disposal of electoral rolls, forms and connected papers.

#### **1.2.1.4 Forms relating to Registration in the Electoral Roll (ANNEXURE -3)**

Sl. No.	Form	Rule	Description
1.	Form 1	Rule 7	Statement as to place of Ordinary Residence by a Person holding a Declared office for purpose of registration in electoral roll.
2.	Form 2 Declaration	Rule 7	Statement as to place of Ordinary Residence by a member of the Armed forces (having service Qualification) for enrolment as service elector in the last part of electoral roll.
3.	Form 2A Declaration	Rule 7	Statement as to place of Ordinary Residence by a member of armed police force of a State, who is serving outside that State (having serving qualification) for enrolment as service elector in the last part of the electoral roll.
4.	Form 3	Rule 7	Statement as to place of Ordinary Residence by a person employed under the Government of India in a post outside India (having service qualification) for enrolment as service elector in the last part of electoral roll.
5.	Form 6	Rule 13(1) & 26	Application for inclusion of name in Electoral Roll.
6.	Form 6A	Rule 8B	Application for inclusion of name in Electoral Roll by an overseas Indian elector.
7.	Form 7	Rule 13(2) & 26	Application for objecting inclusion of name in electoral roll or seeking deletion of name from Electoral Roll.
8.	Form 8	Rule 13(3) & 26	Application for correction to particulars entered in Electoral Roll.
9.	Form 8A	Rule 13(4) & 26	Application for transposition of entry from one part of electoral roll to another part of electoral roll of a constituency.
10.	Form 17	Rule 30	Application for inclusion of name in the electoral roll for a local authorities' constituency of state legislative council.
11.	Form 18	Rule 31	Claim for inclusion of name in the electoral roll for a graduates' constituency of state legislative council.
112.	Form 19	Rule 31	Claim for inclusion of name in the electoral roll for a teachers' constituency of state legislative council.

### **1.2.2 Delimitation Of Constituencies-**

Delimitation literally means the act or process of fixing limits or boundaries of territorial constituencies in a country having a legislative body. The delimitation of constituencies is done by Delimitation Commission under the act of Parliament. Up-till now 4 delimitations have taken place. Last delimitation was done during 2002 to 2008 by Delimitation Commission constituted under Delimitation Act 2002 of parliament based on 2001 Census figures. Delimitation was not done for the States of Assam, Arunachal Pradesh, Jharkhand, Nagaland and Manipur. Next delimitation will take place after first census after 2026 as per parliament's resolution of 2008.

During intervening period Election Commission, empowered by an act of parliament so passed, takes up delimitation of area so defined in the act.

Constitution of India provides in

- I. **Article 81** of states that there shall be allotted to each State a number of seats in the House of the People in such manner that the ratio between that number and the population of the State is, so far as practicable, the same for all States; and each State shall be divided into territorial constituencies in such manner that the ratio between the population of each constituency and the number of seats allotted to it is, so far as practicable, the same throughout the State.
- II. **Article 170** - Each State shall be divided into territorial constituencies in such manner that the ratio between the population of each constituency and the number of seats allotted to it shall, so far as practicable, be the same throughout the State
- III. **Article 330** - Seats shall be reserved for SCs/STs and the number of seats so reserved in the lower house shall bear, as nearly as may be, the same proportion to the total number of seats allotted to that State/UT in the House of the People as the population of SCs in State/UT
- IV. **Article 332** - Number of seats reserved for SCs/STs in Legislative Assembly of any State shall bear, as nearly as may be, the same proportion to the total number of seats in the Assembly as the population of the SCs or of the STs in State the, bears to the total population of the State.

Till now all the Delimitation Commission has taken policy decision that as constituencies cannot be delimited having exactly equal population in all cases, a **deviation to the extent of 10 percent plus or minus** from the State/district average would be acceptable to the Commission, if the geographical features, means of communication, public convenience, contiguity of the areas and necessity to avoid breaking of administrative units so demand

---

#### **1.2.2.1 Basic principles for delimitation of Constituencies by Delimitation Commission:**

- a) Assembly constituency shall not ordinarily extend to more than one district
- b) first step – will be to allocate the number of assembly constituencies to each district on the basis of the total population of that district divided by the average population per constituency.
- c) the fractions more than one-half shall be counted as one and fractions less than one-half shall be ignored.
- d) the average population in each constituency in the district shall be worked out by dividing the total population of the district with the number of seats allocated to that district.
- e) Then, the areas of the district shall be divided into the requisite number of assembly constituencies having regard to the average population per constituency.
- f) In each State, an administrative unit shall need to be identified having regard to the administrative set up of that State which will be adopted as the lowest administrative unit which should not be broken in any case.
- g) For example, in the State of Bihar, the administrative units are districts, block, town, ward and revenue village. If a ward (consisting of a few villages) is adopted as the lowest administrative unit for the purpose of delimitation, the whole of that ward will be kept intact and included in one assembly constituency and the villages contained in that ward will not be divided into different assembly constituencies.
- h) Apart from contiguity, geographical features, better connectivity, means of communication, public convenience will also be kept in view and areas divided by rivers or hilly ranges or forests or ravines and other such natural barriers will not be put in the same constituency.
- i) Delimitation of the constituencies in a district shall be done starting from North to North-West and then proceeding in a zig-zag manner to end at the Southern side.
- j) Each parliamentary constituency in a State shall be an integral multiple of the assembly constituencies comprised therein. No assembly constituency shall extend to more than one parliamentary constituency.
- k) Seats for the SCs or STs are to be reserved in the constituencies in which the percentage of their population to the total population is the largest in the case of STs and comparatively large in the case of SCs.
- l) While working out the allocation of total number of seats for each district, number of seats to be reserved for SCs/STs in those districts will also have to be worked out

---

separately. Subsequently, SC/ST seats will be reserved in those constituencies in the district in which, percentage of their population to the total population is the largest, in descending order equal to number of SC/ST seats in the district concerned.

#### **1.2.2.2 The process of delimitation and the steps followed by ECI are given below.**

- a) According to the provisions made in the Act, the data is collected from the RGI and Census Commissioner.
- b) Also population data including SC and ST is collected from the CEO alongwith the maps, State Maps, District Maps and further Tehsil, Revenue Circle and Patwar Circle.
- c) CEO collects the abovementioned data and maps of District, Tehsil, Revenue Circle and Patwar Circle from the DEOs concerned.
- d) Thereafter a draft delimitation paper is prepared and after due consideration by the Commission it is published in the concerned State inviting claims and objections. Public hearing is held in one or couple of prominent places in that State to hear the views of local people.
- e) All the claims and objections are disposed of and the papers are finalized and published in the Govt. Gazette.

#### **1.2.2.3 Delimitation of MLC Constituencies**

- (i) Legislative Council is constituted with the constituencies – By MLAs ( MLC to be elected by the MLAs of the concerned State – the procedure of election is similar to that of Rajya Sabha election. In this case the ballot is secret and not open like Rajya Sabha election.), Graduates Constituencies, Teachers Constituencies and Local Authorities Constituencies.
- (ii) For last three types of constituencies mentioned above, the extents are districts. The population of districts is considered for this purpose. The constituency is constituted combining contiguous districts.
- (iii) All this data/information are collected from the CEO of the concerned States.
- (iv) Once the proposal is finalised and approved by the Commission, the paper is sent to M/o Law for publication in the Govt. Gazette.

#### **1.2.3 Types of Electors**

##### **1.2.3.1 There are three categories of electors in India –**

- A. General Electors– All the electors who are registered at the places where they are ordinarily resident. They are enrolled in the general rolls.
- i. Application for addition – Form 6

- 
- ii. Application for objecting inclusion or seeking deletion of existing entry – Form 7
  - iii. Application for correction – Form 8
  - iv. Application for shifting within the same AC – Form 8A
- B. Service Electors – The Service electors from service personnel, State Armed Forces and Government of India officials posted abroad. They are registered at their native places though they are not ordinarily residing there because of specific conditions of their services. They are enrolled in the last part of the electoral rolls.
- i. Application for new addition – Form 2 (Personnel of Indian Army, Navy, Air Force and Central Para Military Forces)
  - ii. Application for new addition – Form 2A (Personnel of State Armed Police Forces deployed outside State)
  - iii. Application for new addition – Form 3 (Government of India officials posted abroad)
- C. Overseas Indian Electors – The NRI who have not acquired citizenship of any other country are eligible to be registered in the electoral roll of the constituency in which their place of residence in India as mentioned in their passport is located.
- i. Application for addition – Form 6A
  - ii. Application for objecting inclusion or seeking deletion of existing entry – Form 7
  - iii. Application for correction – Form 8
  - iv. Application for shifting within the same AC – Form 8A

### **1.3 Maintenance of Electoral Rolls**

#### **1.3.1 Assembly Constituency**

The electoral rolls are maintained Assembly Constituency (AC) wise except in the Union Territories not having Legislative Assembly. The statutes provide that for every Assembly Constituency, there shall be an electoral roll prepared under the superintendence, direction and control of the Election Commission in accordance with the provisions of Representation of the People Act, 1950.

Further, Section 13D of the Representation of the People Act, 1950 states that there is no separate electoral roll for any Parliamentary Constituency and the electoral roll of a Parliamentary Constituency consists of the electoral roll for all the Assembly Constituencies comprised with in that Parliamentary Constituency. It is not necessary to prepare or revise separately the electoral roll for any such Parliamentary Constituency. Jammu & Kashmir and the Union Territories not having a Legislative Assembly are the exceptions. In Jammu & Kashmir, the electoral rolls are prepared

---

separately for Parliamentary Constituencies and for Assembly Constituencies. In case of Union Territories not having Legislative Assembly too, the rolls are maintained Parliamentary Constituency-wise.

The area of assembly Constituency is suitably divided in to parts.

### **1.3.2 Legislative Councils**

At present States of Andhra Pradesh, Telangana, Bihar, Karnataka, Maharashtra, Uttar Pradesh and Jammu & Kashmir, have Legislative Councils in addition to the Legislative Assemblies. In Jammu & Kashmir, the preparation of electoral rolls and conduct of elections are held as per Jammu & Kashmir Constitution & the Jammu & Kashmir Representation of People Act, 1957.

#### **1.3.2.1 Composition of Legislative Councils and Allocation of Seats**

The total number of members in the Legislative Council of a State having such a Council shall not exceed one-third of the total number of members in the Legislative Assembly of that State, provided that the total number of members in the Legislative Council shall, in no case, be less than forty except, the Legislative Council of Jammu & Kashmir has only 36 members.

Members of the Legislative Council are elected from 3 types of electors – MLAs of the Legislative Assembly elects some members and the remaining are elected by Local Authorities representatives, Graduates and Teachers for which Legislative Council constituencies are carved out by the President. The elections to the State Legislative Councils from Council Constituencies as well as by MLAs shall be held in accordance with the system of proportional representation by means of the single transferable vote.

Legislative Council of a State shall not be subject to dissolution, but as nearly as possible one-third of the members thereof shall retire as soon as may be on the expiration of every second year in accordance with the provisions made in that behalf by Parliament by law.

There are three types of constituencies of Legislative Councils for which electoral rolls are prepared. These are:-

- (i) Local Authorities' Constituency
- (ii) Graduates' Constituency
- (iii) Teachers' Constituency

Electoral Rolls of Local Authorities' are not revised, whereas, they are kept up to date by the ERO concerned by making additions/deletions on the basis of information

---

furnished by the Chief Executive Officers of such Local Authorities.

Before every biennial election/bye election to the council constituencies, Electoral Rolls for Graduates' and Teachers' Constituencies are prepared afresh with reference to 1st November of the year of such preparation, as the qualifying date.

#### **1.3.2.2 Local Authorities' Constituency:-**

For the purpose of elections to the Legislative Council of a State in any local authorities' constituency—

- 1) The electorate shall consist of members of such local authorities exercising jurisdiction in any place or area within the limits of that constituency as are specified in relation to that State in the Fourth Schedule;
- 2) every member of each such local authority within a local authorities' constituency shall be entitled to be registered in the electoral roll for that constituency;
- 3) the electoral registration officer for every local authorities' constituency shall maintain in his office in the prescribed manner and form the electoral roll for that constituency corrected up-to-date;
- 4) in order to enable the electoral registration officer to maintain the electoral roll corrected up-to-date, the Chief Executive Officer of every local authority (by whatever designation such officer may be known) shall immediately inform the electoral registration officer about every change in the membership of that local authority; and the Electoral Registration Officer shall, on receipt of the information, strike off from the electoral roll the names of persons who have ceased to be, and include therein the names of persons who have become, members of that local authority; and
- 5) the provisions of sections 15, 16, 18, 22 and 23 shall apply in relation to local authorities' constituencies as they apply in relation to assembly constituencies.

#### **1.3.2.3 Graduates' Constituencies**

##### **For enrolment in the Graduates' constituency a person:-**

- 1) Should be ordinarily resident in the Graduates' Constituency.
- 2) Should have, for at least three years before the qualifying date, been either a graduate of a University in the territory of India or in possession of any of the qualifications specified under clause (a) of sub-section (3) of Section 27 of Representation of the People Act, 1950, by the State Government concerned as qualifications which shall be deemed to be equivalent to that of a graduate of a University in the territory of India.

- 
- 3) Section 27 (6) of Representation of the People Act, 1950 stipulates that the qualifying date shall be the 1st day of November of the year in which the preparation or revision of the electoral rolls is commenced

#### **1.3.2.4 Teachers' Constituencies-**

##### **For enrolment in the Teachers' constituency a person:-**

- 1) Should be ordinarily resident in the Teachers' Constituency.
- 2) Within the six years immediately before the qualifying date, for a total period of at least three years, should have been engaged in teaching in any of the educational institutions specified under clause (b) of sub-section (3) of Section 27 of Representation of the People Act, 1950 by the State Government concerned as educational institutions within the State not lower in standard than that of a secondary school.
- 3) Section 27 (6) of Representation of the People Act, 1950 stipulates that the qualifying date shall be the 1st day of November of the year in which the preparation or revision of the electoral roll is commenced.

---

## **2. Procedure for electoral Registration**

### **2.1 Electoral officers and Support Staff - Roles and Responsibilities**

#### **2.1.1 Electoral Officers**

##### **2.1.1.1 Chief Electoral Officers**

###### **✓ Appointment:-**

The electoral machinery in each state is headed by a Chief Electoral Officer. He is appointed by the Election Commission in consultation with the concerned State Government under Section 13A of the Representation of the People Act, 1950. Originally, the Chief Electoral Officer was a non-statutory post on which an officer was appointed by the State Government concerned. However, on the Election Commission's recommendation an amendment was made in 1956 in the Representation of the People Act, 1950 to insert Section 13A to make a provision for the Chief Electoral Officer as a statutory post who shall be designated/nominated by the Election Commission in consultation with the State Government. The Chief Electoral Officers are drawn from the senior bureaucrats of State Governments. Even an officer of the Central Government or Government of any other State can be appointed Chief Electoral Officer in a state, though this has not been done by the Election Commission so far.

###### **✓ Duties and Responsibilities:-**

The Chief Electoral Officer, subject to the superintendence, direction and control of the Election Commission, shall supervise the preparation and revision of all electoral rolls and conduct of elections in the State. The Chief Electoral Officers are on full time basis and they are not assigned any additional responsibilities by the State Government without the prior concurrence of the Election Commission. The Chief Electoral Officer has a separate office with certain senior officers of State Government known as Additional Chief Electoral Officer, Joint Chief Electoral Officer, Assistant Chief Electoral Officer and other office staff. These officers do not have any statutory position.

Apart from above, the CEO has some more responsibilities:-

- (i) Appointment of two State Nodal Officers (1) for Administration and (2) for IT related tasks from CEO Office.
- (ii) Appointment of sufficient no. of SLMTs, DLMTs and ACLMTs.
- (iii) Finalization of schedule for cascaded training in all districts to the Dy. DEOs, ACLMTs, AEROS, Election Supervisors/ Election Kanungos/ Election Dy. Tahsildars, Data Entry Operators, BLO Supervisors and BLOs.

- 
- (iv) Imparting training for use of Mobile based Booth Level ER Management (BLO Net) to all BLO Supervisors and BLOs using the Mobile App.
  - (v) To ensure availability of sufficient number of Forms 6, 6A, 7, 8, 8A and EPIC- 001 to BLOs.

### **2.1.1.2 District Election Officer**

#### **✓ Appointment:-**

- (i) Section 13AA of the Representation of the People Act, 1950 provides for the appointment of a District Election Officer in each district who shall be an officer of Government. Normally, the District Collectors/District Magistrates/Deputy Commissioners are designated and notified as the District Election Officers of their districts. However, there may be some exceptions to this normal practice due to administrative reasons.
- (ii) District Election Officer had no statutory responsibility before 1966. In 1966, Section 13AA (1) was inserted in the Representation of the People Act, 1950 providing a District Election Officer for each district who shall be such officer of the State Government, designated/nominated by the Election Commission in consultation with the State Government. Later on, District Election Officers were also appointed in Union Territories. Under the amended law in 2003, the Election Commission can designate even more than one officer as District Election Officers in one district if the Commission is satisfied that the functions of the office cannot be performed satisfactorily by one officer. This is being done in some districts of Assam. In such cases, the Election Commission specifies the area in the district in respect of each officer designated as District Election Officer in the district.
- (iii) The District Election Officers are appointed by designation, however, the Commission can appoint an officer as District Election Officer by name also.

#### **✓ Duties and Responsibilities:-**

The District Election Officer, subject to superintendence, direction and control of the Chief Election Officer coordinate and supervise all work in the district or in the area under his jurisdiction in connection with preparation and revision of electoral rolls and conduct of elections. Besides, under Section 25 of the Representation of the People Act, 1951 District Election Officer is responsible for providing sufficient number of polling stations for every constituency lying within his jurisdiction. He shall prepare proposals for creation, rationalization and modification of polling stations for all such constituencies and obtain the Election Commission's approval for the same through Chief Election Officer of the State. In many states, Deputy District Election Officers or Election Officers are appointed to assist the District Election

---

Officers in performing their election duties.

Apart from that, the DEO has to perform some more duties:-

- (I) To conduct cascaded training in all ACs for EROs/AEROs, Election Supervisors/ Election Kanungos/ Election Dy. Tahsildars, Data Entry Operators, BLO Supervisors and BLOs.
- (ii) Encourage BLO Supervisors and BLOs to use Android Mobile phones for data collection.
- (iii) Imparting training for use of Mobile based Booth Level ER Management (BLO Net) to all BLO Supervisors and BLOs using the Mobile App.
- (iv) To ensure availability of sufficient number of copy of Electoral Rolls.
- (v) To ensure availability of sufficient copies of Forms 6, 6A,7,8, 8A and EPIC-001 to BLOs.
- (vi) To make maps of individual parts from GIS in as many parts as possible by involving District Level Officers of Revenue, Local Administration, Local Planning Authority, NIC and Survey Department. In urban areas, the help of Urban Local Bodies may be taken.
- (vii) Review of the progress of work done by BLOs.

#### **2.1.1.3 Deputy District Election Officer**

To assist District Election Officer in supervision and coordination of election work and preparation of electoral rolls in the Assembly Constituencies under his jurisdiction, an officer of rank of Deputy Collector/Tehsildar is nominated as Deputy District Election Officer in every District.

#### **2.1.1.4 Electoral Registration Officer**

##### **✓ Appointment:-**

According to Section 13B of the Representation of the People Act 1950, the electoral roll for each constituency shall be prepared and revised by an Electoral Registration Officer, who shall be such officer of Government or of a local authority as the Election Commission may, in consultation with the State Government designate or nominate in this behalf. Normally, the civil service/revenue officers of Sub Divisional Officers or officers of equivalent status are appointed as the Electoral Registration Officers for the Assembly Constituencies within their respective jurisdiction as far as practicable. In case sufficient number of Sub Divisional Officers is not available in a state for appointing as Electoral Registration Officer then the officers of Tehsildar or equivalent status may also be considered for appointment as Electoral Registration

---

Officer. The Electoral Registration Officers are permitted to deploy such persons as they think fit, subject to such restrictions as may be imposed by the Commission, for the preparation and revision of the Electoral rolls.

An Electoral Registration Officer normally can hold charge of not more than two Assembly Constituencies. In Jammu & Kashmir and Union Territories where the electoral rolls are also prepared for Parliamentary Constituencies, separate Electoral Registration Officers are appointed for Parliamentary Constituencies.

✓ **Electoral Registration Officers for Council Constituencies:-** For each of the Graduates', Teachers' and Local Authorities' constituencies of the Legislative Council, an Electoral Registration Officer is appointed. Normally, the Divisional Commissioner/Deputy Commissioners or Officers of equivalent status are appointed as Electoral Registration Officers for the purpose and Deputy Commissioners/Sub-Divisional Magistrates in the district included in any Graduates' or Teachers' constituency are appointed as Assistant Electoral Registration Officers. Generally, no Assistant Electoral Registration Officers are appointed in any of the local authorities' constituencies.

✓ **Duties and Responsibilities:-** The Electoral Registration Officer is the statutory authority to prepare, revise or correct the electoral roll of the constituency under his jurisdiction. He is custodian of the electoral roll. Main responsibilities of Electoral Registration Officer during revision process are as follows:-

- (i) Drawing up a plan of action for completion of revision according to the schedule fixed by the Commission giving a detailed timeline for completion of each activity within the different stages of revision;
- (ii) Procurement of different types of forms and stationary in sufficient quantities;
- (iii) Identification and appointment of various functionaries viz. Booth Level Officers,
- (iv) Designated Location Officers (Dos), Supervisors or other staff required for revision;
- (v) Preparation of training modules and adequate training to Booth Level Officers and Designated Officers through Master Trainers, well in advance;
- (vi) Publication of Draft of the Roll by making a copy of the roll available for inspection and display of a notice in Form 5 appended to Registration of Electors Rules, 1960 and causing uploading of draft roll on the website;
- (vii) Preparation of Formats 1-8 and furnish the same to the Election Commission;
- (viii) Giving further publicity to the approved revision programme, as considered necessary;

- 
- (ix) Supplying, free of cost, 2 copies of the draft roll to every recognized political party in the state;
  - (x) Convening meetings of representatives of political parties and requesting them to go through the draft roll and point out corrections therein, if any;
  - (xi) Maintenance of the lists of received Forms 6, 6A, 7, 8, and 8A in Form 9, 10, 11 and 11A in duplicate and exhibiting the same on notice board in his office;
  - (xii) Enquire into or getting inquired into the claims and objections received;
  - (xiii) Issuing notices of hearing in case of claims and objections where required;
  - (xiv) Taking final decision and passing orders on the claims & objections taken for consideration;
  - (xv) Intimation of the final decision to the applicants in respect of their claims & objections;
  - (xvi) Review and monitor closely the quality of work of the Assistant Electoral Registration Officers, Supervisors, Designated Officers and Booth Level Officers;
  - (xvii) Inclusion of names inadvertently omitted and deletion of names wrongly included under relevant provisions of law;
  - (xviii) Preparation of Formats 1-8 giving electoral data as per the proposed final electoral roll and comprehensive analysis of electors' data and census data. Analyse Formats 1 to 8 and formulate/implement strategies to address the anomalies, such study may reveal.
  - (xix) Publication of the final electoral rolls along with the supplements of additions, deletions and corrections;
  - (xx) Supply 2 copies of the finally published roll, free of cost, to every recognized political party of the state and cause uploading of final roll on website.
  - (xxi) To conduct special drive training for Election Supervisors/ Election Kanungos/ Election Dy. Tahsildars, Data Entry Operators, BLO Supervisors and BLOs.
  - (xxii) Imparting training for use of Mobile based Booth Level ER Management (BLO Net) to all BLO Supervisors and BLOs using the Mobile App.
  - (xxiii) Encourage BLO Supervisors and BLOs to use Android Mobile phones for data collection.
  - (xxiv) To ensure availability of sufficient number of copies of Forms 6, 6A, 7, 8 and EPIC-001 to BLOs.
  - (xxv) To ensure availability of Checklists for already received forms to the BLOs for field

---

verification.

- (xxvi) To ensure that offline forms are digitized on daily basis and entry of the filled in checklists are made immediately by the Data Entry Operators.
- (xxvii) To make maps of individual parts from GIS in as many parts as possible and hand drawn Maps for balance parts by involving Sub Division Level Officers of Revenue, Local Administration, Local Planning Authority and Survey Department.
- (xxviii) To daily monitor progress of work done by BLOs and regularly conduct review meetings with BLO Supervisors and BLOs.

#### **2.1.1.5 Assistant Electoral Registration Officer**

Section 13C of the Representation of the People Act, 1950 provides for the appointment of one or more persons as Assistant Electoral Registration Officers to assist the Electoral Registration Officers in the performance of their functions. The Assistant Electoral Registration Officers are competent to perform all the functions of the Electoral Registration Officers subject to the control of the Electoral Registration Officer.

#### **2.1.1.6 Booth Level Officer**

##### **✓ Appointment:-**

Booth Level Officers are serving officers of the Government or Local Bodies. They are appointed by the Electoral Registration Officer under Section 13B (2) of the Representation of the People Act, 1950 after obtaining approval of the District Election Officer.

- 1) Categories of employees to be appointed as Booth Level Officers:- Following is a list of categories of the Government/Semi Government employees who can be appointed as Booth Level Officer:-

- a) Teachers
- b) Anganwadi workers,
- c) Patwari/Amin/Lekhpal,
- d) Panchayat Secretary,
- e) Village Level Workers,
- f) Electricity Bill Readers,
- g) Postman,
- h) Auxiliary Nurses & Mid-wives,

- 
- i) Health workers,
  - j) Mid-daymealworkers,
  - k) Contract teachers,
  - l) Corporation Tax Collectors, and
  - m) Clerical Staff in Urban area (UDC/LDC etc.)
- 2) Teachers shall be drafted minimally as Booth Level Officers. However, where necessary, they should be drafted for Booth Level Officer work during holidays and during non-teaching hours and non-teaching days so as not to cause any loss of academic work.
- 3) Appointment of Central Government employees as Booth Level Officers:- Central Government employees should be drafted only after exhausting the other options. Group 'A' and 'B' officers of central government departments/offices can be appointed as Booth Level Officers, if they voluntarily come forward for their deployment as Booth Level Officers.
- 4) Services exempted for appointment of Booth Level Officers:- No employee associated with security services, essential services, and public utilities or involved in commercial/revenue-generating activities should be drafted as Booth Level Officer if avoidable.
- 5) Appointment of retired Government Servants as Booth Level Officers:- In urban areas, retired government servant can be appointed as Booth Level Officer, if serving government servants are not available within that polling area. In rural areas, retired government servant shall only be appointed as Booth Level Officer, if the District Election Officer gives a non-availability certificate that no serving government servant was found residing within the polling areas.
- 6) Appointment of female Booth Level Officers:- Female Booth Level Officers should be deployed in the polling stations where the imbalanced gender ratio in electoral populace is observed to motivate the unregistered women to come forward and get themselves enrolled in electoral rolls.
- 7) Appointment of separate Booth Level Officers for cantonment areas:- As far as practicable staff of the concerned cantonment authorities should be appointed as Booth Level Officers for cantonment areas.
- 8) Booth Level Officer would continue to discharge the responsibilities assigned to him by his parent office and would remain generally under the control of his administrative department, but he would not be transferred without prior permission of the District Election Officer.

---

9) This will be the responsibility of the Booth Level Officer that he does not proceed on leave in any circumstance without making over his election related charge. Even in case of his transfer, he should ensure to hand over all election related papers, records and registers to his successor within the prescribed time. If his successor is not appointed, the Booth Level Officer would proceed on transfer only after handing over all election related papers, records and registers to his Electoral Registration Officer or to an Assistant Electoral Registration Officer authorized by the Electoral Registration Officer.

✓ **Duties and Responsibilities:-** The Booth Level Officer will make a thorough study of the roll of the part assigned to him. He will make frequent field visits to the villages/tolas in the said part and interact with local people, particularly, village elders and grass root level elected representatives and identify the names of the dead-shifted/duplicate voters in the roll, which need to be removed by the Electoral Registration Officer under relevant provisions of law. The main duties of Booth Level Officer are as follows:-

- a) Collection of field in claims and objections on behalf of Electoral Registration Officer/ Assistant Electoral Registration Officer.
- b) House to house visit and checking of overlapping, migration, transfer/shifting.
- c) Identification of shifted/dead/non-existing electors
- d) Analysis of polling station data to identify gaps in electoral roll with special focus on enrolment of youths in 18-19 age group and women and to take necessary corrective measures
- e) Checking spellings, multiple/duplicate entries, part header page, photos etc. of electors in the roll
- f) Collecting photos of the residual voters
- g) Collecting mobile numbers/e-mail ID of electors
- h) Submitting reports to Electoral Registration Officer so that notice can be issued to the persons whose names have to be deleted
- i) Display of draft roll/prescribed notices at designated locations
- j) Reading of rolls in gram/ward sabhas – Liasoning with RWAs in urban areas for registration
- k) EPIC distribution
- l) Maximization of EPIC coverage
- m) Correct Serialization of the houses and correct arrangement of sections falling

---

within the part

- n) Coordination with Booth Level Agents (BLAs)
- o) Detailing of Forms received
- p) Impart simple voter education at registration time
- q) Preparation of NazriNaksha with an ordinary geographical demarcation to avoid overlapping, specially in respect of newly developed colonies
- r) Arrangement of SVEEP activities e.g. street plays, dramas, wall writings etc.
- s) NVD activities – Administering NVD pledge and exhorting voters on NVD
- t) Identification of dead and shifted voters during period of continuous updation.
- u) Distribution of Photo voters slip at the time of elections as per the schedule prepared by Returning Officer and maintenance of record thereof.
- v) Manning Help Desk at polling station and maintenance of alphabetical electoral roll on the day of poll.

### **2.1.2 Support Staff/Agencies**

Section 13B (2) of the Representation of the People Act, 1950 provides that an Electoral registration Officer may, subject to any prescribed restrictions, employ such persons as he thinks fit for the preparation and revision of electoral roll for the constituency. Accordingly, State Government officials of various categories are drafted for revision exercise every year for the said period.

#### **2.1.2.1 Election Supervisors: Election Kanungo/ Election Patwari/ Election Deputy Tahsildar :-**

- (i) To ensure that all offline forms are digitized by the Data Entry Operator on daily basis
- (ii) BLO field verification Checklists for already received forms are made available to the BLOs for field verification.
- (iii) To ensure that entry of the filled in checklists are made immediately by the Data Entry Operators.
- (iv) To help in making maps of individual parts from GIS in as many parts as possible and hand drawn Maps for rest of the parts by involving Patwaris, Panchayat Secretary, Surveyor etc.
- (v) To Ensure that Data Entry Operators make entry of filled in formats, scans and uploads final field Maps.

- 
- (vi) To check the correctness and consistency of the field data collected by the BLOs and entered in the system by the Data Entry Operators make entry of filled in checklists, formats, and the scanning and uploading of Maps.

#### **2.1.2.2 BLO Supervisor:**

To coordinate the field work of BLOs one BLO Supervisor is appointed for every ten BLOs. Main responsibilities of BLO Supervisors are:-

- (i) To supervise the activities of BLOs
- (ii) To prepare along with BLOs, hand drawn map of each of the part with sections, Roads, streets, lanes and show all the buildings' location, Existing PS and probable Polling Stations' locations, Post office location and natural Barriers' location on the Map. A sample hand drawn Map and GIS Map/ Google Map is attached for guidance.
- (iii) To help BLOs in numbering each of the family who lives as a unit in a house and will move together in case of shifting. The numbering may be done from NE to SW.
- (iv) To prepare schedule of BLO field visits.
- (v) To monitor progress of work done by BLOs on daily basis and help them BLOs in collecting correct and good quality data.

#### **2.1.2.3 Data Entry Operator**

- (i) To digitize all offline forms on daily basis
- (ii) To help Election Supervisor/ Election Kanungo/ Election Dy. Tahsildar in generating BLO field verification Checklists for already received Forms(claims/objections)
- (iii) To make entry of the filled in checklists immediately on submission by BLOs.
- (iv) To make entry of filled in formats.
- (v) To scan and upload final field Maps.

#### **2.1.2.4 SIO and DIO**

- (i) To take care of Network and connectivity issues.
- (ii) To help EROs in preparation of GIS Maps of each of the part with sections, Roads, streets, lanes and show all the buildings' location, Existing PS and probable Polling Stations' locations, Post office location and natural Barriers' location on the Map.

- 
- (iii) To help BLO Supervisors and BLOs in using the Android based Mobile App.
  - (iv) To help Data Entry Operator in making entry of filled in formats, in scanning and uploading final field Maps.
  - (v) To help EROs in collecting, transferring and Geo referencing of Lat/Long Data of all points of Interests (Pols).

## 2.2 Processing of Electoral Forms

### 2.2.1 General Electors

The Electoral Registration Officer issues a notice of draft publication in Form 5 (**ANNEXURE-4**) under Rule 10 of Registration of Electors Rules, 1960 inviting the electors of the constituency concerned to lodge claims and objections for inclusion, deletion, correction or transposition in the electoral roll. Reference to the various forms for claims and objections has been made in para 2.5 of Chapter 2 Constitutional And Legal Framework. Any person desiring for inclusion, deletion, correction and transposition of any entry in the roll may prefer the application in Form 6, Form 7, Form 8 and Form 8A, respectively before the Electoral Registration Officer by hand or by post or electronically (online) during the period of claims and objections. The Form can also be submitted in person at the designated location. After the draft publication of the roll is made, preferring claims and objections are the methods by which names can be included in or deleted from the electoral rolls and elector's particulars can be corrected.

#### 2.2.1.1 Period for lodging claims and objections:-

Initially, the period for inspection of draft roll and lodging of claims and objections was 21 days from the date of draft publication, however, subsequently, it was increased to 30 days from the date of publication of draft roll. In 1977, an amendment was made in the rules to leave this to the discretion of the Election Commission to fix a shorter period, but not less than 15 days. Now, under the provision of Rule 12 of Registration of Electors Rules, 1960, the claims and objections shall be lodged within a period of 30 days from the date of draft publication, or such shorter period of not less than 15 days as fixed by the Election Commission. If the Rule is interpreted in light of Rule 10 of the General Clauses Act, 1897, the day of draft publication shall be excluded. The proviso of the rule further says that the period for lodging claims and objections, originally fixed, can be extended by the Election Commission by a notification in official gazette, in respect of a constituency as a whole or in respect of any part thereof

### **2.2.1.2 Manner of lodging claims & objections:-**

Rule 14 of Registration of Electors Rules, 1960 provides that every claim or objection shall either be presented to Electoral Registration Officer or to such other officer as may be designated by him, or be sent by post to the Electoral Registration Officer, or be submitted electronically to the Electoral Registration Officer. For this purpose, each Booth Level Officer shall be designated as the Designated Officer to manage the designated location during the period for lodging claims & objections. They shall be given adequate number of printed copies of blank application forms for distribution to the applicants. They should be fully clearly informed that no fee shall be charged for any application form. The objective is to facilitate the lodging of claims & objections in all parts of the constituency including the rural, difficult and inaccessible areas.

No bulk application shall be received:- The authorized officers should only accept individual applications. Claims & objections, presented in bulk, by any individual / organization should not be entertained. The same principle will be applicable to claims & objections sent in bulk by post. 'Bulk application' would mean applications that are submitted by one person or be half of many other persons not belonging to the same family. Applications put in one and the same envelop also constitute bulk application. However, individual applications relating to the members of the same household, i.e., same family, presented together, may be accepted. The Election Commission has also made some relaxation in this matter and allowed Booth Level Agents of political parties to file applications, not exceeding 10, in a day. The Booth Level Agent concerned shall submit such applications along with a written declaration in format and list of applications. Electoral Registration Officer/Assistant Electoral Registration Officer shall make the cross verification personally in case a Booth Level Agent submits more than 30 applications during the period of summary revision.

#### **✓ Preliminary scrutiny of claims & objections at the time of presentation:-**

An acknowledgement/receipt should be given for each claim or objection received. However, before giving an acknowledgement, following preliminary checking of every form must be done to ascertain that:-

- (I) the form is not unsigned. The form must be signed by or thumb impression obtained from the applicant and not from any other person. Form 6, 7, 8 and 8A make it clear that claims & objections must bear the signature or thumb impression of the claimant or the objector at the appropriate places. A literate claimant should sign his name and not merely append some mark or symbol of his name written by the scribe, and if the claimant is illiterate, he should put his

---

thumb impression and not any other mark in the form.

- (ii) Every Form 6 and 8A is accompanied with a photograph of the applicant. In case of Form 8, the photograph is required only if correction in photograph has been requested by the applicant due to mismatch/discrepancy in photo in the roll/EPIC or for replacement due to change in features/old or poor quality of photograph.
- (iii) No column or field in the form is left blank. Where the information being asked for is not known, the words "not known" should be written.
- (iv) The Electoral Registration Officer can refuse to receive any claim or objection not duly signed by the person preferring it or not containing his thumb impression or any column left blank.

✓ **Preliminary scrutiny of Form 6 at the time of presentation:-**

In addition to the above checks, following checks must be carried out in respect of Form 6 while receiving the same from the applicant:-

- (I) persons shifting their place of residence with in the same constituency should be guided to file application for transposition of entry in Form 8 A and no tin Form6.
- (ii) The first time applicants attaining eligibility age of 18 years must indicate details of the members of the immediate family (immediate family means father, mother, husband or siblings) already included in the current roll, in part III of Form 6.
- (iii) The date of birth and the age must be indicated in years and months. If the applicant does not know the date of birth, he must at least indicate the approximate age in years as on the qualifying date. In case of applicants in the age group 18-21 years, the name and relationship should be checked with respect to the applicant's family members already enrolled with the same address. Particular care should be taken that under age applicants do not get enrolled. The applicants may be asked to attach a copy of any one of the following birth certificate/documentary proof of age:-
  - a) Birth certificate issued by a Municipal Authorities or district office of the Registrar of Births & Deaths or Baptism certificate ; or
  - b) Birth certificate from the school (Govt./Recognized) last attended by the applicant or any other recognized educational institution ; or
  - c) If a person in class 10 or more pass, he should give a copy of the marksheets of class 10, if it contains date of birth as a proof of date of birth ; or
  - d) Marksheets of class 8 if it contains date of birth ; or

- 
- e) Marksheets of class 5 if it contains date of birth ; or
  - f) Indian Passport ; or
  - g) PAN card ; or
  - h) Driving License ; or
  - i) Aadhar letter issued by UIDAI.
- (iv) In case none of the above document is available, an oath or affirmation in prescribed format (**ANNEXURE-5**) made by either of the parents of the applicant (or by guru in case of an applicant in third gender category) can be given. In those cases where parental declaration is given as proof of age, the applicant will have to be present himself for verification before Booth Level Officer/Assistant Electoral Registration Officer/Electoral Registration Officer. Further, if none of the above document is available and neither of the parents is alive, the applicant can attach a certificate of his age given by sarpanch of the concerned Gram Panchayat or by a member of the concerned Municipal Corporation/ Municipal Committee.
- (v) In case the applicant is more than 21 years and physically appears to be so to Booth Level Officer/Assistant Electoral Registration Officer/Electoral Registration Officer, declaration of age by him will be taken as proof of age and no documentary proof will be insisted on. The age should be indicated in years and completed months as on the qualifying date i.e. 1st January of the year with the reference to which electoral roll is being revised.
- (vi) If the applicant has already been issued an EPIC already issued to him, the EPIC detail must also be captured in Form 6 and a photocopy of EPIC also be obtained. Non EPIC holders of 21+age-group applicants should give a declaration in prescribed format (**ANNEXURE-6**).
- (vii) In part II of Form 6, the complete address of ordinary residence of the applicant has to be given. The applicant may be advised to attach a copy of any of the following document as a proof of ordinary residence:-
- (a) Bank / Kisan / Post Office current Pass Book ; or
  - (b) Ration Card ; or
  - (c) Passport ; or
  - (d) Driving License ; or
  - (e) Income Tax Assessment Order ; or
  - (f) Latest rent agreement ; or

- 
- (g) Latest Water / Telephone / Electricity / Gas Connection Bill for that address, either in the name of the applicant or that of his / her immediate relation like parents etc. ; or
  - (h) Any post / letter / mail delivered through Indian Postal Department in the applicant's name at the address of ordinary residence
  - (i) (In case of homeless persons, sex workers and students residing at the place of study, the Election Commission's instructions mentioned in ANNEXURE-7 may be referred to.)
- (viii) In case of non-availability of any document along with Form 6, the Designated Officer /Booth Level Officer may receive the application and record thereon "No document attached". (In such cases local enquiry shall be got conducted by the Electoral Registration Officer and decision taken accordingly.)
- (ix) If an applicant despite having stayed at a given address for a long period, say a year or more, applies for enrolment, the reasons must be ascertained from him as to why he did not apply earlier and recorded on the application by Designated Officer.
  - (x) The applicant must fill in declaration in Form-6 full details of previous enrolment, if any. However, failure to furnish the serial number, part number and the constituency details, if not known, would not be a ground for non-acceptance of applications, if the previous address has been fully given. However, the previous address must be fully provided failing which the application shall not be received. In case the person has been living at a place for long and has not shifted residence at all but still doesn't have elector details, the person should be advised to fill in the complete present address in the space provided for previous address.
  - (xi) The most important part of the preliminary checking is to see that the Declaration part at the end of Form-6 is complete in all respects. From applicants of age 21+, the previous address of ordinary residence must be obtained and database search done to ascertain whether the applicant is already enrolled somewhere else and if so, necessary action be taken to get his name simultaneously deleted from the electoral roll of the other place.
  - (xii) The applicant, if he is service personnel, must enclose the additional declaration declaring non-inclusion of his name as a service elector in the last part of the electoral roll of his native place.

✓ **Maintenance of lists of claims & objections lodged:-**

Rule 15 of Registration of Electors Rules, 1960 provides that every Designated Officer shall maintain, in duplicate, lists of Form 6, 7, 8 and 8A received by him in Form 9, 10, 11 and 11A (**ANNEXURES 8, 9, 10, 11**), respectively. One copy of each

---

of such lists shall be exhibited on a notice board in his office while the other copy sent to the Electoral Registration Officer concerned. The Designated Officer should send the claims & objections received at designated location along with lists to the Electoral Registration Officer every day, if possible, or otherwise every week or whenever the number of claims/objections exceeds 50, whichever is oftener. Rule 16 further says that the Electoral Registration Officer also shall prepare such lists, in duplicate, in respect of the claims & objections received by him, by hand/post or online and received from the Designated Officers. He shall also maintain a list in respect of Form 6A received by him. The Electoral Registration Officer shall display one copy of each such list on a notice board in his office. The lists shall be exhibited on the notice board until all claims & objections are disposed of.

✓ **Digitization of claims & objections:-**

In order to facilitate the political parties and other stakeholders and bringing more transparency in the process of electoral registration, the Election Commission has directed that all application forms should be computerized on a daily basis and list of these applications be posted on the website of the Chief Electoral Officer of the concerned State on a day to day basis. The status of each applications form should be clearly visible on each row of the list. Further, the web application used for this purpose should also provide a facility, that on clicking on any row in the list, the concerned application form can be printed by any citizen.

List of claims and objections should be made available by the Electoral Registration Officer to all recognized political parties at the end of every week from the beginning of the period of filing claims and objections. The Electoral Registration Officer should call a meeting of all recognized political parties and personally handover to their representatives a list of claims and objections received till that date and obtain acknowledgement of the same. The practice of giving list of claims and objections to the recognized political parties should continue till the period of claims and objections is over. It is further clarified that names included in the list once given, need not be included in the next list. In other words, the list should also simultaneously be displayed on website of Chief Electoral Officer, notice board of Electoral Registration Officer and polling station.

✓ **Disposal of claims & objections:-**

- (i) Rejection of claims & objections:- Under Rule 17 of Registration of Electors Rules, 1960 the Electoral Registration Officer shall out rightly reject any claim or objection which is not lodged within the period, or in the prescribed form and manner.
- (ii) The Electoral Registration Officer shave to ensure that all applications received after draft publication with in the prescribed time period are duly disposed in accordance

---

with law and directions and instructions of the Election Commission. For disposal of the claims & objections the Electoral Registration Officer should not wait till the period for claims & objections is over but it can be taken up after expiry of 7 days' notice period from the date on which the list of claims & objections prepared under Rule 16 was exhibited on notice board.

- (iii) The Electoral Registration Officers shall take claims and objections for consideration only after all of the following has been done.
  - a) At least seven clear days period has passed after list of claims and objections has been published on all of the following-
    - ✓ Website of Chief Electoral Officer
    - ✓ Notice board of Electoral Registration Officer
    - ✓ Notice board of polling station
    - ✓ A personal notice has been served on the person whose name is proposed to be deleted in cases other than death cases.
  - b) At least seven clear days have passed after the Electoral Registration Officer has given the list of claims and objections to the recognized Political Parties as mentioned above.
  - c) All deletions which are done for reason of death shall be made only after ascertaining the facts to the satisfaction of Electoral Registration Officer.
- (iv) Electoral Registration Officer may assign the function of disposal of claims & objections to Assistant Electoral Registration Officers in accordance with provisions made in Section 13C of the Representation of the People Act, 1950. However, such delegation of powers to Assistant Electoral Registration Officers shall not absolve the Electoral Registration Officer of his responsibility of ensuring a defect free electoral roll.
- (v) If the Electoral Registration Officer is satisfied as to the validity of any claim or objection on the basis of documentary proof of age and residence and a proper family linkage with the electors already registered in the existing electoral roll, he, under the provision of Rule 18 of Registration of Electors Rules, 1960 may allow the claim or objection without further enquiry, after the expiry of 7 days' notice period. However, if a demand for enquiry is made, in writing, to the Electoral Registration Officer by any person, the Electoral Registration Officer should hold enquiry before disposing the said claim or objection.
- (vi) Special care should be taken while disposing the claims & objections received from the applicants more than 21 years in age. Such applicants must have given their full

---

residential address of the previous place and EPIC number. On the basis of the available details, a check should be run to find out from the electoral roll to ascertain whether that person is already enrolled in the existing roll somewhere else. If the person is enrolled, then the applicant should be informed about being against law enrolment at more than one place being and advised to get his name deleted from other places. If the applicant has mentioned address of his previous residence with a request for deletion of his name from the previous address in the declaration part of Form 6, his claim may be allowed, if otherwise found eligible and a reference should be made to the Electoral Registration Officer of the constituency in which address of the applicant's previous residence is located, for simultaneous deletion from the roll of that constituency. Both the Electoral Registration Officers should maintain proper account of such references sent received and deletions made on the basis of the same. If the applicant has not mentioned anything about his registration at earlier place of ordinary residence in the declaration part of Form 6, he should be made aware of provision of Section 31 of the Representation of the People Act, 1950 regarding false declaration and advised to provide the required information. If still the applicant does not give the information or the Electoral Registration Officer not able to trace the applicant, the claim should not be allowed.

- (vii) Physical verification through Booth Level Officer:- The Electoral Registration Officer may depute Booth Level Officer to make visit to the household of the applicant and make a physical verification.
  - (a) In the case of spot verification the claimant should be asked, as far as possible, to be physically present or if that is not possible, a statement of any other adult member of the same house-hold should be recorded verifying the ordinary residence of the claimant.
  - (b) If the address of the applicant is incomplete (like street name mentioned but not the house number), a doubt may arise on whether the application is genuine. The Booth Level Officer will ascertain this in field inquiry and the correct-complete address should be recorded on the application. If the address mentioned in the Form and the applicant's whereabouts cannot be ascertained after due enquiry, such application shall be rejected and the reasons recorded.
  - (c) During his field visit, Booth Level Officer may associate local Booth Level Agents or representatives of recognized political parties who personally know the inhabitants of the locality as far as practicable. Any Field officer of the Government, if available in the area may also be associated.
  - (d) The Booth Level Officer must submit his complete report giving full details of each of the field verification made by him, i.e., the date and time of his visit to the house

---

hold, whether the applicant/objector/the person objected to was physically present and other evidence collected by him from the members of the house hold or the neighbours in relation to the claim/objection. The Booth Level Officer must put his full name and signature on there port. The Electoral Registration Officer should decide to accept or reject it with due application of mind.

(viii) Enquiry into claims & objections:-

- (a) If the Electoral Registration Officer is not satisfied as to the validity of any claim or objection, he shall hold a summary enquiry by holding personal hearing of the claimant. The date, time and place of such hearing shall be mentioned in the list exhibited on the notice board at his office. The Electoral Registration Officer also shall cause issue of individual notice of hearing in Form 12 (ANNEXURE 12) and to the claimant (in case of Form 6), in Form 13 and 14 (**ANNEXURES 13 and 14**) to the objector and the person objected to (in case of an objection to the inclusion of name) and Form 15 (ANNEXURE-15) to the objector (in case of an objection to a particular in an entry). The notice may be served either personally or sending by post or by affixing it at the residence/last known residence of the person concerned within the constituency.
- (b) The Electoral Registration Officer, under Rule 20 of Registration of Electors Rules, 1960 may take assistance of any person and also may require any person to appear before him or any evidence tendered by any person during the enquiry.
- (c) Electoral Registration Officer should insist on the presence of the claimant at the hearing, if the claim is objected to on any ground like under-age, non-residence, non-existence, etc. because such an enquiry cannot be conducted satisfactorily in his absence.
- (d) In case of applicants of age between 18 and 21 years applying for inclusion for the first time, their claims with regard to age must be thoroughly checked with reference to school/college certificate, birth certificate, and with reference to entries in respect of the other family members. If even after such verification, the Electoral Registration Officer is not satisfied about the minimum qualifying age of the applicant, and the applicant has also not filed a declaration in support of his age, then the Electoral Registration Officer may take the evidence on oath of the applicant as well as of any member of the family (in case of an orphan, of some person to whom the applicant is personally close) and whose name is borne on the electoral roll.

---

✓ **Final decision by the Electoral Registration Officer:-**

After considering the field verification report of Booth Level Officer and summary enquiry, the Electoral Registration Officer will take final decision as regards acceptance or rejection of each claim & objection. He should record not only his decision in each case but also brief reasons for the decision. The gist of the orders passed by the Electoral Registration Officer should be entered just below the entries in the lists of claims and objections maintained and exhibited in Forms 9, 10, 11 and 11 A on notice board for general information.

✓ **Communication of orders of Electoral Registration Officer to the applicants:-**

Every applicant should be intimated of the decision of the Electoral Registration Officer. For the purpose of reckoning the time period for filing appeals, if any, against the decision of the Electoral Registration Officer, the date on which the Electoral Registration Officer dispatches the intimation to the applicant will be treated as the crucial date. Therefore, the intimation should be dispatched to the applicant within twenty four hours from the date of order of the Electoral Registration Officer. The relevant portion given in Form 6, 7, 8 and 8 A for communicating the order of the Electoral Registration Officer can be folded, stapled and posted to the applicant on the address given by him in the said portion. The communication can also be sent to the applicant through the Booth Level Officer. The applicant should be informed by SMS/mail, if his mobile number/email ID is available in electoral database.

## **2.2.2 Overseas Electors**

### **2.2.2.1 Manner and Procedure of Registration of Overseas Indian Electors**

According to Rule 8B (1) of Registration of Electors Rules, 1960, an eligible overseas elector, desirous of being registered in the roll for the constituency pertaining to the locality in which his place of residence in India as mentioned in his passport is located, may make an application in Form 6A to the concerned Electoral Registration Officer directly or electronically or send the application by post. Rule 8B (2) provides that as in the case of other general electors, overseas electors shall also use Form 7, 8 and 8A for the purpose of objection to inclusion of a name in the roll or correction or transposition of an entry from one part to another part of the roll of the constituency, respectively.

If the application for the inclusion is made by post it should be accompanied by one recent passport size coloured photograph, duly affixed in Form 6A and photocopy of the relevant pages of the passport containing photograph, his address in India and all other particulars of the applicant and also the page of passport containing

---

the valid visa endorsement. These photocopies should be duly self-attested by the applicant. Application without the attested photocopies of these documents will be liable to be summarily rejected.

If the application is submitted in person before the Electoral Registration Officer, the same should be accompanied by a photocopy of the relevant pages of the passport mentioned above. The applicant should produce his original passport along with the application for verification by the Electoral Registration Officer. The Electoral Registration Officer shall keep copies of relevant pages of the passport in the case file after due verification and attestation and return the passport to the applicant.

The overseas elector should surrender EPIC, if already issued to him as a general elector in India before going abroad, along with submission of Form 6A.

In order to facilitate the overseas electors and improve their enrolment in the electoral rolls, Form 6A shall be distributed among the family members of overseas electors, residing in India, through the Booth Level Officer. The Booth Level Officers shall prepare a list of such households in their polling area in which member(s) of the family reside(s) abroad. The name of Assembly Constituency and the postal address of the Electoral Registration Officer should be filled up in Form 6A by the Booth Level Officer before its distribution. Booth Level Officer may be advised to request the member of such households to send Form 6A to the member of his family living abroad for sending it back to the Electoral Registration Officer at the address already provided in the Form. Booth Level Officer shall be kept abreast of the rules and regulations for the registration of overseas electors properly so that they can give suitable reply to the queries/doubts raised by any person at the time of distribution of Form 6A.

#### **2.2.2.2 Process by Electoral Registration Officer on Receiving Application in Form 6A**

The Electoral Registration Officer shall prepare a list of claims & objections received from overseas electors and display the same on the notice board at his office. It shall also be available on the website of the Chief Electoral Officer of the State concerned. The Electoral Registration Officer has to keep a separate register for applications received in Form 6A. All applications received in Form 6A should be entered in this register.

The Electoral Registration Officer shall ask the Booth Level Officer concerned to visit the home address mentioned in the passport of the overseas electors. The Booth Level Officer shall ask relatives of the applicant, if any, to verify the self-attested copies of documents and give a declaration (ANNEXURE-16) to this effect. In those cases, where no relatives are available or relatives are not willing to give the declaration for verification of documents or the Electoral Registration Officer is not

---

satisfied with verification of documents by relatives, documents will be sent for verification to the concerned Indian Mission in the foreign country where the applicant resides.

The decision of the Electoral Registration Officer should be communicated to the applicant by post on the address of the applicant in the country of his residence given by the applicant in his application in Form 6A and also be sending an SMS on the cell phone number given by the applicant in his application in Form 6A.

Personal hearing on application by an overseas elector - If personal hearing is necessary in respect to any claim or objection to the inclusion of name in the roll as overseas elector, the Electoral Registration Officer shall designate and authorize an officer from the Indian Mission at that particular country where the concerned applicant stays to hear the applicant for the objection raised. If the objector is also available there then both the parties are heard. The designated officer will send a report to the Electoral Registration Officer to enable him to take decision in the case. In no case, the personal appearance of the applicant/objector living abroad shall be required by the Electoral Registration Officer in India. The Election Commission has asked the Ministry of External Affairs to designate one officer in each Indian Mission abroad. The names of such officers who can be so designated by the Electoral Registration Officer shall be sent to the Electoral Registration Officers through the Chief Electoral Officer by the Election Commission in consultation with Ministry of External Affairs.

#### **2.2.2.3 Inclusion of Names of the Overseas Indian Electors in the Roll**

Name of Overseas elector is to be included in the relevant part of the roll of the constituency in which the place of his residence in India as mentioned in his passport is located. A separate section named “Overseas Electors” which is the last section of the roll of that particular part shall be created in which the said overseas elector is registered and name of the overseas elector will be kept in this section.

#### **2.2.2.4 Intimation about Change in Address**

It is the responsibility of the overseas elector to keep the Electoral Registration Officer informed of the change in residential address in the country of his residence. He must also inform when he returns to India and becomes ordinarily resident in India so that his name in electoral roll as an overseas Indian elector can be deleted and on application in Form 6, he can be registered as a general elector at the place where he is ordinarily resident in India.

## **2.2.2.5 Identification of Overseas Indian Elector at Polling Station**

An overseas elector is not issued EPIC. The identification of overseas elector at the time of casting of vote at polling station shall be done only on the basis of his original Passport. For this purpose, he shall be required to bring his original Passport to the polling station.

## **2.2.3 Service Voters**

### **2.2.3.1 Who is Service Voter**

- ✓ Service voter is a person having service qualification. Section 20(8) of the Representation of the People Act, 1950, defines 'service qualification' with reference to sub-section 3 mentioned above—
  - (i) Being a member of the armed Forces of the Union; or
  - (ii) Being a member of a force to which provisions of the Army Act, 1950 (46of1950), have been made applicable whether with or without modification;
  - (iii) Being a member of an Armed Police Force of a State, and serving outside that state; or
  - (iv) Being a person who is employed under the Government of India, in a post outside India.

Plainly speaking, following categories of personnel/government employees have service qualification and thus eligible to be registered as service voters:-

- (i) Members of Indian Army, Navy and Air Force,
  - (ii) personnel of those Central Para-military Forces who are governed by the provisions of the Army Act, 1950, namely, General Reserve Engineer Force (GREF) (Border Road Organization), Border Security Force (BSF), Indo Tibetan Border Police (IBP), Assam Rifles, National Security Guards (NSG), Central Reserve Police Force (CRPF), Central Industrial Security Force (CISF) and Sashastra Seema Bal (SSB),
  - (iii) Members of State Armed Police Force of a State, serving outside that state and
  - (iv) Persons employed under Government of India in a post like Indian Missions outside India.
- ✓ Persons having a service qualification can get enrolled as 'service voters' at their native places even though they actually may be residing at the place of posting which is different from their native place. They have, however, an option to get themselves enrolled as general elector at the place of their posting if that is a peace station where they factually, at the point of time, are residing ordinarily with their family for a sufficient span of time. But a person possessing service qualifications

---

cannot be enrolled as a general elector at his native place. Once included in the general part of the roll there is no distinction between an ordinary elector and service voter.

- ✓ The wife of a service voter shall, if she is ordinarily residing with him, be also deemed to be a service voter in the constituency specified by that person provided in case of service voter, a declaration in Form 2, 2A and 3 that his wife ordinarily resides with him has to be made. This facility is available only to the wife of a male service voter and is not available to the husband of a female service voter. His children of 18 years of age and above or his other relations or his domestic servants staying with him are not entitled to be registered as service voters. They can get themselves enrolled in their ordinary place of residence if they satisfy the conditions of registration just like any other eligible citizen of India.
- ✓ The declaration made by a male service voter in Form 2, 2 A or 3 as the case may be, will include the declaration in respect of his wife also. The wife is not required to file a separate application form or sign a separate declaration in that Form.
- ✓ A person having service qualifications and his wife, if she is ordinarily residing with her husband at the place of his posting should not to be enumerated as general elector during intensive revision or house to house verification alongside their other eligible family members, even if they are members of the household and incidentally happen to be present in the house at the time of enumeration/house to house verification.
- ✓ A person having service qualifications can be registered as a general voter at his place of posting through application made in Form 6 if he is not already enrolled in the last part of electoral roll of the constituency of his native place and has remained in the place of his present posting at a peace station. In such case, a declaration should be obtained from the service voter and the spouse in the prescribed format (ANNEXURE-17).
- ✓ No EPIC is to be issued to a service voter enrolled in the last part of the electoral roll. As service voters are entitled to postal ballot papers and they do not visit to polling station, EPIC is not required in their case. However, the service personnel registered as general electors are entitled to get EPICs.

#### **2.2.3.2 Who is a 'Classified Service Voter':-**

A service voter belonging to Armed Forces or forces to which provisions of Army Act, 1950 are applicable, has the option of voting through postal ballot or through a proxy, duly appointed by him. The aforesaid service voter who opts for voting through proxy is called 'Classified Service Voter'.

---

#### **2.2.3.3 What is a 'Proxy':-**

- ✓ Under Rule 27N of Conduct of Election Rules, 1961, a service elector may appoint (by applying to the Returning Officer in Form 13F of Conduct of Election Rules, 1961) any person as his proxy to give vote on his behalf and in his name. The proxy shall have to be ordinarily resident of that constituency. He need not be a registered voter but he must not be disqualified to be registered as a voter.
- ✓ A 'proxy' can be appointed in the following two ways:-
  - (i) If a service voter is at the place of his posting, he has to put his signature in Form 13F before the Commanding Officer of the Unit and then to send the Form to his proxy for affixing his signature before a Notary / First Class Magistrate. Thereafter, the proxy can submit the Form to the Returning Officer concerned.
  - (ii) If a service voter is at his native place, both he and his proxy can sign Form 13 F before a Notary / First Class Magistrate and then send to the Returning Officer concerned.

The provision for voting through proxy is only valid till one is a service voter. Once appointed, the proxy will continue, until revoked by the service voter. The facility of service voter can be revoked and the proxy change date any time for any number of times by the Classified Service Voter. Thus a Classified Service Voter can revoke and opt back for postal ballot option or even substitute the proxy by intimating the Returning Officer in Form13 G of Conduct of Election Rules, 1961. Revocation will be come effective from the date duly filled Form 13G is received by the Returning Officer.

- ✓ Application for appointment of proxy voter received after the last date of nomination cannot be considered for the election in progress. It will be valid for subsequent elections unless revoked/changed.
- ✓ Classified Service Voters shall not be issued postal ballots by the Returning Officer. All Classified Service Voters shall be added as sub-list at the end of the part of the electoral roll pertaining to that polling station which covers the Classified Service Voter's home address. Thus the Classified Service Voter list shall be maintained polling station wise. The appointed proxy shall physically visit and vote at the said polling station.

#### **2.2.3.4 Structure and Layout of the Last Part (List of Service Voters) in Electoral Rolls**

- ✓ The list of the service voters is prepared separately for an Assembly Constituency as a whole and all service voters are registered at the end of the electoral roll of the constituency as a separate 'last' part(ANNEXURE-18). All service voters belonging to an Assembly Constituency are listed together, irrespective of the place of residence

---

in this last part of the roll for the Assembly Constituency. As they exercise their franchise through postal ballots and not required to visit polling station personally, they are not assigned any specified polling station.

- ✓ The details of service voters are captured in the following columns of the last part:-
  - (i) S. No.
  - (ii) Name of Elector
  - (iii) Elector type
  - (iv) Rank/service/buckle number
  - (v) Husband's S. No.
  - (vi) Regimental address for despatch of ballot paper
  - (vii) House address
- ✓ The last part containing the list of service voters is prepared in English and has three sub-parts -'A', 'B' and 'C'. ['A' is for Armed Forces; 'B' is for Armed Police Force of the States serving outside respective states; and 'C' is for persons employed under Government of India in a post outside India.] In all the sub-parts 'A', 'B' and 'C' the name of wife should be entered immediately after the name of the husband in cases where applications are made in the same Form. For the purpose of identification the additional entry "w" should be entered in the elector type column to denote wife of a service elector and husband's serial number should be indicated in the column provided for the purpose. The electors in Service Voter Roll shall be arranged in fresh series beginning with serial number 1 in each of the sub-parts 'A', 'B' and 'C' in the order in which statements of the service voters have been received and accepted. Serial number in component I (additions list) of the supplementary will be in continuation of the last serial number in the corresponding sub-part.
- ✓ Even if there is no service voter in any or all of these sub-parts in any constituency, a 'Nil' electoral roll for each of the sub-parts should be prepared.
- ✓ The last part of the roll containing Service Voter's list shall have a title page followed by elector's details (ANNEXURE-18).

#### **2.2.3.5 Preparation of Last Part of Electoral Roll**

- ✓ The Election Commission may update the list/roll by way of summary revision or order a de-novo preparation of last part of the roll. In the first mode, the last part of electoral roll is updated twice in a year and two supplements are prepared. Names of all such service voters who submitted their application and which have been received till 31st December are incorporated in the 1st supplement, brought out on 31st January. Similarly, the service voters whose applications received after 31st

---

December and till 30th June will be incorporated in the 2nd supplement which will be brought out on 31st July.

- ✓ The Electoral Registration Officer shall bring out the supplements twice in a year and immediately thereafter send the extracts of the last part, in duplicate, to the officer in-charge in the respective force.
- ✓ In order to facilitate the enrolment of service voters, a communiqué is sent to Ministry of Defence, Ministry of Home Affairs, Ministry of External Affairs and the Directorate General of Border Roads intimating them of the commencement of summary revision of service electors in December and updating of last parts in June each year. The communiqué invites applications from persons with service qualification for registration as service electors. A list of Chief Electoral Officers of all states is also sent to them for their information and reference. These parent organizations are expected to widely disseminate the information and the processes involved in registration of service electors.
- ✓ In case of an election intervening between 31st January and 31st July, all the applications received up to the last date of nomination shall be processed by the Electoral Registration Officer and published as a supplement, additionally.

#### **2.2.3.6 Manner and Procedure of Registration of Service Voters**

- ✓ As per Rule 7 of Registration of Electors Rules, 1960, a person having service qualifications and desirous of getting registered as service voter at his native place shall submit a statement in following Forms:-
  - (i) Members of Armed Forces (3 wings of Defence and CPMFs mentioned in para above) – Form 2,
  - (ii) Members of Armed Police Force of a State, serving outside that State – Form 2 A, and
  - (iii) Persons employed under Government of India on post outside India – Form 3
- ✓ Two copies of the Form (as applicable) have to be submitted. The Forms (Form 2, 2A or 3 - as the case may be) should be filled up by the individual concerned for himself and his wife, if she is staying ordinarily with him at his place of posting and handed over to the officer-in-charge of the concerned record office/unit/nodal authority in Ministry of External Affairs.
- ✓ The persons who are already enrolled as service voters or who have submitted such statements during the earlier revision and do not desire to amend any particulars in their statement to send fresh statements are not required to file Forms, unless the Election Commission so directs in respect of any revision (like in case of de-novo preparation).

- 
- ✓ Each Form 2 or 2A (not for Form 3) shall be accompanied with a declaration in a prescribed Format to the effect that the applicant has not already got himself enrolled as ordinary elector in any constituency. The declaration need not be in duplicate.
  - ✓ The officer in-charge/Ministry of External Affairs nodal authority will check the forms and the declaration to ensure that particulars given by the applicant are correct and the full address including hometown or village and district is filled in, so that his district and constituency in which his native place is located, can be easily determined.
  - ✓ The officer-in-charge, after careful verification, shall sign the verification certificate provided in the form itself, bunch together all duly filled applications along with declarations attached, pertaining to a state and collectively forward the same to the Chief Electoral Officer of the State mentioned in the address by the applicant with a covering letter and a list in duplicate of the statements being forwarded (ANNEXURE-19).
  - ✓ The Chief Electoral Officer must acknowledge the receipt of these forms by returning one copy of the statement after preliminary checking of received forms, to the sender. For facilitating this acknowledgement, the forwarding officers in Ministry of Defence, Ministry of External affairs etc. must give their full and complete postal address on the communication. The Election Commission will quarterly monitor the receipt and processing of service voter applications. Simultaneously, Chief Electoral Officer will identify the concerned District Election Officer and send the forms to him for further processing.
  - ✓ The record offices/units or Ministry of External Affairs nodal authority should not send the forms (& Declarations) to the Election Commission.

#### **2.2.3.7 Process by Electoral Registration Officer**

- ✓ District Election Officer shall acknowledge the receipt of applications to the Chief Electoral Officer and send individual application to the Electoral Registration Officer concerned, who shall process the application and prepare the last part of electoral roll.
- ✓ The statement of any person having service qualification made in the statutory forms and verified in the prescribed manner shall in the absence of evidence to the contrary, be accepted as correct. In other words, the Electoral Registration Officer need not make any enquiry as to the place of ordinary residence in respect of a person having service qualification.
- ✓ As soon as the statements have been accepted, counter-foils with particulars of the voter including serial number of the voter is returned to the officer-in-

---

charge/record office. The Electoral Registration Officer need not wait, after accepting the names, for the service elector's supplement to come out before sending the se counter-foils back to the senders.

- ✓ The officer-in-charge will retain one copy in his office arranged Assembly Constituency-wise and return the other copy of the extracts after making necessary corrections, if any, in them to the Electoral Registration Officer for updation and corrections. While returning the extracts as mentioned above, the authorized officers will indicate names of persons who have been transferred to reserve and action has to be taken by the Electoral Registration Officer to have the names of such persons deleted from the last part of the electoral rolls. On transfer to 'reserve' or discharge/retirement from service the person concerned ceases to belong to the Armed Forces and as such his name and his wife's name, if entered in the last part, should be deleted forthwith therefrom. On receipt of the extract back with corrections, the Electoral Registration Officer will update the last part.
- ✓ The Electoral Registration Officer shall carry out the corrections directly in the main list and no supplement of corrections will be made. The Electoral Registration Officer will prepare the copy of the extract after verification and corrections and on which basis the roll has been corrected and up dated.

However, for a person employed under the government of India in a post outside India, Electoral Registration Officer, need not send the extract of last part to each Head of the Mission abroad from whom he had received the statements in Form 3. It will be sufficient if the statements are sent in duplicate to the Ministry of External Affairs (nodal officer), who will do the necessary checking with reference to latest posting of the officers and return a copy to the Electoral Registration Officer for further processing.

- ✓ The updation (changes) in the last part shall be maintained in supplements as in case of general voters. When the roll is integrated, the last part of the roll shall also get integrated at that stage or if the Election Commission expressly so directs. The list of amendments to the last part of the roll (supplements) should also be maintained in the same manner as in case of the basic roll and in each sub-part, additions and deletions should be printed one after the other. The format for addition and deletion is the same as for the basic roll.
- ✓ The main purpose of keeping the last part pertaining to service electors up-to-date is to enable the Returning Officers to dispatch the postal ballot papers to the electors at the correct address and to receive them back with the votes duly recorded thereon before, the commencement of counting. Great care has, therefore, to be taken to avoid errors relating to Name of the elector, Service ID and the Address for the dispatch of postal ballots.

---

### **3. Demarcation and Rationalization of Polling Stations**

#### **3.1 Polling stations**

##### **3.1.1 Location**

**3.1.1.1 Generally within polling area** - As far as possible, the polling station should be set up within the polling area. However, there is no objection to a polling station being located in a building which is situated outside the polling area. If a suitable building is not available in the area, then it may be set up outside the polling area but as near to its own area as possible. In many cases, polling stations more than one has been set up in the same building. In a few cases in the State of Sikkim and Chhattisgarh, certain polling stations have been provided even outside the territorial limits of the assembly constituencies. This has been done keeping in view the convenience of electors and polling stations have been provided in bazaar areas visited frequently by them and where regular buildings are available for housing of polling stations.

Where the polling area for a polling station comprises a number of villages, the polling station or stations should ordinarily be located in the village, which has the largest number of voters. However, if another village is more central or has distinctly better facilities, it can be chosen for location of polling station in preference to the village with the largest number of voters. All villages in one polling area should fall in one administrative unit like one police station, firka, patwari circle, etc. All polling areas within the constituency should be covered by the proposed polling stations. No area in the constituency should be left out.

**3.1.1.2 Location in permanent building** - The Election Commission insists that polling stations should, as far as practicable, be permanently located so that the electors always know where they have to go for casting their votes for all elections and they are not confused by any frequent changes in the location of their polling stations.

**3.1.1.3 In Government buildings** - As far as possible, polling stations are located in government / semi-government buildings or institutions aided by the government, like, schools or colleges, as the furniture and equipment required would be available there and could be made use of without any extra cost to the State. Polling stations also can be setup in buildings belonging to local bodies such as community centres, village chaupals, etc.

**3.1.1.4 In private buildings** – only in rare cases - Only in rare cases, private buildings are used as polling stations but where this becomes unavoidable, written consent of the owner should be taken. In case the owner refuses to give written consent, the buildings should be requisitioned under Section 160 of Representation of People Act, 1951, if necessary. The private building so requisitioned should be at the

---

disposal of the Returning Officer at least 24 hours before the commencement of the poll and for the period required for the poll. The building and the area around it up to a radius of 200 meters should be under the control of the Presiding Officer. No watch and ward or other personnel connected with the owner, whether armed or unarmed, should be allowed to remain either at the polling station or within a radius of 200 meters around it. The security arrangement at the polling station and within the above area on the poll day will be the responsibility entirely of the State Police under the control of the Presiding Officer. Further, after nominations are filed, it should be ensured that the owner of such private building is not a contesting candidate or a known sympathizer or worker of any of the candidates at the election.

**3.1.1.5 Temporary structure** - Where no suitable government buildings are available in any polling area or nearby, temporary structures at designated locations may be erected to serve as polling stations. However, setting up of a polling station in a temporary structure should be avoided, in view of the expenditure for erecting it and further risk of fire, storm, etc.

No polling station should be located in police stations, hospitals, temples or places having religious significance.

There should be no political party office within 200 meter of a polling station.

As far as possible, Polling Stations should be at ground floor of the Polling Station building considering the old age and disabled electors. Also there should be a ramp for use of such electors.

#### **3.1.1.6 Number of electors assigned to a polling station**

- (i) The optimum number of polling stations to be set up in a Constituency should be determined by dividing the total number of voters in the constituency by 1000. This number will be average for both rural and urban constituencies. In order that a manageable number of electors are assigned to a polling station for smooth conduct of poll, the Election Commission has instructed that a polling station should be provided not more than 1200 electors in rural areas and 1400 electors in urban areas. With the constant increase in the electorate, the Election Commission has allowed 1500 electors in a polling station in some States.
- (ii) However, the Commission's stand is to provide a polling station for every village having more than 300 voters provided there is a suitable building for it.
- (iii) In sparsely populated or hilly areas, polling stations may be provided for a far lesser number of electors. In one case, a polling station was provided just for one elector at Kakkayam Dam Site in Perambra assembly constituency in Kerala during the

---

general election in 2006, as the lone voter had refused to shift from his house unlike other villagers who were relocated to another site owing to construction activity of the dam. In another case, a polling station had been provided just for one family consisting of six electors at Chako in Thirizino-Buragaon assembly constituency in Arunachal Pradesh. In yet another case, two polling stations had been provided for the electors of AnlayPhoo and neighbouring villages in Leh at the height of 5,000 metres in the Ladakh parliamentary constituency in Jammu and Kashmir.

- (iv) Polling stations may also be provided for a fewer number of electors in areas inhabited by weaker sections of society, so that no obstruction may be caused to them in the exercise of their franchise by elements opposed to their interests.
- (v) Maximum distance to reach polling station - Polling stations should be set up in such a manner that ordinarily, no voter is required to travel more than 2 kilometres for casting his vote. In sparsely populated hilly or forest area, this rule may have to be relaxed. In such cases, in order that voters may not have to walk unduly long distances, polling stations may be set up for a smaller number of voters than usual. Due consideration should be given to the topography and ease of travel.
- (vi) No Natural Barrier To Be Crossed By Voters To Reach PS.

### **3.1.2 FORMATION OF PART BOUNDARIES:-**

- ✓ Area of AC is further divided into Parts of suitable size and all the electors residing in a part area can vote in Polling Station attached to the part. Principle of drawing part boundary are explained in detail in subsequent section. Process of drawing up of part boundary or part boundary rationalisation starts with formation of sections. To form section, individual electors are combined to nuclear families of parents and dependent children. Nuclear family may be taken as the smallest unit electors belonging to which would normally move together. A single elector living separately in a house or hostel may or may not be financially independent, is to be treated as nuclear family for section formation purpose. As Joint family system exists in many parts of country, a joint family is a group of nuclear families living together. An individual elector, a nuclear family or a Joint family, all or single, living together including unrelated families of serving persons, are to be assigned a single door no., notional always and actual if exist. On the same analogy, every individual house/ multi storied building/ location where a joint or nuclear family or Single independent elector lives, be assigned a single door no., notional always and actual if exist. All houses located on a single street to be grouped together to form a section. Section is an indivisible unit for rationalisation and shall be numbered from north to south.
- ✓ A part may contain one or more sections. In some rare cases where street length is

---

too long or in case of very high multi storey building, the size of section may exceed 1200 in rural or 1400 electors in urban area. In such cases, section to be formed as section 1A, 1B, 1C etc. by splitting it at suitable location and be included in different part in such a way that only one split part goes to any adjacent part boundary.

### **3.1.3 FORMATION OF SECTION**

- 1) Section means a clearly identifiable area within a polling station. It denotes locality and area details and contains household wise individual elector details.
- 2) Creation or determination of sections depends on the geographical and demographical feature of an area. It is determined considering the distribution of habitation, alignment of streets, plotting road networks, natural barriers etc.
- 3) Parts are organized into geographically identifiable ‘sections’. Under these ‘sections’, household-wise elector’s details are entered. In the normal course, a building is not scattered into different sections.
- 4) The existence of number of sections in a part helps in grouping the electors depending on their geographical distribution, which in turn helps in better roll management by BLOs in the roll revision process. However, as far as conduct of election is concerned, the sections do not have any direct or tangible benefits.
- 5) Field level survey is conducted by election managers and views of the political parties/ local electors are taken into account for standardization and clearly demarcating sections within parts.
- 6) Sections should be indicated clearly within the part and it should be ensured that no geographical area of a part is left out and remains uncovered by sections.
- 7) If it becomes apparent after field visit that the ground realities suggest creation of more Sections in any part, the BLO should submit a proposal for creating Sections.
- 8) In fact, it is not possible to standardise the allocation of number of sections in urban/rural polling stations. It should be borne in mind that creation of new section is more of a demand driven phenomena within the ambit of the delimitation orders, rather than a pre-assigned rule based yardstick.
- 9) Wherever house nos. are assigned by municipality the same is followed as that house no. is also printed on the EPIC which is also used as address proof under different Govt. schemes. Wherever there is no house number or the house number given is not in order, the BLO/enumerator gives notional house number to each house starting from house No. 1 in the section. The house no. given to an elector in the electoral roll is a computer generated notional number which is not necessarily in consonance with the number allowed by the municipality.

- 
- 10) The demand for creation of more sections within a part is more an urban phenomenon. With the development of new habitation in urban and semi-urban areas, the people are demanding for creation of more sections with the ulterior objective of having their detail address mentioned clearly in their EPIC/ Voter I-Card.
  - 11) In the last few years we have made provision to provide actual address of the elector in their EPIC card, irrespective of their section details, subject to the fact that the elector resides within the polling station area. In such cases, the individual flat number, housing name, street name and all other details that the electors want to have printed in their EPIC are made available. This initiative supplements the demand of creation of new sections.
  - 12) Moreover at times when the number of electors in a particular polling station exceeds the admissible limit then through rationalisation process new polling stations are created and it also leads to creation of new sections in such newly created parts.
  - 13) Details of electors are maintained section-wise in the electoral roll database. This contains the name of elector, name of his father/mother/husband/other, age of the elector, sex and EPIC number issued to the elector. Details also contain photograph of the elector of 1.5 cm x 2 cm size.
  - 14) The serial number of electors entered in the addition list (supplements) of the electors whose names have been newly added to the roll starts after the last serial number of the mother roll and it is prepared section-wise. Modification list is also prepared section wise. But deletion list is not prepared section-wise and the electors in this list bear the same serial number as they have in the mother roll

### **3.1.4 Facilities at Polling Stations**

#### **3.1.4.1 Assured Minimum Facilities (AMF) at polling stations**

The Election Commission has directed that voter friendly facilities and amenities should be provided at polling stations. Every District Election Officer has to provide the following Assured Minimum Facilities (AMF) at each polling station:-

- a) Provision for ramp
- b) Provision for drinking water
- c) Adequate furniture
- d) Proper lighting
- e) Help Desk
- f) Proper signage
- g) Toilet

---

### **3.1.4.2 Extended facilities**

- (i) Besides, shades should be provided at the polling stations for protection from sun and rain for electors coming to poll.
- (ii) As far as practicable, the polling station should have a minimum area of 20 sq. meters so that there is no congestion inside the polling station.
- (iii) Halls/rooms should be well-lit and should normally have at least two doors, so that one can be used as the 'entrance' and the other as the 'exit' for the smooth and orderly conduct of poll.
- (iv) In urban areas, not more than four polling stations and, in rural areas, not more than two polling stations should be located in the same building as far as possible, in order to avoid overcrowding and to facilitate maintenance of law and order.
- (v) As far as possible, the polling stations should be set up in the ground floor of a building to be old age friendly and disabled friendly.
- (vi) The Election Commission has further instructed all state governments that ramps should be provided in the buildings where polling stations are set up so as to facilitate the movement of persons suffering from physical disability. This instruction has been issued in the wake of the direction given by the Supreme Court in its interim order dated 19 April 2004 in Disability Rights Group v Chief Election Commissioner and Anor.
- (vii) If the polling station is for both men and women, there should be separate queues for men and women. For every man entering the polling station, two women should be allowed. The old, infirm, pregnant women and differently abled persons should be allowed to enter the polling station without having to stand in the queue. When separate polling stations are provided for men and women of a particular polling area, these should as far as possible be located in the same building.

### **3.2 PS Rationalization**

The Election Commission has instructed that a polling station should be provided for not more than 1200 electors in rural areas and 1400 electors in urban areas. At present there are 9,40,469 polling stations in the country, however, with regular increase in electorate, this number is bound to exceed. In view of ever growing strength of electors and various other developments, such as, deterioration in condition of existing buildings, availability of suitable new buildings in the locality, status of basic minimum facilities in polling stations, change in geographical conditions, change in law and order situation etc., the existing polling stations are required to be reviewed from time-to-time. Rationalization of polling stations is the process where the sections are so arranged that number of electors and other

---

conditions of drawing part boundaries are fully met. This exercise of rationalization of polling stations is normally taken before every summary revision.

### **3.2.1 Auxiliary polling stations**

- (i) Reasons for providing auxiliary polling stations – Rationalization of polling station is conducted generally before every revision of electoral rolls. During an election year the exercise of rationalization is necessarily undertaken, but sometimes, due to the following reasons, auxiliary polling stations have to be provided by bifurcating / trifurcating the existing (original) polling station :-
  - a. If after final publication of electoral roll, it comes to notice that the maximum number of electors in the polling area exceed beyond the prescribed limit and it is not possible to manage the electors in the existing polling station.
  - b. If an election / bye election is announced by the Election Commission suddenly and the District Election Officer has no time to undertake the exercise of rationalization of polling station and the election is required to be conducted on the basis of the existing electoral roll.
- (ii) Conditions under which auxiliary polling stations are allowed :-
  - a. Auxiliary polling stations shall have the same serial number as that of the original (main) polling station, with a suffix “A”, “B”, etc.
  - b. As far as practicable, the auxiliary polling stations shall be located in the same building or premises as that of the original (main) polling station.
  - c. The auxiliary polling station may be located in a separate building only when unavoidable owing to non-availability of suitable rooms. But it shall be within the same area as that of the original (main) polling station.
  - d. Separate serial number shall not be given to an auxiliary polling station even if it is located in a separate building. It shall have the same serial number as that of the original (main) polling station with the suffix “A” or “B” in view of the fact that the original (main) polling station and its auxiliary polling station may be having the electors shown in the same part of the electoral roll.

### **3.2.2 Process of rationalization of polling stations**

As explained above, rationalization of polling stations is a very important activity undertaken before the revision of electoral rolls. It is better to rationalize polling stations well before elections so that all stakeholders can be properly consulted and all polling stations physically verified before rationalization is finalized. During an election year the exercise of rationalization is undertaken as pre-revision activity before summary revision of electoral rolls. The Election Commission has issued

---

instructions on this subject from time to time. The process to be followed in rationalization of polling stations is explained below:-

### **3.2.2.1 Physical verification**

- (i) The rationalisation should be done after 100% physical verification of the polling station locations and the relevant parts of the electoral rolls. A senior officer designated by the District Election Officer shall do the work of physical verification. However, the overall responsibility of the work of rationalisation of polling stations shall rest with the District Election Officer. For the purpose of uniformity, the District Election Officer may devise a Proforma that should cover the criteria determined by the Election Commission and such additional points that the District Election Officer might consider appropriate. A nodal officer should be appointed by the District Election Officer for verification and rationalization of the polling stations. The nodal officer / designated verification officer should sign the Proforma with date after physical verification of each polling station.
- (ii) Due consideration should be given to the existence of obstructions like hills, forests, rivers, jungles, etc. For instance no polling area should contain villages on either side of a big river; but where the village itself is divided by a river or stream it should not be split up for polling purpose unless there are special reasons.
- (iii) While undertaking 100% physical verification, all existing polling stations must be inspected to find out –
  - ✓ Whether polling station area has been correctly and fully described in the existing polling station list;
  - ✓ Whether polling station is situated outside the polling area;
  - ✓ Whether voters have to cross river/canals/ravines etc. to reach the polling station;
  - ✓ Whether voters are required to cover distance of more than 2 KMs to reach polling station;
  - ✓ Whether the polling station location has more than 2 polling stations in rural areas or more than 4 polling stations in urban areas;
  - ✓ Whether the building is dilapidated or dangerous;
  - ✓ Whether the minimum area of polling station room is 20 sq meters and whether it is having two doors;
  - ✓ Whether polling station is on 1st floor or above;
  - ✓ Whether polling station is in private building.
  - ✓ Whether polling station is located in a police station/hospital/ dharamshala/

- 
- temple or a religious place;
  - ✓ Whether office of any political party is situated within 200 meters from polling station location;
  - ✓ Whether the building has an electric connection;
  - ✓ Whether ramps have been provided for physically challenged persons;
  - ✓ Whether toilet and drinking water facilities exist in the polling station premises;
  - ✓ Whether there is a shed to shelter the voters from sun and rain;
  - ✓ Whether the polling station has telephone connection. If yes what is the phone number;
  - ✓ Whether in localities predominately inhabited by minorities, weaker sections of society like scheduled caste/tribes, the polling stations are located in such a manner that such communities are prevented from reaching the polling station and casting their votes.

### **3.2.2.2 Criteria for setting up of a new polling station during rationalization**

Following criteria may be kept in mind while preparing proposals for creation of new polling station after physical verification during rationalization of polling stations:-

- ✓ Optimum number of the electors that can be assigned to a polling station is 1200 in case of rural and 1400 in case of urban areas. However, depending upon various issues, the Chief Electoral Officers may by providing necessary justification request to the Election Commission to approve the lower or higher limit proposed by them.
- ✓ All existing auxiliary polling stations should be converted into main polling stations by dividing the electoral part
- ✓ New polling station may be proposed if a village has more than 300 electors and a suitable Government building is available for the polling station.
- ✓ If a new colony with a number of dwelling units has cropped up, then new polling station may be created.
- ✓ Polling area assigned to a polling station should be compact.
- ✓ New / separate polling station may be created in localities predominately inhabited by minorities / weaker sections of society like scheduled caste / scheduled tribes irrespective of number of electors. (The nodal officer should give a written report prepared on the basis of inputs obtained from NGOs / civil society organizations working for the welfare of such people).

- 
- ✓ The entire exercise has to be done within a fixed time frame in a professional manner without fear or favour, strictly in the light of statutory provisions and guidelines of Election Commission.
  - ✓ After the rationalization of polling stations is done in this manner last minute changes in the location of polling stations should not be necessary.
  - ✓ Safety of polling teams and police force sent to conduct elections should also be kept in mind while proposing polling stations in Maoist or terrorist affected areas. As far as possible in these areas, polling station should be made in places which have easy and safe access. It may also be useful if polling stations are provided in a cluster in such areas to maximize and synergise the available force.

### **3.2.2.3 Consultation with political parties**

The proposals prepared after physical verification of existing polling stations, should be discussed with representatives of recognized political parties. In this respect all instructions issued by Election Commission relating to consultation with political parties and preparation and publication of list of polling stations must be followed scrupulously. All complaints and suggestions received from political parties should be duly enquired into and disposed of with a suitable reply to them.

### **3.2.2.4 Control table update**

Polling station tables in “ECI Control Tables Database” must be updated on the website of the Election Commission, before sending the proposal for approval of rationalized polling stations list. A printout of the list of polling stations from the updated “ECI Control Tables Database” must be included in the proposal.

### **3.2.2.5 Sending Proposals for approval to the Election Commission**

Following should be included in the proposals to be sent to the Election Commission for approval of rationalization of polling stations:-

- (i) report of the District Election Officer on the process followed in rationalization of polling stations. The report should mention all proposals received from political parties and also whether the proposals were accepted or not. If the proposals of political parties are not accepted the report should mention reasons for not accepting them. The proposal should have copies of the minutes of meeting with political parties in which the subject of rationalization of polling stations was discussed. The proposal should specifically mention which proposals of political parties have not been accepted along with reasons.
- (ii) The report should have a special section on how it has been ensured that vulnerable sections of society have unhindered access to polling stations access of polling

---

stations without threat or intimidation.

- (iii) The proposal should specifically mention that no polling station is in a dilapidated building, or in a religious place or within 200 meters of the office of a political party.
- (iv) The proposal should specifically mention that all infrastructure e.g. ramp, drinking water, toilet facility, shade and shelter etc. has been provided in the proposed polling stations.

### **3.3 Shifting of PS To New Building**

Sometimes, changes in the location of polling stations arising out of shifting to new buildings or sites may become necessary, at the last moment after approval of the Election Commission. This may be due to natural calamity, or if the owner of the building or site originally approved for a polling station has since become a contesting candidate or has strong sympathies for such candidate or political party. All such changes should be reported to the Election Commission immediately for approval. Once the lists are approved, requests from political parties and individuals for shifting of the polling stations from one village to another or from one site to another should be considered, only in extremely exceptional cases where there are overriding considerations of public convenience for the change proposed. If the District Election Officer is satisfied, he should consult other political parties and contesting candidates and then only make his recommendations to the Election Commission in the matter. District Election Officer should, on no account, make any change in the location of polling stations already approved by the Election Commission, without its prior approval, as any change may ultimately result in the election being declared void. Where changes become inevitable and have to be made, such changes should be referred to the Election Commission for prior approval. The changes should be fully publicized and all contesting candidates and political parties, etc., informed in writing.

\*\*\*\*\*

---

## **4. Health of Electoral Roll**

### **4.1 Introduction**

The Commission strives that Electoral Rolls shall always be maintained error free and healthy. Health of electoral rolls means

- (i) Enrolment of all eligible citizens at only one place
- (ii) No ineligible electors' entries- viz. Repeat, multiple, dead persons entry in the roll
- (iii) No error in any entries

Parameters for measuring health of electoral rolls are as follows: -

- (i) Comparison of rolls with projected census population on
  - ✓ EP ratio for 18+ population
  - ✓ Gender ratio
  - ✓ Age cohort
- (ii) Errors in the rolls
  - ✓ Inaccuracies in electors entries
  - ✓ Repeat Entries
  - ✓ Poor quality images of electors
  - ✓ Logical errors

Step to improve health and remove errors in ERs

- (i) Arriving at state, district, AC and part wise projected population
- (ii) Comparing the projected census population with corresponding figures in ERs
- (iii) To take suitable steps to improve health by enrolling eligible citizens and removing dead
  - 1. Lower/ higher EP ratio-
  - 2. Lower/ higher Gender ratio
  - 3. Mismatch in age cohort
- (iv) Identification/ collection and removal of logical errors, DSEs, MEs, registered death entries, reported death entries.

### **4.2 Projection of census data**

- 1) Population projections are intelligent guesses as to what will happen to the

- 
- population size, composition and distributions if the recent trends of fertility, mortality and migration continue, under certain assumptions using available data at that point of time.
- 2) Periodic census enumeration can obtain data on the size and composition of the population only as of the time each census was undertaken. For many practical purposes, it is important to know the number and characteristics of the people at dates between censuses and after the date of the most recent census. The need for population projection in India at various levels and by different components like age, sex, rural-urban etc., for use by the official agencies across the board, both at the centre and the states, was keenly felt in 1958 on the eve of the formulation of the Third Five Year Plan.
  - 3) Beginning from 1958, it has been customary for the Office of the Registrar General and Census Commissioner, India to undertake the exercise of population projection on behalf of the Planning Commission of India, presently the National Commission on Population.
  - 4) **Uses of population projection:** The main uses of population projection are as under:
    - i. Development Planning like housing, employment, education, health etc.
    - ii. Projection of labour force for estimating the future production of goods and services.
    - iii. Population Projections by age for requirement of future school enrolments. This will enable planning of investments in school buildings, teacher training and production of educational material.
    - iv. Future demand for food, power, water, transport etc.
  - 5) **Approaches of population projection:** Two contrasting approaches exist for carrying out projections:

### **Total methods**

Total methods calculate trends in the size of the population as a whole using a mathematical model of population growth. They may then distribute this total into sub-groups in ratio to the current structure of the population or an extrapolated forecast of its structure. Therefore, such approaches are sometimes known instead as ratio methods of projection.

### **Cohort component projection methods**

Cohort component methods project each age group, sex and other category of interest separately. They then aggregate the results to obtain the total population.

---

The term cohort emphasizes that an age group is made up of people born at the same time who go through life together. The size of a cohort at one age (and date) is strongly predictive of its size at other ages (and dates).

1. Many population projections combine both approaches, although projections dominated largely by the cohort component approach are by far the most common.

Nevertheless, cohort component methods require many more input data and assumptions than total methods and may be inappropriate:

- ✓ if only estimates of total numbers are needed
- ✓ if the information required as input to component methods is lacking
- ✓ for very long-term projections.

### Total Methods:

Total methods of projection involve fitting a mathematical model to data on past trends in the size of the population and using the fitted model to extrapolate the population forward (or on occasion backward into the more distant past).

The main steps involved in the procedure are to:

- ✓ select an appropriate model of the growth process
- ✓ estimate the parameters of the model from past estimates of the population
- ✓ extrapolate the fitted curves and read off the projected population.

#### a. Arithmetic Growth

The simplest model is that of arithmetic or linear growth.

- ✓ This model assumes that a constant numeric change occurs in the size of the population in every period of the same length.
- ✓ A minimum of two estimates of the population for different dates are needed to estimate the annual increment in the population and project its size at other dates.
- ✓ The model can be fitted to a longer series of estimates of the population by a means of a simple linear regression of population size on time.

---

Thus, if  $P(t)$  refers to the population at time  $t$  and  $P(t+n)$  refers to the population  $n$  years later:

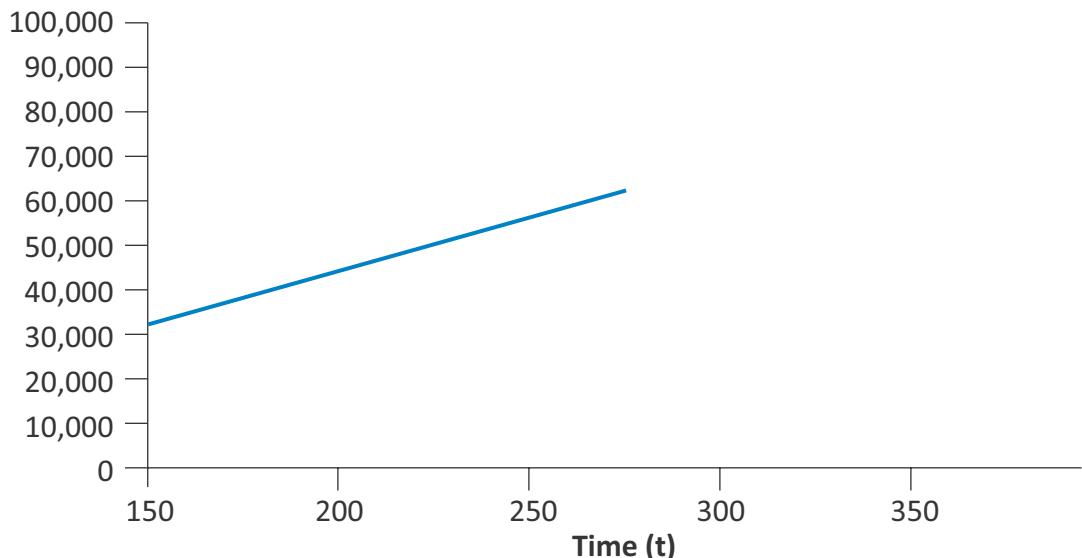
$$P(t+n) = P(t) + a \times n,$$

where  $a$  is the constant annual increase in the population

Example

### Population

( $P_t$ )



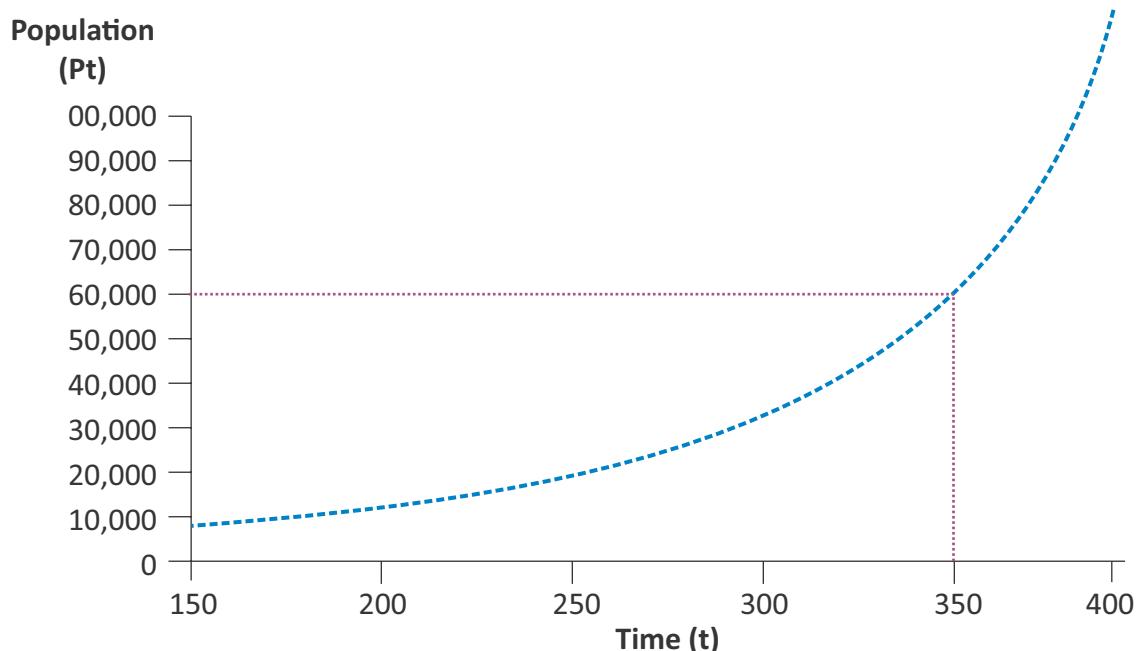
#### b. Exponential Growth of Population

- ✓ Instead of assuming that the population is growing by a constant amount, the exponential model assumes that the population is growing at a constant rate.
- ✓ This may be appropriate for expanding communities unaffected by any constraints.
- ✓ If the population is shrinking over time, its growth rate is negative and one can also fit an exponential model to such data.
- ✓ Constant negative growth is sometimes described as exponential decay.
- ✓ In order to project the population forward or backward, one requires an estimate its growth rate. Once again, a minimum of two estimates of the population for different dates are needed to calculate this.
- ✓ The model can be fitted to longer time series of estimates of the population by means of a linear regression of the log of population size on time.

- ✓ In this model,

$$P(t+n) = P(t) \times e^{rn}$$

where,  $r$  is the constant annual growth rate:  $r = \log_e(P(t+n)/P(t))/n$



### c. Component method

- ✓ The basic formula for the component method is:

$$P_t = P_0 + B - D + I - E$$

Where,

$P_t$  is the population at the later date

$P_0$  is the population at the earlier date

$B$  is the number of births occurring between the two dates

$D$  is the number of deaths occurring between the two dates.

$I$  (immigration) is the number of migrants arriving in the population between the two dates.

$E$  (emigration) is the number of emigrants departing from the population between the two dates.

The chief advantage of the component method is that it provides estimates of the future population by age and sex as well as of total figure

---

## **Data required for Component method**

- ✓ Base population, sex ratio and age distribution.
- ✓ Estimates of fertility, mortality and migration at base period.
- ✓ Assumptions regarding future trends in fertility, mortality and migration.

## **Precautions**

The quality of population projections is dependent upon

- ✓ The quality of the basic data;
- ✓ The accuracy of the assumptions on which the projection is based
- ✓ The validity of the techniques applied in manipulating the data in accordance with the assumptions.
- ✓ If the basic data are grossly incorrect or the assumptions are not plausible, there is little hope that the projection can be correct, no matter how good the statistical procedures applied.
- ✓ No population projection should be published without the mention of the underlying assumptions.

## **Data required for component method**

- ✓ Base population- Latest Census data
- ✓ Fertility- Time series TFR data based on Sample Registration System (SRS) and ASFR data for three years
- ✓ Mortality- Life Tables available from the SRS.
- ✓ Migration- Latest Census data
- ✓ Sex ratio at birth- SRS
- ✓ TFR – SRS
- ✓ Morality - SRS

## **Population projections at ECI**

The ECI gets the population projection data as well as actual electorate data from the Chief Electoral Officers (CEOs) from various States/UTs.

The health of the Electoral Roll (ER) is judged by comparing the three parameters obtained from Format 1 to 3 with projected population i.e.

- Gender Ratio
- Elector Population Ratio
- Age Cohort-wise Elector information

---

As the Birth rates, Death rates, Total Fertility Rates, Migration data are not available at the district levels in the country, the component method of projection will not hold good for projecting the District level population. Therefore, mathematical model is the only alternative for making projection of population (male-female wise, age cohort wise) at the district levels. For making the district totals tally with the State totals, correction factors are used.

Based on these assumptions detailed calculations for population projections at State levels have been done and a comparison with ER data for 2017 and 2018 was made.

Later, as directed, the population projections were extended upto district levels and methodology was developed for making population projections even upto Assembly Constituency levels.

### **Population Projections at district levels:**

The formula used is

$$P_t = P_0 * (1+r/100)^t \text{ -----A}$$

Where

P<sub>1</sub> = Population at time 1

P<sub>0</sub> = Population at time 0

r = cumulative annual growth rate(CAGR)

t = time t

### **Calculation of r:**

1. Take the population of each age cohort of male and female of Census 2001 and Census 2011 for each district. Let these be P<sub>0</sub> and P<sub>1</sub>
2. Calculate the CAGR using the formula:

- a.  $r = ((P_1 / P_0)^{(1/10)} - 1) * 100 \text{ -----B}$

As the Census projections are referring the date 01.03.2018, the projected population has to be back extrapolated to 01.01.2018, using the same CAGR.

For any new district which has been carved out of an old district between Census 2001 and Census 2011, the CAGR of old and new districts will be assumed to be same and will be calculated by the same formula by comparing the combined population of old and new districts at Census 2011 and old district population at Census 2001.

The Office of Registrar General & Census Commissioner, India is the authority which

---

releases the Population projection data for 25 years at State levels after each Census. Though the Census 2011 has been over, but the projected population data are yet to be released for reasons unknown.

To tally the sum of district wise projected population to State Projected population, obtained from above method, a correction factor needs to be applied. Otherwise there will be an anomaly of data. Details given in excel sheet. First set of Correction factors of the smaller States and UTs and second set for bigger States are attached.

In smaller States and UTs, the final projected population would arrive using the above Steps. For bigger States the same steps need to be adopted. But after arriving at the projected population of 2018, it was found that the projected population and the Census projected population (yet to be released) do not tally for male and female to some extent. This may be due to the fact that Component method for age cohort is being used for projecting population in these bigger States at State level. To tally the two sets of data, another set of Correction factors for male and female are developed for each age cohort in each district. Second set of Correction factors for the bigger States are also given in excel sheet.

For new districts which have been formed after 2011 in any State, the methodology will again be different. In these cases, the basic assumptions are that the population proportions in old and new districts remains same and the old districts cumulative annual growth rates hold good for newly carved out districts.

In these cases, the population at Census 2011 is divided into the old and new districts and proportions are calculated. Using the same formula, the projected population of old and new districts are calculated.

#### **AC level population projections - :**

For making age cohort wise population projections, the first step is to make the population at Census 2011 for each AC within a district so that the population of district by adding the AC wise male and female population tallies with the actual male and female population of that district at Census 2011.

In this connection, the Commission has issued a letter No. 23/data/Let/ECI/Func/ERD-ER/2018 dated 01.02.2018 whereby, district wise projected population data with reference to 1st January,2018 (on the basis of census data, 2011) in respect of each state, including age-cohort data of 0-17 age group, was forwarded to the CEOs with a request to direct the DEOs to prepare AC-wise data in respect of ACs under their charge, adopting the same methodology so as to find out gaps and devise further strategy to remove such gaps during continuous updating.

---

Then use the CAGR of the district to the population of male and female population of 2011 and calculate the projected population by following the same steps as elaborated above.

### **Comparison of Projected population with actual electorate data from Format 1B, 2B and 3B.**

All the offices of Chief Electoral Officer(CEO) prepare Format 1-8 each year at the time of draft and final rolls and submits to ECI for approval etc. The data in Format 1B, 2B and 3B are sufficient to indicate the health of the ER.

Format 1B gives the projected population at AC/District/State levels and the actual electors. A comparison at each level will provide the variations in projected population and actual electors. The percentage variations between the two data will indicate the health of ER. A variation more than (+)(-) 2 to 3 % should be looked into seriously. This may occur in any AC or any district.

The Electors Population (EP) ratio i.e. Number of electors\*100/Total projected population of electors indicates whether the percentage of persons above 18 years of age to total projected electors are good or not. Generally, this indicator should be more than what the percentage was at the last Census 2011. Moreover, wherever this indicator is less than the State average EP ratio, there may be serious concerns in ER data.

The Gender ratio is the number of female electors per 1000 male electors. Here also the Gender ratio may be examined in the same light of increase or decrease with respect to last census 2011 data. With all precautions taken against any misgivings on females, generally, the Gender ratio should increase with respect to Census 2011 data. Wherever, this is not so, data may be relooked into.

Format 2B gives the total projected population at AC/District/State level. A comparison with CEO projected total population and ECI projected total population at State level reveals that the variations are not much in many states. But when the same variation is seen at district levels, variations are quite high in some districts. Therefore, there is a need to fine tune the ER data of that district.

Format 3B reveals a lot about the health of ER. This gives age cohort wise projected population at State level as well as actual electors along with percentages with respect to total projected population and actual electors. This indicates the excess or shortfall of electors in any age cohort. The ratio of electors to eligible electors i.e. projected population gives the actual picture. Ideally, the ratio should be 100. If the ratio is within a range of 98 to 102, the data is good. If it goes beyond this range, there are serious concerns. It has been observed that in 18-19 years' age cohort,

---

there is generally a shortfall in all States/UTs and in age cohorts of 50-69, 60-69, 70-79 and 80+, there are excess persons in ER. The same analysis can be made for district or AC level to see the excess or shortfall of electors in any specific age cohort. Attention should be given in those areas to improve the health of ER.

Booth Level Officers (BLOs) are responsible for maintaining error-free electoral rolls in their polling stations. For this purpose, they are required to do a door-to-door survey and keep electoral rolls updated. They are also required to do a statistical analysis of the health of electoral rolls. This can only be done if record keeping by BLOs is good. For this purpose, a Booth Level Officers' Register has been developed. In this connection Commission's letter dated 23/BLO/2010-ERS dated 09.06.2011 may be referred to whereby provision of BLOs Register was made.

---

## **Identification and correction of errors:**

The 17 types of errors and suggested measure to correct them have been indicated in the table given below:

Sl. No	Types of error	Correction by table exercise	Correction by field verification
	Voter first/last name is Null/Junk Characters	Provided if Form 6 is available	If no Form 6 is available
	Part No. is Null/Junk characters	Yes	-
	Serial No. of the Voter is Null/Junk Characters	Yes	-
	Section No. is Null/Junk Characters	Yes	-
	House No. is Null/Junk Characters	Provided if Form 6 is available	If no Form 6 is available
	Voter relationship # M, F, H, O or m, f, h, o/Junk Characters	Provided if Form 6 is available	If no Form 6 is available
	Voter Sex M, F, TG(Third Gender)/Junk Characters	Provided if Form 6 is available	If no Form 6 is available
	Voter gender is male but relationship is H/Junk Characters	Provided if Form 6 is available	If no Form 6 is available
	Voter relatives name is blank/Junk Characters	Provided if Form 6 is available	If no Form 6 is available
	EPIC No. is less than 10/Junk characters	Yes	-
	Age is less than 18 or greater than 100/Junk Characters	Provided if Form 6 is available or on the basis of year of entry in the electoral roll.	-
	Photograph exist but ID Card No. is not available	Yes	-
	ID Card No. exist but Photograph is not available	-	Photograph is to be collected by field visit.
	List of Records where EPIC No. is repeating	Yes	-
	Voter gender is female but relationship is F/O for voter age>30	-	If no Form 6 is available
	Voter Status type #N, E, S, M, R or n, e, s, m, r/Junk Characters	-	If no Form 6 is available
	Number of sections having no voters	Yes	-

---

## **Identification and removal of positive Demographically Similar Entries (DSEs), which are confirmed repeat entries after field verification:**

The probable Repeat Entries maybe of the following types:

- ✓ Elector repeated within part (with same demographic detail)
  - ✓ Elector repeated within AC (across parts with same demographic detail)
  - ✓ Elector repeated across ACs in a state (across parts with same demographic detail)
  - ✓ Elector repeated across ACs in the country
- (i) There are three stages of table verification/software based image comparison of each of the probable repeat sets of DSEs and exercise of removal of possible multiple/repeat entries found out of the same:
- (a) Stage 1 – Conducting software based matching of electors' personal details such as name, relation type, relation name, gender, DOB, age – exact, +- 1 year.
  - (b) Stage 2 – The ERO shall login and do table verification on computer monitor through image comparison of each of the probable DSEs. They shall look through the images and sort them into 3 buckets – (1) match, (2) not match and (3) doubtful.
  - (c) Stage 3 – The ERO should get the DSEs for images '(1) match' and "(3) doubtful" the BLOs shall be deployed on field verification and Further necessary action shall be taken after considering BLOs report and wherever removal of field verified entries is proposed, it shall be done following the laid down procedure after issuing notices to the concerned elector.
- (ii) Removal of DSEs involving more than one ERO –
- ✓ If the probable repeat entries relate to 'within part' or 'within AC', necessary action shall be taken by the concerned ERO.
  - ✓ In case of probable repeat entries relate to across AC in a district, DEO concerned shall coordinate with all concerned EROs.
  - ✓ A group of DEOs supervise the exercise of de-duplication if the probable repeat entries relate to AC across districts.
  - ✓ Similarly, in case of probable repeat entries relating to ACs across states group of CEOs of concerned states shall have to coordinate.
  - ✓ In respect of probable repeat entries where more than one ERO are involved, they will be able to see the entries relating to their AC as well as the entries repeating in other ACs and all the EROs concerned in consultation with each other have to decide as to in which bucket the said repeat entry should be kept.

- 
- ✓ In event of difference of opinion between/among the EROs, field verification should invariably be done by each ERO and further action for deletion taken accordingly.
  - ✓ There may be a chance when the BLOs of different ACs may report about finding the said person ordinary residing at the given address in his part. In such case personal hearing must be fixed by the EROs to ascertain his actual place of ordinary residence.

#### **4.3 Removal of names of dead electors:**

For identification of dead electors existing in the electoral roll, data on registered deaths should be collected from the Registrar of Deaths and linking the same with dead electors. All registered death entries should be removed by comparing Registered death records with the entries of the relevant ER where such person was residing and if the entry is found then should be removed. Thereafter, a mechanism is to be put in place to remove names of dead electors regularly, in which the DEO concerned will upload the details of registered deaths recorded in their jurisdiction on ERO Net every month and the concerned EROs anywhere in the country shall remove the names of dead electors in prescribed time limit following due process. The DEOs should be in regular contact with Registrar of Deaths and the authorities responsible for issuing legal heir certificates or carry out mutations. The DEOs should keep sufficient copies of form 7 in these offices and arrange the collection of filled in forms every month. In this connection, the Commission will issue instructions to CEOs to have meeting with Registrar of Birth and Death in their State. The Commission is also sending a reference to RGI for issuing directions to their Officials to share data on deaths regularly with CEOs/DEOs.

#### **4.4 Improvement in quality of photograph:**

The Commission has directed to prepare EPICs using digital photographs which will be stored in the elector database only. The digital photographs should be stored in JPEG format in binary form in the elector table, using 320x240 pixels (standard e-mail mode of Digital Cameras) in Colour Portrait mode. The photograph should be of size 3.2 cm (vertical) x 2.4 cm (horizontal) and of resolution 320x240 pixel. The photograph shall show a close-up of the applicant's head and the top of the shoulders. The face shall take 75% of the vertical dimension of the picture. The photograph shall be in sharp focus, of high quality with no creases and ink marks with appropriate brightness and contrast and showing natural skin tones of the elector's face and features clearly recognisable. It shall show the elector looking directly at the camera with a neutral expression and the mouth closed. The photograph shall be showing the elector with the eyes open and clearly visible with no hair/cap/hat/headgear/veil/cover/shadow/reflection etc. obscuring the eyes. If

the elector wears glasses, the photograph must show the eyes clearly with no lights reflected in the glasses. The glasses should not have tinted lenses and it shall be ensured that the frames of the glasses do not cover any part of the eyes of the elector. The photograph must have a plain, light coloured background and there must be no other people or object visible with the elector. Since the contrast visible on-screen is usually higher than in a printed form, before each session of photography, a test photograph should be taken and printed. The lighting conditions should be changed in order to meet the above requirements. Where necessary, the location of taking the photograph should be moved closer to a window or source of natural light or artificial lighting used.

The print on the photograph on the EPIC should be of size 3.2 cm (vertical) by 2.4 cm (horizontal). While a variation in size of plus or minus 10 % will be permissible, the relative proportions (aspect ratio) of the photograph should not be changed under any circumstances.

It is necessary that the photographs of electors in the specified digital format must be mentioned as one of the deliverables in contracts whenever photography or EPIC contracts are awarded either directly or through an intermediate agency to SLA, vendor or sub-vendor. All efforts should be made to replace the images which are black & white, blurred and poor quality and not as per the prescribed specification.

The illustrations on portrait quality have been given for taking of photograph

#### 4.5 Electors Photo Identity Card



---

#### **4.5.1 Generation of EPIC No. and EPIC Printing**

##### **4.5.1.1 Rule 28 of the Registration of Electors Rules, 1960 provides for Identity cards for electors. The rule inter-alia states that –**

- a) The Election Commission, may, with a view to preventing impersonation of electors and facilitating their identification at the time of poll, by notification in the Official Gazette of the State, direct that the provisions of this rule shall apply to any such constituency or part thereof as may be specified in the notification.**
- b) The registration officer for such notified constituency shall as soon as may be after the issue of the notification under sub-rule (1), arrange for the issue to every elector an identity card prepared in accordance with the provisions of this rule.**
- c) The EPIC shall –**
  - (i) be prepared in duplicate;
  - (ii) contain the name, age, residence, and such other particulars of the elector as may be specified by the Election Commission;
  - (iii) have affixed to it a photograph of the elector which shall be taken at the expense of the Government; and
  - (iv) bear the facsimile signature of the registration officer;
  - (v) One copy of the EPIC prepared under sub-rule (3) shall be retained by the registration officer and the other copy shall be delivered to the elector to be kept by him for production at the time of poll.

##### **4.5.1.2 Specifications for EPIC –** Initially, the Election Commission had issued EPIC with black and white photograph and a hologram with certain specifications. It was contained in a plastic pouch. In 2013, the Election Commission decided to go for a PVC EPIC with colour photograph and new specifications.

- a) Specifications for EPIC:-**
  - (i) Card type: All new cards will be printed on PVC sheet with colour photograph
  - (ii) Card size: 8.6 cm vertical and 5.4 cm horizontal with variation, permissible of plus or minus 5 per cent.
  - (iii) Thickness: 0.6 mm to 0.8 mm.
- b) Specifications for security printing:-**

## **1. Front:**

- (i) Spiral micro letters line (EPIC) in art screen
- (ii) Thee colour guilloche design



- (iii) The National Emblem with guilloche design for invisible printing which can be seen by ultra violet light

- (iv) The National Emblem printed on the upper left hand corner and Election Commission of India logo printed on the upper right hand corner in colour.

## **2. Back:**

- (i) Relief tint of "Election Commission of India" in bilingual, i.e. English and Hindi\
- (c) Personalisation:-

## **1. Front:**

- (i) Election Commission of India in English and regional language of the State below Election Commission of India
- (iii) Colour photo of the elector



- (iv) EPIC number of the elector printed in alphabets and numbers and also as a bar code

- (v) Name of the elector, in English and regional language of the State

- (vi) Relation name, printed in English and regional language of the State

## **2. Back:**

- (i) Sex, printed in English and regional language of the State
  - (ii) Date of birth/age printed, in English
  - (iii) Address, printed in English and regional language of the State
- (iv) Number and name of Assembly Constituency, printed in English and regional language of the State
  - (v) Part number and name, in English and regional language of the State
  - (vi) Scanned signature of Electoral Registration Officer

- 
- (vii) Note: The following notes printed in English and regional language of the State:-
- ✓ Mere possession of EPIC is no guarantee of name being present in electoral roll. Please check your name in the current electoral roll before every election.
  - ✓ Date of birth mentioned in this card shall not be treated as proof of age or date of birth for any purpose other than registration in electoral roll.
- d) Hologram:-

With security features given above, there will be no need of affixing a hologram on the card.

#### **4.5.1.4 Specification of Digital Photograph for EPIC**

- ✓ EPICs will be prepared using digital photographs which are stored in the elector database only. The digital photographs should be stored in JPEG format in binary form in the elector table, using 320x240 pixels (standard e-mail mode of Digital Cameras) in Colour Portrait mode. The photograph should be of size 3.2 cm (vertical) x 2.4 cm (horizontal) and of resolution 320x240 pixel.
- ✓ The print of the photograph on the EPIC should be of size 3.2 cm (vertical) by 2.4 cm (horizontal). While a variation in size of plus or minus 10% will be permissible, the relative proportions (aspect ratio) of the photograph should not be changed under any circumstances.
- ✓ It is necessary that the photographs of electors in the specified digital format must be mentioned as one of the deliverables in contracts whenever photography or EPIC contracts are awarded either directly or through an intermediate agency to SLA, vendor or sub-vendor.

#### **4.5.1.5 Standards of Photography for EPIC**

- ✓ The photograph shall show a close-up of the applicant's head and the top of the shoulders. The face shall take 75% of the vertical dimension of the picture.
- ✓ The photograph shall be in sharp focus, of high quality with no creases and ink marks with appropriate brightness and contrast and showing natural skin tones of the elector's face and features clearly recognisable.
- ✓ It shall show the elector looking directly at the camera with a neutral expression and the mouth closed. The photograph shall be showing the elector with the eyes open and clearly visible with no hair/cap/hat/headgear/veil/cover/shadow/reflection etc. obscuring the eyes. If the elector wears glasses, the photograph must show the eyes clearly with no lights reflected in the glasses. The glasses should not have tinted lenses and it shall be ensured that the frames of the glasses do not cover any

---

part of the eyes of the elector.

- ✓ The photograph must have a plain, light coloured background and there must be no other people or object visible with the elector.
- ✓ Since the contrast visible on-screen is usually higher than in a printed form, before each session of photography, a test photograph should be taken and printed. The lighting conditions should be changed in order to meet the above requirements. Where necessary, the location of taking the photograph should be moved closer to a window or source of natural light or artificial lighting used.

#### **4.5.1.6 Procedure of Preparation of EPIC**

- EPIC to be made only from Electoral Roll Database - EPIC shall be prepared only from the electoral roll database. Thus EPIC will only be made after the name of the elector is already included in the concerned part of the electoral roll. Similarly EPIC will only be made after the photograph of the elector has been merged in the electoral roll database. No correction in electoral roll entries is to be done at the time of making of EPIC. If any correction in electoral roll entry is required, it should be done by taking a form-8 for modification of entries in electoral rolls and after following the statutory process. However, minor corrections i.e. transliteration errors or spelling errors may be corrected without insisting for Form-8.
- EPIC to be made only online - EPIC must be made online by connecting to the electoral roll database. Under no circumstances EPIC will be made off-line. EPIC can be prepared at any location authorized by the Electoral Registration Officer provided that the Electoral Registration Officer has authorized password protected access to the person making the EPIC and there is adequate Internet connectivity at that location.
- New EPIC - A new EPIC shall be made without any application from the elector and delivered to the elector free of cost, whenever a name is included in the electoral roll for the first time. When a new EPIC is made a new EPIC number will be generated and assigned to that elector by following the prescribed numbering scheme.
- Security of data:-
  - A. For reasons of security of data and to maintain integrity of database, the following instructions shall be followed, while giving access to vendors or officers engaged for the job of making EPIC –
    - (i) Data shall be kept in a central database with full access control.
    - (ii) The database can either be kept on a single server or on multiple servers, or even on

---

the cloud.

- (iii) No back end access will be given to any person except to the database administrator (DBA) authorized by the Chief Electoral Officer.
  - (iv) Data will be kept in a database using RDBMS. Front end access will also be password protected. For operations which require updating of electoral database, digital signature security shall be required in addition to password protection.
  - (v) Care should be taken to maintain the data centre under fully secure conditions following the norms of data centre security and physical access control.
  - (vi) Care must also be taken to maintain a disaster recovery site for the database.
- B. A Unique EPIC Number is allotted to every elector whenever EPIC is issued to an elector for the first time. If replacement EPIC is issued to any elector for any reason, the replacement card will continue to bear the unique number assigned to the elector in the original EPIC i.e. which was made for the elector for the first time. Even when the elector ceases to be enrolled in the Electoral Roll, the aforesaid unique EPIC number will not be allotted to any other elector.
- C. Photographs of electors are kept in .jpg format in the elector table itself as binary data. Whenever the EPIC is to be printed, the photograph and other demographic data should be read from the elector tables i.e. master /control tables and used to print the EPIC.
- Depending on the conditions of an individual state, the concerned Chief Electoral Officer shall decide whether to outsource the work of preparation and distribution of EPIC to vendors or to get it done in-house by his own officers. VRCs, Common Service Centres etc. will also be allowed to make EPIC. In either case, the software for making of the EPIC shall be part of the overall Electoral Roll Management System (ERMS) being followed in the State. ERMS developed by the Election Commission already has a module for making of EPIC. Under no circumstances vendors will be allowed to use any software other than the EPIC module in ERMS to make EPIC.

#### **4.5.1.7 Replacement EPIC**

- Replacement EPIC will continue to have the EPIC number originally assigned to the elector, when EPIC for the elector was made for the first time. EPIC number assigned once continues for life. Whenever a replacement EPIC is made, the original EPIC number should be read from the database and used to make the Replacement EPIC.
- Earlier, there were instructions to print the word “Duplicate” on the Replacement EPIC. Several requests were made to the Election Commission that the word

---

“Duplicate” should not be printed because electors find that EPIC with the words “DUPLICATE” superscripted on it is not accepted as an identity proof in many situations. The Election Commission has considered this request and has decided that the word “Duplicate” shall not be printed on replacement EPIC.

- The replacement EPIC will continue to have the EPIC number originally assigned to the elector when EPIC was made for the first time for that elector.
- A replacement EPIC will be made without any application and delivered to the elector free of cost in all of the following cases:-
  - a) When modification is made in any entry in the electoral roll pertaining to that elector.
  - b) When name of an elector is transposed from one part of any constituency to another part of the same constituency or from one constituency to another constituency.
- A replacement EPIC can be made at any time if an elector makes an application for a replacement EPIC for the reason that the EPIC has been lost, on payment of a fee of Rupees 25. However no fee will be charged if the EPIC has been lost for reason beyond the control of the elector like floods, fire, other natural disaster etc. The fee can also be waived off by a special or general order of the Chief Electoral Officer of the state/UT for reasons to be recorded. No police report is needed in case of loss.
- A replacement EPIC has to be made and delivered to the elector without any application from the elector in all cases except where original EPIC has been lost. Whenever EPIC is made consequent to inclusion, transposition or modification, EPIC should be issued and delivered to the elector within 15 days of the inclusion, transposition or modification order being made by the concerned Electoral Registration Officer.
- In cases where a replacement EPIC is made on application from an elector for loss of original EPIC, it should be made and delivered to the elector within 7 days of the application being made.
- Application for issue of a replacement EPIC for loss of original EPIC will be made to the registration officer in Form-EPIC-1, (ANNEXURE-20). Facilities for collection of applications in Form-EPIC-1 should be provided in offices of EROs, Voter Registration Centres, Common Service Centres, etc. These forms should also be available with BLOs, who can be asked to collect filled up forms from electors whenever required and deliver them to the concerned Electoral Registration Officer. Form-EPIC-1 should also be available on-line.

#### 4.5.1.8 Migration of EPIC and new EPIC No. Generation:-

---

A unique number is allotted to every elector whenever EPIC is issued to him for the first time. An EPIC once issued remains valid for life long subject to condition that the name of elector is enrolled in electoral roll of a constituency in currency. In case of shifting, at the time of registration of an elector at new place, no fresh EPIC is to be issued in case he is already having an EPIC. A replacement EPIC with the same EPIC number may be issued to such elector on payment basis, if a request is made in prescribed format EPIC-001 by him to issue a replacement EPIC on shifted address.

New EPIC No. should be generated only in the following three cases:-

- Enrolment of an elector for the first time
- In case of same EPIC No. to multiple electors after cancellation of the repeat EPIC Nos.
- Surrender of old series EPIC.

\*\*\*\*\*

---

## **5. Revision of Electoral Rolls**

An electoral roll continuously remains in a state of updating and preparation throughout the year, except for the period between the last date for making nominations in an election in a constituency and the date of declaration of result of the said election.

### **5.1 Types of Revision**

Rule 25(1) of Registration of Electors Rules, 1960 says that the roll for every constituency shall be revised either intensively or summarily or partly intensively and partly summarily, as the Election Commission may direct.

**5.1.1 Intensive Revision** -The Rule 25 further states that where a roll is revised intensively it shall be prepared afresh. In other words, an intensive revision is a *denovo* process without reference to the earlier existing roll. The Enumerators/Booth Level Officers visit each house in the specific polling station area, assigned to them. A separate electoral card (separate page of enumeration pad/Booth Level Officer's Register) is used for one household. The work of Enumerators/Booth Level Officers is super checked by Supervisors, Assistant Electoral Registration Officers, Electoral Registration Officers and District Election Officers. On the basis of such enumeration, a manuscript is prepared in written form. The names in each part are arranged according to house numbers and are arranged in serial order. Thereafter, the manuscript is computerized and draft roll is prepared and published, inviting claims and objections. After disposal of such claims and objections, the roll is finally published.

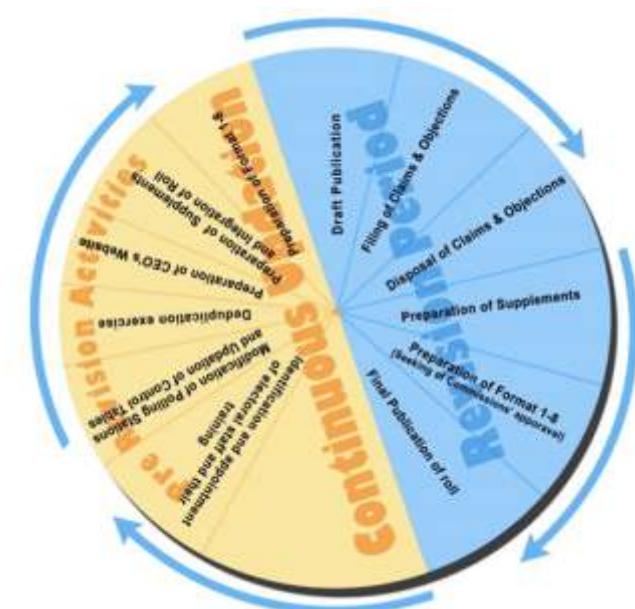
**5.1.2 Summary Revision** - In a summary revision the roll is simply updated and there is no house-to-house enumeration. The Registration Officer shall prepare of amendments to the relevant parts of the roll and on the basis of such information as may be readily available, publish the roll together with the list of amendments as a draft inviting claims and objections. After disposal of the claims and objections filed during the period for filing claims and objection, the rolls are finally published. The final roll includes the draft published and the supplements prepared as result of the revision exercise.

**5.1.3 Special Summary Revision** - Where, by reason of any inaccuracies in the rolls, such as failure to cover any place or localities or blocks or any section of electors or for any other reasons, the Election Commission considers it necessary so to do, it may, after recording such reasons, order special revision of the roll of any constituency or part thereof. The procedure for carrying out special revision is determined by the Election Commission in each case having regard to the circumstances of the case and other relevant factors. Under this type of revision,

the Election Commission may adopt changes in the existing procedure, suitable to the specific circumstances. For example, there is no provision for house to house verification during summary revision but the Election Commission may order house to house verification in all the constituencies or some specified constituencies during special summary revision. The Booth Level Officers, while undertaking field verification take Booth Level Officer's register containing pre-filled house-hold electors' details for verification. They indicate change/correction in the existing details and also make new entries in respect of fresh eligible persons. The Booth Level Officer also arrange reading out of the draft roll at Gram Sabhas/Ward Committees. Besides, during special summary revision special campaigns are also organized on the weekend holidays where the applicants can visit the designated locations to inspect draft roll or deposit their claims and objections, in addition to the normal practice of lodging claims and objections in the offices of Electoral Registration Officers. Now-a-days, the Election Commission generally orders special summary revision every year.

**5.1.4 Partly Intensive and Partly Summary Revision –** In such revision the existing electoral rolls are published in draft. Simultaneously, Enumerator/BLOs are sent to the households for verification. After disposing of claims and objections, supplementary lists of addition, deletions and corrections are prepared and published together with main (mother) roll form the finally published Electoral Roll.

## 5.2 Process of Revision



ER Cycle with broad time lines

---

### **5.2.1 Revision Period (From draft publication to final publication) –**

Revision of electoral rolls starts with draft publication of electoral rolls. With draft publication period of receiving application forms (claims and objections) begins. Main stages of Revision with broad time lines are as follows -

- i. Draft publication – 1st /2nd Week of September.
- ii. Periods of claims & objections – 15-30 days from date of draft publication.
- iii. Spl. Campaign dates – 2 - 4 weekends during period of claims & objections.
- iv. Disposal of claims & objections – by 30 days from last date of claims & objections.
- v. Preparation of supplements and Formats 1 – 8 – by last week of December.
- vi. Final publication – 1st /2nd week of January of the following year.

Before start of Summary Revision, the EROs complete the following pre-revision activities –

Pre-revision activities during cont. updation (July-August, i.e.-at least 2 months before draft publication) -

- i. Appointment of staff & their training.
- ii. Modification of polling stations & control table updation.
- iii. De-duplication.
- iv. Preparation of websites.
- v. Preparation of supplements & integration of rolls.
- vi. Preparation of Format 1-8.
- vii. Printing of draft roll.

### **5.2.2 Process of application forms by EROs –**

The eligible applicants file their applications for registration in the statutory Forms that is, Form 6 (enrolment), 6A (enrolment of NRIs), 7(deletion), 8(correction) and 8A (transposition within same AC), along with copies of supporting documents like age proof and residence proof.

- ✓ The applicants may be asked to attach a copy of any one of the following birth certificate/documentary proof of age:-
- i. Birth certificate issued by a Municipal Authorities or district office of the Registrar of Births & Deaths or Baptism certificate; or
  - ii. Birth certificate from the school (Govt./Recognized) last attended by the applicant

- 
- or any other recognized educational institution ; or
- iii. If a person in class 10 or more pass, he should give a copy of the marksheet of class 10, if it contains date of birth as a proof of date of birth ; or
  - iv. Mark sheet of class 8 if it contains date of birth ; or
  - v. Mark sheet of class 5 if it contains date of birth ; or
  - vi. Indian Passport; or
  - vii. PAN card; or
  - viii. Driving License; or
  - ix. Aadhaar letter issued by UIDAI.
- ✓ The applicant may be advised to attach a copy of any of the following document as a proof of ordinary residence:-
- i. Bank / Kisan / Post Office current Pass Book ; or
  - ii. Ration Card; or
  - iii. Passport; or
  - iv. Driving License; or
  - v. Income Tax Assessment Order; or
  - vi. Latest rent agreement; or
  - vii. Latest Water / Telephone / Electricity / Gas Connection Bill for that address, either in the name of the applicant or that of his / her immediate relation like parents etc.; or
  - viii. Any post / letter / mail delivered through Indian Postal Department in the applicant's name at the address of ordinary residence
- ✓ After receiving the forms, ERO prepares list of Forms and displays the same inviting objections from public.
- ✓ After seven days' notice period, ERO proceeds to dispose the Forms as per the Commission's instructions. The applicant is intimated of the EROs decision through SMS/mail/post.
- ✓ Supplements of addition, deletion and modification are prepared on the basis of Forms disposed during the revision period.
- ✓ Final roll, which consists of draft roll (mother roll) plus supplements, is generally published in the month of January of the succeeding year, before the program of

---

National Voters Day. The final roll is made available on the CEOs website, in pdf format for public.

- ✓ All the new electors are issued Electors Photo Identity Card (EPIC).

#### **5.2.3 Provision of Appeal –**

An appeal against the decision of ERO can be presented to the District Magistrate/Additional District Magistrate/Executive Magistrate/District Collector within 15 days' period.

#### **5.2.4 Sharing of electoral rolls with political parties –**

As per Rule 11 and 22 of R.E.R., 1960 copy of draft roll as well as final roll should be supplied free of cost to recognized political parties.

#### **5.2.5 CONTINUOUS UPDATION –**

Between two Summary Revisions the electoral rolls are continuously updated.

During continuous updation, every claim & objection shall be made under the provisions of Sections 22 or 23 of the Representation of the People Act, 1950, read with Rule 26 of Registration of Electors Rules, 1960. The claim & objection should be made in duplicate in the appropriate Forms 6, 6A, 7, 8 or 8A, as the case may be.

During continuous updating, the Electoral Registration Officer does not prepare lists of claims & objections received by him, as done during revision period, under Rule 16, but displays one of the copies of claim & objection received by him in duplicate, on notice board in his office inviting objection to such application within a period of 7 days from the date of posting the form on notice board. After expiry of the prescribed 7 days' notice period, the Electoral Registration Officer takes up the claims & objections for disposal.

There is no provision of publication of such addition/deletion lists resulting from continuous updating, therefore, the Electoral Registration Officers are required to maintain such lists up-to-date at all times, in the registers respectively.

#### **5.2.6 Timelines, Alerts and Notification –**

The Commission has approved time lines for disposal of claims and objections and period for issue of EPIC and the escalation matrix for the time barred activities pending on the part of the Election Officials, which may be seen at **ANNEXURE-21**. Similarly, the strings of alerts and notifications to be sent to the citizens and officials are as **ANNEXURE-22**.

### **5.3 Preparation of various Formats –**

To further improve the fidelity of electoral rolls, a statistical tool in form of Formats 1-8

---

**(ANNEXURE-23)** has been developed in 2008-09. In these formats, the Election Commission obtains polling station-wise and constituency-wise electors' data together with projected population data, information on inclusion and deletions, EPIC and photo coverage, details of polling station locations, data on Service Voters and migrated electors from Chief Electoral Officers twice, at the first time, before draft publication of rolls and again before finalization of the electoral rolls. The projected census data achieved by formula of decadal growth rate on 2011 census. The data is analysed to check the gaps in electoral roll, particularly, in the areas of gender ratio, elector population ratio, age cohort in enrolment. The Chief Electoral Officers propose the strategy to remove the imbalances observed in the areas. The Territorial Divisions in the Election Commission also analyse the data received in Formats 1-8 before giving approval to the Chief Electoral Officers for final publication of electoral rolls.

#### **5.4 Preparation of ERs During Revisions**

The Election Commission, after consulting Chief Electoral Officers of the States, issues detailed instructions for annual revision of electoral rolls with a schedule of all stages of revision process starting from draft publication to final publication. There may be three types of revision – Intensive revision, Summary revision and Partly Intensive and Partly Summary revision. The difference among these three types of revision mainly relate to preparation of draft roll. The subsequent stages of revision process are the same. However, now-a-days, the Election Commission orders special summary revision, an adapted type of revision with characteristics of both the intensive and summary revision. The programme of revision begins some time during the month of September or October. The final publication is generally done during the first or second week of January of the following year.

##### **5.4.1 Publication of draft electoral roll and activities relating thereto-**

- The Electoral Registration Officer issues a public notice of draft publication in Form 5(Annexure 6) under Rule 10 of Registration of Electors Rules, 1960, as per the approved schedule. In this notice, all the stages of revision process shall be mentioned including the period for receiving applications for inclusion, deletion, correction and transposition of names in the roll.
- (i) It is not necessary that the rolls for all the constituencies in a state or even a district should be published on the same day. The electoral roll for the entire constituency should be, however, published on the same day and not in parts, on different dates. In whatever manner the rolls are published, the publication of roll must be of all parts of the roll of an assembly constituency and must include the last part of the roll containing 'Service Voters' list also. The 'last part' will not be published at any

---

polling station but shall be kept in Electoral Registration Officer's office or such other place(s) as has been specified by him for display of the roll after publication.

- (ii) Where the roll is prepared in more than one language, draft publication shall be in all such languages simultaneously. In these cases, additional care should be taken by the Electoral Registration Officer to ensure that entries in the different language rolls are identical.
- (iii) The publication of draft roll should not be made on public holiday.
- The important activities of the Electoral Registration Officer after draft publication are as follows:-

✓ **Arrangement for inspection of draft roll:-**

The Electoral Registration Officer shall arrange for inspection of draft roll at his office, if it is within the constituency. In case his office is outside the constituency, the Electoral Registration Officer shall specify a place in the constituency for this purpose and a notification to this effect shall be put in his office. The draft roll shall also be published in the designated polling station locations to enable the general electors to inspect the electoral roll and file their claims and objections. If it is not possible to publish the draft roll in the polling station itself, a suitable public building within the polling station area shall be chosen for this purpose. The draft roll may also be published in identified post offices in metro/city areas, if the Chief Electoral Officer concerned decides so. The displaying of draft roll should be governed by the convenience to the public rather than availability of administrative facilities.

✓ **Putting draft roll on website:-**

Additionally, the draft roll shall be put in public domain, at Chief Electoral Officer's website, in a PDF format on the same day. The draft roll shall be put on website in a text mode and no photographs would appear against the elector's details. Instead it would indicate in the box meant for the photograph of elector whether the photograph is available or not.

✓ **Preparation of authenticated copy of draft roll:-**

After the roll is published as draft, the Electoral Registration Officer shall prepare an authenticated copy of the roll by getting each of the page ink signed by two officers designated by the Electoral Registration Officer. A copy of this authenticated roll shall be kept in a sealed cover with the District Election Officer and the Chief Electoral Officer for reference and record purposes.

✓ **Publicity:-**

Widespread publicity of the revision programme may be done using mass media

---

like television, radio, cable etc. Paid advertisements may be given in newspapers; slides may be shown in cinema theatres; posters may be issued and their exhibition arranged in places like ration shops, post offices, banks, bus stands, railways stations and other public places. In villages and rural areas, publicity may be made through beating of drums.

✓ **Meeting with political parties:-**

The programme of Draft Publication and the places at which the relevant part of the draft roll would be displayed for public inspection should be intimated in writing at least one week in advance to the recognized political parties, local bodies like panchayats, municipalities, corporations etc., Members of Parliament and State Legislative Assembly. After the draft publication, a meeting of the recognized State/National political parties be called by Electoral Registration Officer, District Election Officer and Chief Electoral Officer and copies of draft roll be shared with them. The parties should be requested to scrutinize and give their suggestions within the stipulated time frame.

✓ **Reading out draft roll in Gram Sabha/Ward Committee:-**

Electoral Registration Officer shall also get the draft roll of each part read out loudly by Booth Level Officer concerned in the meeting of the Gram Sabha/Ward Committee in his assigned polling station area. This is to ensure that any omissions or commissions are brought out and remedial action is initiated. Minutes of such meetings shall be maintained neatly.

✓ **Scrutiny of draft roll:-**

To ascertain the quality of draft roll, the Electoral Registration Officer shall, on his own also, scrutinize the same. He shall check the draft roll for detection of printing errors, clerical mistakes/obvious omissions, multiple duplicate entries, dead voters or other inaccuracies. All such errors shall be listed out and remedial action be taken before finalizing the amendments. The Electoral Registration Officer can suo-motu include names inadvertently omitted in the draft roll and also can suo-motu delete the names inadvertently or erroneously entered under the provisions of Rule 21 and 21A, respectively of the Registration of Electors Rules, 1960. Main points for scrutiny of the draft roll by the Electoral Registration Officer may be as follows:-

- a. Scrutiny of individual households showing more than 10 electors.
- b. Identification of persons who have expired in the recent past on the basis of death register. He shall prepare list of dead voters for taking necessary action for their deletion from the roll.

- 
- c. To ensure that names of Members of Parliament and State Legislatures are included/exist in the draft roll (A certificate to this effect shall be given by the Electoral Registration Officer to Chief Electoral Officer).
  - d. Analysis of electors' data in comparison with projected population data to establish any deviant trend in elector population ratio, gender ratio, age cohort, polling station-wise addition and deletion etc.

✓ **Claims and objections:-**

The Electoral Registration Officer issues a notice of draft publication in Form 5 (Annexure 6) under Rule 10 of Registration of Electors Rules, 1960 inviting the electors of the constituency concerned to lodge claims and objections for inclusion, deletion, correction or transposition in the electoral roll. Reference to the various forms for claims and objections has been made in para 2.5 of Chapter 2 Constitutional And Legal Framework. Any person desiring for inclusion, deletion, correction and transposition of any entry in the roll may prefer the application in Form 6/Form 6A, Form 7, Form 8 and Form 8A, respectively before the Electoral Registration Officer by hand or by post or electronically (online) during the period of claims and objections. The Form can also be submitted in person at the designated location. After the draft publication of the roll is made, preferring claims and objections are the methods by which names can be included in or deleted from the electoral rolls and elector's particulars can be corrected.

✓ **Period for lodging claims and objections:-**

Initially, the period for inspection of draft roll and lodging of claims and objections was 21 days from the date of draft publication, however, subsequently, it was increased to 30 days from the date of publication of draft roll. In 1977, an amendment was made in the rules to leave this to the discretion of the Election Commission to fix a shorter period, but not less than 15 days. Now, under the provision of Rule 12 of Registration of Electors Rules, 1960, the claims and objections shall be lodged within a period of 30 days from the date of draft publication, or such shorter period of not less than 15 days as fixed by the Election Commission. If the Rule is interpreted in light of Rule 10 of the General Clauses Act, 1897, the day of draft publication shall be excluded. The proviso of the rule further says that the period for lodging claims and objections, originally fixed, can be extended by the Election Commission by a notification in official gazette, in respect of a constituency as a whole or in respect of any part thereof.

#### **5.4.2 Final Publication of Electoral Rolls**

- 1) Final roll will be the draft roll plus the lists of amendments (supplements) to the draft roll. As soon as the claims & objections received after draft publication relating to a part has been disposed of, final lists of amendments (supplements) for that part of the roll should be prepared. The supplements shall have 3 components, namely, Component I - additions, Component II - deletions and Component III – corrections. Every part shall have supplements even if there are no amendments. In such parts, the supplements shall provide “nil” Information.
- 2) The supplements shall be prepared in the same format and language in which the draft roll was prepared. The supplements shall be generated using ERMS software. Serial Numbers for general voters and for service voters in Component I (additions) of the supplement will be in continuation of respective last serial number in the previous electoral roll published as draft. The name and designation of Electoral Registration Officer shall be printed at the end of each of the supplements.
- 3) The Electoral Registration Officers shall ensure that the electoral roll published has all essential components including AC header page, part header page, sketch map, summary of contents etc.
- 4) This work of preparation of supplements for the individual parts need not wait until after the disposal of all claims & objections in the constituency. The orders of the Electoral Registration Officer in respect of claims & objections relating to her parts need not be awaited.
- 5) In case of parts in respect of which no claims & objections have been received and no action under Rules 21 and 21A of Registration of Electors Rules, 1960 is necessary, the Electoral Registration Officer should prepare final lists immediately after the period fixed for receipt of claims & objections is over.
- 6) Before final publication of the electoral roll, the Chief Electoral Officer of the concerned State sends request for prior approval of the Election Commission for final publication, along with analysis of electors' data in Formats 1-8. A comparison of electors data prepared in Format 1-8 before draft publication shall be carried out and abnormality therein, if any, be noted and pointed out with explanatory memoranda in the analysis of the Chief Electoral Officer. While preparing final roll, following checks should be run to ensure that:-
  - a. the rolls have been reorganized according to voters' convenience, and
  - b. each part has been organized neatly into as many sections as are distinct or distinguishable geographical units.

- 
- 7) As soon as the supplements are prepared, the Electoral Registration Officer generates a PDF copy of supplements along with a summary sheet. Thereafter, a title page with date of publication noted therein, table of contents, the general part and last part of electoral roll, in that order, shall be carefully arranged and stitched together. After obtaining approval for final publication from the Election Commission, the complete set of roll shall be published on the date of final publication vide a public notice in Form 16 (**ANNEXURE-24**), under the provision of Rule 22 of Registration of Electors Rules, 1960, for inspection at the office of Electoral Registration Officer. The Election Commission has also directed to put the final roll on the Chief Electoral Officer's website and also to display for public at the concerned polling station for a period of one week. As per Rule 22(c), two copies of the final roll will be given, free of cost, to all the recognized political parties. After final publication, the Electoral Registration Officer shall prepare an authentic copy of the roll, getting each page of the same signed in ink by two officers. The copy of the authentic roll shall be kept in a sealed cover by the District Election Officer for safe custody and record.

#### **5.4.3 Supplements**

All the entries included, deleted, corrected/modified in electoral roll during the period of continuous updating from last final publication of electoral rolls should be prepared as supplements. The supplements contains addition list, deletion list and correction list. Even if, there is no addition, deletion or correction in a part, the supplement shall be prepared showing 'NIL' entry. The supplement of continuous updation need not necessarily be published in normal course however, the supplement has to be published along with draft roll, in case the same is not integrated with draft roll. The Electoral Registration Officers should also arrange the printing of supplements of the previous revisions, if any, according to the order in which they are numbered and consecutively page numbered.

#### **5.4.4 Control Tables:-**

- The Control Tables are, in fact, lists of names of different electoral units, such as parliamentary constituencies, assembly constituencies, parts, sections and the administrative units like states, districts, sub-divisions, tehsils, police stations, post offices, development blocks, villages, panchayats, municipalities etc. in the country. The Control Tables define the relationship between these electoral units and administrative units. As administrative setup in each state varies, the Control Tables are required to link them with electoral units. The details in the Control Tables are needed for printing the details on the part header. But, more importantly, they are required to enable the data integration of data base of all electors in the State.

- For proper generation of electoral roll, it is of utmost importance that the Control Tables are populated with extreme care and diligence. After rationalization/modification of polling stations, the Control Tables are required to be updated. The very purpose of having a clean electoral roll can be defeated if the Control Tables are not filled up timely and correctly. The Electoral Registration Officer, District Election Officer and the Chief Electoral Officer should keep a close eye on this aspect and must not allow any mistakes therein.
- Every state has some variation in this aspect but it is important that there is close coordination between the SLA, who is the technical guide, the District Election Officer, who collects and passes the specific information and the Vendor, who is actually undertaking the data entry work.
- The Election Commission has identified and laid down the structure of the control tables. Major Control Tables are listed below:

(i) STUT_LIST	List of States/UTs	
(ii) AC_LIST	List of Assembly Constituency and Parliamentary Constituency	
(iii) DISTRICTS	List of Revenue / Election Districts	
(iv) AC_PART	No of Parts	(AC wise)
(v) DIVISIONS	List of Divisions	(State wise)
(vi) BLOCKS	List of Blocks	(District wise)
(vii) PANCHAYATS	List of Panchayats	(District wise)
(viii) SUBDIVISIONS	List of Subdivisions	(District wise)
(ix) TEHSILS	List of Tehsils	(District wise)
(x) RIS	List of RIs	(Tehsil wise)
(xi) PATWARI CIRCLE NOS	List of Patwari Circle	(Tehsil wise)
(xii) NNN (Town)	List of Towns	(District wise)
(xiii) WARDS	List of Wards	(Town wise)
(xiv) VILLAGES	List of Villages	(Tehsil wise)
(xv) POST_OFF	List of Post Offices	(District wise)
(xvi) POLICEST	List of Police Stations	(District wise)
(xvii) SEC_DETAIL	List of Sections	(Part wise)

---

(xviii) NEW PART LIST List of Parts

(AC wise)

(xix) PS BUILDINGS

List of Polling Station Location (AC wise)

✓ **The Control Tables can be categorized into the three types of tables:-**

(i) Following 3 tables out of 19 from Control Table set given above, refers to set of information as below:-

(a) STUTLIST List of States/UTs

(b) AC\_LIST List of Assembly Constituency and Parliamentary  
Constituency

(c) DISTRICTS List of Revenue / Election District

(Further details can be seen at **ANNEXURE-25**)

(ii) Following 3 tables out of 19 from Control Table set given above, refers to set of information as below:-

(a) NEW PART LIST Parts / Polling Stations in Assembly Constituencies

(b) PS BUILDINGS Polling Station Locations (Buildings i.e. school or college  
building etc.)

(c) SEC\_DETAIL Smallest geographic unit within the area corresponding to  
a Part

(Further details can be seen at **ANNEXURE-25**)

(iii) Following 10 tables out of 19 from Control Table set given above, refers to set of information as below:-

(iv) SUBDIVISIONS List of Sub-Divisions

(v) TEHSILS List of Tehsils

(vi) NNN List of Town sad ministered by Notified Area Councilsor  
Municipalities

(vii) VILLAGES List of Villages

(viii) BLOCKS List of Development Blocks. These may correspond to the  
Panchayat Samiti. Also known as Taluka in some States.

(ix) PANCHAYATS List of Panchayats

(x) POLICE ST List of Police Stations in Districts. Also known as Thanas.

- 
- |                          |  |
|--------------------------|--|
| (xi) POST_OFF            | List of Post Offices in Districts                      |
| (xii) PATWARI CIRCLE NOS | List of Patwari Circles in Tehsils                     |
| (xiii) RIS               | List of Revenue Inspectors/Kannungo Circles in Tehsils |

(Further details can be seen at **ANNEXURE-25**)

#### **5.4.5 Integration of ERs:-**

The final roll published after the last revision and the supplements prepared for the period of continuous updation after final publication shall be integrated in a single basic electoral roll for publication as draft roll in the next revision of electoral rolls. The integration of all supplements shall be done every year, irrespective of the fact whether it is an election year or non-election year. The state which cannot integrate the roll for a year for any specific reason, shall obtain the Election Commission's permission for the same. The Election Commission has directed that before integration of roll, the supplements of continuous updation shall be first printed and then only integrated for publication of the draft roll. This would ensure the tracking of changes made during continuous updation since the last final publication of the roll.

\*\*\*\*\*

THE REPRESENTATION OF THE PEOPLE ACT, 1950

ARRANGEMENT OF SECTIONS

**PART I**  
PRELIMINARY

**SECTIONS**

1. Short title.
2. Definitions.

**PART II**

ALLOCATION OF SEATS AND DELIMITATION OF CONSTITUENCIES

*The House of the People*

3. Allocation of seats in the House of the People.
4. Filling of seats in the House of the People and Parliamentary Constituencies.
- 5-6. [Repealed.]

*The State Legislative Assemblies*

7. Total number of seats in Legislative Assemblies and Assembly Constituencies.
- 7A. Total number of seats in the Legislative Assembly of Sikkim and Assembly Constituencies.

*The Delimitation of Parliamentary and Assembly Constituencies Order*

8. Consolidation of delimitation orders.
- 8A. Delimitation of Parliamentary and Assembly Constituencies in the States of Arunachal Pradesh, Assam, Manipur or Nagaland.
9. Power of Election Commission to maintain Delimitation Order up-to-date. 9A. [Repealed.]
- 9B. [Repealed.]

*The State Legislative Councils*

10. Allocation of seats in the Legislative Councils.
11. Delimitation of Council constituencies.  
*Provisions as to orders delimiting constituencies*
12. Power to alter or amend orders.
13. Procedure as to orders delimiting constituencies.

**PART IIA OFFICERS**

- |   |                                   |                                       |
|---|-----------------------------------|---------------------------------------|
| 13A. Chief electoral officers.                  | 13AA. District election officers. | 13B. Electoral registration officers. |
| 13C. Assistant electoral registration officers. |                                   |                                       |

---

***Representation of the People Act, 1950***  
**(PART II.—Acts of Parliament)**

**SECTIONS**

13CC. Chief electoral officers, district election officers, etc., deemed to be on deputation to Election Commission.

**PART IIB**

ELECTORAL ROLLS FOR PARLIAMENTARY CONSTITUENCIES

13D. Electoral rolls for parliamentary constituencies.

**PART III**

ELECTORAL ROLLS FOR ASSEMBLY CONSTITUENCIES

7. Definitions.
8. Electoral roll for every constituency.
9. Disqualifications for registration in an electoral roll.
10. No person to be registered in more than one constituency.
11. No person to be registered more than once in any constituency.
12. Conditions of registration.
13. Meaning of "ordinarily resident".
- 20A. Special provisions for citizens of India residing outside India.
14. Preparation and revision of electoral rolls.
15. Correction of entries in electoral rolls.
16. Inclusion of names in electoral rolls.
17. Appeals.
18. Fee for applications and appeals.
- 25A. Conditions of registration as elector in Sangha constituency in Sikkim.

**PART IV**

ELECTORAL ROLLS FOR COUNCIL CONSTITUENCIES

26. [Repealed.]
27. Preparation of electoral rolls for Council Constituencies.

**PART IVA**

MANNER OF FILLING SEATS IN THE COUNCIL OF STATES TO BE FILLED BY  
REPRESENTATIVES OF UNION TERRITORIES

- 27A. Constitution of electoral colleges for the filling of seats in the Council of States allotted to Union territories.
- 27B-27F. [Repealed.]
- 27G. Termination of membership of electoral college for certain disqualifications.
- 27H. Manner of filling of seats in the Council of States allotted to Union territories.
- 27-I. [Repealed.]
- 27J. Power of electoral colleges to elect notwithstanding vacancies therein. 27K.  
[Repealed.]

**PART V GENERAL**

28. Power to make rules.
29. Staff of local authorities to be made available.
30. Jurisdiction of civil courts barred.

---

*Representation of the People Act, 1950*  
(PART II.—Acts of Parliament)

SECTIONS

31. Making false declarations.
- 32 Breach of official duty in connection with the preparation, etc., of electoral rolls.

THE FIRST SCHEDULE.—ALLOCATION OF SEATS IN THE HOUSE OF THE PEOPLE.

THE SECOND SCHEDULE.—TOTAL NUMBER OF SEATS IN THE LEGISLATIVE ASSEMBLIES.

THE THIRD SCHEDULE.—ALLOCATION OF SEATS IN THE LEGISLATIVE COUNCILS.

THE FOURTH SCHEDULE.—LOCAL AUTHORITIES FOR PURPOSES OF ELECTIONS TO LEGISLATIVE COUNCILS. THE FIFTH SCHEDULE.—[REPEALED.]

THE SIXTH SCHEDULE.— [REPEALED.] THE SEVENTH SCHEDULE.—[REPEALED.]

---

## THE REPRESENTATION OF THE PEOPLE ACT, 1950

### (43 OF 1950)

[12th May, 1950.]

An Act to provide the allocation of seats in, and the delimitation of constituencies for the purpose of election to, the House of the People and the Legislatures of States, the qualifications of voters at such elections, the preparation of electoral rolls, 1[the manner of filling seats in the Council of States to be filled by representatives of 2[Union territories]], and matters connected therewith.

**BE it enacted by Parliament as follows:—**

#### PART I PRELIMINARY

1. Short title.—This Act may be called the Representation of the People Act, 1950.
2. Definitions.— 3\* \* \* In this Act, unless the context otherwise requires,—
  - (a) "article" means an article of the Constitution;
  - (b) "Assembly constituency" means a constituency provided 4[by law] for the purpose of elections to the Legislative Assembly of a State;
  - (c) "Council constituency" means a constituency provided 5[by law] for the purpose of elections to the Legislative Council of a State; 6\*\*\*\*\*
  - (d) "Election Commission" means the Election Commission appointed by the President under article 324;
  - (e) "order" means an order published in the Official Gazette;
  - (f) "Parliamentary constituency" means a constituency provided 7[by law] for the purpose of elections to the House of the People; 8\*\*\*\*\* \*
  - (g) "person" does not include a body of persons;
  - (h) "prescribed" means prescribed by rules made under this Act;
- 9[(i) "State" includes a Union territory;]
- (j) "State Government", in relation to a Union territory, means the administrator thereof.

10\*\*\*\*\*

- 
1. Ins. by Act 73 of 1950, s. 2.
  2. Subs. by the Adaptation of Laws (No. 2) Order, 1956, for "Part C States".
  3. The brackets and figure "(1)" omitted by Act 103 of 1956, s. 65.
  4. Subs. by Act 2 of 1956, s. 2, for "by order made under section 9".
  5. Subs. by the Adaptation of Laws (No. 2) Order, 1956, for "by order made under section 11".
  6. Cl. (cc) ins. by Act 73 of 1950, s. 3 and omitted by Act 103 of 1956, s. 65.
  7. Subs. by Act 2 of 1956, s. 2, for "by section 6 or by order made thereunder".
  8. Cl. (ff) ins. by Act 67 of 1951, s. 2 was omitted by the North-Eastern Areas (Reorganisation) (Adaptation of Laws on Union Subjects) Order, 1974, s. 3 and Sch. (w.e.f. 21-1-1972).
  9. Subs. by s. 3 and Sch., ibid., for the former cl. (i) (w.e.f. 21-1-1972).
  10. Sub-section (2) omitted by the Adaptation of Laws (No. 2) Order, 1956.

*Representation of the People Act, 1950*

(PART II.—Acts of Parliament)

**PART II**

ALLOCATION OF SEATS AND DELIMITATION OF CONSTITUENCIES

*The House of the People*

- 1[3. Allocation of seats in the House of the People.—The allocation of seats to the States in the House of the People and the number of seats, if any, to be reserved for the Scheduled Castes and for the Scheduled Tribes of each State shall be as shown in the First Schedule.
4. Filling of seats in the House of the People and parliamentary constituencies.—2\*\* \*\*\*
- 3[(2) All the seats in the House of the People allotted to the States under section 3 shall be seats to be filled by persons chosen by direct election from parliamentary constituencies in the States.]
- (3) Every parliamentary constituency referred to in sub-section (2) shall be a single-member constituency.
- (4) Every State to which only one seat is allotted under section 3 shall form one parliamentary constituency.
- 4[(5) Save as provided in sub-section (4), the extent of all parliamentary constituencies except the parliamentary constituencies in the States of Arunachal Pradesh, Assam, Jharkhand, Manipur and Nagaland shall be as determined by the orders of the Delimitation Commission made under the provisions of the Delimitation Act, 2002 (33 of 2002) and the extent of the parliamentary constituencies in the States of Arunachal Pradesh, Assam, Jharkhand, Manipur and Nagaland shall be as provided for in the Delimitation of Parliamentary and Assembly Constituencies Order, 2008 having regard to the provisions of sections 10A and 10B of the Delimitation Act, 2002.]]
5. [Parliamentary constituencies.] Rep. by the Representation of the People (Amendment) Act, 1956 (2 of 1956), s. 4.
6. [Delimitation of parliamentary constituencies.] Rep. by the Adaptation of Laws (No. 2) Order, 1956.

*The State Legislative Assemblies*

- 5[7. Total number of seats in Legislative Assemblies and Assembly Constituencies.—(1) 6[Subject to the provisions of 7[sub-sections (1A), (1B) and (1C)], the total number of seats] in the Legislative Assembly of each State specified in the Second Schedule, to be filled by persons chosen by direct election from Assembly Constituencies, and the number of seats, if any, to be reserved for the Scheduled Castes and for the Scheduled Tribes of the State, shall be as shown in that Schedule: Provided that for the period referred to in clause (2) of article 371A, the total number of seats allotted to the Legislative Assembly of the State of Nagaland shall be 8[fifty-two], of which—
- (a) 9 [twelve seats] shall be allocated to the Tuensang district and shall be filled by persons chosen by the members of the regional council, referred to in that article, from amongst themselves in such manner as the Governor, after consulting that Council may, by notification in the Official Gazette, specify, and

1. Subs. by Act 47 of 1966, s. 2, for ss. 3 and 4 (w.e.f. 14-12-1966).
2. Sub-section (1) omitted by Act 29 of 1975, s. 11 (w.e.f. 15-8-1975).
3. Subs. by s. 11, ibid., for sub-section (2) (w.e.f. 15-8-1975).
4. Subs. by Act 10 of 2008, s. 2, for sub-section (5) (w.e.f. 16-4-2008).
5. Subs. by Act 47 of 1966, s. 4, for s. 7 (w.e.f. 14-12-1966). Original ss. 8 and 9 were rep. by Act 2 of 1956, s. 5 and the Adaptation of Laws (No. 2) Order, 1956, respectively.
6. Subs. by Act 8 of 1980, s. 2, for certain words (w.e.f. 1-9-1979).
7. Subs. by Act 38 of 1992, s. 2, for "sub-sections (1A) and (1B)" (w.e.f. 5-12-1992).
8. Subs. by Act 61 of 1968, s. 4, for "forty-six".
9. Subs. by s. 4, ibid., for "six seats".

---

(b) the remaining forty seats shall be filled by persons chosen by direct election from assembly constituencies in the rest of the State.

1[(1A) Notwithstanding anything contained in sub-section (1), the total number of seats in the Legislative Assembly of the State of Sikkim, to be constituted at any time after the commencement of the Representation of the People (Amendment) Act, 1980 (8 of 1980), to be filled by persons chosen by direct election from assembly constituencies shall be thirty-two, of which—

- (a) twelve seats shall be reserved for Sikkimese of Bhutia-Lepcha origin;
- (b) two seats shall be reserved for the Scheduled Castes of that State; and
- (c) one seat shall be reserved for the Sanghas referred to in section 25A.

Explanation.—In this sub-section "Bhutia" includes Chumbipa, Dopathapa, Dukpa, Kagatey, Sherpa, Tibetan, Tromopa and Yolmo.]

2[(1B) Notwithstanding anything contained in sub-section (1), in the Legislative Assemblies of the States of Arunachal Pradesh, Meghalaya, Mizoram and Nagaland, to be constituted at any time after the commencement of the Representation of the People (Third Amendment) Act, 1987 (40 of 1987),

- 
- (a) 3[fifty-nine seats] shall be reserved for the Scheduled Tribes in the Legislative Assembly of the State of Arunachal Pradesh;
- (b) fifty-five seats shall be reserved for the Scheduled Tribes in the Legislative Assembly of the State of Meghalaya;
- (c) thirty-nine seats shall be reserved for the Scheduled Tribes in the Legislative Assembly of the State of Mizoram; and
- (d) fifty-nine seats shall be reserved for the Scheduled Tribes in the Legislative Assembly of the State of Nagaland.]

4[(1C) Notwithstanding anything contained in sub-section (1), twenty seats shall be reserved for the Scheduled Tribes in the Legislative Assembly of the State of Tripura to be constituted at any time after the commencement of the Representation of the People (Amendment) Act, 1992 (38 of 1992).]

(2) Every assembly constituency referred to 5[in sub-section (1) or sub-section (1A)] shall be a single-member constituency.

6[(3) The extent of each assembly constituency in all the States and Union Territories except the assembly constituencies in the States of Arunachal Pradesh, Assam, Jharkhand, Manipur and Nagaland shall be as determined by the orders of the Delimitation Commission made under the provisions of the Delimitation Act, 2002 (33 of 2002) and the extent of each assembly constituency in the States of Arunachal Pradesh, Assam, Jharkhand, Manipur and Nagaland shall be as provided for in the Delimitation of Parliamentary and Assembly Constituencies Order, 2008 having regard to the provisions of sections 10A and 10B of the Delimitation Act, 2002 (33 of 2002).]

7[7A. Total number of seats in the Legislative Assembly of Sikkim and Assembly constituencies.—(1) Notwithstanding anything contained in section 7, in the Legislative Assembly of the State of Sikkim [deemed under the Constitution (Thirty-sixth Amendment) Act, 1975 to be the Legislative Assembly of that State duly constituted], the total number of seats to be filled by persons chosen by direct election from Assembly constituencies shall be 32.

- 
1. Ins. by Act 8 of 1980, s. 2 (w.e.f. 1-9-1979).
  2. Ins. by Act 40 of 1987, s. 2 (w.e.f. 22-9-1987).
  3. Subs. by Act 10 of 2008, s. 3, for "thirty-nine seats" (w.e.f. 16-4-2008).
  4. Ins. by Act 38 of 1992, s. 2 (w.e.f. 5-12-1992).
  5. Subs. by Act 8 of 1980, s. 2, for "in sub-section (1)" (w.e.f. 1-9-1979).
  6. Subs. by Act 10 of 2008, s. 3, for sub-section (3).
  7. Ins. by Act 10 of 1976, s. 2 and Sch. (w.e.f. 9-9-1975).

- 
- (2) Every Assembly constituency referred to in sub-section (1) shall be a single-member constituency.
  - (3) In the Legislative Assembly so deemed to be duly constituted, the extent of each constituency and the reservation of seats shall be as provided for immediately before the commencement of the Constitution (Thirty-sixth Amendment) Act, 1975.]

#### **The Delimitation of Parliamentary and Assembly Constituencies Order**

- 8. **Consolidation of delimitation orders.—** 1[(1) Having regard to all the orders referred to in sub-section (5) of section 4 and sub-section (3) of section 7 relating to the delimitation of parliamentary and assembly constituencies in all States and Union Territories, except the States of Arunachal Pradesh, Assam, Jharkhand, Manipur and Nagaland, made by the Delimitation Commission and published in the Official Gazette, the Election Commission shall—
  - (a) after making such amendments as appear to it to be necessary for bringing up-to-date the description of the extent of the parliamentary and assembly constituencies as given in such orders, without, however, altering the extent of any such constituency;
  - (b) after taking into account the provisions of the Delimitation of Parliamentary and Assembly Constituencies Order, 1976, as made applicable pursuant to the orders made by the President under section 10A of the Delimitation Act, 2002 (33 of 2002) relating to delimitation of parliamentary and assembly constituencies in the States of Arunachal Pradesh, Assam, Manipur and Nagaland, and the provisions of section 10B of the said Act relating to delimitation of parliamentary and assembly constituencies in the State of Jharkhand,  
consolidate all such orders into one single order to be known as the Delimitation of Parliamentary and Assembly Constituencies Order, 2008 and shall send authentic copies of that Order to the Central Government and to the Government of each State having a Legislative Assembly; and thereupon that Order shall supersede all the orders referred to in sub-section (5) of section 4 and sub-section (3) of section 7 and shall have the force of law and shall not be called in question in any court.]
- (2) As soon as may be, after the said Order is received by the Central Government or by the Government of a State, that Government shall cause it to be laid before the House of the People or, as the case may be, the Legislative Assembly of the State.
- 2[(3) The consolidation under sub-section (1) of the orders referred to in sub-section (5) of section 4, or as the case may be, sub-section (3) of section 7 shall not, 3[as provided in sub-section (5) of section 10 of the Delimitation Act, 2002 (33 of 2002)], affect the representation in, and the territorial constituencies of, the House of the People or the Legislative Assembly of the State existing on the date of publication in the Gazette of India of any such order or orders as may be relevant.]

- 4[8A. Delimitation of Parliamentary and Assembly Constituencies in the States of Arunachal Pradesh, Assam, Manipur or Nagaland.—** (1) If the President is satisfied that the situation and the conditions prevailing in the States of Arunachal Pradesh, Assam, Manipur or Nagaland are conducive for the conduct of delimitation exercise, he may, by order, rescind the deferment order issued under the provisions of section 10A of the Delimitation Act, 2002 (33 of 2002) in relation to that State, and provide for the conduct of delimitation exercise in the State by the Election Commission.

- (2) As soon as may be after the deferment order in respect of a State is rescinded under sub-section (1), the Election Commission may, by order, determine—
  - (a) the parliamentary constituencies into which such State to which more than one seat is allotted in the First Schedule shall be divided;
  - (b) the extent of each constituency; and
  - (c) the number of seats, if any, reserved for the Scheduled Castes or the Scheduled Tribes.

---

1. Subs. by Act 10 of 2008, s. 4. for sub-section (1) (w.e.f. 16-4-2008).  
2. Ins. by Act 88 of 1976, s. 4.  
3. Subs. by Act 10 of 2008, s. 4, for certain words.  
4. Ins. by s. 5, ibid.

- 
- (3) As soon as may be after the deferment order in respect of a State is rescinded under sub-section (1), the Election Commission may, by order, determine—
- (a) the assembly constituencies into which such State shall be divided for the purpose of elections to the Legislative Assembly of that State;
- (b) the extent of each constituency; and
- (c) the number of seats, if any, reserved for the Scheduled Castes or the Scheduled Tribes.
- (4) Subject to the provisions of sub-section (1), the Election Commission shall, having regard to the provisions of the Constitution and the principles specified in clauses (c) and (d) of sub-section (1) of section 9 of the Delimitation Act, 2002 (33 of 2002) determine the parliamentary and assembly constituencies in the States of Arunachal Pradesh, Assam, Manipur and Nagaland in which seats shall be reserved, if any, for the Scheduled Castes and the Scheduled Tribes.
- (5) The Election Commission shall,—
- (a) publish its proposals under sub-sections (2), (3) and (4) with respect to any State in the Official Gazette and also in such other manner as it thinks fit;
- (b) specify a date on or after which the proposals will be further considered by it;
- (c) consider all objections and suggestions which may have been received by it before the date so specified;
- (d) hold, for the purpose of such consideration, if it thinks fit so to do, one or more public sittings at such place or places in such State as it thinks fit;
- (e) after considering all objections and suggestions which may have been received by it before the date so specified, determine, by order, the delimitation of parliamentary and assembly constituencies in the State and also the constituency or constituencies in which seats shall be reserved, if any, for the Scheduled Castes and the Scheduled Tribes and cause such order to be published in the Official Gazette; and, upon such publication, the order shall have the force of law and shall not be called in question in any court and the Delimitation of Parliamentary and Assembly Constituencies Order, 2008 shall be deemed to have been amended accordingly.
- (6) Every order made under sub-sections (1) and (2) and clause (e) of sub-section (5) shall be laid before each House of Parliament.
- (7) Every order made under sub-sections (1) and (3) and clause (e) of sub-section (5) shall, as soon as may be after it is published under that sub-section, be laid before the Legislative Assembly of the State concerned.]
- 9. Power of Election Commission to maintain Delimitation Order up-to-date.—**(1) The Election Commission may, from time to time, by notification published in the Gazette of India and in the Official Gazette of the State concerned,—
- 1[(a) correct any printing mistake in the Delimitation of Parliamentary and Assembly Constituencies Order, 2008 or any error arising therein from inadvertent slip or omission;
- (aa) make such amendments in the Delimitation of Parliamentary and Assembly Constituencies Order, 2008 as appear to it to be necessary or expedient for consolidating with that Order any notification or order relating to delimitation of Parliamentary or assembly constituencies (including reservation of seats for the Scheduled Castes or the Scheduled Tribes in such constituencies) issued under section 8A of this Act or any other Central Act;]

---

1. Subs. by Act 10 of 2008, s. 6.

- 
- (b) where the boundaries or name of any district or any territorial division mentioned in the Order are or is altered, make such amendments as appear to it to be necessary or expedient for bringing the Order up-to-date.
  - (2) Every notification under this section shall be laid, as soon as may be after it is issued, before the House of the People and the Legislative Assembly of the State concerned.]

1 \*\*\*\*\*

### The State Legislative Councils

- 10. Allocation of seats in the Legislative Councils.**— (1) The allocation of seats in the Legislative Councils of the States having such Councils shall be as shown in the Third Schedule.
  - (2) In the Legislative Council of each State specified in the first column of the Third Schedule, there shall be the number of seats specified in the second column thereof opposite to that State, and of those seats,—
    - (a) the numbers specified in the third, fourth and fifth columns shall be the number of seats to be filled by persons elected, respectively, by the electorates referred to in sub-clauses (a), (b) and (c) of clause (3) of article 171;
    - (b) the number specified in the sixth column shall be the number of seats to be filled by persons elected by the members of the Legislative Assembly of the State from amongst persons who are not members of that Assembly; and
    - (c) the number specified in the seventh column shall be the number of seats to be filled by persons nominated by the Governor 2\* \* \* of the State in accordance with the provisions of clause (5) of article 171. 3\* \* \*\*\*
- 11. Delimitation of Council Constituencies.**—As soon as may be after the commencement of this Act, the President shall, by order, determine—
    - (a) the constituencies into which each State having a Legislative Council shall be divided for the purpose of elections to that Council under each of the sub-clauses (a), (b) and (c) of clause (3) of article 171;
    - (b) the extent of each constituency; and
    - (c) the number of seats allotted to each constituency.

### Provisions as to orders delimiting constituencies

- 12. Power to alter or amend orders.**— 4[(1)] The President may, from time to time, after consulting the Election Commission, by order, alter or amend any order made by him under 5\* \* \* section 11.
- 6[(2)] An order under sub-section (1) may contain provisions for the allocation of any member representing any council constituency immediately before the making of the order to any constituency delimited a new or altered by

- 
- 1. Sections 9A and 9B omitted by the Act 10 of 2008, s. 7 (w.e.f. 16-4-2008).
  - 2. The words "or Rajpramukh, as the case may be" omitted by the Adaptation of Laws (No. 2) Order, 1956.
  - 3. Sub-section (3) ins. by the Adaptation of Laws (No. 2) Order, 1956 and omitted by Act 37 of 1957, s. 12.
  - 4. S. 12 re-numbered as sub-section (1) of that section by Act 20 of 1960, s. 2.
  - 5. The words and figures "section 6, section 9, or" omitted by Act 2 of 1956, s. 7.
  - 6. Ins. by Act 20 of 1960, s. 2.

---

the order and for such other incidental and consequential matters as the President may deem necessary.]

**13. Procedure as to orders delimiting constituencies.— 1\*\*\*\*\***

- (3) Every order made under 2\* \* \* section 11 or section 12 shall be laid before Parliament as soon as may be after it is made, and shall be subject to such modifications as Parliament may make on a motion made within twenty days from the date on which the order is so laid.

**3[PART IIA OFFICERS**

**13A. Chief electoral officers.—(1)** There shall be for each State a chief electoral officer who shall be such officer of Government as the Election Commission may, in consultation with that Government, designate or nominate in this behalf.

(2) Subject to the superintendence, direction and control of the Election Commission, the chief electoral officer shall supervise the preparation, revision and correction of all electoral rolls in the State under this Act.

**4[13AA. District election officers.—(1)** For each district in a State, 5\*\*\*, the Election Commission shall, in consultation with the Government of the State, designate or nominate a district election officer who shall be an officer of Government:

Provided that the Election Commission may designate or nominate more than one such officer for a district if the Election Commission is satisfied that the functions of the office cannot be performed satisfactorily by one officer.

(2) Where more than one district election officer are designated or nominated for a district under the proviso to sub- section (1), the Election Commission shall in the order designating or nominating the district election officers also specify the area in respect of which each such officer shall exercise jurisdiction.

(3) Subject to the superintendence, direction and control of the chief electoral officer, the district election officer shall coordinate and supervise all work in the district or in the area within his jurisdiction in connection with the preparation and revision of the electoral rolls for all parliamentary, assembly and council constituencies within the district.

(4) The district election officer shall also perform such other functions as may be entrusted to him by the Election Commission and the chief electoral officer.]

**13B. Electoral registration officers.—(1)** The electoral roll 6[7]for each parliamentary constituency in the State of Jammu and Kashmir or in a Union territory not having a Legislative Assembly], each assembly constituency and each Council constituency] shall be prepared and revised by an electoral registration officer who shall be such officer of Government or of a local authority as the Election Commission may, in consultation with the Government of the State in which the constituency is situated, designate or nominate in this behalf.

---

1. Sub-sections (1) and (2) omitted by Act 2 of 1956, s. 8.

2. The words and figures "section 6, section 9," omitted by s. 8, ibid.

3. Ins. by s. 9, ibid.

4. Ins. by Act 47 of 1966, s. 5 (w.e.f. 14-12-1966).

5. The words "other than a Union territory," omitted by Act 2 of 2004, s. 2.

6. Subs. by Act 103 of 1956, s. 65, for certain words.

7. Subs. by Act 47 of 1966, s. 6, for certain words (w.e.f.14-12-1966).

- 
- (2) An electoral registration officer may, subject to any prescribed restrictions, employ such persons as he thinks fit for the preparation and revision of the electoral roll for the constituency.
- 13C. Assistant electoral registration officers.—(1) The Election Commission may appoint one or more persons as assistant electoral registration officers to assist any electoral registration officer in the performance of his functions.
- (2) Every assistant electoral registration officer shall, subject to the control of the electoral registration officer, be competent to perform all or any of the functions of the electoral registration officer.
- 1[13CC. Chief Electoral Officers, District Election Officers, etc., deemed to be on deputation to Election Commission.—The officers referred to in this Part and any other officer or staff employed in connection with the preparation, revision and correction of the electoral rolls for, and the conduct of, all elections shall be deemed to be on deputation to the Election Commission for the period during which they are so employed and such officers and staff shall, during that period, be subject to the control, superintendence and discipline of the Election Commission.]

## PART IIB

### ELECTORAL ROLLS FOR PARLIAMENTARY CONSTITUENCIES

- 2[13D. **Electoral rolls for parliamentary constituencies.**— (1) The electoral roll for every parliamentary constituency, other than a parliamentary constituency in the State of Jammu and Kashmir or in a Union territory not having a Legislative Assembly, shall consist of the electoral rolls for all the assembly constituencies comprised within that parliamentary constituency; and it shall not be necessary to prepare or revise separately the electoral roll for any such parliamentary constituency:

Provided that for the period referred to in clause (2) of article 371A, it shall be necessary to prepare and revise separately the electoral roll for that part of the parliamentary constituency of Nagaland which comprises the Tuensang district and the provisions of Part III shall apply in relation to the preparation and revision of the electoral roll of the said part as they apply in relation to an assembly constituency.

- (2) The provisions of Part III shall apply in relation to every parliamentary constituency in the State of Jammu and Kashmir or in a Union territory not having a Legislative Assembly as they apply in relation to an assembly constituency.]

## PART III

### 3[ELECTORAL ROLLS FOR ASSEMBLY 4\* \* \* CONSTITUENCIES]

- 5[14. **Definitions.**— In this Part, unless the context otherwise requires,—

- (a) "constituency" means an Assembly constituency 4\* \* \* ;  
(b) "qualifying date", in relation to the preparation or revision of every electoral roll under this Part, means

6 [the 1st day of January] of the year in which it is so prepared or revised:]

- 
1. Ins. by Act 1 of 1989, s. 2 (w.e.f. 15-3-1989).
  2. Subs. by Act 47 of 1966, s. 7, for s. 13D (w.e.f. 14-12-1966).
  3. Subs. by Act 2 of 1956, s. 10, for the heading "REGISTRATION OF PARLIAMENTARY ELECTORS".
  4. Certain words omitted by Act 103 of 1956, s. 65.
  5. Subs. by Act 2 of 1956, s. 11, for s. 14.
  6. Subs. by Act 58 of 1958, s. 5, for "the 1st day of March" (w.e.f. 1-1-1959).

- 
- 1 [Provided that "qualifying date", in relation to the preparation or revision of every electoral roll under this Part in the year 1989, shall be the 1st day of April, 1989.]
15. **Electoral roll for every constituency.**— For every constituency there shall be an electoral roll which shall be prepared in accordance with the provisions of this Act under the superintendence, direction and control of the Election Commission.
16. **Disqualifications for registration in an electoral roll.**— (1) A person shall be disqualified for registration in an electoral roll if he—  
(a) is not a citizen of India; or  
(b) is of unsound mind and stands so declared by a competent court; or  
(c) is for the time being disqualified from voting under the provisions of any law relating to corrupt practices and other offences in connection with elections.  
(2) The name of any person who becomes so disqualified after registration shall forthwith be struck off the electoral roll in which it is included:  
3[Provided that the name of any person struck off the electoral roll of a constituency by reason of a disqualification under clause (c) of sub-section (1) shall forthwith be re-instated in that roll if such disqualification is, during the period such roll is in force, removed under any law authorising such removal.]
17. **No person to be registered in more than one constituency.**— No person shall be entitled to be registered in the electoral roll for more than one constituency 4\*\*\*.
18. **No Person to be registered more than once in any constituency.**— No person shall be entitled to be registered in the electoral roll for any constituency more than once.
- 5[19. **Conditions of registration.**— Subject to the foregoing provisions of this Part, every person who—  
(a) is not less than 6[eighteen years] of age on the qualifying date, and  
(b) is ordinarily resident in a constituency,  
shall be entitled to be registered in the electoral roll for that constituency.]
20. **Meaning of "ordinarily resident".**— 7[(1) A person shall not be deemed to be ordinarily resident in a constituency on the ground only that he owns, or is in possession of, a dwelling house therein.  
(1A) A person absenting himself temporarily from his place of ordinary residence shall not by reason thereof cease to be ordinarily resident therein.

- 
1. Ins. by Act 21 of 1989, s. 3 (w.e.f. 28-3-1989).
  2. The words "and illegal" ins. by Act 73 of 1950, s. 4 and omitted by Act 58 of 1960, s. 3 and Sch. II.
  3. Ins. by Act 73 of 1950, s. 4.
  4. The words "in the same State" ins. by Act 2 of 1956, s. 12 and omitted by Act 58 of 1958, s. 6.
  5. Subs. by Act 58 of 1958, s. 7, for s. 19.
  6. Subs. by Act 21 of 1989, s. 4, for "twenty-one years" (w.e.f. 28-3-1989).
  7. Subs. by Act 58 of 1958, s. 8, for sub-section (1).

- 
- (1B) A member of Parliament or of the Legislature of a State shall not during the term of his office cease to be ordinarily resident in the constituency in the electoral roll of which he is registered as an elector at the time of his election as such member, by reason of his absence from that constituency in connection with his duties as such member.]
- (2) A person who is a patient in any establishment maintained wholly or mainly for the reception and treatment of persons suffering from mental illness or mental defectiveness, or who is detained in prison or other legal custody at any place, shall not by reason thereof be deemed to be ordinarily resident therein.
- 1[(3) Any person having a service qualification shall be deemed to be ordinarily resident on any date in the constituency in which, but for his having such service qualification, he would have been ordinarily resident on that date.]
- (4) Any person holding any office in India declared<sup>2</sup> by the President in consultation with the Election Commission to be an office to which the provisions of this sub-section apply,<sup>3\* \* \*</sup> shall be deemed to be ordinarily resident<sup>4\*\*\*</sup> on any date in the constituency in which, but for the holding of any such office<sup>5\* \* \*</sup>, he would have been ordinarily resident<sup>6\* \* \*</sup> on that date.
- (5) The statement of any such person as is referred to in sub-section (3) or sub-section (4) made in the prescribed form and verified in the prescribed manner, that<sup>7</sup>[but for his having the service qualification] or but for his holding any such office<sup>8\* \* \*</sup> as is referred to in sub-section (4) he would have been ordinarily resident in a specified place<sup>9\* \* \*</sup> on any date, shall, in the absence of evidence to the contrary, be<sup>7</sup>[accepted as correct].
- (6) The wife of any such person as is referred to in sub-section (3) or sub-section (4) shall if she be ordinarily residing with such person<sup>10\* \* \*</sup> be deemed to be ordinarily resident on<sup>11\*\*\*</sup> in the constituency specified by such person under sub- section (5).
- 12[(7) If in any case a question arises as to where a person is ordinarily resident at any relevant time, the question shall be determined with reference to all the facts of the case and to such rules as may be made in this behalf by the Central Government in consultation with the Election Commission.]

- 
1. Subs. by Act 47 of 1966, s. 8, for sub-section (3) (w.e.f. 14-12-1966).
  2. The following offices have been declared by the President by Notification No. S.O. 959, dated the 18th April, 1960: —
  1. The President of India.
  2. The Vice-President of India.
  3. Governors of States.
  4. Cabinet Ministers of the Union or of any State.
  5. The Deputy Chairman and Members of the Planning Commission.
  6. The Ministers of State of the Union or of any State.
  7. Deputy Ministers of the Union or of any State.
  8. The Speaker of the House of the People or of any Legislative Assembly.
  9. The Chairman of any State Legislative Council.
  10. Lieutenant Governors of Union territories.
  11. The Deputy Speaker of the House of the People or of any State Legislative Assembly.
  12. The Deputy Chairman of the Council of States or of any State Legislative Council.
  13. Parliamentary Secretaries of the Union or of any State.
  3. Certain words omitted by Act 47 of 1966, s. 8 (w.e.f. 14-12-1966).
  4. The words "during any period or" omitted by Act 2 of 1956, s. 14.
  5. The words "or employment" omitted by Act 47 of 1966, s. 8 (w.e.f. 14-12-1966).
  6. The words "during that period or" omitted by Act 2 of 1956, s. 14.
  7. Subs. by Act 47 of 1966, s. 8, for certain words (w.e.f. 14-12-1966).
  8. Certain words omitted by s. 8, ibid. (w.e.f. 14-12-1966).
  9. The words "during any period or" omitted by Act 2 of 1956, s. 14. 10 The words "during any period" omitted by s. 14, ibid.
  11. The words "during that period" omitted by s. 14, ibid.
  12. Sub-section (7) omitted by Act 2 of 1956, s. 14 and ins. by Act 47 of 1966, s. 8 (w.e.f. 14-12-1966).

- 
- (8) In sub-sections (3) and (5) "service qualification" means—  
(a) being a member of the armed forces of the Union; or  
(b) being a member of a force to which the provisions of the Army Act, 1950 (46 of 1950), have been made applicable whether with or without modifications; or  
(c) being a member of an armed police force of a State, who is serving outside that State; or  
(d) being a person who is employed under the Government of India, in a post outside India.
- 1[20A. Special provisions for citizens of India residing outside India. — (1) Notwithstanding anything contained in this Act, every citizen of India—  
(a) whose name is not included in the electoral roll;  
(b) who has not acquired the citizenship of any other country; and  
(c) who is absenting from his place of ordinary residence in India owing to his employment, education or otherwise outside India (whether temporarily or not), shall be entitled to have his name registered in the electoral roll in the constituency in which his place of residence in India as mentioned in his passport is located.  
(2) The time within which the name of persons referred to in sub-section (1) shall be registered in the electoral roll and the manner and procedure for registering of a person in the electoral roll under sub-section (1) shall be such as may be prescribed.  
(3) Every person registered under this section shall, if otherwise eligible to exercise his franchise, be allowed to vote at an election in the constituency.]
- 2[21. Preparation and revision of electoral rolls. — (1) The electoral roll for each constituency shall be prepared in the prescribed manner by reference to the qualifying date and shall come into force immediately upon its final publication in accordance with the rules made under this Act.
- 3[(2) The said electoral roll—  
(a) shall, unless otherwise directed by the Election Commission for reasons to be recorded in writing, be revised in the prescribed manner by reference to the qualifying date—  
(i) before each general election to the House of the People or to the Legislative Assembly of a State; and  
(ii) before each bye-election to fill a casual vacancy in a seat allotted to the constituency; and  
(b) shall be revised in any year in the prescribed manner by reference to the qualifying date if such revision has been directed by the Election Commission:  
Provided that if the electoral roll is not revised as aforesaid, the validity or continued operation of the said electoral roll shall not thereby be affected.]  
(3) Notwithstanding anything contained in sub-section (2), the Election Commission may at any time, for reasons to be recorded, direct a special revision of the electoral roll for any constituency or part of a constituency in such manner as it may think fit:  
Provided that subject to the other provisions of this Act, the electoral roll for the constituency, as in force at the time of the issue of any such direction, shall continue to be in force until the completion of the special revision so directed.
- 4[22. Correction of entries in electoral rolls.—If the electoral registration officer for a constituency, on application made to him or on his own motion, is satisfied after such inquiry as he thinks fit, that any entry in the electoral roll of the constituency—  
(a) is erroneous or defective in any particular,

---

1. Ins. by Act 36 of 2010, s. 2 (w.e.f. 10-2-2011).

2. Subs. by Act 2 of 1956, s. 15, for ss. 21 to 25.

3. Subs. by Act 47 of 1966, s. 9, for sub-section (2) (w.e.f. 14-12-1966).

4. Subs. by Act 58 of 1958, s. 9, for s. 22.

- (b) should be transposed to another place in the roll on the ground that the person concerned has changed his place of ordinary residence within the constituency, or
- (c) should be deleted on the ground that the person concerned is dead or has ceased to be ordinarily resident in the constituency or is otherwise not entitled to be registered in that roll,
- The electoral registration officer shall, subject to such general or special directions, if any, as may be given by the Election Commission in this behalf, amend, transpose or delete the entry 1[after proper verification of facts in such manner as may be prescribed]:
- Provided that before taking any action on any ground under clause (a) or clause (b) or any action under clause (c) on the ground that the person concerned has ceased to be ordinarily resident in the constituency or that he is otherwise not entitled to be registered in the electoral roll of that constituency, the electoral registration officer shall give the person concerned a reasonable opportunity of being heard in respect of the action proposed to be taken in relation to him 1[after proper verification of facts in such manner as may be prescribed].]

**2[23. Inclusion of names in electoral rolls.]**— (1) Any person whose name is not included in the electoral roll of a constituency may apply to the electoral registration officer for the inclusion of his name in that roll.

(2) The electoral registration officer shall, if satisfied that the applicant is entitled to be registered in the electoral roll, direct his name to be included therein 3[after proper verification of facts in such manner as may be prescribed]:

Provided that if the applicant is registered in the electoral roll of any other constituency, the electoral registration officer shall inform the electoral registration officer of that other constituency and that officer shall, on receipt of the information, strike off the applicant's name from that roll 3[after proper verification of facts in such manner as may be prescribed].

(3) No amendment, transposition or deletion of any entry shall be made under section 22 and no direction for the inclusion of a name in the electoral roll of a constituency shall be given under this section, after the last date for making nominations for an election in that constituency or in the parliamentary constituency within which that constituency is comprised and before the completion of that election.]

**4[24. Appeals.]**—An appeal shall lie within such time and in such manner as may be prescribed—

(a) to the 5[district magistrate or additional district magistrate or executive magistrate or district collector or an officer of equivalent rank], from any order of the electoral registration officer under section 22 or section 23 6\*\*\*.

7[(b) to the chief electoral officer, from any order of the district magistrate or the additional district magistrate under clause (a)]

**25. Fee for applications and appeals.]**— Every applications under section 22 or section 23 and every appeal under section 24 shall be accompanied by the prescribed fee which shall, in no case, be refunded.]

**8[25A. Conditions of registration as elector in Sangha constituency in Sikkim.]**— Notwithstanding anything contained in sections 15 and 19, for the Sangha constituency in the State of Sikkim, only the Sanghas belonging to monasteries, recognised for the purpose of the elections held in Sikkim in April, 1974, for forming the Assembly for Sikkim, shall be entitled to be registered in the electoral roll, and the said electoral roll shall, subject to the provisions of sections 21 to 25, be prepared or revised in such manner as may be directed by the Election Commission, in consultation with the Government of Sikkim.]

1. Ins. by Act 36 of 2010, s. 3 (w.e.f. 10-2-2011).

2. Subs. by Act 47 of 1966, s. 10, for s. 23 (w.e.f. 14-12-1966).

3. Ins. by Act 36 of 2010, s. 4 (w.e.f. 10-2-2011).

4. Ins. by Act 40 of 1961, s. 3 (w.e.f. 20-9-1961). S. 24 ins. by Act 60 of 1956, s. 2 and was omitted by Act 58 of 1958, s. 10.

5. Subs. by Act 41 of 2009, s. 2, for certain words (w.e.f. 1-2-2010).

6. The word "and" omitted by Act 47 of 1966, s. 11 (w.e.f. 14-12-1966).

7. Cl.(b) omitted by Act 47 of 1966, s. 11 (w.e.f. 14-12-1966) and Ins. by Act 41 of 2009, s. 2 (w.e.f. 1-2-2010).

8. Ins. by Act 10 of 1976, s. 2 and Sch. (w.e.f. 9-9-1975).

## PART IV

### 1 [ELECTORAL ROLLS FOR COUNCIL CONSTITUENCIES]

26. [Preparation of electoral rolls for Assembly constituencies.] Rep. by the Representation of the People (Amendment) Act, 1956 (2 of 1956), s. 17.
27. Preparation of electoral roll for Council constituencies. — (1) In this section, "local authorities' constituency", "graduates' constituency" and "teachers' constituency" mean a constituency for the purpose of elections to a Legislative Council under sub-clause (a), sub-clause (b) and sub-clause (c), respectively, of clause (3) of article 171.
- 2[(2) For the purpose of elections to the Legislative Council of a State in any local authorities' constituency—
- (a) the electorate shall consist of members of such local authorities exercising jurisdiction in any place or area within the limits of that constituency as are specified in relation to that State in the Fourth Schedule;
  - (b) every member of each such local authority within a local authorities' constituency shall be entitled to be registered in the electoral roll for that constituency;
  - (c) the electoral registration officer for every local authorities' constituency shall maintain in his office in the prescribed manner and form the electoral roll for that constituency corrected up-to-date;
  - (d) in order to enable the electoral registration officer to maintain the electoral roll corrected up-to-date, the chief executive officer of every local authority (by whatever designation such officer may be known) shall immediately inform the electoral registration officer about every change in the membership of that local authority; and the electoral registration officer shall, on receipt of the information, strike off from the electoral roll the names of persons who have ceased to be, and include therein the names of persons who have become, members of that local authority; and the provisions of sections 15, 16, 18, 22 and 23 shall apply in relation to local authorities' constituencies as they apply in relation to assembly constituencies.]
- (3) For the purpose of elections to the Legislative Council of a State in the graduates' constituencies and the teachers' constituencies, the State Government concerned may, with the concurrence of the Election Commission, by notification in the Official Gazette, specify—
- (a) the qualifications which shall be deemed to be equivalent to that of a graduate of a university in the territory of India, and
  - (b) the educational institutions within the State not lower in standard than that of a secondary school.
- 3[(4) The provisions of sections 15, 16, 18, 21, 22 and 23 shall apply in relation to graduates' constituencies and teachers' constituencies as they apply in relation to assembly constituencies.]
- (5) Subject to the foregoing provisions of this section,—

4\*\*\*\* \*

- 5[(a)] every person who 6[is] ordinarily resident in a graduates' constituency and has, for at least three years 7[before the qualifying date], been either a graduate of a University in the territory of India or in possession of any of the qualifications specified under clause (a) of sub-section (3) by the State Government concerned,
- shall be entitled to be registered in the electoral roll for that constituency; and

1. Subs. by Act 2 of 1956, s. 16, for the former heading.
2. Subs. by s. 18, ibid., for sub-section (2).
3. Subs. by Act 2 of 1956, s. 18, for sub-section (4).
4. Cl. (a) omitted by s. 18, ibid.
5. Cl. (b) re-lettered as cl. (a) by s. 18, ibid.
6. Subs. by Act 40 of 1961, s. 4, for "on the qualifying date was" (w.e.f. 20-9-1961).
7. Subs. by s. 4, ibid., for "before that date" (w.e.f. 20-9-1961).

- 
- 1[(b)] every person who 2[is] ordinarily resident in a teachers' constituency, and has, within the six years immediately 3[before the qualifying date] for a total period of at least three years, been engaged in teaching in any of the educational institutions specified under clause (b) of sub-section (3) by the State Government concerned shall be entitled to be registered in the electoral roll for that constituency.
- 4[(6) For the purposes of sub-sections (4) and (5) the qualifying date shall be the 1st day of November of the year in which the preparation or revision of the electoral roll is commenced.]

## 5 [PART IV A]

### **MANNER OF FILLING SEATS IN THE COUNCIL OF STATES TO BE FILLED BY REPRESENTATIVES OF 6[UNION TERRITORIES]**

- 27A. Constitution of electoral colleges for the filling of seats in the Council of States allotted to Union territories. — (1) 7[For the purpose of filling any seat] or seats in the Council of States allotted to any 6[Union territory] 8\*\*\* in the Fourth Schedule to the Constitution there shall be an electoral college for 9[each such territory] 10 \*\*\*.

11\*\*\*\*\*

12\*\*\*\*\*

- 13[(3) The electoral college for the Union territory of Delhi shall consist of the elected members of the Legislative Assembly constituted for that territory under the Government of National Capital Territory of Delhi Act, 1991 (1 of 1992).]

- 14[(4) 15[The electoral college for the Union territory of 16\*\*\* Pondicherry] shall consist of the elected members of the Legislative Assembly constituted for that territory under the Government of Union Territories Act, 1963 (20 of 1963).]

17\*\*\*\*\*

18\*\*\* \*\*

**27B.** [Electoral College constituencies.] Rep. by the Territorial Councils Act, 1956 (103 of 1956), s. 65.

**27C.** [Delimitation of Electoral College constituencies.] Rep. by s. 65, ibid.

**27D.** [Power to alter or amend orders.] Rep. by s. 65, ibid.

- 
1. Cl. (c) re-lettered as cl. (b) by Act 2 of 1956, s. 18.
  2. Subs. by Act 40 of 1961, s. 4, for "on the qualifying date was" (w.e.f. 20-9-1961).
  3. Subs. by s. 4, ibid., for "before that date" (w.e.f. 20-9-1961).
  4. Subs. by Act 40 of 1960, s. 4, ibid., for sub-section (6) (w.e.f. 20-9-1961).
  5. Part IVA ins. by Act 73 of 1950, s. 8.
  6. Subs. by the Adaptation of Laws (No. 2) Order, 1956, for "Part C States". 7. Subs. by Act 29 of 1975, s. 11 (w.e.f. 15-8-1975).
  8. The words "or group of such States" omitted by the Adaptation of Laws (No. 2) Order, 1956.
  9. Subs., ibid., for "each such State".
  10. The words "or group of States" and proviso omitted by Act 2 of 1956. s. 19.
  11. Proviso omitted by s.19, ibid.
  12. Sub-section (2) omitted by Act 20 of 1963, s. 57 and Sch. II (w.e.f. 1-7-1963).
  13. Subs. by Act 1 of 1992, s. 55, for sub-section (3) (w.e.f. 2-10-1993).
  14. Subs. by Act 20 of 1963, s. 57 and Sch. II, for sub-section (4).
  15. Subs. by Act 69 of 1986, s. 7, for certain words (w.e.f. 20-2-1987).
  16. The word "Mizoram" omitted by Act 34 of 1986, s. 7 (w.e.f. 20-2-1987).
  17. Sub-section (5) omitted by Act 29 of 1975, s. 11 (w.e.f. 15-8-1975).
  18. Sub-section (6) omitted by Act 32 of 1954, s. 7.

- 
- 27E. [Procedure as to orders delimiting constituencies.] Rep. by the Representation of the People (Amendment) Act,  
1956 (2 of 1956), s. 21.
- 27F. [Electoral rolls for Council of States constituencies.] Rep. by s. 22, *ibid.*
- 27G. Termination of membership of electoral college for certain disqualifications.—If a person who is a member of an electoral college becomes subject to any disqualification for membership of Parliament under the provisions of any law relating to corrupt and illegal practices and other offences in connection with elections to Parliament, he shall thereupon cease to be such member of the electoral college.
- 27H. Manner of filling of seats in the Council of States allotted to Union territories.— 1\* \* \* The seat or seats in the Council of States allotted to any 2[Union territory] 3\* \* \* in the Fourth Schedule to the Constitution shall be filled by a person or persons elected by the members of the electoral college for 4[that territory] 5\* \* \* in accordance with the system of proportional representation by means of the single transferable vote:
- 6 [Provided that the person who immediately before the commencement of the Constitution (Seventh Amendment) Act, 1956, is filling the seat allotted to the Part C States of Manipur and Tripura shall, as from such commencement, be deemed to have been duly elected to fill the seat allotted to the Union territory of Tripura.]
- 27I. [Special provisions for the filling of the seats in the Council of States allotted to the States of Ajmer and Coorg and the States of Manipur and Tripura.] Rep. by the Adaptation of Laws (No. 2) Order, 1956.
- 27J. Powers of electoral colleges to elect notwithstanding vacancies therein. —No election by the members of an electoral college 7\*\*\* under this Act shall be called in question on the ground merely of the existence of any vacancy in the membership of such college 7\* \* \*.
- 27K. [Electoral colleges for certain States for which Legislative Assemblies have been constituted.] Rep. by the Adaptation of Laws (No. 2) Order, 1956.]

## PART V GENERAL

28. Power to make rules.—(1) The Central Government may, after consulting the Election Commission, by notification in the Official Gazette, make rules<sup>8</sup> for carrying out the purposes of this Act.
- (2) In particular and without prejudice to the generality of the foregoing power, such rules may provide for all or any of the following matters, namely:—
- 9[(a) the determination of ordinary residence under sub-section (7) of section 20; (aa) the particulars to be entered in the electoral rolls;]
- (b) the preliminary publication of electoral rolls 10\* \* \*;

---

1. Certain words omitted by the Adaptation of Laws (No. 2) Order, 1956.  
2. Subs., *ibid.*, for "Part C State".  
3. The words "or group of such States" omitted, *ibid.*  
4. Subs., *ibid.*, for "such State".  
5. The words "or group of States" omitted by Act 2 of 1956, s. 23.  
6. Ins. by the Adaptation of Laws (No. 2) Order, 1956.  
7. Certain words omitted by Act 49 of 1951, s. 44 and Sch. V.  
8. See the Registration of Electors Rules, 1960, in Vol. II, infra.  
9. Subs. by Act 47 of 1966, s. 12, for cl. (a) (w.e.f. 14-12-1966).  
10. Certain words omitted by Act 73 of 1950, s. 9.

---

(c) the manner in which and the time within which claims and objections as to entries in electoral rolls may be preferred;

1\*\*\*\* \*

(e) the manner in which notices of claims or objections shall be published;

(f) the place, date and time at which claims or objections shall be heard and the manner in which claims or objections shall be heard and disposed of;

(g) the final publication of electoral rolls;

2[(h) the revision and correction of electoral roll and inclusion of names therein;]

3[(hh) the procedure for proper verification of facts for amending, transposing or deleting any entry in the electoral rolls, under section 22;

(hhh) the procedure for proper verification of facts for inclusion of or striking off, names in the electoral rolls, under sub-section (2) of section 23;]

(i) any other matter required to be prescribed by this Act.

4[(3) Every rule made by the Central Government under this Act shall be laid, as soon as may be after it is made, before each House of Parliament, while it is in session, for a total period of thirty days which may be comprised in one session or in two or more successive sessions, and if, before the expiry of the session immediately following the session or the successive sessions aforesaid, both Houses agree in making any modification in the rule or both Houses agree that the rule should not be made, the rule shall thereafter have effect only in such modified form or be of no effect, as the case may be; so, however, that any such modification or annulment shall be without prejudice to the validity of anything previously done under that rule.]

5[29. **Staff of local authorities to be made available.**—Every local authority in a State shall, when so requested by the chief electoral officer of the State, make available to any electoral registration officer such staff as may be necessary for the performance of any duties in connection with the preparation and revision of electoral rolls.]

30. **Jurisdiction of civil courts barred.**—No civil court shall have jurisdiction—

(a) to entertain or adjudicate upon any question whether any person is or is not entitled to be registered in an electoral roll for a constituency; or

(b) to question the legality of any action taken by or under the authority of an electoral registration officer, or of any decision given by any authority appointed under this Act for the revision of any such roll.

6[7]31. **Making false declarations.**—If any person makes in connection with—

(a) the preparation, revision or correction of an electoral roll, or

(b) the inclusion or exclusion of any entry in or from an electoral roll,

a statement or declaration in writing which is false and which he either knows or believes to be false or does not believe to be true, he shall be punishable with imprisonment for a term which may extend to one year, or with fine, or with both.]

32. Breach of official duty in connection with the preparation, etc., of electoral rolls.—(1) If any electoral registration officer, assistant electoral registration officer or other person required by or under this Act to perform

---

1. Cl. (d) omitted by Act 20 of 1960, s. 3.

2. Subs. by Act 2 of 1956, s. 24, for cl. (h).

3. Ins. by Act 36 of 2010, s. 5 (w.e.f. 10-2-2011).

4. Subs. by Act 88 of 1976, s. 6, for sub-section (3).

5. Subs. by Act 2 of 1956, s. 25, for s. 29.

6. Ins. by Act 58 of 1958, s. 11.

7. Subs. by Act 20 of 1960, s. 4, for s. 31.

- any official duty in connection with the preparation, revision or correction of an electoral roll or the inclusion or exclusion of any entry in or from that roll, is without reasonable cause, guilty of any act or omission in breach of such official duty, he shall be punishable 1[with imprisonment for a term which shall not be less than three months but which may extend to two years and with fine].
- (2) No suit or other legal proceeding shall lie against any such officer or other person for damages in respect of any such act or omission as aforesaid.
- (3) No court shall take cognizance of any offence punishable under sub-section (1) unless there is a complaint made by order of, or under authority from, the Election Commission or the Chief Electoral Officer of the State concerned.]

## 2[THE FIRST SCHEDULE

(See section 3)

### Allocation of Seats in the House of the People

Name of the State/Union territory	Number of seats in the House as constituted in 2004 on the basis of the Delimitation of Parliamentary and Assembly Constituencies Order, 1976 as amended from time to time			Number of seats in the House as subsequently constituted as per the Delimitation of Parliamentary and Assembly Constituencies Order, 2008		
	Total	Reserved for the Scheduled Castes	Reserved for the Scheduled Tribes	Total	Reserved for the Scheduled Castes	Reserved for the Scheduled Tribes
1	2	3	4	5	6	7
<b>I. STATES</b>						
1. Andhra Pradesh	42	6	2	42	7	3
2. Arunachal Pradesh	2	-	-	2	-	-
3. Assam	14	1	2	14	1	2
4. Bihar	40	7	-	40	6	-
5. Chhattisgarh	11	2	4	11	1	4
6. Goa	2	-	-	2	-	-
7. Gujarat	26	2	4	26	2	4
8. Haryana	10	2	-	10	2	-
9. Himachal Pradesh	4	1	-	4	1	-
10. Jammu and Kashmir	6	-	-	6	-	-
11. Jharkhand	14	1	5	14	1	5
12. Karnataka	28	4	-	28	5	2
13. Kerala	20	2	-	20	2	-
14. Madhya Pradesh	29	4	5	29	4	6
15. Maharashtra	48	3	4	48	5	4
16. Manipur	2	-	1	2	-	1
17. Meghalaya	2	-	-	2	-	2
18. Mizoram	1	-	1	1	-	1
19. Nagaland	1	-	-	1	-	-
20. Orissa	21	3	5	21	3	5
21. Punjab	13	3	-	13	4	-
22. Rajasthan	25	4	3	25	4	3
23. Sikkim	1	-	-	1	-	-
24. Tamilnadu	39	7	-	39	7	-
25. Tripura	2	-	1	2	-	1
26. Uttarakhand	5	-	-	5	1	-
27. Uttar Pradesh	80	18	-	80	17	-
28. West Bengal	42	8	2	42	10	2

1. Subs. by Act 21 of 1996, s. 2, for certain words (w.e.f. 1-8-1996).

2. Subs. by Act 10 of 2008, s. 8, for Schedules I & II.

1	2	3	4	5	6	7
<b>II. UNION TERRITORIES:</b>						
1. Andaman and Nicobar Islands	1	-	-	1	-	-
2. Chandigarh	1	-	-	1	-	-
3. Dadra and Nagar Haveli	1	-	1	1	-	1
4. Delhi	7	1	-	7	1	-
5. Daman and Diu	1	-	-	1	-	-
6. Lakshadweep	1	-	1	1	-	1
7. Puducherry	1	-	-	1	-	-
	<b>543</b>	<b>79</b>	<b>41</b>	<b>543</b>	<b>84</b>	<b>47</b>

### **THE SECOND SCHEDULE**

**(See sections 7 and 7A)**

**Total number of Seats in the Legislative Assemblies**

Name of the State/Union territory	Number of seats in the House as constituted in 2004 on the basis of the Delimitation of Parliamentary and Assembly Constituencies Order, 1976 as amended from time to time			Number of seats in the House as subsequently constituted as per the Delimitation of Parliamentary and Assembly Constituencies Order, 2008		
	Total	Reserved for the Scheduled Castes	Reserved for the Scheduled Tribes	Total	Reserved for the Scheduled Castes	Reserved for the Scheduled Tribes
1	2	3	4	5	6	7

### **I. STATES**

1. Andhra Pradesh	294	39	15	294	48	19
2. Arunachal Pradesh	60	-	59	60	-	59
3. Assam	126	8	16	126	8	16
4. Bihar	243	39	-	243	38	2
5. Chhattisgarh	90	10	34	90	10	29
6. Goa	40	1	-	40	1	-
7. Gujarat	182	13	26	182	13	27
8. Haryana	90	17	-	90	17	-
9. Himachal Pradesh	68	16	3	68	17	3
10. Jammu and Kashmir*	76	6	-			
11. Jharkhand	81	9	28	81	9	28
12. Karnataka	224	33	2	224	36	15
13. Kerala	140	13	1	140	14	2
14. Madhya Pradesh	230	34	41	230	35	47
15. Maharashtra	288	18	22	288	29	25
16. Manipur	60	1	19	60	1	19
17. Meghalaya	60	-	55	60	-	55
18. Mizoram	40	-	39	40	-	1[39]
19. Nagaland	60	-	59	60	-	59
20. Orrissa	147	22	34	147	24	33
21. Punjab	117	29	-	117	34	-
22. Rajasthan	200	33	24	200	34	25
23. Sikkim	32	2	12**	32	2	12**
24. Tamilnadu	234	42	3	234	44	2
25. Tripura	60	7	20	60	10	20
26. Uttarakhand	70	12	3	70	13	2
27. Uttar Pradesh	403	89	-	403	85	-
28. West Bengal	294	59	17	294	68	16

1. Subs. by Act 41 of 2009, s. 3, for "38" (w.e.f. 1-2-2010).

1	2	3	4	5	6	7
<b>II. UNION TERRITORIES:</b>						
1. Delhi	70	13	-	70	12	-
2. Puducherry	30	5	-	30	5	-]

\*Under the Constitution of Jammu and Kashmir, the number of seats in the Legislative Assembly of that State excluding the 24 seats earmarked for Pakistan occupied territory is 87 out of which 7 seats have been reserved for the Scheduled Castes in pursuance of the Jammu and Kashmir Representation of the People Act, 1957.

\*\*Reserved 1 seat for Sanghas and 12 seats for the Sikkimese of Bhutia Lepcha origin

### **1[THE THIRD SCHEDULE**

#### **(See section 10)**

#### **Allocation of Seats in the Legislative Councils**

Name of State	Total number of seats	Number to be elected or nominated under article 171(3)				
		Sub-clause	Sub-clause	Sub-clause	Sub-clause	Sub-clause
		(a)	(b)	(c)	(d)	(e)
1	2	3	4	5	6	7
2[3[1. Andhra Pradesh	90	31	8	8	31	12]
4[2.Bihar	75	24	6	6	27	12]
5	*	*	*	*	*	*
6[3.] Madhya Pradesh	90	31	8	8	31	12
7	*	*	*	*	*	*
8[5.Maharashtra	78	22	7	7	30	12]
91[6.10 [Karnataka]	75	25	7	7	25	11]
11	*	*	*	*	*	*
12[7. Tamil Nadu	78	26	7	7	26	12]
13[8. Uttar Pradesh	14[100]	36	8	8	14[38]	10]
15*** **						

1. Subs. by Act 37 of 1957, s. 12, for the Third Schedule.
2. Entry relating to Andhra Pradesh omitted by Act 34 of 1985, s. 5 (w.e.f. 1-6-1985).
3. Ins. by Act 1 of 2006, s. 4.
4. Subs. by Act 30 of 2000, s.17, for entry "2" (w.e.f. 15-11-2000).
5. Entry relating to Bombay omitted by Act 11 of 1960, s. 21 (w.e.f. 1-5-1960).
6. Renumbered by s. 21, ibid. (w.e.f. 1-5-1960).
7. Entry relating to Tamil Nadu omitted by Act 40 of 1986, s. 5 (w.e.f. 1-11-1986).
8. Ins. by Act 11 of 1960, s. 21 (w.e.f. 1-5-1960).
9. Subs. by Act 31 of 1987, s. 2.
10. Subs. by the Mysore State (Alteration of Name) (Adaptation of Laws on Union Subjects) Order, 1974, s. 3 and Sch., for "Mysore" (w.e.f. 1-11-1973).
11. Entry relating to Punjab omitted by Act 46 of 1969, s. 5 (w.e.f. 7-1-1970).
12. Ins. by Act 16 of 2010, s. 4 (date yet to be notified). 13. Subs. by Act 29 of 2000, s.18 (w.e.f. 9-11-2000).
14. Subs. by Act 7 of 2004, s. 2, for "99" and "37", respectively.
15. Entry relating to West Bengal omitted by Act 20 of 1969, s. 5 (w.e.f. 1-8-1969).

---

(Part II.-Acts of Parliament)

**THE FOURTH SCHEDULE**

[See section 27 (2)]

Local authorities for purposes of elections to Legislative Councils

1 \*\*\*\*\*

**2[ANDHRA PRADESH]**

1. Municipal Corporations.
2. Municipalities.
3. Nagar Panchayats.
4. Cantonment Boards.
5. Zila Praja Parishads.
6. Mandal Praja Parishads.]

**3[BIHAR]**

1. Nagar Parishads.
2. Cantonment Boards.
3. Nagar Panchayats.
4. Zila Parishads.
5. Panchayat Samitis.
6. Nagar Nigams (Corporations).
7. Gram Panchayats.]

4 \*\*\*\*\*

**5[MADHYA PRADESH]**

- 6 [1. Municipalities.
2. Janapada Sabhas.
3. Mandal Panchayats.
4. Cantonment Boards.
5. Notified Area Committees.
6. Town Area Committees.]]

7 \*\*\*\*\*

**8[MAHARASHTRA]**

- 9 [1. Municipalities.
2. Contonment Boards.

10 \*\*\*\*\*

**4. Zilla Parishad.]]**

---

1. The heading "Andhra Pradesh" and the entries relating thereto omitted by Act 34 of 1985, s. 5 (w.e.f. 1-6-1985).
2. Ins. by Act 1 of 2006, s. 4.
3. Subs. by Act 6 of 2003, s. 2., "for "BIHAR" (w.e.f. 6-1-2003).
4. The heading "Bombay" (that is, Maharashtra) and the entries relating thereto omitted by Act 40 of 1961, s. 6 (w.e.f. 20-9-1961).
5. Ins. by the Adaptation of Laws (No. 2) Order, 1956.
6. Subs. by Act 37 of 1957, s. 12, for the former entries.
7. The heading "Tamil Nadu" and the entries relating thereto omitted by the Tamil Nadu Legislative Council (Abolition) Act, 1986, s. 5 (w.e.f. 1-11-1986). 8. Ins. by Act 40 of 1961, s. 6 (w.e.f. 20-9-1961).
9. Subs. by Act 2 of 1963, s. 2, for the former entries.
10. Entry "3. Town Committees." omitted by Act 21 of 1989, s. 5.

---

**(PART II.-Acts of Parliament)**

- 2 [1. City Municipal Corporations.
2. City Municipal Councils.
3. Town Municipal Councils.
4. Town Panchayats.
5. Zilla Panchayats.
6. Taluk Panchayats.
7. Grama Panchayats.
8. Cantonment Boards.]]

1[KARNATAKA]

3\*\*\*\*\*

4[TAMIL NADU

1. Municipalities as referred to in article 243Q of the Constitution.
2. Panchayat Union Councils.
3. Cantonment Board.
4. District Panchayats referred to in the Tamil Nadu Panchayat Act, 1994 (Tamil Nadu Act 21 of 1994)]

- 
1. Subs. by the Mysore State (Alteration of Name) (Adaptation of Laws on Union Subjects) Order, 1974, s. 3 and Sch., for "Mysore" (w.e.f. 1-11-1973).
  2. Subs. by Act 29 of 1996, s. 2, for "the entries 1 to 5".
  3. Entry relating to Punjab omitted by Act 46 of 1969, s. 5 (w.e.f. 7-1-1970).
  4. Ins. by Act 16 of 2010, s. 4 (date yet to be notified).

---

## UTTAR PRADESH

- 1 [1.Municipal Corporations.
2. Municipal Councils.
3. Zila Panchayats.
4. Nagar Panchayats.
5. Kshettra Panchayats.
6. Cantonment Boards.]

\*\*\*\*\*

2\*

3\*

[THE FIFTH SCHEDULE.] Rep. by the Government of Union Territories Act, 1963 (20 of 1963), s. 57 and the Second Schedule.

[THE SIXTH SCHEDULE.] Rep. by the Representation of the People (Amendment) Act, 1956 (2 of 1956), s. 27.

[THE SEVENTH SCHEDULE.] Rep. by s. 27, *ibid.*

- 
1. Subs. by Act 29 of 1996, s.2, for the entries 1 to 6.
  2. The heading "West Bangal" and the entries relating thereto omitted by Act 20 of 1969, s.5 (w.e.f. 1-8-1969).
  3. The heading "Mysore" and the entries relating thereto omitted by the Adaptation of Laws (No. 2) Order, 1956.

**THE REGISTRATION OF ELECTORS RULES, 1960**

**PART II**

*Electoral rolls for Assembly Constituencies*

4. Form and languages of roll.—The roll for each constituency shall be prepared in such form and in such language or languages as the Election Commission may direct.
5. Preparation of roll in parts.—(1) The roll shall be divided into convenient parts which shall be numbered consecutively.
  - (2) The last part of the roll shall contain the names of every person having a service qualification and of his wife, if any, who are entitled to be included in that roll by virtue of a statement made under rule 7.
  - (3) The names of any person holding a declared office and of his wife, if any, who are entitled to be included in the roll by virtue of a statement made under rule 7 shall be included in the part of the roll, pertaining to the locality in which they would, according to that statement, have been ordinarily resident.
- 2[(3A) The name of every overseas elector who is entitled to be included in the roll under section 20A, shall be included in the part of the roll pertaining to the locality in which his place of residence in India as mentioned in his passport is located.]
- (4) The number of names included in any part of the roll shall not ordinarily exceed two thousand.

- 
1. Published with the Ministry of Law Notifn. No. S.O. 2750, dated the 10th November, 1960, Gazette of India, Extraordinary, Part II, Section 3(ii), page 633.
  2. Ins. by notifn. No. S. O. 244 (E), dated the 3rd February, 2011 (w.e.f. 10-2-2011).
  3. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966.
  4. Cl. (g) omitted, ibid.

- 
6. Order of names.—(1) the names of electors in each part of the roll shall be arranged according to house number, unless the chief electoral officer, subject to any general or special instructions issued by the Election Commission, determines in respect of any part that the alphabetical order is more convenient or that the names shall be arranged partly in one way and partly in the other.  
(2) The names of electors in each part of the roll shall be numbered, so far as practicable, consecutively with a separate series of numbers beginning with the number one.
  7. Statement under section 20.—(1) Every person who holds a declared office or has a service qualification and desires to be registered in the roll for the constituency in which, but for holding such office or having such qualification, he would have been ordinarily resident, shall submit to the 1[registration officer of the constituency], a statement in such one of the 1[Forms 1, 2, 2A and 3] as may be appropriate.  
(2) Every statement submitted under sub-rule (1) shall be verified in the manner specified in the Form.  
(3) Every such statement shall cease to be valid when the person making it ceases to hold a declared office or, as the case may be, have a service qualification.
  8. Information to be supplied by occupants of dwelling-houses.—The registration officer may, for the purpose of preparing the roll, send letters of request in Form 4 to the occupants of dwelling-houses in the constituency or any part thereof; and every person receiving any such letter shall furnish the information called for therein to the best of his ability.
  - 2[8A. Manner of giving notice for registration of persons as overseas electors. —On the commencement of the Representation of the People (Amendment) Act, 2010 (36 of 2010) and at such other times as the Election Commission may direct, the Chief Electoral Officer may, for the purpose of inclusion of names of overseas electors in the roll, make a public notification requesting every person entitled to be registered as an overseas elector under section 20A 3[to make an application under rule 8B] and a copy of such notification shall be forwarded to all foreign missions of the Central Government and also make such further publicity as he may consider expedient and necessary.
  - 8B. Inclusion of names of overseas electors in the rolls. — (1) Every overseas elector, who is not otherwise disqualified for registration and is desirous of being registered in the roll for the constituency pertaining to the locality in which his place of residence in India as mentioned in his passport is located, may make an application in Form 6A to the concerned registration officer directly or send the application to him by post.  
(2) The provisions of sub-rules (2), (3) and (4) of rule 13 shall mutatis mutandis apply for filing of claims or objections to the inclusion of name or to any particulars of an entry or for transposition of any entry from one place to another in the roll as an overseas elector.  
(3) Every application in Form 6A sent by post shall be accompanied by copies of all the documents mentioned in the said Form 4[duly self attested].  
(4) Every application in Form 6A presented in person to the registration officer shall be accompanied by photocopies of all the documents mentioned in the said Form along with originals thereof for verification by the registration officer.  
(5) Where a personal hearing is necessary in respect of any claim for inclusion or objection to the inclusion of name in the roll as an overseas elector, the registration officer may, if considered necessary, designate an official in the Indian Mission in the concerned country for the purpose.]
  9. Access to certain registers.—For the purpose of preparing any roll or deciding any claim or objection to a roll, any registration officer and any person employed by him shall have access to any register of births and deaths and to the admission register of any educational institution, and it shall be the duty of every person in charge of any such register to give to the said officer or person such information and such extracts from the said register as he may require.
  10. Publication of roll in draft.—As soon as the roll for a constituency is ready, the registration officer shall publish it in draft by making a copy thereof available for inspection and displaying a notice in Form 5—  
(a) at his office, if it is within the constituency, and  
(b) at such place in the constituency as may be specified by him for the purpose, if his office is outside the constituency; 5[or in the official website of the Chief Electoral Officer of the concerned State:]
  - 2 [Provided that where such draft contains names of overseas electors, the copies of such rolls shall also be published in the Electronic Gazette 6[or in the official website of the Chief Electoral Officer of the concerned State].]

---

1. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966.

---

**Registration of Electors Rules,  
1960 (Statutory Rules and Order)**

11. Further publicity to the roll and notice.—The registration officer shall also—
  - (a) make a copy of each separate part of the roll, together with a copy of the notice in Form 5 available for inspection at a specified place accessible to the public and in or near the area to which that part relates;
  - (b) give such further publicity to the notice in Form 5 as he may consider necessary; and
  - (c) supply free of cost two copies of each separate part of the roll to every political party 1[for which a symbol has been exclusively reserved in the State] by the Election Commission.
- 2[12. Period for lodging claims and objections.—Every claim for the inclusion of a name in the roll and every objection to an entry therein shall be lodged within a period of thirty days from the date of publication of the roll in draft under rule 10, or such shorter period of not less than fifteen days as may be fixed by the Election Commission in this behalf:  
Provided that the Election Commission may, by notification in the Official Gazette, extend the period in respect of the constituency as a whole or in respect of any part thereof.]
13. Form for claims and objections.—(1) Every claim shall be—
  - (a) in Form 6; 3[and]
  - (b) signed by the person desiring his name to be included in the roll; 4\*\*\*  
4\*\*\*\*\*
- (2) Every objection to the inclusion of a name in the roll shall be—
  - (a) in Form 7; 3[and]
  - (b) preferred only by a person whose name is already included in that roll; 4\*\*\*  
4\*\*\*\*\*
- (3) Every objection to a particular or particulars in an entry in the roll shall be—
  - (a) in Form 8; and
  - (b) preferred only by the person to whom that entry relates.
- 5[(4) Every application for transposition of an entry from one part to another part of the roll shall be in Form 8A.]
14. Manner of lodging claims and objections.—Every claim or objection shall—
  - (a) either be presented to the registration officer or to such other officer as may be designated by him in this behalf; or
  - (b) be sent by 6\*\*\* post to the registration officer.
15. Procedure of designated officers.—(1) Every officer designated under rule 14 shall—
  - (a) maintain in duplicate a list of claims in Form 9, a list of objections to the inclusion of names in Form 10 and a list of objections to particulars in Form 11; and
  - (b) keep exhibited one copy of each such list on a notice board in his office.
- (2) Where a claim or objection is presented to him, he shall, after complying with the requirements of sub-rule (1), forward it with such remarks, if any, as he considers proper to the registration officer.

---

1. Subs. by Notifn. No. S.O. 2791, dated the 24th November, 1961 for "to which a symbol has been allotted".

2. Subs. by Notifn. No S.O. 35(E), dated the 21st January, 1977, for rule 12.

3. Ins. by Notifn. No. S.O. 817(E), dated the 25th October, 1993.

4. The word "and" and cl. (c) omitted, *ibid.*

5. Ins. by Notifn. No. S.O. 934(E), dated the 18th August, 2003.

6. The word "registered" omitted by Notifn. No. S.O. 3661, dated the 12th October, 1964.

- 
16. Procedure of registration officer.—The registration officer also shall—  
(a) maintain in duplicate the three lists in Forms 9, 10 and 11, entering thereon the particulars of every claim or objection as and when it is received by him whether directly under rule 14 or on being forwarded under rule 15; and  
(b) keep exhibited one copy of each such list on a notice board in his office:  
1[Provided that where any claim or objection relates to registration of a person as an overseas elector, a list of such claim or objection shall be exhibited on the notice board in his office and shall also be published in the Electronic Gazette 2[or in the official website of the Chief Electoral Officer of the concerned State] in such form as the Election Commission may direct.]
17. Rejection of certain claims and objections.—Any claim or objection which is not lodged within the period, or in the form and manner, herein specified, shall be rejected by the registration officer.
18. Acceptance of claims and objections without inquiry.—If the registration officer is satisfied as to the validity of any claim or objection, he may allow it without further inquiry after the expiry of one week from the date on which it is entered in the list exhibited by him under clause (b) of rule 16:  
Provided that where before any such claim or objection has been allowed, a demand for inquiry has been made in writing to the registration officer by any person, it shall not be allowed without further inquiry.
19. Notice of hearing claims and objections.—(1) Where a claim or objection is not disposed of under rule 17 or rule 18, the registration officer shall—  
(a) specify in the list exhibited by him under clause (b) of rule 16, the date, time and place of hearing of the claim or objection; and  
(b) give notice of the hearing—  
(i) in the case of a claim to the claimant in Form 12;  
(ii) in the case of an objection to the inclusion of a name, to the objector in Form 13 and to the person objected to in Form 14; and  
(iii) In the case of an objection to a particular or particulars in an entry, to the objector in Form 15.  
(2) A notice under this rule may be given either personally or by registered post or by affixing it to the person's residence or last known residence within the constituency.
20. Inquiry into claims and objections.—(1) The registration officer shall hold a summary inquiry into every claim or objection in respect of which notice has been given under rule 19 and shall record his decision thereon.  
(2) At the hearing, the claimant or, as the case may be, the objector and the person objected to and any other person who, in the opinion of the registration officer, is likely to be of assistance to him, shall be entitled to appear and be heard.  
(3) The registration officer may in his discretion—  
(a) require any claimant, objector or person objected to, to appear in person before him;  
(b) require that the evidence tendered by any person shall be given on oath and administer an oath for the purpose.
21. Inclusion of names inadvertently omitted.—3[(1)] If it appears to the registration officer that owing 4\*\*\* to inadvertence or error during preparation, the names of any electors have been left out of the roll and that remedial

---

1. Ins. by Notifn. No. S.O. 244(E), dated 3rd February, 2011 (w.e.f. 10-2-2011).

2. Ins. by Notifn. No. S.O. 426 (E), dated 23rd February, 2011.

3. Rule 21 renumbered as sub-rule (1) of that rule by Notifn. No. S.O. 3661, dated the 12th October, 1964.

4. Certain words omitted, ibid.

---

action should be taken under this rule, the registration officer shall—

- (a) prepare a list of the names and other details of such electors;
  - (b) exhibit on the notice board of his office a copy of the list together with a notice as to the time and place at which the inclusion of these names in the roll will be considered, and also publish the list and the notice in such other manner as he may think fit; and
  - (c) after considering any verbal or written objections that may be preferred, decide whether all or any of the names should be included in the roll.
- 1[(2) If any statements under rule 7 are received after the publication of the roll in draft under rule 10, the registration officer shall direct the inclusion of the names of the electors covered by the statements in the appropriate parts of the roll.]

2[21A. Deletion of names.—If it appears to the registration officer at any time before the final publication of the roll that owing to inadvertence or error or otherwise, the names of dead persons or of persons who have ceased to be, or are not, ordinarily residents in the constituency or of persons who are otherwise not entitled to be registered in that roll, have been included in the roll and that remedial action should be taken under this rule, the registration officer, shall—

- (a) prepare a list of the names and other details of such electors;
- (b) exhibit on the notice board of his office a copy of the list together with a notice as to the time and place at which the question of deletion of these names from the roll will be considered, and also publish the list and the notice in such other manner as he may think fit; and
- (c) after considering any verbal or written objections that may be preferred, decide whether all or any of the names should be deleted from the roll:

Provided that before taking any action under this rule in respect of any person on the ground that he has ceased to be, or is not, ordinarily resident in the constituency, or is otherwise not entitled to be registered in that roll, the registration officer shall make every endeavour to give him a reasonable opportunity to show cause why the action proposed should not be taken in relation to him.]

22. Final publication of roll.—(1) The registration officer shall thereafter—

- (a) prepare a list of amendments to carry out his decisions under rules 18, 20, 3[21 and 21A] and to correct any clerical or printing errors or other inaccuracies subsequently discovered in the roll;  
4\*\*\*
  - (b) publish the roll, together with the list of amendments, by making a complete copy thereof available for inspection and displaying a notice in Form 16 at his office 5[Provided that where the roll contains the name of any overseas elector the same shall also be published in the Electronic Gazette 6[or in the official website of the Chief Electoral Officer of the concerned State]] 7[and]
  - 7[(c) subject to such general or special directions as may be given by the Election Commission supply, free of cost, two copies of the roll, as finally published, with the list of amendments, if any, to every political party for which a symbol has been exclusively reserved by the Election Commission.]
- (2) On such publication, the roll together with the list of amendments shall be the electoral roll of the constituency.

- 
- 1. Ins. by Notifn. No. S.O. 3661, dated the 12th October, 1964.
  - 2. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for rule 21A.
  - 3. Subs. by Notifn. No. S.O. 1519, dated the 25th April, 1968, for "and 21".
  - 4. The word "and" omitted by Notifn. No. S.O. 233(E), dated the 31st March, 1984.
  - 5. Ins. by Notifn. No. S. O. 244 (E), dated the 3rd February, 2011.
  - 6. Ins. by Notifn No. S. O. 426 (E), dated the 23rd February, 2011.
  - 7. Ins. by Notifn. No. S.O. 233(E), dated the 31st March, 1984.

- 
- 1[(3) Where the roll (hereafter in this sub-rule referred to as the basic roll), together with the list of amendments, becomes the electoral roll for a constituency under sub-rule (2), the registration officer may, for the convenience of all concerned, integrate, subject to any general or special directions issued by the Election Commission in this behalf, the list into the basic roll by 2[incorporating inclusion of names, amendment, transposition or deletion of entries in the relevant parts of the basic roll itself] in the relevant parts of the basic roll itself, so, however, that no change shall be made in the process of such integration in the name of any elector or in any particulars relating to any elector as given in the list of amendments.]
23. Appeals from orders deciding claims and objections.—(1) An appeal shall lie from any decision of the registration officer under rule 20, 3[rule 21 or rule 21A] to such officer of Government as the Election Commission may designate in this behalf (hereinafter referred to as the appellate officer): Provided that an appeal shall not lie where the person desiring to appeal has not availed himself of his right to be heard by, or to make representations to, the registration officer on the matter which is the subject of appeal.
- (2) Every appeal under sub-rule (1) shall be—  
(a) in the form of a memorandum signed by the appellant, and  
(b) presented to the appellate officer within a period of fifteen days from the date of announcement of the decision or sent to that officer by registered post so as to reach him within that period.
- (3) The presentation of an appeal under this rule shall not have the effect of staying or postponing any action to be taken by the registration officer under rule 22.
- (4) Every decision of the appellate officer shall be final, but in so far as it reverses or modifies a decision of the registration officer, shall take effect only from the date of the decision in appeal.
- (5) The registration officer shall cause such amendments to be made in the roll as may be necessary to give effect to the decisions of the appellate officer under this rule.
24. Special provision for preparation of rolls on redelimitation of constituencies.—(1) If any constituency is delimited a new in accordance with law and it is necessary urgently to prepare the roll for such constituency, the Election Commission may direct that it shall be prepared—  
(a) by putting together the rolls of such of the existing constituencies or parts thereof as are comprised within the new constituency; and  
(b) by making appropriate alterations in the arrangement, serial numbering and headings of the rolls so compiled.
- (2) The roll so prepared shall be published in the manner specified in rule 22 and shall, on such publication, be the electoral roll for the new constituency.
- 4[24A. Special provision for preparation of rolls of pre-delimited constituencies. —(1) Notwithstanding anything contained in rule 24, if the electoral roll of any constituency prior to the last delimitation is required to be prepared urgently, the Election Commission may direct that it shall be prepared—  
(a) by putting together the rolls of the new delimited constituencies or relevant parts thereof corresponding to the areas as were comprised within the pre-delimited constituency; and  
(b) by making appropriate alterations in the arrangement, serial numbering, headings, etc., of the roll so prepared.
- (2) The roll so prepared shall be published in the manner specified in rule 22, and shall, on such publication, be the roll for pre-delimited constituency concerned.]

---

1. Ins. by Notifn. No. S.O. 1033, dated the 12th March, 1970.

2. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for certain words.

3. Subs. by Notifn. No. S.O. 1519, dated the 25th April, 1968 for "rule 21".

4. Ins. by Notifn. No. S. O. 1219 (E), dated the 15th May, 2009 (w.e.f. 15-5-2009).

- 
25. 1[Revision of rolls].—(1) The roll for every constituency shall be revised under sub-section (2) of section 21 either intensively or summarily or partly intensively and partly summarily, as the Election Commission may direct.
- (2) Where the roll or any part thereof is to be revised intensively in any year, it shall be prepared afresh and rules 4 to 23 shall apply in relation to such revision as they apply in relation to the first preparation of a roll.
- (3) When the roll or any part thereof is to be revised summarily in any year, the registration officer shall cause to be prepared a list of amendments to the relevant parts of the roll on the basis of such information as may be readily available and publish the roll together with the list of amendments in draft; and the provisions of rules 2[8A] to 23 shall apply in relation to such revision as they apply in relation to the first preparation of a roll.
- (4) Where at any time between the publication in draft of the revised roll under sub-rule (2) or of the roll and list of amendments under sub-rule (3) and the final publication of the same under rule 22, any names have been directed to be included in the roll for the time being in force under section 23, the registration officer shall cause the names to be included also in the revised roll unless there is, in his opinion, any valid objection to such inclusion.
26. 3[Correction of entries and inclusion of names in electoral rolls].— 4[(1) Every application under section 22 or sub-section (1) of section 23 shall be made in duplicate in such one of the Forms 5[6, 6 [6A], 7, 8, 8A and 8B as may be appropriate 7\*\*\*]:
- 8 [Provided that the statements in Forms 2, 2A and 3, from persons having service qualifications, received after the final publication of the electoral roll shall be deemed to be the applications under sections 22 and 23 7\*\*\*].
- 8[(1A) Every such application as is referred to in sub-rule (1) shall be presented to the registration officer in such manner as the Election Commission may direct.]

9\*\*\*\*\*

7\*\*\*\*\*

- (3) The 10\*\*\* registration officer shall, immediately on receipt of such application, direct that one copy thereof be posted in some conspicuous place in his office together with a notice inviting objections to such application within a period of seven days from the date of such posting.
- 11[(4) The registration officer shall, as soon as may be after the expiry of the period specified in sub-rule (3), consider the application and objections thereto, if any, received by him and shall, if satisfied, direct the inclusion, deletion, correction or transposition of entries in the roll, as may be necessary:

- 
1. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for the marginal heading "Annual revision of rolls".
  2. Subs. by Notifn. No. S. O. 244 (E), for "9", dated the 3rd February, 2011 (w.e.f. 10-2-2011)
  3. Subs. by Notifn. No. S.O. 2315, dated the 21st September, 1961, for the marginal heading "Inclusion of names in electoral rolls".
  4. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966, for sub-rule (1).
  5. Subs. by Notifn. No. S.O. 934(E), dated the 18th August, 2003.
  6. Ins. by Notifn. No. S.O. 244(E), dated the 3rd February, 2011 (w.e.f. 10-2-2011).
  7. Certain words and sub-rules (2) and (2A) omitted by Notifn. No. S.O. 537(E), dated the 22nd July, 1992.
  8. Ins. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987.

---

Provided that when an application is rejected by the registration officer, he shall record in writing a brief statement of his reasons for such rejections.]

27. Appeals from 1\*\*\* under rule 26.—2[(1) Every appeal under section 24 shall be—  
(a) in the form of a memorandum signed by the 3[appellant];  
(b) accompanied by a copy of the order appealed from and 4[ 5[a fee of five rupees] to be—  
(i) paid by means of non-judicial stamps; or  
(ii) deposited in a Government treasury or the Reserve Bank of India in favour of the chief electoral officer; or  
(iii) paid in such other manner as may be directed by the Election Commission; and]  
6[© presented to the chief electoral officer within a period of fifteen days from the date of the order appealed from or sent by registered post so as to reach him within that period:]
- 7 [Provided that the chief electoral officer may condone the delay in the presentation of the appeal to him, if he is satisfied that the appellant had sufficient cause for not presenting it within the time prescribed.]
- 8[(1A) Where the fee is deposited under clause (b) (ii) of sub-rule (1), the appellant shall enclose with the memorandum of appeal a Government treasury receipt in proof of the fee having been deposited.]
- 9[(2) For the purposes of sub-rule (1), an appeal shall be deemed to have been presented to the chief electoral officer, when the memorandum of appeal is delivered by, or on behalf of, the appellant to the chief electoral officer himself or to any other officer appointed by him in this behalf.]
28. Identity cards for electors in notified constituencies 10\*\*\*.—(1) The Election Commission may, with a view to preventing impersonation of electors and facilitating their identification at the time of poll, by notification in the Official Gazette of the State, direct that the provision of this rule shall apply to 11[any such constituency or part thereof] as may be specified in the notification.
- (2) The registration officer for such notified constituency shall, as soon as may be, after the issue of the notification under sub-rule (1), arrange for the issue to every elector of an identity card prepared in accordance with the provisions of this rule.

- 
1. The words "rejecting applications" omitted by Notifn. No. S.O. 3874, dated the 15th December, 1966.  
2. Subs. by Notifn. No. S.O. 2315, dated the 21st September, 1961, for sub-rule (1).  
3. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for "applicant".  
4. Subs. by Notifn. No. S.O. 370, dated the 25th January, 1968, for certain words.  
5. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for "a fee of one rupee".  
6. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966, for cl. (c).  
7. Ins. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987.  
8. Ins. by Notifn. No. S.O. 370, dated the 25th January, 1968.  
9. Subs. by Notifn. No. S.O. 3874, dated the 15th December, 1966, for sub-rule (2).  
10. Certain words omitted by Notifn. No. S.O. 1505, dated the 21th April, 1969.  
11. Subs., ibid., for certain words.

- 
- (3) The identity card shall—  
(a) be prepared in duplicate;  
(b) contain the name, age, residence and such other particulars of the elector as may be specified by the Election Commission; and  
(c) have affixed to it a photograph of the elector which shall be taken at the expense of the Government;  
(d) bear the facsimile signature of the registration officer:  
Provided that if the elector refuses or evades to have his photograph taken, or cannot be found at his residence by the official photographer in spite of repeated attempts, no such identity card shall be prepared for the elector and a note of such refusal or evasion or that the elector could not be found at his residence in spite of repeated attempts shall be made in the copy of the roll maintained by the registration officer.
- (4) One copy of the identity card prepared under sub-rule (3) shall be retained by the registration officer and the other copy shall be delivered to the elector to be kept by him for production at the time of poll.

### 1[PART III

#### **Electoral rolls for Parliamentary constituencies in the Union territory of Delhi**

29. Rolls for the Parliamentary constituencies in the Union territory of Delhi.— The provisions of Part II shall apply in relation to parliamentary constituencies in the Union territory of Delhi as they apply in relation to assembly constituencies.]

### PART IV

#### **Electoral rolls for Council constituencies**

30. Rolls for local authorities' constituencies.—(1) The roll for every local authorities' constituency shall be prepared and maintained in such form, manner and language or languages as the Election Commission may direct.  
(2) The provisions of 2[rule 26 except sub-rules (3) and (4) thereof and rule 27] shall apply in relation to local authorities' constituencies as they apply in relation to assembly constituencies:  
Provided that an application for the inclusion of a name shall be made in Form 17:  
3[Provided further that where an application referred to in sub-rule (1) of rule 26 is received by the electoral registration officer, he shall refer such application to the chief executive officer, of the local authority concerned and on receipt of information in relation thereto from the chief executive officer, the electoral registration officer shall act in accordance with clause (d) of sub-section (2) of section 27.]
31. Rolls for graduates' and teachers' constituencies.—(1) The roll for every graduates' or teachers' constituency shall be prepared in such form, manner and language, or languages as the Election Commission may direct.  
(2) The roll shall be divided into convenient parts which shall be numbered consecutively.

- 
1. Subs. by Notifn. No. S.O. 2577, dated the 6th September, 1963, for Part III.  
2. Subs. by Notifn. No. S.O. 3661, dated the 12th October, 1964, for "rules 26 and 27".  
3. Subs. by Notifn. No. S.O. 814 (E), dated the 3rd September, 1987, for the second proviso.

---

**Registration of Electors Rules, 1960**  
**(Statutory Rules and Order)**

- (3) For the purpose of preparing the roll the registration officers shall, on or before the 1st 1[October], issue a public notice calling upon every person entitled to be registered in that roll to send to, or deliver at his office before the 7th day of 1[November] next following an application in Form 18 or Form 19, as the case may be, for inclusion of his name:
- 2 [Provided that for the purpose of preparing the roll for the first time for the Legislative Council of the State of Madhya Pradesh, the references to the 1st October and the 7th day of November shall be construed as references to the 31st December, 1966 and the 7th day of February, 1967, respectively.]
- (4) The said notice shall be published in two newspapers having circulation in the constituency and republished in them once on or about the 15th 1[October] and again on or about the 25th 1[October]:
- 2 [Provided that in relation to the preparation of the roll for the first time for the Legislative Council of the State of Madhya Pradesh, the references to the 15th October and the 25th October shall be construed as references to the 15th January and 25th January, 1967, respectively.]
- 3 [(4A) The provisions of sub-rule (3) and sub-rule (4) shall apply in relation to revision of the roll for every graduates' or teachers' constituency under sub-section (2) (a) (ii) of section 21 of the Act as they apply in relation to the preparation of such roll subject to the modification that references to the 1st October and the 7th day of November in sub-rule (3) and references to the 15th October and 25th October in sub-rule (4) shall be construed respectively as references to such dates, as may be specified by the Election Commission in relation to each such revision.]
- (5) The provisions of rules 10 to 27 except clause (c) of sub-rule (1) and clause (c) of sub-rule (2) of rule 13 shall apply in relation to graduates' and teachers' constituencies as they apply in relation to assembly constituencies:  
Provided that a claim or an application for the inclusion of a name shall be made in Form 18 or Form 19 as may be appropriate.

4\*\*\*\*

**PART V**  
**Preservation and disposal of Electoral Rolls**

32. Custody and preservation of rolls and connected papers.—(1) After the roll for a constituency has been finally published, the following papers shall be kept in the office of the registration officer or at such other place as the chief electoral officer may by order specify until the expiration of one year after the completion of the next intensive revision of that roll:—
- (a) one complete copy of the roll;
- (b) statements submitted to the chief electoral officer under rule 7;
- (c) statements submitted to the registration officer under rule 8;
- (d) register of enumeration forms;
- (e) applications in regard to the preparation of the roll;
- (f) manuscript parts prepared by enumerating agencies and used for compiling the roll;
- (g) papers relating to claims and objections;

- 
1. Subs. by Notifn. No. S.O. 2315, dated the 21st September, 1961.  
2. Ins. by Notifn. No. S.O. 3963, dated the 24th December, 1966.  
3. Ins. by Notifn. No. S.O. 1127, dated the 1st April, 1967.  
4. Second proviso omitted by Notifn. No. S.O. 814(E), dated the 3rd September, 1987.

- 
- (h) papers relating to appeals under rule 23; and
  - (i) applications under sections 22 and 23.
- (2) One complete copy of the roll for each constituency duly authenticated by the registration officer shall also be kept in such place as the chief electoral officer may specify 1[as permanent board].
33. Inspection of electoral rolls and connected papers.—Every person shall have the right to inspect the election papers referred to in rule 32 and to get attested copies thereof on payment of such fee as may be fixed by the chief electoral officer.
34. Disposal of electoral rolls and connected papers.—(1) The papers referred to in rule 32 shall, on the expiry of the period specified therein, and subject to such general or special directions, if any, as may be given by the Election Commission in this behalf, be disposed of in such manner as the chief electoral officer may direct.
- (2) Copies of the electoral roll for any constituency in excess of the number required for deposit under rule 32 and for any other public purpose shall be disposed of at such time and in such manner as the Election Commission may direct and until such disposal shall be made available for sale to the public.

## 2[PART VI Miscellaneous

35. use of old Forms.—If, at any time, during a period of six months from the date on which any amendment to a form for making any claim, objection or other application to the registration officer under these rules takes effect, a person makes, such claim, objection or, as the case may be, other application in the Form as it stood before such amendment, the registration officer shall deal with such claim, objection or other application and he may, for this purpose, require such person, by notice in writing, to furnish such additional information (being the information which would have been furnished if the amended Forms had been used) within such reasonable time as may be specified in the notice.]

- 
- 1. Subs. by Notifn. No. S.O. 814(E), dated the 3rd September, 1987, for certain words.
  - 2. Ins. by Notifn. No. S.O. 1128(E), dated the 29th December, 1987.

**Registration of Electors Rules, 1960**  
**(Statutory Rules and Order)**  
**FORM 1**  
**(See rule 7)**

*Statement as to place of Ordinary Residence by a Person holding a Declared Office*

Full name .....

1[Father's/Mother's/Husband's name] .....

Age.....years.

Office held.....

I hereby declare that I am a citizen of India and that but for my holding the above- mentioned office, I would have been ordinarily resident at (full postal address)

.....  
.....  
.....

I further declare that my wife (name) .....aged.....years, ordinarily resides with me 2[and is a citizen of India].

This cancels any previous statement as to place of ordinary residence made by me.

Place.....

Date.....Signature.....

---

1. Subs. by Notification No. S. O. 303(E), dated the 8th May, 1993, for certain words.

2. Ins. by Notifn. No. S. O. 2315, dated the 21st September, 1961.

**Registration of Electors Rules, 1960**

**FORM 2**

**(See rule 7)**

**Statement as to place of Ordinary Residence by a member of the Armed Forces**

I hereby declare that I am a citizen of India and that but for my service in the Armed Forces I would have been ordinarily resident at —

House No.....

Street/Mohalla .....

Locality .....

Town/Village .....

Post Office .....

Police Station .....

Tehsil/Taluka .....

District.....

State .....

My full name .....

Service No ..... Rank.....

Service/Corps/Regiment.....

Name and address of record office.....

Age last birthday. ....Years.

\* I further declare that my wife.....

age.....years, ordinarily resides with me and is a citizen of India.

This cancels any previous statement as to ordinary place of residence made by me.

**Date:** .....

(Signature).

**Record Office .....** **Verified and found correct**

Folio No..... (Signature).....

Place..... (Designation).....

Date..... Officer-in-charge, Records.

**(For use in the Election Office)**

Statement received on the ..... 201

Registered in the electoral roll for the .....Assembly Constituency

(No.....). Service voter's part, at S.No. ....

Date..... Electoral Registration Officer

\* Delete if not applicable.

**Registration of Electors Rules, 1960**

**FORM 2A**

(See rule 7)

**Statement as to place of Ordinary Residence by a member of the Armed police force of a State,  
who is serving outside that State**

I hereby declare that I am a citizen of India and that but for my service outside the State in the armed police force mentioned below, I would have been ordinarily resident at —

House No. ....

Street/Mohalla .....

Locality .....

Town/Village .....

Post Office .....

Police Station .....

Tehsil/Taluka .....

District .....

State .....

My full name .....

Buckle No .....Rank.....

Name of Armed police force .....

Name and address of the office of the Commandant.....

Age last birthday. ....Years.

\* I further declare that my wife.....

age.....years, ordinarily resides with me and is a citizen of India.

This cancels any previous statement as to ordinary place of residence made by me.

Date: .....

(Signature).

Commandant's Office ..... Verified and found correct

Folio No..... (Signature).....

Place..... (Designation).....

Date..... Commandant

**(For use in the Election Office)**

Statement received on the ..... 200

Registered in the electoral roll for the ..... Assembly Constituency  
(No.....). Service voter's part, at S.No. ....

Date..... Electoral Registration Officer

\* Delete if not applicable.

**Registration of Electors Rules, 1960**

**FORM 3**

(See rule 7)

**Statement as to place of Ordinary Residence by a Person employed under the Government of India in a post outside India**

Full Name .....

Father's/Mother's/Husband's name .....

Age ..... years

Description of post held outside India .....

I hereby declare that I am a citizen of India and that but for my being employed under the Government of India in the above-mentioned post, I would have been ordinarily resident at (full postal address)

I further declare that my wife (name).....  
aged..... years, ordinarily resides with me and is a citizen of India.

This cancels any previous statement as to place of ordinary residence made by me.

Place.....

Signature.....

Date.....

**Verified**

Signature.....

Designation of the Head of Office.....

Place.....

Date.....

**(For use in the Election Office)**

Statement received on the ..... 200

Registered in the electoral roll for the .....Assembly Constituency

(No.....). Service voter's part, at S.No. .....

Date.....

Electoral Registration Officer



## ELECTION COMMISSION OF INDIA

### FORM-6

Acknowledgement No. \_\_\_\_\_

(See Rules 13(1) and 26) of Registration of Electors Rule -1960 (To be filled by office)

### *Application for Inclusion of Name in Electoral Roll for First time Voter OR on Shifting from One Constituency to Another Constituency.*

**To, The Electoral Registration Officer, .....** Assembly / Parliamentary Constituency

I request that my name be included in the electoral roll for the above Constituency. (Tick appropriate box)

**As a first time voter  or due to shifting from another constituency**

Particulars in support of my claim for inclusion in the electoral roll are given below:-

**Mandatory Particulars**

(a) Name		SPACE FOR PASTING ONE RECENT PASSPORT SIZE PHOTOGRAPH (3.5 CM X 3.5 CM) SHOWING FRONTAL VIEW OF FULL FACE WITHIN THIS BOX											
(b) Surname(if any)													
(c) Name and surname of Relative of Applicant[see item (d)]		Father <input type="checkbox"/>		Mother <input type="checkbox"/>		Husband <input type="checkbox"/>		Wife <input type="checkbox"/>		Other <input type="checkbox"/>			
(d) Type of Relation (Tick appropriate box)													
(e) Age [as on 1 <sup>st</sup> January of current calendar year .....		Years <input type="checkbox"/> <input type="checkbox"/>		Months <input type="checkbox"/> <input type="checkbox"/>									
(f) Date of Birth (in DD/MM/YYYY format)(if known)		<input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/>		<input type="checkbox"/> <input type="checkbox"/>			
(g) Gender of Applicant (Tick appropriate box)		Male <input type="checkbox"/>		Female <input type="checkbox"/>		Third Gender <input type="checkbox"/>							
(h) Current address where applicant is ordinarily resid ent		House No.											
Street/Area/Locality													
Town/Village													
Post Office								Pin Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
District							State/UT						
(i) Permanent address of applicant		House No.											
Street/Area/Locality													
Town/Village													
Post Office								Pin Code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
District							State/UT						
(j) EPIC No. (if issued)													

**Optional Particulars**

(k) Disability (if any) (Tick appropriate box)		Visual impairment <input type="checkbox"/>	Speech & hearing disability <input type="checkbox"/>	Locomotor disability <input type="checkbox"/>	Other _____				
(l) Email id (optional)									
(m) Mobile No. (optional)		<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>

**DECLARATION** I hereby declare that to the best of knowledge and belief –

(i) I am a citizen of India and place of my birth is Village/Town..... District..... State.....

(ii) I am ordinarily resident at the address given at (h) above since .....(date, month, year).

(iii) I have not applied for the inclusion of my name in the electoral roll for any other constituency.

\* (iv) My name has not already been included in the electoral roll for this or any other assembly/ parliamentary constituency

OR

\* My name may have been included in the electoral roll for ..... Constituency in ..... State in which I was ordinarily resident earlier at the address mentioned below and if so, I request that the same may be deleted f rom that electoral roll.

\* strike off the option not appropriate

Address of earlier place of ordinary residence (if applying due to shifting from another constituency)

House No.		Street/Area/Locality								
Town/Village										
Post Office				Pin Code	<input type="text"/>					
District					State/UT					

I am aware that making a statement or declaration which is false and which I know or believe to be false or do not believe to be true, is punishable under Section 31 of the Representation of the People Act, 1950 (43 of 1950).

Place.....

Date.....Signature of Applicant.....

**Remarks of Field Level Verifying Officer:**

**Details of action taken  
(To be filled by Electoral Registration Officer of the constituency)**

The application of Shri / Shrimati/ Kumari .....for inclusion of name in the electoral roll in Form 6 has been accepted/ rejected. Detailed reasons for acceptance [under or in pursuance of rule 18/20/26(4)] or rejection [under or in pursuance of rule 17/20/26(4)] are given below:

Place:

Date:

Signature of ERO

Seal of the ERO



Intimation of decision taken (to be filled by Electoral Registration Officer of the constituency and to be posted to the applicant on the address as given by the applicant)

The application in Form 6 of Shri/Shrimati/Kumari.....			Postage Stamp to be affixed by the Electoral Registration Authority at the time of dispatch					
Current address where applicant is ordinarily resid ent	House No.							
Street/Area/Locality								
Town/Village								
Post Office			Pin Code	<input type="text"/>				
District			State/UT					

Has been (a) accepted and the name of Shri/Shrimati/Kumari.....

Has been registered at Serial No.....in Part No..... of AC No.....

(b) rejected for the reason.....

Date: Electoral Registration Officer  
Address.....



**Acknowledgement/Receipt**

Acknowledgement Number ..... Date .....

Received the application in form 6 of Shri / Smt. / Ms. .....  
[ Applicant can refer the Acknowledgement No. to check the status of application].

Name/Signature of ERO/AERO/BLO

**DECLARATION BY SERVICE PERSONNEL  
(TO BE ATTACHED WITH THE FORM-6)**

For getting my self registered as general elector in the part of the electoral roll of my place of posting, I, .....(NAME IN BLOCK LETTERS) am enclosing a certificate issued by Record Office/Commandant to the effect that I have been posted at the peacestation, namely, at.....(Place) since .....(Date).

I, here by, declare that I have either got my self already registered as service elector in the last part of electoral roll for any constituency nor have applied for such registration as service elector in the last part of the electoral roll of any constituency.

I, further, declare that I am aware of the law that prohibits getting registered as an elector at more than one place either in the same constituency or indifferent constituencies and if my name so appears at different places, the same may be deleted from all such places except from the present place for which Form 6 has been presented.

**SIGNATURE OF THE SERVICE PERSONNEL**

RANK.....

Place.....

Date.....

---

**ANNEXURE-II (For Form-6)**

**FORM OF OATH OR AFFIRMATION**

**(To be made by either of the parents/Guru of the first time applicant  
in the age group of 18-21 years who has no age proof)**

I,..... whose name is enrolled at the Serial No. .... in the part No. .... of electoral roll of the ..... assembly constituency do swear in the name of the name of the God / solemnly affirm that my son / daughter/chela ..... is ..... years of age as on 1st January, 20..... and is residing with me.

Place:.....

Date:.....

Signature of the Parent/Guru

Sworn in the name of God/solemnly affirmed by

Shri/Shrimati ..... at.....(Place) at ..... (hour) this the ..... day of ..... 20..... before me.

Signature of Electoral Registration Officer/  
Assistant Electoral Registration Officer with Seal

---

## **ANNEXURE-III**

### **(For Form-6)**

#### **DECLARATION\***

(For an elector of 21+ age group seeking fresh registration for the first time)

1,.....Son/Daughter/Wifeof.....R/o.....  
....., declareasunder:-

I have applied for registration in the electoral roll of ..... constituency, as my name does not figure in electoral roll any where in India.

2. I have not been issued any EPIC at any time in the past in any constituency.

Place:

Signature of the Applicant

Date:

**\*(Making false declaration in matters related to preparation/revision of electoral roll is an offence punishable under Section 31 of the Representation of the People Act, 1951, and also under the provisions of the Indian Penal Code)**

**ANNEXURE IV(For Form-6)**  
**DECLARATION BY STUDENTS LIVING IN**  
**HOSTELS/MESSES/ELSEWHERE**  
**(TO BE ATTACHED WITH FORM 6)**

I, .....(NAME IN BLOCK LETTERS),  
: son/daughter of.....

SPACE FOR PASTING  
ONE RECENT  
PASSPORT SIZE  
COLOUR PHOTOGRAPH  
(3.5 CM X 3.5 CM)  
SHOWING FRONTAL  
VIEW OF FULL FACE  
WITHIN THIS BOX

address of native place), hereby declare that: —

(a) I am a bonifide student of ..... (name of the institution) and pursuing..... (details of the course) from.....(month)..... (year) to.....(month).....(year)

\*(b) I am presently residing at -

(I) .....(if residing in hostel/mess, mention Room No./Block No./ Block Name, etc. of the hostel/mess).

**OR**

(ii).....(if residing elsewhere outside the hostel/mess, mention ..... Complete..... postal address of the place of stay outside the hostel/mess).

(c) \* I want to be registered in the electoral roll/retain my registration in the electoral roll of my native place at my above-mentioned residential address with my parents/guardian.

**OR**

\*I want to be registered in the electoral roll of the constituency where I am presently residing.

II. I am aware that registration in the electoral roll of more than one constituency or more than once in a constituency is not permitted under the election law and am also aware of the penal provisions of Sec. 31 of the R.P.Act, 1950, which reads as follows: -

"If any person makes in connection with (a) the preparation, revision or correction of an electoral roll, or (b) the inclusion or exclusion of any entry in or from an electoral roll, a statement or declaration in writing which is false and which he either knows or believes to be false or does not believe to be true, **he shall be punishable with imprisonment for a term which may extend to one year, or with fine, or with both.**

Place :.....

Date :..... (signature of the student)

It is certified that the information given in the declaration at (a) above and the photograph have been verified from the records of the institution and are found to be correct.

Place :.....

Date :.....

**Signature and seal of the**  
**Head Master/Principal/Registrar/Director/Dean**

## **ANNEXURE V (For Form-6)**

Election Commission of India (ANNEXURE - V) Application for Issue of Replacement Elector's Photo identity Card (EPIC)						FORMID ECI - EPIC - 001	
A	State/UT:						
	AC (No. & Name):						
	District:						
B	Elector's Particulars (To be filled by Elector)						
To, The Electoral Registration Officer,..... Assembly/ Parliamentary/Constituency		Sir/Madam, I request that a Duplicate Electoral Photo identity Card be issued to me as my original card is lost/destroyed/mutilateddue to corrections in my elector's detail ordue to change of address I want to geta fresh card with my new address. I am retuning my EPIC to you along with fee for issue of duplicate EPIC My name is included in the electoral roll for the above constituency. Particulars in support of my claim					
1.Name of Elector:							2.EPIC No of Original card (if known) : ..
3.Father's/Mother's/ Husband's*Name.						4.Sex (M/F):	5.Date of Birth (DOB) If not known then Age in Years) as on 1st Jan, 20_____
6.Address (i)House/Doornumber: (ii)Street/ Mohalla/Road/Gali: (iii)Area/ Locality :							
(iv)Town/Village :						(v)PINCODE	
(vi)PoliceStation						(vii)District:	
(viii)Reasons for applying for a Duplicate card							
<ol style="list-style-type: none"> <li>1. I will collect EPIC from VRC/CSC</li> <li>2. I wish to receive my EPIC by Post - (self addressed and stamped envelope enclosed)</li> <li>3. I will collect EPIC from BLO.</li> </ol>						<span style="font-size: small;">( _____ )</span> <span style="font-size: small;">Signatureoftheapplicant</span>	
(ix)Tick (✓) the appropriate box: I here by return my mutilated/oldcard. I under take to return the earlier card issued tome if the same recovered at a later date.			Date:				
For official Use							
Authentication for Issue of EPIC (To be filled by ERO's Representative)							
Part No. .		Serial No. of Elector in Part.		ID number of Designated Photography Location (DPL) or Common Service centers (CSE).:		#Token No. or Receipt No.	
Register No.		Serial No. in Register					
Verified by:							
Date: ----/----/200--							
D	Acknowledgement of R-EPIC by the Elector						
Received Duplicate EPIC on (Date):							
		-		-	200____	Elector'sSignature or Thumb Impression	



## ELECTION COMMISSION OF INDIA

## FORM-6A

Acknowledgement No. \_\_\_\_\_

(See Rule-8B of Registration of Electors Rules, 1960)(To be filled by office)

## Application for Inclusion of Name in Electoral Roll by an Overseas Elector

To, The Electoral Registration Officer, .....Assembly / Parliamentary Constituency

I request that my name may be included in the electoral roll for the Constituency in which my place of residence is located as mentioned in (j) below:

PASTE ONE RECENT  
PASSPORT SIZE  
PHOTOGRAPH (3.5 CM X 3.5  
CM) SHOWING FRONTAL  
VIEW OF FULL FACE WITHIN  
THIS BOX

(a) Name *					
------------	--	--	--	--	--

(b) Last Name *					
-----------------	--	--	--	--	--

(c) Name of relative*	Father	<input type="checkbox"/>	Mother	<input type="checkbox"/>	Sband	<input type="checkbox"/>	Wife	<input type="checkbox"/>	her	<input type="checkbox"/>
-----------------------	--------	--------------------------	--------	--------------------------	-------	--------------------------	------	--------------------------	-----	--------------------------

(d) Last Name of relative*					
----------------------------	--	--	--	--	--

(e) Date of Birth (dd/mm/yyyy)	<input type="checkbox"/>	<input type="checkbox"/>	/	<input type="checkbox"/>	<input type="checkbox"/>	/	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------------	--------------------------	--------------------------	---	--------------------------	--------------------------	---	--------------------------	--------------------------	--------------------------	--------------------------

(f) Place of Birth	Village/Town					
	District					
	State					

(g) Gender(Put a cross mark in proper box)	Male	<input type="checkbox"/>	Female	<input type="checkbox"/>	Third Gender	<input type="checkbox"/>	
--	------	--------------------------	--------	--------------------------	--------------	--------------------------	--

(h) Email id#					
---------------	--	--	--	--	--

(i) Mobile No.#	<input type="checkbox"/>							
-----------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

(j) Address in India as mentioned in original passport	House No.					
---	--------------	--	--	--	--	--

Street/Area/Locality					
----------------------	--	--	--	--	--

Town/Village					
--------------	--	--	--	--	--

District						Pin Code	<input type="checkbox"/>				
----------	--	--	--	--	--	----------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

(k) Details of current Passport	Place of Issue					
---------------------------------	----------------	--	--	--	--	--

Passport No.	<input type="checkbox"/>	Date of expiry(dd/mm/yyyy)	<input type="checkbox"/>										
--------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	-------------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

Date of issue(dd/mm/yyyy)	<input type="checkbox"/>						
---------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

(l) Details of Visa of the Country of current residence	Visa Number	<input type="checkbox"/>									
--	-------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

Date of issue	<input type="checkbox"/>	Date of expiry	<input type="checkbox"/>										
---------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	----------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------	--------------------------

Type of Visa						Name of issuing Authority					
--------------	--	--	--	--	--	---------------------------	--	--	--	--	--

\* To be filled in capital letters only

# Optional

*Note:- Copies of the relevant pages of the passport containing the particulars mentioned at items (a) to (l) and current valid visa endorsement mentioned above to be enclosed - duly self attested if sent by post and produced with the original passport if presented in person before the registration officer*

2. (a) Reason of being absent from the place of ordinary residence in India.	Employment <input type="checkbox"/>	Education <input type="checkbox"/>	Other(give Description)									
(b) Date from which absenting from ordinary residence in India(dd/mm/yyyy)				<input type="checkbox"/>								
3. Full current Address in the country outside India where residing-				House No.								
Street/Area/Locality												
Town/Village												
State					Country							
Zip code	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>						

**DECLARATION** - I hereby declare that to the best of knowledge and belief –

- a. all information given in this application is true.
- b. I am a citizen of India by birth / domicile / naturalisation.
- c. I have not acquired citizenship of any other country.
- d. But for being absent from the place of my ordinary residence in India owing to the reason given in 2(a) above, I would have been ordinarily resident at the address given in my Indian Passport, which has been reproduced at 1(j) above.
- e. I undertake to immediately inform the Electoral Registration Officer through the Indian Mission in the Country of my current residence if I renounce my Indian Citizenship or if I acquire the citizenship of any other country.
- f. I undertake to immediately inform the Electoral Registration Officer through the Indian Mission in the country of my current residence of any change in my residential address in the country of my residence for the records of the Electoral Registration Officer. I understand that any notice sent to me at the address, which is my residential address in the country of my current residence according to the records of the Electoral Registration Officer, shall be considered as due service of notice to me under the Representation of the People Act, 1950 and the rules made there under, and that it is my responsibility to keep the Electoral Registration Officer informed of my latest residential address in the country of my current residence.
- g. If I return to India and become ordinarily resident in India, I shall immediately inform the Electoral Registration Officer of the concerned Assembly/Parliamentary Constituency.
- h. I have not applied for inclusion of my name in the electoral roll of any other constituency.

I My name has not already been included in this or any other constituency Or My name may have been included in the electoral roll of ..... Constituency in..... State in which I was ordinarily resident earlier at the address mentioned below and, if so, I request that the same may be deleted from that electoral roll, or transposed, as may be appropriate. Full address (earlier place of ordinary residence) .....  
..... Elector Photo Identity Card (if issued) Number ..... date of issue.....

j. I have not been issued an EPIC in India/ have been issued an EPIC which is enclosed with this application for cancellation.

[Note – Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true, is punishable under Section 31 of the Representation of the People Act, 1950 (43 of 1950).]

Place.....

Date.....

Signature.....

---

**Details of action taken**  
**(To be filled by Electoral Registration Officer of the constituency)**

Application received on ..... (DD/MM/YYYY)

The application in Form 6A of Shri/Shrimati/Kumari ..... has  
been :- (a) Accepted and the name has been registered in the electoral roll of .....  
.....(constituency)

at S.No ..... Part No .....

(b) Rejected for the reason:-

Date:..... Name/Signature of ERO/AERO

---

**Acknowledgement / Receipt**

Acknowledgement Number ..... Date .....

Received the application for inclusion in name of self from Shri / Smt. / Ms.  
.....

[ Applicant can refer the Acknowledgement No. to check the status of application]

Name/Signature of ERO/AERO



## ELECTION COMMISSION OF INDIA

### FORM-7

Acknowledgement No. \_\_\_\_\_

(See Rules 13(2) and 26) of Registration of Electors Rule-1960

(To be filled by office)

#### *Application for Objecting Inclusion of Name of Other Person/ Seeking Deletion of Own Name/Seeking Deletion of Any Other Person's Name in Electoral Roll due to Death/Shifting .*

To, The Electoral Registration Officer, .....Assembly / Parliamentary Constituency

I hereby object to the proposed inclusion of the name of the under mentioned person in the electoral roll

I hereby request that entry relating to name of the person mentioned below is required to be deleted

I request that the entry relating to myself is to be deleted from Electoral Roll

Particulars in support of my objection/deletion are given below:-

#### Particulars of the applicant

(a) Name

--	--	--	--	--	--

(b) Surname(if any)

--	--	--	--	--	--

(c) Part No.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------

(d) Serial No.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------

(e) EPIC No. (If issued)

--	--	--	--	--	--

#### **Details of person inclusion of whose name is objected to/whose entry is to be deleted:**

(a)Name

--	--	--	--	--	--

(b)Surname(if any)

--	--	--	--	--	--

(c) Part No.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------

(d)Serial No.

<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>
--------------------------	--------------------------	--------------------------	--------------------------

(e)EPIC No.(If issued)

--	--	--	--	--	--

(f) Reason(s) for objection/deletion:

--	--	--	--	--	--

--	--	--	--	--	--

--	--	--	--	--	--

--	--	--	--	--	--

**Declaration** I hereby declare that the facts and particulars mentioned above are true to the best of my knowledge and belief. I am aware that making a statement or declaration which is false and which I know or believe to be false or do not believe to be true, is punishable under Section 31 of the Representation of the People Act, 1950 (43 of 1950).

Place.....

Date.....Signature of Applicant.....

**Remarks of Field Level Verifying Officer:**

**Details of action taken**

**(To be filled by Electoral Registration Officer of the constituency)**

The application of Shri / Shrimati/ Kumari .....objecting to inclusion/  
seeking deletion of name of Shri / Shrimati/ Kumari ..... in the electoral roll  
in Form 7 has been accepted/rejected.

Detailed reasons for acceptance [under or in pursuance of rule 18/20/26(4)] or rejection [under or in pursuance of rule 17/20/26(4)] are given below:

Place:

Date: Signature of ERO Seal of the ERO

Intimation of decision taken (to be filled by Electoral Registration Officer of the constituency and to be posted to the applicant on the address available in the record)

The application in Form 7 of Shri/Shrimati/Kumari.....			Postage Stamp to be affixed by the Electoral Registration Authority at the time of dispatch	
Current address where applicant is ordinarily resident		House No.		
Street/Area/Locality				
Town/Village				
Post Office		Pin Code		<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>
District		State/UT		

Has been (a) accepted and the name of Shri/Shrimati/Kumari.....has been  
deleted from..... Part No..... of AC No.....

(b) rejected for the reason.....

Date: Electoral Registration Officer

Address.....



**Acknowledgement/Receipt**

Acknowledgement Number -----

Date -----

Received the application in form 7 of Shri / Smt. / Ms. ..... [  
Applicant can refer the Acknowledgement No. to check the status of application].

Name/Signature of ERO/AERO/BLO



**ELECTION COMMISSION OF INDIA**  
**FORM-8**

Acknowledgement No. \_\_\_\_\_

(See Rules 13(1) and 26) of Registration of Electors Rule-1960

(To be filled by office)

***Application for Correction to Particulars Entered in Electoral Roll***

To, The Electoral Registration Officer,.....Assembly / Parliamentary Constituency

I request that entry relating to myself appearing in the electoral roll the above Constituency is not correct and it should be corrected.

(a) Name |

(b) Surname(if any) |

SPACE FOR PASTING  
ONE RECENT PASSPORT  
SIZE PHOTOGRAPH (3.5  
CM X 3.5 CM)  
SHOWING FRONTAL  
VIEW OF FULL FACE  
WITHIN THIS BOX [if  
correction in  
photograph]

(c) Details of registration with electoral roll

Name of Assembly/Parliamentary Constituency |

Part No. of Electoral Roll | | | |

Serial No. of Electoral Roll | | | |

(d) EPIC No. (if issued) |

(e) Please tick the entry which is to be corrected

Name  Photograph  EPIC  Address  Date of Birth

Age

Name of Relative

Type of Relation

Gender

**The correct particulars in entry to be corrected are as below:-**

(g) Email id (optional) |

(h) Mobile No. (optional) | | | | | | | | | |

I am aware that making a statement or declaration which is false and which I know or believe to be false or do not believe to be true, is punishable under Section 31 of the Representation of the People Act, 1950 (43 of 1950).

Place.....

Date.....

Signature of Applicant.....

<b>Remarks of Field Level Verifying Officer:</b>																									
<b>Details of action taken</b> <b>(To be filled by Electoral Registration Officer of the constituency)</b>																									
<p>The application of Shri /Shrimati/Kumari ..... for correction of entry in the electoral roll in Form 8 has been accepted/rejected.</p> <p>Detailed reasons for acceptance [under or in pursuance of rule 18/20/26(4)] or rejection [under or in pursuance of rule 17/20/26(4)] are given below:</p> <p>Place:</p> <p>Date: _____ Signature of ERO _____ Seal of the ERO _____</p> <p>Intimation of decision taken (to be filled by Electoral Registration Officer of the constituency and to be posted to the applicant on the address as available in records/given by applicant)</p> <table border="1" style="width: 100%; border-collapse: collapse;"> <tr> <td colspan="3">The application in Form 8 of Shri/Shrimati/Kumari.....</td> <td style="vertical-align: top; padding-left: 10px;">Postage Stamp to be affixed by the Electoral Registration Authority at the time of dispatch</td> </tr> <tr> <td colspan="2">Current address where applicant is ordinarily residence</td> <td>House No.</td> <td></td> </tr> <tr> <td colspan="4">Street/Area/Locality</td> </tr> <tr> <td colspan="2">Town/Village</td> <td colspan="2"></td> </tr> <tr> <td colspan="2">Post Office</td> <td>Pin Code</td> <td><input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/></td> </tr> <tr> <td>District</td> <td></td> <td>State/UT</td> <td></td> </tr> </table> <p>Has been (a) accepted and the entry at Sr. No..... of Part No..... of AC.....</p> <p>No..... has been modified accordingly</p> <p>(b) rejected for the reason.....</p> <p>Date: _____ Electoral Registration Officer _____   Address..... </p> <p style="text-align: center;"><u><b>Acknowledgement/Receipt</b></u></p> <p>Acknowledgement Number _____ Date _____</p> <p>Received the application in form 8 of Shri / Smt. / Ms. _____    [ Applicant can refer the Acknowledgement No. to check the status of application].</p> <p>Name/Signature of ERO/AERO/BLO _____</p>		The application in Form 8 of Shri/Shrimati/Kumari.....			Postage Stamp to be affixed by the Electoral Registration Authority at the time of dispatch	Current address where applicant is ordinarily residence		House No.		Street/Area/Locality				Town/Village				Post Office		Pin Code	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>	District		State/UT	
The application in Form 8 of Shri/Shrimati/Kumari.....			Postage Stamp to be affixed by the Electoral Registration Authority at the time of dispatch																						
Current address where applicant is ordinarily residence		House No.																							
Street/Area/Locality																									
Town/Village																									
Post Office		Pin Code	<input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>																						
District		State/UT																							

---

### **ANNEXURE- I (For Form 8)**

#### **FORM OF OATH OR AFFIRMATION**

(To be made by either of the parents/Guru of the first time applicant  
in the age group of 18-21 years who has no age proof)

*Statement as to place of Ordinary Residence by a Person holding a Declared Office*

I, ..... whose name is enrolled at the Serial No. .... in the part No. ..... of electoral roll of the ..... Assembly Constituency do swear in the name of the God / solemnly affirm that my son / daughter/chela ..... is ..... years of age as on 1st January, 20.... and is residing with me.

Place:.....

Date:.....

Signature of the parent/Guru

Sworn in the name of God/solemnly affirmed by Shri/Shrimati ..... at ..... (Place) at ..... (hour)  
this the ..... day of ..... 20 ..... before me.

Signature of Electoral Registration Officer/  
Assistant Electoral Registration Officer with Seal

## **ANNEXURE -II (For Form 8)**



## ELECTION COMMISSION OF INDIA

## FORM-8A

Acknowledgement No. \_\_\_\_\_

(See Rules 13(4) and 26) of Registration of Electors Rule-1960 (To be filled by office)

**Application for Transposition of Entry in Electoral Roll (in case of Shifting from One Place of Residence to Another Place of Residence within Same Constituency )**

To, The Electoral Registration Officer,.....Assembly / Parliamentary Constituency

I request that entry in the electoral roll for the above mentioned Constituency relating to Myself should be transposed to the relevant part of the roll in this constituency because I have shifted my place of ordinary residence within the same constituency.

SPACE FOR PASTING  
ONE RECENT PASSPORT  
SIZE PHOTOGRAPH (3.5 CM X 3.5 CM) SHOWING FRONTAL VIEW OF FULL FACE WITHIN THIS BOX**Particulars of the applicant**

(a) Name											
(b) Surname(if any)											
(c) Part No.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	(d) Serial No.	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>	<input type="checkbox"/>		
(d) EPIC No. (if issued)											
(e) Email id (optional)											
(f) Mobile No. (optional)	<input type="checkbox"/>										
(g) Current address of my ordinary residence where I have shifted	House No.										
Street/Area/Locality											
Town/Village											
Post Office						Pin Code	<input type="checkbox"/>				
District					State/UT						

**DECLARATION** I hereby declare that the facts and particulars mentioned above are true to the best of my knowledge and belief. I am aware that making a statement or declaration which is false and which I know or believe to be false or do not believe to be true, is punishable under Section 31 of the Representation of the People Act, 1950 (43 of 1950).

Place.....

Date.....

Signature of Applicant.....

**Remarks of Field Level Verifying Officer:**

**Details of action taken**

**(To be filled by Electoral Registration Officer of the constituency)**

The application of Shri/Smt./Km. .... for transposition of entry relating to himself/herself/ Shri/ Smt. / Km. ....in the electoral roll in Form 8A has been accepted/rejected.

Detailed reasons for acceptance or rejection [under or in pursuance of rule 26(4)] are given below:

Place:

Date: Signature of ERO Seal of the ERO

Intimation of decision taken (to be filled by Electoral Registration Officer of the constituency and to be posted to the applicant on the address as given by the applicant)

The application in Form 8A of Shri/Shrimati/Kumari.....			Postage Stamp to be affixed by the Electoral Registration Authority at the time of dispatch
Current address where applicant is ordinarily residence		House No.	
Street/Area/Locality			
Town/Village			
Post Office	Pin Code <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/> <input type="checkbox"/>		
District	State/UT		

Has been (a) accepted and the name of Shri/Shrimati/Kumari..... has been deleted from Part No ..... and registered at Sl.No..... in Part No..... of AC No.....

(b) rejected for the reason.....

Date: Electoral Registration Officer  
Address.....

**Acknowledgement/Receipt**

Acknowledgement Number ..... Date .....

Received the application in form 8A of Shri / Smt. / Ms. ....  
[ Applicant can refer the Acknowledgement No. to check the status of application].

Name/Signature of ERO/AERO/BLO

## ANNEXUREI (For Form 8A)

Election Commission of India (ANNEXURE-I)		FORM ID			
Application for Issue of Replacement Elector's Photo identity Card (EPIC)		ECI-EPIC-001			
A	State/UT:				
	AC (No. & Name):				
	District:				
B Elector's Particulars (To be filled by Elector)					
To, The Electoral Registration Officer,..... Assembly/Parliamentary Constituency		Sir/Madam,  I request that a Duplicate Electoral Photo identity Card be issued to me as my original card is lost/ destroyed/ mutilated due to corrections in my elector's detail or due to change of address I want to get a fresh card with my new address. I am returning my EPIC to you along with fee for issue of duplicate EPIC My name is included in the electoral roll for the above constituency. Particulars in support of my claim			
1. Name of Elector:		2. EPIC No of Original card (if known) :			
3. Father's/ Mother's/ Husband's* Name.		4. Sex (M/F):			
		5. Date of Birth (DOB) If not known then Agein Years) as on 1st Jan, 200_____			
6. Address (i) House/Door number: (ii) Street/Mohalla/Road/Gali: (iii) Area/ Locality (iv) Town/Village : (v) Police Station					
		(v) PIN CODE			
		(vi) District:			
(vii) Reasons for applying for a Duplicate card					
1. I will collect EPIC from VRC/CSC 2. I wish to receive my EPIC by Post (self addressed and stamped envelope enclosed) 3. I will collect EPIC from BLO.					
( ) Signature of the applicant					
(ix) Tick (✓) the appropriate box: I here by return my mutilated/old card. I under take to return the earlier card issued to me if the same recovered at a later date.		Date:  Place:			
<i>For official Use</i>					
Authentication for Issue of EPIC (To be filled by ERO's Representative)					
Part No..		Serial No. of Elector in Part.		ID number of Designated Photography Location (DPL) or Common Service centers (CSE) .:	#Token No. or Receipt No.
Register No.		Serial No. in Register			
Verified by: Date: ----/----/200---					
D Acknowledgement of R-EPIC by the Elector					
Received Duplicate EPIC on (Date): ____ - ____ - 200____			Elector's Signature or Thumb Impression		

---

**FORM 17**  
[See rule 30]

*Application for inclusion of name in the electoral roll for a local authorities' constituency*

To,

The Electoral Registration Officer,

.....(Local Authorities) Constituency.

Sir,

I am a member of ..... which is a constituent local authority exercising jurisdiction within the limits of the.....local authorities' constituency. I am therefore entitled to be registered as an elector in the said constituency, and request that my name be included in the electoral roll thereof.

My address is:

.....

.....

.....

Yours faithfully,

---

1. Subs. by Notifn. No. S. O. 814(E), dated the 3rd September, 1987, for Form 16.



---

NOTE : Any person who makes a statement or declaration which is false and which the either knows or believes to be false or doesnot believe to be true is punishable under section 31 of the Representation of the People Act, 1950.

\*Strike out the paragraph not applicable.

\*\*Strike off the inappropriate alternative.

.....(Perforation).....

Intimation of action taken

The application in Form 18 of Shri/Shrimati/Kumari ..... address .....  
has been —

(a) accepted and the name of Shri/Shrimati/Kumari ..... has been registered at Serial No ..... in Part  
No.....

(b) rejected for the reason.....  
Date.....

Electoral Registration Officer.  
(Address).....  
.....  
.....

.....(Perforation).....

**Receipt for application**

Received the application in Form 18 from Shri/Shrimati/Kumari\* ..... address\* .....  
Date.....

Electoral Registration Officer.  
(Address).....  
.....  
.....

\*To be filled in by the applicant.

**[FORM 19**  
**[See rule 31]**

Claim for inclusion of name in the electoral roll for a teachers' constituency PHOTO of the applicant

To  
The Electoral Registration Officer,  
.....(Teachers') Constituency.

**PHOTO  
of the  
applicant**

Sir,

I request that my name be registered in the electoral roll for  
the.....(teachers') Constituency. The particulars are:—

Name (in full)..... Sex.....

Father's/Mother's/Husband's name (in full).....

House address (Place of ordinary residence):—

House No.....

Street/Mohalla.....

Town/Village.....

Post Office.....

Police Station/Tehsil/Taluka/Mouza .....

District .....

Age .....

Whether registered as an elector for any assembly constituency.....

If yes, then mention the following--

- (a) Number and name of the assembly constituency.....
- (b) Part/polling station No.( if known).....
- (c) Date of birth.....
- (d) EPIC number(if any).....

Contact number-                   (i) mobile .....  
   (ii) Landline .....

Email id (if any) .....

2. During the last six years I have been engaged in teaching for a total period of more than three years as follows:--

Name of Educational Institution	From (Date)	To (Date)	Period
1.			
2.			
3.			
4.			

In support of the above I submit herewith.....

.....

.....

3. \*My name has not been included in the electoral roll for this or any other teachers' constituency.

**OR**

\*My name has been included in the electoral roll for the.....teachers' constituency under the address given below

and I request that it be deleted from that roll:—

.....

.....

.....

4. I declare that I am a citizen of India and that all the particulars given above are true to the best of my knowledge and belief.

Place.....

Date.....

.....  
Signature of claimant.

NOTE:-Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true is punishable under section 31 of the Representation of the People Act, 1950.

\*Strike out the paragraph not applicable.

.....(Perforation).....

**Intimation of action taken**

The application in Form 19 of Shri/Shrimati/Kumari .....

address .....

..... has been—

(a) accepted and the name of Shri/Shrimati/Kumari ..... has been registered at Serial

No..... in Part No.....

(b) rejected for the reason.....

Date..... Electoral Registration Officer

(Address).....

.....]

.....(Perforation).....

**Receipt for application**

Received the application in Form 19 from Shri/Shrimati/ Kumari\* .....

address\*.....

Date.....

Electoral Registration Officer

(Address).....

.....]

\*To be filled in by the applicant.

**Registration of Electors Rules, 1960**

**(Statutory Rules and Order)**

**FORM 5**

**(See rule 10)**

*Notice of publication of electoral roll in draft*

To

The Electors of the.....constituency.

Notice is hereby given that the electoral roll has been prepared in accordance with the Registration of Electors Rules, 1960, and a copy thereof is available for inspection at my office, and at.....during office hours.

The qualifying date for the preparation of the electoral roll is.....

If, with reference to the above said qualifying date, there be any claim for the inclusion of a name in the roll or any objection to the inclusion of name or any objection to particulars in any entry, it should be lodged on or before the.....19....., in Form 6, 7 or 8 as may be appropriate.

Every such claim or objection should either be presented in my office or to ..... or sent by post to the address given below so as to reach me not later than the aforesaid date.

.....  
Electoral Registration

Officer,

(Address).....]

Date.....

**FORM OF OATH OR AFFIRMATION**

(To be made by either of the parents/Guru  
of the first time applicant in the age group of 18-21 years who has no age proof)

I, ..... whose name is enrolled at the  
Serial No. .... in the Part No. .... of  
electoral roll of the .....  
Assembly Constituency do swear in the name of the God / solemnly affirm that my son /  
daughter / Chela..... is ..... years of age as on 1st  
January, 20..... and is residing with me.

Place:.....

Date:.....

Signature of the parent/Guru

Sworn in the name of God/solemnly affirmed by Shri/Shrimati .....  
..... at ..... (Place) at .....  
(hour) this the ..... day of ..... 20... before me.

**Signature of Electoral Registration  
Officer / Assistant Electoral Registration  
Officer with Seal**

## **DECLARATION**

\*

\* (For an elector of 21+ age group seeking fresh registration for the first time)

1,....., Son/Daughter/Wife of .....  
R/o ..... declare as under:-

I have applied for registration in the electoral roll of ..... constituency, as my name does not figure in electoral roll anywhere in India,

2. I have not been issued any EPIC at any time in the past in any constituency.

### **Signature of the Applicant**

Place :.....

Date :.....

**\*(Making false declaration in matters related to preparation/revision of electoral roll is an offence punishable under Section 31 of the Representation of the People Act, 1951, and also under the provisions of the Indian Penal Code)**

---

## Annexure-7

1. **Homeless/pavement Dwellers**—Homeless/the persons living in sheds/pavement dwellers, who do not possess any documentary proof of ordinary residence are eligible for enrolment in electoral roll, provided they are ordinarily residing there, irrespective of the fact whether that is a private property or pavement or an encroachment on government land. In such case the Booth Level Officer will visit the address given in Form 6 for more than one night to ascertain that the homeless person actually sleeps at the given place. However, to avoid an eventuality of a homeless foreign national getting registered in electoral roll, the Election Commission has directed that in all such cases where homeless persons are registered in electoral rolls, a statement of such persons shall be recorded by the Booth Level Officer in which specific information about the place of his birth and the place of previous residence from where he has shifted to the present place of his ordinary residence, of such a person shall be asked for. This will help Electoral Registration Officer in deciding whether such a person is an Indian citizen or not.
2. **Sex Workers** – As in case of verification of homeless persons, as referred to in the preceding paragraph, the Election Commission has directed that in case of those sex workers who do not possess any documentary proof of place of residence, the documentary proof should not be insisted, however the Booth Level Officer will ascertain that the claimant actually resides at the place, mentioned in his/her Form 6, by visiting the given address and submit a verification report to the Electoral Registration Officer/Assistant Electoral Registration Officer, to this effect who will decide the case accordingly.
3. **Exceptions to the General Principle of Ordinary Residence:-**
  - 3.1 Members of Parliament and State Legislatures:- Under the provision of Section 20 (1B) of the Representation of the People Act, 1950 Members of Parliament and the State Legislatures are entitled to be registered in their home constituencies notwithstanding the fact that they are away from their normal place of residence in connection with their duties as member of Parliament or State Legislature.
  - 3.2 Persons holding declared offices:-

The holder of a declared office who desires to be registered as an elector in the constituency in which, but for his holding such office, he would have been ordinarily resident, can also get registered there. The following offices have been declared by the President under Section 20(4):-

    - (i) The President of India
    - (ii) The Vice-President of India
    - (iii) Governors of States
    - (iv) Cabinet Ministers of the Union or of any State
    - (v) The Deputy Chairman and Members of the Planning Commission
    - (vi) The Ministers of State of the Union or of any State
    - (vii) Deputy Ministers of the Union or of any State
    - (viii) The Speaker of the House of the People or of any Legislative Assembly
    - (ix) The Chairman of any State Legislative Council
    - (x) Lieutenant Governors of Union Territories
    - (xi) The Deputy Speaker of the House of the People or of any State Legislative Assembly
    - (xii) The Deputy Chairman of the Council of States or of any State Legislative Council
    - (xiii) Parliamentary Secretaries of the Union or of any Stat
  - 3.3 A declared office holder will specify in his statement the place where he would have been ordinarily resident but for holding the aforesaid office. However, the statement made by the declared office holder is not final and it will be open to the persons who are in possession of such evidence to

- 
- object to the inclusion of name of a holder of declared office. The wife of a holder of declared office, if she ordinarily resides with her husband, is also entitled to get registered in the electoral roll with her husband. But this facility is not available to the husband of a female holder of declared office.
- 3.4 Service Voters: Normally, the serving members of the armed forces of the Union or the central para-military forces, i.e. BSF, CRPF, CISF, ITBP, NSG, GREF (BRO) and Assam Rifles to which provisions of Army Act, 1950 have been made applicable (with or without modification), State Armed Police personnel posted outside the state, and the government servants posted outside India in Indian Missions are enrolled in their native places and not at their places of postings. They are called 'Service Voters'. Thus electors having service qualification are entitled to get registered at their native places which may be different from their place of ordinary residence. The wife of a service voter, if she ordinarily resides with her husband, is also entitled to get registered in the last part of electoral roll with her husband. But this facility is not available to the husband of a female service voter.
- 3.5 Overseas Indian Electors: Under Section 20A of the Representation of the People Act, 1950, inserted vide the Representation of the People (Amendment) Act, 2010, which has come into force w.e.f. 10th February, 2011, every overseas elector, i.e., an Indian citizen who is absenting from his place of ordinary residence in India owing to employment, education or otherwise, and has not acquired citizenship of any other country and who is not included in the electoral roll, is entitled to have his name registered in the electoral roll of the constituency in which his place of residence in India as mentioned in his passport is located. In terms of Rule 8A of the Registration of Electors Rules, 1960, every overseas elector whose place of residence in India is located in the States/Union Territories of India, who has completed 18 years of age as the qualifying date, and is desirous of registering his name in the electoral roll, can submit claim application in Form-6A along with supporting documents for registration in the electoral roll of the constituency in which his place of residence as shown in the passport is located.
- 3.6 Students, if otherwise eligible, living in a hostel or mess or lodge more or less continuously, going back to their normal home or place of residence only for short periods, can be held to be ordinarily resident in the place where the hostel or mess or lodge is situated. However, if they so wish, they have the option of retaining their enrolment at their residence with their parents instead. [During intensive revision, students shall not be enumerated at their hostels. They can be enrolled subsequently on application in Form 6 with bona fide student and hostel resident certificate]. However, the course pursued by the said students should be recognized by Central / State Governments / Boards / Universities / Deemed Universities and such courses should be of not less than 1 year's duration. Such students who want to enroll themselves at the hostel / mess will have to attach a bona fide declaration duly certified by the Headmaster / Principal / Director / Registrar / Dean of the educational institution with Form 6 (as per the specimen as Annexure 26).
- 3.7 A person who is patient in any establishment (hospital) for treatment from mental illness/mental defectiveness, or who is detained in prison/other legal custody should not be included in the electoral rolls of the constituency in which such institutions are located, as under the provision of Section 20(2) they shall not by reason thereof be deemed to be ordinary resident therein.
- 3.8 Electors of Sangha Constituency – In the Legislative Assembly of Sikkim one seat is reserved for the Sanghas belonging to Buddhist Monasteries in which all the electoral roll consists all Sanghas scattered throughout the state.
4. It would be clear from above that all cases can neither be dealt with in an identical manner nor can any uniform rule be laid down to define 'ordinary residence'. Generally speaking, a person should not be enrolled at an address where he is staying temporarily; and on the other hand, he is to be enrolled at the normal place of residence even though he may be temporarily absent from there.

## **FORM 9**

## **List of Applications for inclusion received in Form 6**

£Incase of Union territories having no Legislative Assembly and the State of Jammu and Kashmir @ For this revision for this designated location

\*Place, time and date of hearings as fixed by electoral registration officer

§ Running serial number is to be maintained for each revision for each designated location

# Give relationship as F-Father, M=Mother, and H=Husband within brackets i.e.(F), (M), (H)

Date of exhibition at designated location under rule 15(b)

Date of exhibition at  
Electoral Registration  
Officer's Office under  
rule 16(b)

ANNEXURE-9

## **FORM10**

**List of Applications for inclusion received in Form6**

In case of Union territories having no Legislative Assembly and the State of Jammu

mu and Kashmir @For this revision for this designated location

הנתקה מהתפקיד (ב)

Places, and are used in business registration offices.  
\$ Running serial number is to be maintained for each revision for each  
designated location

FORM 11

### **List of Applications for objecting to particulars in entries in electoral roll received in Form 8**

In case of Union territories having no Legislative Assembly and the State of

Jammu and Kashmir

@For this revision for this designated location

\*Place, time and date of hearings as fixed by electoral registration officer

\$Running serial number  
designated location

ANNEXURE-11

**FORM 11A**  
List of applications for transposition of entry in electoral roll Received in Form-8A

If In case of Union Territories having no Legislative Assembly and the State of Jammu & Kashmir @ For this revision for this designated location

\*Place, time and date of hearing as fixed by electoral registration officer

§ Running serial number is to be maintained for each revision for each designated location

---

**Notice of hearing of a claim**  
[See rule 19 (1) (b) (i)]

(Full name ..... and address .....  
of claimant) .....

Reference:..... Claim No .....

Take notice that your claim for the inclusion of your name in the electoral roll will be heard at ..... (place) at ..... O'clock on the ..... day of ..... 20.....  
You are directed to be present at the hearing with such evidence as you/ may like to adduce.

Place.....

Date.....

Electoral Registration Officer.

Original

(To be served on the claimant) To

(Full name and address of claimant)

**FORM12**

**[See rule 19 (1) (b) (i)] Notice of hearing of a claim**

Reference :..... Claim No .....

Take notice that your claim for the inclusion of your name in the electoral roll will be heard at ..... (place)at ..... O'clock on the ..... day of ..... 20..... You are directed to be present at the hearing with such evidence as you may like to adduce.

Place.....

Date.....

Electoral Registration Officer.

**CERTIFICATE OF SERVICE OF NOTICE**

**Received notice of the date of hearing**

Date.....

Claimant

Certified that the notice on the claimant has been duly served by me this .....day of .....on (name).....personally/ by affixation on residence.

Place.....

Date.....

Serving Officer.

---

N.B.— If this notice is served by post, attach the receipt here.

**FORM13**  
[See rule 19 (1) (b) (ii)]  
**Notice to the objector**

## Duplicate (Office Copy)

To  
(Full name)

.....  
.....

and address  
of objector)

Reference: Objection No.....

Take notice that your objection to the inclusion of the name of—

.....  
.....  
.....

will be heard at ..... (place) at ..... O'clock on the ..... day of ..... 20..... You are directed to be present at the hearing with such evidence as you may like to adduce.

Place :.....

Date :.....

.....

**FORM 13**  
[See rule 19 (1) (b) (ii)]  
**Notice to the objector**

Original  
(To be served  
on the objector)

**FORM 13**  
[See rule 19 (1) (b) (ii)]  
**Notice to the objector**

To  
(Full name)

and address  
of objector)

**Reference:**      **Objection No.**

Take notice that your objection to the inclusion of the name of—

.....  
.....

will be heard at ..... (place) at ..... O'clock on the ..... day of .....  
20. You are directed to be present at the hearing with such evidence as you may like to adduce.

Place Date

---

**CERTIFICATE OF SERVICE OF NOTICE**  
**Received notice of the date of hearing**

Date.....

.....

Objector

Certified that the notice on the objector has been duly served by me this ..... day  
of ..... on

Place .....

Date .....

.....

Serving Officer.

---

N.B.— If this notice is served by post, attach the receipt here.

**Form14**

**[See rule 19 (1) (b) (ii)]**

*[Notice to the person in respect of whom objection has been made]*

Duplicate

(Office Copy)

To

(Full name and address

.....

of person  
objected to)

.....

Reference:..... Objection No. .....

Take notice that the objection to the inclusion of your name at Serial No ..... in Part ..... of the electoral roll for ..... constituency filed by (Full name..... and address of ..... objector).....

will be heard at..... (place)at..... O'clock on the ..... day of ..... 19 . You are directed to be present at the hearing with such evidence as you may like to adduce. The grounds of objection (in brief) are:—

- (a)
- (b)
- (c)

Electoral Registration Officer.

---

**FORM 14**  
[See rule 19 (1) (b) (ii)]

Original

1[Notice to the person in respect of whom objection has been made]  
(To be served on the person objected to)

To

(Full name and address

.....  
.....  
.....

of person  
objected to)

Reference: ..... Objection No .....

Take notice that the objection to the inclusion of your name at Serial  
No..... in Part ..... of the electoral roll for .....  
constituency filed by

(Full name

.....  
.....  
.....

address of  
objector)

..... will be heard at .....  
(place) at ..... O'clock on the ..... day of ..... 19. You are directed to be  
present at the hearing with such evidence as you may like to adduce. The  
grounds of objection (in brief) are:—

- (a)
- (b)
- (c)

Place.....

Date.....

.....  
Electoral Registration Officer.

---

**CERTIFICATE OF SERVICE OF NOTICE**  
**Received notice of the date of hearing**

Date.....

.....  
Person objected to

Certified that the notice on the person, the  
entry relating to whose name has been objected to, has been duly served by  
method is ..... day of ..... on (name) ..... personally/[by af fixation on  
residence.

Place.....

Date.....

---

N.B.—If this notice is served by post, attach the receipt here.

**Form 15**

**[See rule 19 (1) (b) (iii)]**

*Notice of hearing of an objection to particulars in an entry*

**Duplicate**

(Office copy) To

(Full name

.....

and address  
of objector)

.....

.....

Reference:--Objection No.....

Take notice that your objection to certain particulars in the entry relating to you will be heard at ..... (place) at ..... O'clock on the ..... day of. .... 20.... You are directed to be present at the hearing with such evidence as you may like to adduce.

Place.....

Date.....

Electoral Registration Officer.

---

**Form 15**

**[See rule 19 (1) (b) (iii)]**

*Notice of hearing of an objection to particulars in an entry*

**Original**

(To be served on the objector)

(Full name

.....

and address  
of objector)

.....

.....

Reference:-

Objection No.....

Take notice that your objection to certain particulars in the entry relating to you will be heard at ..... (place) at ..... O'clock on the ..... day of. .... 20.... You are directed to be present at the hearing with such evidence as you may like to adduce.

Place.....

Date.....

Electoral Registration Officer.

---

**CERTIFICATE OF SERVICE OF NOTICE**

Received notice of the date of hearing

Date ..... objector

Place.....

Date.....  
Serving Officer

---

N.B.—If this notice is served by post, attach the receipt here.

**Declaration**

I hereby declare that Mr./Ms. \_\_\_\_\_, son/daughter of Mr./Ms. \_\_\_\_\_ who has submitted an application for registration as overseas elector in electoral roll of AC \_\_\_\_\_ is my (relationship). I hereby declare that I have checked all particulars of his/her self attested documents enclosed with his/her application in Form 6A and have verified that to the best of my knowledge and belief they are true. I hereby also verify the signature of the applicant. I am registered as an elector at Sr. No. ..... in Part No. ..... of elector roll of ..... Assembly Constituency.

(signature of the relative of the applicant)

**Note:- Any person who makes a statement or declaration which is false and which he either knowing or believing to be false or does not believe to be true is committing a punishable offence under Section 31 of the Representation of the People Act, 1950.**

**DECLARATION BY SERVICE PERSONNEL**

(TO BE OBTAINED DURING HOUSE-TO-HOUSE ENUMERATION AND TO BE ATTACHED WITH THE APPLICATION FOR INCLUSION OF NAME IN FORM-6)

I, .....(NAME IN BLOCK LETTERS) son / daughter / \*wife of .....am applying for getting myself registered as a general elector at the place of my posting/ \*posting of my husband which is my actual place of ordinary residence as I do not wish to avail of the fictional domicile under Section 20(3) of the R.P. Act, 1950 to get registered as an elector in the last part of the electoral roll of my native place where I would have been ordinarily resident but for my /\*my husband's service qualification.

I hereby declare that I am qualified to claim ordinary residence at my present place of residence as I am staying here for a sufficient span of time with my family/\*my husband.

I, further, declare that I have neither got myself already registered nor have applied for such registration as service elector in the last part of the electoral roll of my native place, where I would have been ordinarily resident but for my//\*my husband's service qualification, prepared afresh during 2002 or during subsequent summary revisions conducted every year since then to update that last part of electoral roll.

I further declare that I am aware of the law that prohibits getting registered as an elector at more than one place either in the same constituency or in different constituencies.

SIGNATURE OF THE SERVICE PERSONNEL

\*Wife of the service personnel

RANK..... Place:.....

RECORD OFFICE ..... Date:.....

---

To be filled up by the service personnel signing the Enumeration Card after providing information to the Enumerator at the time of house-to-house enumeration or to be attached with the application in Form 6 for inclusion of name filed by service personnel and their wives.

**\* Applicable for wives of service personnel only.**

**ELECTORAL ROLL - 2008**  
**State - (S05) GOA**

No., Name and Reservation Status of Assembly Constituency : 25-Vasco-Da-Gama (General)	LastPart : 31
No., Name and Reservation Status of Parliamentary Constituency in which the Assembly Constituency is located : 2-South Goa (General)	Service Electors

**1. DETAILS OF REVISION**

Year Of Revision : 2008	Type Of Revision : Special Revision on account of Delimitation
Qualifying Date : 01/01/2008	Date Of Final Publication : 30/09/2008

**2. SUMMARY OF SERVICE ELECTORS****A) NUMBER OF ELECTORS :**

## 1. Classified By Type Of Service

Name Of Service	Number Of Electors		
	Members	Wives	Total
A) Defence Services	225	138	363
B) Armed Police Force	0	0	0
C) Foreign Services	0	0	0
Total in part (A+B+C)	225	138	363

## 2. Classified By Type Of Roll

		Roll Type	Roll Identification	Number Of Electors		
				Members	Wives	Total
I	Original	Mother Roll	Basic Roll of Revision, 2008 Integrated with all Supplements prepared in accordance with the extact of newly delimited constituency.	225	138	363
II	Additions List	Supplement 1	Special Revision on account of Delimitation	0	0	0
			Sub Total :	0	0	0
III	Deletions List	Supplement 1	Special Revision on account of Delimitation	0	0	0
			Sub Total:	0	0	0
Net Electors in the Roll after (I+II-III )				225	138	363

**B) NUMBER OF CORRECTIONS**

Roll Type	Roll Identification	No. Of Electors
Supplement 1	Special Revision on account of Delimitation	0
	Total:	0

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
1	Yadav Ramsingh Rajmurtu	M	Rect		Serv. No. 2613595L, The Asst., Record Officer, Madras, Regiment	R/o Sasmolem Vasco Da Gama
2	Patil Bhimgowda B	M	CISF		Asst. Commandant, CISF Unit., GSL, Goa.	H.No.20-48(I) Bhutebhat., Vasco Da Gama
3	Patil Shaila Bhimagowda	W			Asst. Commandant, CISF Unit, GSL, Goa.	H.No.20-48(I) Bhutebhat., Vasco Da Gama
4	Brij Mohan Mohan	M	Mo(az)3		142432-k, Ins Hanca Dabolim	Varnapuri Mangur
5	Mrs. Rajani Mohan	W		11	142432-k Ins, Hanca Dabolim	Varnapuri Mangur
6	Swamy Govind	M	Ls(srz)		148742-a, Cannodore, Bureau of Sailors Ma	Vasco-da-gama
7	Desai Sanju Narshma	M	Lt		99 bm Commandant, 99 bm	Vasco
8	Patil Shirish Norsingh	M	(ins)tr		113155-y Bureau, Of Sailors	Mangor Hill
9	Walia Rajesh	M	Offr		21858 G Fit Lt Sts., Adjt Air Force Stat	B-5 Navelkar Flat
10	Walia Swati S.	W		16	21858 G Fit Lt Sts., Adjt Air Force Stat	B-5 Navelkar Flat
11	Solanki V.K.	M	Road(ad)		Indian Navy Commandore, Bureau Of Sailors	Mangor Hill, Vasco-da-gama
12	Benki Naresh Kumar	M			Ins Nirdeshak, C/o F.m.o.vzay11	Mhn 45/c
13	Varghese K.J.		14589510-m		E.m.e.Records	Vasco-da-gama
14	N.N.Ramesh	M	Slt		Asst Civilian Staff Officer Dte,	Railway Qu,Vasco
15	Ambersheth Sandeep S.	M	Lt		Asst.Civilian Staff Officer Dte., Persona New Delhi	Mangur Hill ,Vasco
16	Pawar Sanjiv Ganpati	M	Rect		Mz 2787794-h Maratha Light, Aliekh Karya Belgaum 50009	Mangur Hill, Head Land, Sada
17	Pawar Gangabai Ganpati	W			Mz 2787794-h Maratha Light, Aliekh Karya 50009	Mangur Hill Head Land, Sada
18	Ghosh S.r	M	Cha(sf)		201273-r, gabs C/o Civilian, Gazetted Bur	Mangurhill Vasco
19	Ghosh Smt.B.Ghosh	W		7	201273-r, gabs C/o Civilian, Gazetted Bur	Mangurhill Vasco
20	Angotta Angotta Ram Sarup	M	Am		107648-f, ins Hanca, Dabolim	Mangur Hill
21	Angotta nSatya Devi	W		9	107648-f, ins Hanca, Dabolim	Mangur Hill
22	Rao K.n	M	Insoa		Indian Navy A/l d Ins M., Hansa,Dabolim	H.no.70-g., Varnunapuri, Mangor Hill,Vas
23	Israel Mohammad	M	Sla		Nsa N.s.a.Indian Navy Cabs, Bureau Of Sa	Varunapuri Mangor Hill, Vasco Da Gama
24	Israel N.n.Beguem	W		22	Nsa N.s.a.Indian Navy Cabs, Bureau Of Sa	Varunapuri Mangor Hill, Vasco Da Gama
25	Ram Chandra Ram Chandra	M	(gai)(bgi)		Indian Navy,Asst Civilian, Staff Omca,Bombay-88	Near Vasco Sports., Vasco
26	Israel Mrs.Loures	W		22	Nsa N.s.a.Indian Navy Cabs, Bureau Of Sa	Varunapuri Mangor Hill, Vasco Da Gama
27	Panigrahi Nityananad	M	Cheaa		Cabs Cita Camp Mankund, Bombay Service No	H.no.T-17d Varunapuri, Mangor Hill Vasco
28	Panigrahi Indira	W		28	Cabs Cita Camp Mankund, Bombay Service No	H.no.T-17d Varunapuri, Mangor Hill Vasco
29	Yadav Raj Kumar Singh	M	Mo Hech (a		Cabs Mankhund Mumbai,, Sr No.141348Y	H.no.T-13-e Varunapuri, Mangor,Vasco
30	Yadav Girija	W		28	Cabs Mankhund Mumbai, Sr.No.141348Y	H.no.T-13-e Varunapuri, Mangor,Vasco
31	Singh Pramod Kumar	M	Lema		Cabs Mankhund Mumbai, Service No.171897.	H.no.T-39-j Varunapuri, Mangor
32	Singh Anita	W		30	Cabs Mankhund,Mumbai, Service No.171897.	H.no.T-39-j Varunapuri, Mangor
33	Singh Jai	M	Lema		Cabs, Mankhund Mumbai, Service No.168919	H.no.T-43-h, Varunapuri, Mangor Vasco Da
34	Singh Sushila	W		32	Cabs Mankhund,Mumbai, Service No.168919	H.no.T-43-h, Varunapuri, Mangor Vasco Da
35	Kumar Ravinder Kumar	M	Moam-ii		Cabs Mankhund Mumbai	H.no.T-21e, Varunapuri, Mangor VascoDa
36	Tyagi Neelima Kumar	W		34	Cabs Mankhund Mumbai	H.no.T-21e, Varunapuri, Mangor Vasco Da
37	Singh Baleshwar	M	Moaa(w)i		Cabs Mumbai	H.no.T-77-c, Varunapuri, Mangor Vasco Da
38	Singh Pradeep Kumar	M	(son)		Cabs Mumbai	H.no.T-77-c, Varunapuri, Mangor Vasco

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
39	Shekhawat Gokul Singh	M	Hon.sub-It		Cabs Mumbai	H.no.T-78-h, Varunapuri, Mangor Vasco
40	Shekhawat Phoopa Kanwar	W		38	Cabs Mumbai	H.no.T-78-h, Varunapuri, Mangor Vasco
41	Vazhatheththi Paulase Baby	M	Aa3		Cabs Mankhurd Bombay	H.no.T-78-h, Varunapuri, Mangor Hill Vasco
42	Beena Baby	W		40	Cabs Mankhurd Bombay	H.no.T-78-h, Varunapuri, Mangor Hill Vasco
43	Sahaj Vivek Sahaj	M	Lema		Nay Co.	Nay (g) Hansa, Dabolim Air Port
44	Sahaj Vibha Sahaj	W		42	Nay Co.	Nay (g) Hansa, Dabolim Air Port
45	Singh Ram Autar	M	Lema		Cabs Mankhurd Mumbai	H.no.89-g Varunapuri, Mangor Vasco
46	Singh Brij Rani	W		44	Cabs Mankhurd Mumbai	H.no.89-g Varunapuri, Mangor Vasco
47	Negi Jagdish Singh	M	Peelu		May Gen	H.no.279-a Varunapuri, Mangor Vasco
48	Negi Sandhya	W		46	May Gen	H.no.279-a Varunapuri, Mangor Vasco
49	Kumar Praveen	M	Aa3		Cabs Mankhurd Mumbai	H.no.214,K Varunapuri, Mangor Vasco
50	Sharma Anuradha Kumar	W		50	Cabs Mankhurd Mumbai	H.no.214,K Varunapuri, Mangor Vasco
51	Adhikari Sukumar	M	Lema		Cabs Mankhurd Mumbai	H.no.244,New Vadem, Vasco Da Gama
52	Adhikari Rithika	W		52	Cabs Mankhurd Mumbai	H.no.244,New Vadem, Vasco Da Gama
53	Singh Urmila	W		64	Cabs Mankhurd Mumbai	H.no.8-c Varunapuri Mangor, Hill Vasco
54	Dhara Chand	M	Laom		Commandore Bureau Of Sailors, Mumbai	H.no.41-b Varunapuri Mangor, Vasco
55	Pramila Devi	W		66	Commandore Bureau Of Sailors, Mumbai	H.no.41-b Varunapuri Mangor, Vasco
56	Chander Krishna	M	Laom		Commandore Bureau Of Sailors, Mumbai	H.no.132-h Varunapuri Mangor, Vasco
57	Chander Kiran	W		68	Commandore Bureau Of Sailor, Mumbai	H.no.132-h Varunapuri Mangor, Vasco
58	Sharma Hari Om	M	Laom		Commandore Bureau Of Sailors, Mumbai	H.no.132 H, Varunapuri Mangor, Vasco
59	Sharma Sharma	W		70	Commandore Bureau Of Sailors, Mumbai	H.no.132 H, Varunapuri Mangor, Vasco
60	Sutum Dtina Kalyana Raman	M			Cabs Mumbai	Varnapuri Mangor Vasco
61	Audha	W		72	Cabs Mumbai	Varnapuri Mangor Vasco
62	Chittilapillay Lona Babu	M	Baar 3		Cabs Mumbai	H.no.10-d Varunapuri Mangor, Vasco Da Gama
63	Mini Babu	W		74	Cabs Mumbai	H.no.10-d Varunapuri Mangor, Vasco Da Gama
64	Ali Taufique	M	Chehaar		Cabs Mumbai	H.no.79- Varunapuri Mangor, Vasco
65	Zaribi	M			Cabs Mumbai	H.no.79 Varunapuri Mangor, Vasco
66	Singhadon Ram	M	Ac Heor		Cabs Mumbai	H.no.75-g Varunapuri Mangor, Vasco
67	Tadev Urmila	W		78	Cabs Mumbai	H.no.75-g Varunapuri Mangor, Vasco
68	Nirmela Unajay Appasaheb	M	Aceaarii		Cabs Mumbai	H.no.10-d Varunapuri Mangor, Vasco
69	Nirmela Sanggeta Sanjay	W		80	Cabs Mumbai	H.no.10-d Varunapuri Mangor, Vasco
70	Om Dutt Rakesh	M	Eaar2		Cabs Mumbai	H.no.165 Mangor Vasco
71	Anju Rakesh	W		82	Cabs Mumbai	H.no.165 Mangor Vasco
72	Singh Naveen Kumar	M	Chehaar		Cabs Mumbai	H.no.79-e Varunapuri Mangor, Vasco
73	Singh Nikita	W		84	Cabs Mumbai	H.no.79-e Varunapuri Mangor, Vasco
74	Ram Karan	M	Ceaarii		Cabs Mumbai	H.no.10-d Varunapuri Mangor, Vasco

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
75	Singh Sanggeta	W		86	Cabs Mumbai	H.no.10-d Varunapuri Mangor, Vasco
76	Bhan Suraj	M	Lema		Cabs Mumbai	H.no.131 H.Mangor Hill, Varunapuri
77	Bhan Saroj Devi	W		88	Cabs Mumbai	H.no.131 H.Mangor Hill, Varunapuri
78	Awasthi Sanjeev	M	Eaa-2		Cabs Mumbai	H.no.79-g Varunapuri Vasco
79	Awasthi Anju	W		90	Cabs Mumbai	H.no.79-g Varunapuri Vasco
80	Singh Bhagirath	M	Lema		Cabs Mumbai	H.no.74-g Varunapuri Vasco
81	Singh Madhu Nagar	W		92	Cabs Mumbai	H.no.74-g Varunapuri Vasco
82	Singh Pratap	M	Lema		Cabs Mumbai	H.no.74-g Varunapuri Vasco
83	Yadav Sunita Singh	W		94	Cabs Mumbai	H.no.471-e Varunapuri Vasco
84	Mahamty Manamohan	M	Lema		Cabs Mumbai	H.no.148/e Varunapuri Vasco
85	Bahadur Amarendra	M	Lam		Cabs Mumbai	H.no.88-b Varunapuri Vasco
86	Bahadur Renu Singh	W		97	Cabs Mumbai	H.no.88-b Varunapuri Vasco
87	Kumar Ravindra	M	Mcam-ii		Cabs Mumbai	H.no.327 E Varunapuri Vasco
88	Kumar Nelima Tyagi	W		99	Cabs Mumbai	H.no.327 E Varunapuri Vasco
89	Jaibir Singh Siwach	M	Eaa-3		Cabs Mumbai	H.no.84-a Varunapuri Vasco
90	Kiran Swiach	W		101	Cabs Mumbai	H.no.84-a Varunapuri Vasco
91	Padhi Prasant Kumar	M	Lam		Cabs Mumbai	H.no.27-e Varunapuri Vasco
92	Padhi Anjali Kumari	W		103	Cabs Mumbai	H.no.27-e Varunapuri Vasco
93	Khanka Ganesh Singh	M	Poelar		Cabs Mumbai	H.no.83-k Varunapuri Mangor, Vasco
94	Khanka Parvati	W		105	Cabs Mumbai	H.no.83-k Varunapuri Mangor
95	Ashok Kumar	M	Poela		Cabs Mumbai	H.no.148-b Varunapuri Vasco
96	Usha Kumari	W		107	Cabs Mumbai	H.no.148-b Varunapuri Vasco
97	A.Deenadayalan	M	Lenar		Cabs Mumbai	H.no.471, Shantinagar Vasco
98	D.Maheshwari	W		109	Cabs Mumbai	H.no.471 Shantinagar Vasco
99	Sharma Dinesh G.	M	Chaaw		Cabs Mumbai	House Of Mario Rodrigues, Mangor Vasco Da
100	Sharma Saria	W		111	Cabs Mumbai	House Of Mario Rodrigues, Mangor Vasco Da
101	Pathak Shree Bhagawan	M	Aa-3		Cabs Mumbai	H.no.80-b, Varunapuri Vasco, Da Gama
102	Pathak Gauri	W		113	Cabs Mumbai	H.no.80-b, Varunapuri Vasco, Da Gama
103	Singh Baleshwar	M	Mcaa(w)j		Cabs Mumbai	H.no.72-g Varunapuri Vasco
104	Singh Meera Devi	W		115	Cabs Mumbai	H.no.72-g Varunapuri Vasco
105	Singh Sandeep Kumar	M		115	Cabs Mumbai	H.no.72-g Varunapuri Vasco
106	Singh Pradeep Kumar	M		115	Cabs Mumbai	H.no.72-g Varunapuri Vasco
107	G.Pratheep		Am(w)2		Cabs Mumbai	H.no.78-i Varunapuri Mangor, Vasco
108	Preethi	W		119	Cabs Mumbai	H.no.78-i Varunapuri Mangor
109	Sharma Kapoor Chand	M	Lsa		Cabs Mumbai	H.no.280-c Varunapuri Vasco
110	Sharma Pushpa	W		121	Cabs Mumbai	H.no.280-c Varunapuri Vasco
111	Singh Rajkumar	M	Mscpo li		Cabs Mumbai	H.no.215,i, Varunapuri Vasco
112	Singh Shanti Devi	W		123	Cabs Mumbai	H.no.215,i, Varunapuri Vasco
113	Mahte Bhagirath	M	Aa(w)2		Cabs Mumbai	H.no.77-b Varunapuri Vasco
114	Mahte Shaibya	W		125	Cabs Mumbai	H.no.77-b Varunapuri Vasco
115	Vinay Kumar	M	Lam		Cabs Mumbai	H.no.39-k Varunapuri Mangor, Vasco
116	Beena Devi	W		127	Cabs Mumbai	H.no.39-k Varunapuri Mangor

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
117	Surendra Prasad	M	Moear		Cabs Mumbai	H.no.81-j Varunapuri Vasco
118	Anita Kumari	W		129	Cabs Mumbai	H.no.81-j Varunapuri Vasco
119	Thakur Surendra Prasad	M	Moear		Cabs Mumbai	H.no.81-j Varunapuri Vasco
120	Thakur Narad	W		131	Cabs Mumbai	H.no.315f, Varunapuri Vasco
121	Thakur Ruchi	W		131	Cabs Mumbai	H.no.315f, Varunapuri Vasco
122	Thakur Sanjay Kumar	M		131	Cabs Mumbai	H.no.315f Varunapuri Vasco
123	P.t.Suresh	M	Lema		Cabs Mumbai	H.no.118 Mangor Vasco, Da Gama
124	D.Snoglathika	W		135	Cabs Mumbai	H.no.118 Mangor Vasco
125	Singh Avtar	M	Lema		Cabs Mumbai	H.no.278-j Varunapuri Vasco
126	Singh Kiran Devi	W		137	Cabs Mumbai	H.no.278-j Varunapuri Vasco
127	Dhurendra Manjhi	M	Lema		Cabs Mumbai	H.no.26-f Varunapuri Vasco
128	Vidya Wati	W		139	Cabs Mumbai	H.no.26-f Varunapuri Vasco
129	Ansari Mohammad Mubarak	M	Lema		Cabs Mumbai	H.no.26-f Varunapuri Vasco
130	Ansari Nazarun Khateen	W		141	Cabs Mumbai	H.no.26-f Varunapuri Vasco
131	Kalarikandy Sathish	M	Eaa		Cabs Mumbai	H.no.74-f Varunapuri Vasco
132	Kalarikandy Nisha Sathish	W		143	Cabs Mumbai	H.no.74-f Varunapuri Vasco
133	Jagdish	M	Eaa		Cabs Mumbai	H.no.324-g Varunapuri Vasco
134	Maya Kaur	W		145	Cabs Mumbai	H.no.324-g Varunapuri Vasco
135	Kakade Pradeep Gulab	M	Aa(w)3		Cabs Mumbai	H.no.12-c Varunapuri Vasco
136	Kakade Varsha Pradeep	W		147	Cabs Mumbai	H.no.12-c Varunapuri Vasco
137	Islampur Anil	M	Poaf		Cabs Mumbai	H.no.439, Shantinagar Vasco
138	Islampur Anamika A.	W		149	Cabs Mumbai	H.no.439, Shantinagar Vasco
139	Om Dutt Rakesh	M	Cheear		Cabs Mumbai	H.no.308 B Varunapuri Mangor, Hill Vasco
140	Anju Rakesh	W		82	Cabs Mumbai	H.no.308 B Varunapuri Mangor, Hill Vasco
141	Sonraj	M	Lemar		Cabs Mumbai	H.no.227h Varunapuri Vasco
142	Verma Sudha	W		153	Cabs Mumbai	H.no.227h Varunapuri Vasco
143	Pandey Dharmendra Kumar	M	Lema		Cabs Mumbai	H.no.46-l Varunapuri Mangor, Hill Vasco
144	Pandey Sushma	W		155	Cabs Mumbai	H.no.46-l Varunapuri Mangor
145	Nannapu Raju Ravikant Raju	M	Laom		Cabs Mumbai	H.no.438, New Vadem Vasco
146	Sreelatha	W		157	Cabs Mumbai	H.no.438, New Vadem Vasco
147	Nayak Pravakat	M	Poaf		Cabs Mumbai	H.no.279-n Varunapuri Vasco
148	Lilabti	M			Cabs Mumbai	H.no.279-n Varunapuri Vasco
149	Yadav Lal Babu	M	Poa		Casb Mumbai	H.no.278-j Naval Base Mangor, Hill Vasco
150	Yadav Chandrakala	W		161	Cabs Mumbai	H.no.278-j Naval Base Mangor
151	Totdar Bijendra Singh	M	Moaa li		Cabs Mumbai	H.no.218-o Varunapuri Vasco
152	Totdar Saroj	W	163		Cabs Mumbai	H.no.218-o Varunapuri Vasco
153	U.Somasundaran	M	Cpoaoif		Cabs Mumbai	H.no.199-c Varunapuri Mangor, Vasco
154	P.Babu Gireesh	M	Eaa3		Cabs Mumbai	H.no.312 C Varunapuri Mangor, Hill Vasco
155	Subitha Gireesh	W		166	Cabs Mumbai	H.no.312 C Varunapuri Mangor, Hill Vasco
156	Hazra Tarunkumar	M	Lam		Cabs Mumbai	H.no.288a Varunapuri Mangor, Vasco
157	Hazra Piyali	W		168	Cabs Mumbai	H.no.288a Varunapuri Mangor
158	Bal Kishan	M	Loam		Cabs Mumbai	H.no.22'e' Varunapuri Mangor, Hill Vasco
159	Kavita	W		170	Cabs Mumbai	H.no.22'e' Varunapuri Mangor, Hill Vasco
160	Gusain Birender Singh	M	Poaf		Cabs Mumbai	H.no.286-f Varunapuri Mangor, Hill Vasco

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
161	Gusain Sarita	W		172	Cabs Mumbai	H.no.286-f Varunapuri Mangor, Hill Vasco
162	Singh Abhiram Prasad	M	Mapoaci		Commandore Bureau Of Sailors	Qtr.No.A1 Varunapuri Mangor, Vasco
163	Singh Suryamani Devi	W		174	Commandore Bureau Of Sailors	Qtr.No.A1 Varunapuri Mangor, Vasco
164	Rajesh Kumar	M	Laom		Cabs Mumbai	H.no.211-n Mes.Colony, Mangor Hill Vasco
165	Veena	W		176	Cabs Mumbai	H.no.211-n Mes. Colony Mangor, Hill Vasco
166	Singh Jai Singh	M	Lema		Lema	H.no.46-c Varunapuri Mangor, Hill Vasco
167	Singh Sushila	W		178	Cabs Mumbai	H.no.46-c Varunapuri Mangor, Hill Vasco
168	Singh Sandeep Kumar	M			Cabs Mankhurd Mumbai	H.no.77-c Varunapuri Mangor, Vasco Da
169	Singh Meera Devi	W		38	Cabs Mumbai	H.no.77-c Varunapuri Mangor, Vasco Da
170	S.Vinod Kumar	M	Mech(ar)		Cabs Mankhurd Mumbai	H.no.215-h Varunapuri Mangor, Vasco
171	Kumar Sindhu Vinod	W		56	Cabs Mankhurd Mumbai	H.no.215-h Varunapuri Mangor, Vasco
172	Kumar Subhod	M	Mcam-ii		Cabs Mankhurd Mumbai	H.no.t-19-c Varunapuri Mangor, Vasco
173	Kumar Kusum	W		58	Cabs Mankhurd Mumbai	H.no.t-19-c Varunapuri Mangor, Vasco
174	Salaria Subhash Singh	M	Cpdaof		Cabs Mankhurd Mumbai	H.no.81-j Varunapuri Mangor, Hills Vasco
175	Salaria Tripta	W		60	Cabs Mankhurd Mumbai	H.no.81-j Varunapuri Mangor, Hills Vasco
176	Ram Niwas	M	Lpf		Cabs Mankhurd Mumbai	H.no.39-l Varunapuri Mangor, Hill Vasco
177	Babita Devi	W		62	Cabs Mankhurd Mumbai	H.no.39-l Varunapuri Mangor, Hill Vasco
178	Singh Tejpratap	M	Cpoaoft		Cabs Mankhurd Mumbai	H.no.8-c Varunapuri Mangor, Hill Vasco
179	Jagdish Chand Rana	M	Moelarii		Indian Navy Rages.(goa), Ins-hansa Commad Cheeta, Camp Mankhurd Mumbai	Qtr.No.315 Varnapuri Mangor, Hill Vasco
180	Sarai Rana	W		182	Indian Navy Rages.(goa), Ins-hansa Commad Cheeta, Camp Mankhurd Mumbai	Qtr.No.315 Varnapuri Mangor, Hill Vasco
181	Dhiman Lohk Raj	M	Mcam-ii		Indian Navy (aviation Teach), Commandore B Mankhurd, Mumbai 400088	H.no.10-c Varunapuri Vasco, Da Gama
182	Dhiman Kanta	W		184	Indian Navy (aviation Teach), Commandore B Mankhurd, Mumbai 400088	H.no.10-c Varunapuri Vasco, Da Gama
183	Swamy P.Duraj	M	Chaa		Rages Goa Ins Hansa Cabs., Manikhurd Mumbai	Cabin No.4 Mopost Cpo's, Mess/ins Hansa
184	Swamy K.Jaya Bharatha Devi	W		186	Rages Goa Ins Hansa Cabs., Manikhurd Mumbai	Cabin No.4 Mopost Cpo's, Mess/ins Hansa
185	Yadav Ajay Kumar	M	Cheaa		Indian Navy Rages Goa Ihs, Hansa, Command Sailors Cheetha, Camp Mankhurd Mumbai=400	321 'a' Varunapuri Mangor Hill, Vasco
186	Ramania G.Venkath	M	Lema		Rages Goa Ihs Hansa,Cabs, Mankhurd Mumbai	C-bsf,Hansa Vihar/ins, hansa.
187	Sah Shankar Prasad	M	Lam		Indian Navy Rages Goa Ihs Hansa,, Command Sailors Cheetha Camp, Mankhurd Mumbai=400	Varunapuri Mangor Hill
188	Naik Nagraj	M	Constable		Cisf Unit Gsl Goa.	Mhn 281,Gurudwara Road Vasco
189	Mishra Om Prakash	M	Lam		Naval Aviation Inas, 310/hansa.	386-G, Varunapuri,Mangor Hill., Vasco-Da-Gama.
190	Mishra Rekha	W		206	Naval Aviation Inas, 310/hansa.	386-G,Varunapuri,Mangor Hill, Vasco-Da-Gama.
191	Singh Ajay Kumar	M	Am4		Navy Cabs, Mumbai.	289-1, Varunapuri, Mangor Hill., Vasco-Da-Gama.

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
192	Singh Kiran	W		208	Navy Cabs , Mumbai.	289-1, Varunapuri, Mangor Hill., Vasco-Da-Gama.
193	Singh Virendra	M	Lema		Inas 310, Hansa.	42/12, Varunapuri,Mangor Hill., Vasco-Da-Gama.
194	Singh Asha	W		210	Inas 310, Hansa.	42/12, Varunapuri,Mangor Hill., Vasco-Da-Gama.
195	Jha Bipin Kumar	M	Am(w)3		Naval Aviation	309-c, Varunapuri,Mangor Hill., Vasco-Da-Gama.
196	Jha Renu	W		212	Naval Aviation	309-c, Varunapuri,Mangor Hill., Vasco-Da-Gama.
197	Singh Hari Prasad	M	Mca Li		Ins Hansa/310	81-G Varunapuri,Mangor Hill., Vasco-Da-Gama.
198	Sing Ramawati Devi	W		214	Ins Hansa/310	81-G Varunapuri,Mangor Hill., Vasco-Da-Gama.
199	Yadav Sanjay Kumar	M	Lemar		Naval Aviation,Inas 310,Ins Hansa	80/f Varunapuri,Mangor Hill., Vasco-Da-Gama.
200	Yadav Kalpana Devi	W		216	Naval Aviation,Inas 310 Ins, Hansa	80/f Varunapuri,Mangor Hill., Vasco-Da-Gama.
201	Sunil Kumar	M	Lemr		Navy Ins Hansa/bld,Cabs,Mumbai	387/a, Varunapuri,Mangor Hill., Vasco-Da-Gama.
202	Anupama Kumar	W		218	Navy Ins Hansa/bld,Cabs,Mumbai	387/b, Varunapuri,Mangor Hill., Vasco-Da-Gama
203	Patel Kamlesh Amrit	M	Lema		Indian Navy,the Cabs,Cheetaha, Camp, Mankhurd,Mumbai-88	434-g, Varunapuri, Mangor Hill., Vasco-Da-Gama
204	Patel Purvi	W		220	Indian Navy,the Cabs,Cheetaha, Camp,Mankhurd,Mumbai-88	434-g, Varunapuri, Mangor Hill., Vasco-Da-Gama
205	Narayanan S.	M	Lemar		Navy Hansa Cabs,Cheetah Camp., Mankhurd, Mumbai	149-Vasco-Da-Gama.
206	Singh Abha	W		247	Navy Cabs	309/d, Varunapuri, Mangor Hill., Vasco-Da-Gama
207	Prakash Om	M	Lemar		Navy	27/f, Varunapuri, Mangor Hill., Vasco-Da-Gama
208	Mangalia Renu Prakash	W		249	Navy	27/f, Varunapuri, Mangor Hill., Vasco-Da-Gama
209	Singh Ram Prakash	M	Lema		Navy	24/b, Varunapuri, Mangor Hill., Vasco-Da-Gama
210	Singh Sheela Devi	W		251	Indian Navy Ald/ins, Hansa, Dabolim Air Port	24/b, Varunapuri, Mangor Hill., Vasco-Da-Gama
211	Kottarathomyaul George Jose	M	Poela		Navy	420/h, Varunapuri, Mangor Hill., Vasco-Da-Gama
212	Kottarathomyaul Shini	W		253	Navy	420/h, Varunapuri, Mangor Hill., Vasco-Da-Gama
213	Kumar Mritunjay	M	Mech(a1)3		Navy	325/d, Varunapuri, Mangor Hill., Vasco-Da-Gama
214	Geetanjali Kumar	W		255	Navy	325/d, Varunapuri, Mangor Hill., Vasco-Da-Gama
215	R.Prasad T.V	M	Lemar		Navy Ald/ins Hansa, Dabolim, Air Port	39/f, Varunapuri, Mangor Hill., Vasco-Da-Gama
216	R.Prasad T.Usha Rani	W		257	Navy Ald/ins Hansa, Dabolim, Air Port	39/f, Varunapuri, Mangor Hill., Vasco-Da-Gama
217	Singh Avtar	M	Lema		Navy Ald/ins Hansa, Dabolim, Air Port	386/a, Varunapuri, Mangor Hill., Vasco-Da-Gama
218	Singh Manjit Kaur	W		137	Navy Ald/ins Hansa, Dabolim, Air Port	386/a, Varunapuri, Mangor Hill., Vasco-Da-Gama
219	Chander Shiva	M	Lemar		Indian Navy, Ald/hansa	24/d, Varunapuri, Mangor Hill., Vasco-Da-Gama
220	Chander Girija	W		261	Indian Navy, Ald/hansa	24/d, Varunapuri, Mangor Hill., Vasco-Da-Gama
221	Singh Anju Kumar	M	Ladm		Aviation Commodore Bureau Of, Sailers, Cheetah Camp Mankhurd, Mumbai	75/b, Varunapuri, Mangor Hill., Vasco-Da-Gama
222	Shaikh Mohammad Yusuf	M	Lam		Ins Hansa/aeD,Dabolim Air Port	132/h, Varunapuri, Mangor Hill.
223	Biswas Samar	M	Poaf		Commodore Bureau Of Sailors, Cheetah, Mankhurd, Mumbai	19/d, Varunapuri, Mangor Hill.
224	Biswas Anima	W		265	Commodore Bureau Of Sailors, Cheetah ,Mankhurd Mumbai	19/d, Varunapuri, Mangor Hill,
225	Mishra Shivshankar	M	Poaf		Commodore Bureau Of Sailors, Cheetah Camp,Mankhurd Mumbai	287/r, Varunapuri, Mangor Hill.

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
226	Kumar Nandepu Sanjeev	M	Am(w)3		Cabs, Mankhurd Mumbai	325/e, Varunapuri, Vasco-Da-Gama
227	Mishra Anantika Prasad	M	Amw3		Commodore Bureau Of Sailors, Cheetah Camp Mankhurd, Mumbai	404/g, Varunapuri, Mangor Hill, Vasco-Da-Gama
228	Mishra Usha	W		296	Commodore Bureau Of Sailors, Cheetah Camp Mankhurd, Mumbai	404/g, Varunapuri, Mangor Hill, Vasco-Da-Gama
229	Yadav Brahamdeo Prasad	M	Amw3		Commodore Bureau Of Sailors, Cheetah Camp Mankhurd, Mumbai	423/e, Varunapuri, Mangor Hill, Vasco-Da-Gama
230	Yadav Rita	W	Cham	271	Commodore Bureau Of Sailors, Cheetah Camp Mankhurd, Mumbai	423/e, Varunapuri, Mangor Hill, Vasco-Da-Gama
231	Singh Tejwant	M	Cham		Commodore Bureau Of Sailors, Cheetah Camp Mankhurd, Mumbai	422/e, Varunapuri, Mangor Hill, Vasco-Da-Gama
232	Singh Jasbir Kaur	W		273	Commodore Bureau Of Sailors, Cheetah Camp Mankhurd, Mumbai	422/e, Varunapuri, Mangor Hill, Vasco-Da-Gama
233	Singh Dharmendra	M	Cham		Cabs, Mankhurd Mumbai	307/h, Varunapuri, Mangor Hill, Vasco-Da-Gama
234	Singh Nirmala	W		275	Cabs, Mankhurd Mumbai	307/h, Varunapuri, Mangor Hill, Vasco-Da-Gama
235	Chowdhury Nabarun	M	Cpoaf		Indian Navy	307/c, Varunapuri, Mangor Hill, Vasco-Da-Gama
236	Chowdhury Dalia	W		277	Indian Navy	307/c, Varunapuri, Mangor Hill, Vasco-Da-Gama
237	Kumar Narinder	M	Chaa		Commodore Bureau Cheetah, Camp Mankhurd Mumbai	300/b, Varunapuri, Mangor Hill, Vasco-Da-Gama
238	Manju Kumar	M		279	Commodore Bureau Cheetah, Camp Mankhurd Mumabi	300/b, Varunapuri, Mangor Hill, Vasco-Da_Gama
239	Singh Ram Niwas	M	Cpoaf		Cabs, Cheetah Camp Mankurd, Mumbai	312/b, Varunapuri, Mangor Hill, Vasco-Da-Gama
240	Singh Malti	W		281	Cabs,Cheetah Camp Mankurd., Mumbai	312/b, Varunapuri, Mangor Hill, Vasco-Da-Gama
241	Rai Jai Prakash	M	Cpoaoaf		Commodore Bureau Of Sailors, Cheetah Camp Mankurd, Mumbai	324/d, Varunapuri, Mangor Hill, Vasco-Da-Gama
242	Rai Ratan	W		283	Commodore Bureau Of Sailors, Cheetah Camp Mankurd, Mumbai	324/d, Varunapuri, Mangor Hill, Vasco-Da-Gama
243	Singh Raj Kishore	M	Laom		Ins Hansa, Dabolim Goa.	134/c, Varunapuri, Mangor Hill, Vasco-Da-Gama
244	Singh Ranjana	W		285	Ins Hansa, Dabolim Goa.	134/c, Varunapuri, Mangor Hill, Vasco-Da-Gama
245	Bodhi Reddy Chandrashekhar	M	Laom		Ins Hansa, Dabolim Goa.	26/g, Varunapuri, Mangor Hill, Vasco-Da-Gama
246	Singh Krishna Kumar	M	Laom		Commodore Bureau Of Sailors, Cheetah Camp Mankhurd, Mumbai	82/k, Varunapuri, Mangor Hill, Vasco-Da-Gama
247	Singh Manju	W		288	Commodore Bureau Of Sailors, Cheetah Camp Mankhurd, Mumbai	82/k, Varunapuri, Mangor Hill, Vasco-Da-Gama
248	Anand Kumar	M	Lam		Cabs Cheetah Camp, Mankhurd, Mumbai.	80/h, Varunapuri, Mangor Hill, Vasco-Da-Gama
249	Sheela Rani Kumar	W		290	Cabs Cheetah Camp Mankhurd, Mumbai	80/h, Varunapuri, Mangor Hill, Vasco-Da-Gama
250	Singh Manoj Kumar	M	Lam		Aed/Ins Hansa, Dabolim, Vasco	83/h, Varunapuri
251	Singh Govind	M	Lam		Cabs,Cheetah Camp,Mankhurd,	434/a, Varunapuri, Mangor Hill, Vasco-Da-Gama
252	Singh Pushpa Yadav	W		293	Cabs,Cheetah Camp,Mankhurd, Mumbai	434/a, Varunapuri, Mangor Hill, Vasco-Da-Gama
253	Yadav Arjun	M	Lam		Cabs Cheetah Camp,Mankhurd, Mumbai	40/j, Varunapuri, Mangor Hill, Vasco-Da-Gama
254	Yadav Saroj	W		295	Cabs Cheetah Camp,Mankhurd, Mumbai	40/j, Varunapuri, Mangor Hill, Vasco-Da-Gama
255	Babu Suresh	M	Poaf		Cabs,Mankhurd,Cheetah Cabs.., Mumbai	151/b, Varunapuri, Mangor Hill, Vasco-Da-Gama
256	Sharma Mukesh Kumar	M	Amw4		Cabs,Cheetah Camp, Mankhurd, Mumbai.	389/g, Varunapuri, Mangor Hill, Vasco-Da-Gama

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
257	Sharma Urmila	W		298	Cabs, Cheetah Camp, Mankhurd, Mumbai	389/g, Varunapuri, Mangor Hill., Vasco-Da-Gama
258	Rai Manoj Kumar	M	Am4		Cabs, Cheetah Camp, Mankhurd, Mumbai	141/e Varunapuri, Mangor Hill., Vasco-Da-Gama
259	Rai Pramila	W		300	Cabs,Cheetah Camp, Mankhurd, Mumbai	141/e Varunapuri, Mangor Hill., Vasco-Da-Gama
260	Singh Rana Pratap	M	Lam		Ins Hansa Dabolim	40i, Varunapuri
261	Naik Gajanan Tama	M	260583ok		Madras Regiment Wellington, (nigirls).	H.No.202, Housing Colony, New Vaddem.
262	Patra Arun Kumar	M	Powtr		Serv.No.170101-w, Indian, Navy, C A B S, Mumbai-88,	419-B, Varunapuri Mangor Hill., Dabolim, Vasco Da Gama.
263	Pandey Raghubansh Mani	M	Poelar		Serv.No.164638-B, Indian, Navy, I N S, H A N S A /310, S Q D N	18 F, Mangor Hill, Vasco Da Gama
264	Singh Uday Pratap	M	Poela		Serv.No.167261, Indian Navy,	23-F, Varunapuri, Mangor Hill., Vasco Da Gama.
265	Kumar Rajesh	M	Am (w)3		Serv.No.170563-w, Indian Navy,, C A B S Mumbai-88	422-D, Varunapuri ,Mangor Hill., Vasco Da Gama.
266	Kumar Rajesh	M	Lwtr		Serv.No.116511, Indian Navy,, C A B S, Mumbai-88	386-i, Varunapuri Mangor Hill., Vasco Da Gama
267	Sharma Mukesh Kumar	M	Amw3		Serv.No.176263-Z, Indian Navy,, A E D/I N S H A N S A,, Dabolim	69-G, Varunapuri Mangor Hill., Vasco Da Gama
268	Kumar Nandepu Sandeep	M	Am (W)3		Serv.No.174567-W, Indian Navy,, I N S H A N S A / A E D	325-E, Varunapuri, Mangor Hill., Vasco Da Gama
269	Yadav Brahamdeo Prasad	M	A M (W)3		Serv.No.172 359-A, Indian Navy,, I N S H A N S A / A E D,	423-E, Varunapuri, Mangor Hill., Vasco Da Gama
270	Mishra Anantika Prasad	M	A M (W)3		Dabolim Airport	Serv.No.173018-Z, Indian Navy,, I N S H A N S A / A E D
271	Katewa Ravindra Kumar	M	Mobo Aofi		Dabolim, Airport.	404-G, Varunapuri Mangor Hill, Vasco Da Gama
272	Singh Tejwant	M	Mcam-ii		Serv.No.203956-N, Indian Navy,, I N S H A M S A / A E D	319-E, Varunapuri Mangor Hill., Vasco Da Gama
273	Singh Anju Kumar	M	Laom		Dabolim, Airport	Serv.No.164076, Indian Navy,, I N S H A M S A / A E D
274	Reddy Chandrasekhar Bodhi	M	Laom		Airport	422-E, Varunapuri, Mangor Hill., Vasco Da Gama
275	Mishra Shoi Shankar	M	Poaf		Serv.No.170910-H, Indian Navy,, I N S H A M S A / A E D,, Dabolim	280-L, Varunapuri, Mangor Hill., Vasco Da Gama.
276	Vudimudi Narayan Raju Badari	M	Poaf		Dabolim, Airport	Serv.No.171111-R, Indian Navy,, I N S H A M S A / A E D,, Dabolim Airport.
277	Suryavanshi Madhukaran Narayan	M	Laom		Serv.No.17100 G-A, Indian Navy,, C A B S, Cheetah Camp,, Mumbai-88	28-G, Varunapuri, Mangor Hill., Vasco Da Gama.
278	Kumar Sanjeev	M	Lemar		Mumbai-88	Serv.No.166074, Indian Navy,, I N S H A M S A / A E D,, Dabolim
279	Kumar Ashwani	M	Lema		Airport	Serv.No.179244-Z, Indian Navy,, I N S H A M S A / A E D,, Dabolim
280	Singh Avtar	M	Lema		Mumbai-88	Serv.No.170820-B, Indian Navy,, I N S H A M S A / A E D,, Dabolim
281	Tari Somnath Uttam	M	Era-3		Airport	Serv.No.177419-Z, Indian Navy,, I N S H A M S A / A E D ..
282	Rawat Dinesh Singh	M	Mcam II		Dabolim Airport	Serv.No.180483-R, Indian Navy,, C A B S Cheetah Camp,, Mumbai-88
283	Thankappan Biju	M	A M 3		Serv.No.163924-F, Indian Navy,, C A B S Cheetah Camp,, Mumbai-88	480,Shantinagar, Vasco Da Gama
284	Singh Baldev	M	Poaf		Serv.No.178526, Indian Navy,, C A B S Mankhurd, Mumbai.	146-A, Varunapuri Mangor Hill., Vasco Da Gama
					Serv.No.1164747-a, Indian Navy,, C A B S Mankhurd	208-F, Varunapuri Mangor Mumbai.
						Hill., Vasco Da Gama

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
285	Kumar Hrishkesh	M	Poaf		Serv.No.165073-W, Indian Navy., C A B S Mankhurd Mumbai.	286-N, Varunapuri Mangor Hill., Vasco Da Gama
286	Yadav Harendra Prasad	M	Chaa		Serv.No.192497-W, Indian Navy., C A B S Mankhurd Mumbai.	318-G, Varunapuri Mangor Hill., Vasco Da Gama
287	Naik Gajanan Tama	M	Sep		Serv.No.2605830-K,The Madras Regiment Wellington (nilgiris)	Old Housing Colony New, Vaddem Last Bus Stop, Vasco Da Gama
288	Muthamizham Palani Samy	M	Poaf		Serv.No.174210-H, Indian Navy., C A B S Mankhurd Mumbai.	131-C, Varunapuri Mangor Hill., Vasco Da Gama
289	Singh Baljit	M	A M 4		Serv.No.117508-R, Indian Navy., C A B S, Mankhurd Mumbai	288-A, Varunapuri Mangor Hill., Vasco Da Gama
290	Nayak Pravakar	M	Cpoaf		Serv.No.162504-B, Indian Navy., C A B S Mankhurd Mumbai.	310-D, Varunapuri Mangor Hill., Vasco Da Gama
291	Singh Sudhir	M	Powtr		Serv.No.171212-W, Indian Navy., C A B S Mankhurd,	279-A Varunapuri Mangor Hill., Vasco Da Gama
292	Kumar Virender	M	Powtr		Serv.No.183653-R, Indian Navy., C A B D Mankhurd, Mumbai.	287-M, Varunapuri Mangor Hill., Vasco Da Gama
293	Singh Prem	M	Mscpo-1		Serv.No.108677-Z, Indian Navy., C A B S Mankhurd Mumbai.	418-F, Varunapuri Mangor Hill., Vasco Da Gama
294	Sharma Mukesh Kumar	M	S P O		Serv.No.164906-K, Indian Navy., C A B S Mankhurd Mumbai	28610, Varunapuri Mangor Hill., Vasco Da Gama
295	Singh Umeshwar	M	S P O		Serv.No.188932-N, Indian Navy., C A B S Mankhurd Mumbai	142-G, Varunapuri Mangor Hill., Vasco Da Gama
296	Mistry Soumitra Rajan	M	Lro (Tal)		Serv.No.188932-H, Indian Navy., C A B S Mankhurd Mumbai	Comlen (Goa) H.Q.G.N.A.I N.S, Gomantak
297	Tajur Rafique	M	Lah		Serv.No.177295-T Aircats/, I N S, H A N S A Dabolim Goa.	82-G, Varunapuri Mangor Hill., Vasco Da Gama
298	Dahiya Ramkanwar	M	Poelp		Serv.No.169053-N Aircats/ I N, S H A N S A, Dabolim Goa	17-E, Varunapuri Mangor Hill., Vasco Da Gama
299	Ahrai John	M	Poa(Ah)		Serv.No.185092-K, Aircats/ I N, S H A N S A, Dabolim Goa	206-G Varunapuri Mangor Hill., Vasco Da Gama
300	Yadav Jai Ram	M	Mcpor(tel)		Serv.No.177295-T, Aircats/ I N, S H A N S A, Dabolim Goa	78-B, Varunapuri Mangor Hill., Vasco Da Gama
301	Yadav Sunaina	W		188	Indian Navy Rages Goa Ihs, Hansa, Command Sailors Cheetha, Camp Mankhurd Mumbai=40	321 'a' Varunapuri Mangor Hill., Vasco
302	Katuyar Naveen	M	Chmech(al)		Indian Navy Rages Goa Ihs, Hansa,Cabs C Mankhurd, Mumbai 400088	13-e Varunapuri Mangor Hill, Vasco
303	Katiyar Rama	W		190	Indian Navy Rages Goa Ihs, Hansa,Cabs C Mankhurde, Mumbai 400088	13-e Varunapuri Mangor Hill, Vasco
304	Wagh Ashok Madhukar	M	Agchaa		Indian Navy Rages Goa Ihs, Hansa,Command Sailors Cheetah, Camp Mankhurd Mumbai=400	Qtr.No.d5 Varunapuri Mangor, Vasco
305	Wagh Manisha Ashok	W		192	Indian Navy Rages Goa Ihs, Hansa,Command Sailors Cheetah, Camp Mankhurd Mumbai=400	Qtr.No.d5 Varunapuri Mangor, Vasco
306	Singh Chand Dee	M	Cha(se)		Indian Navy Rages Goa Ihs, Hansa,Command Sailors Cheetha, Camp Mankhurd Mumbai=400	11,c,Varunapuri Mangore Hill, Vasco
307	Singh Abha	W		194	Indian Navy Rages Goa Ihs, Hansa,Command Sailors Cheetha, Camp Mankhurd Mumbai=400	11.c,Varunapuri Mangore Hill, Vasco
308	Das Sudan Charan	M	Poaf		Indian Navy Cabs,Mankhurd, Mumbai=400088	286h Varunapuri Mangore Hill, Vasco
309	Singh Kultvant	M	Eaar-ii		Indian Navy,Commandore Bureau, Of Sail Mankhurd, Mumbai-400088	214-m Varunapuri Mangore, Hill Vasco
310	Singh Vandana	W		197	Indian Navy,Commandore Bureau, Of Sail Mankhurd, Mumbai-400088	214-m Varunapuri Mangore, Hill Vasco
311	Rajkishor Prasad	M	Loam		Indian Navy Ihs Hansa Regas, Goa,Cabs	Jsa-10 Varunapuri Mangore, Hill Vasco

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
312	Mala Devi	W		199	Indian Navy Ihs Hansa Reges, Goa,Cabs	Jsa-10 Varunapuri Mangore, Hill Vasco
313	Choudhary Ashok Kumar	M	Lemar		Indian Navy Rages Goa Ihs Hansa,, Mankhur	P/28-h Varunapuri Mangore Hill, Vasco
314	Choudhary Indira Devi	W		201	Indian Navy Rages Goa Ihs Hansa,, Mankhur	P/28-h Varunapuri Mangore, Hill Vasco
315	Kavitha Narayanan	W		222	Navy Hansa Cabs,Cheetah Camp., Mankurd Mumbai Navy	149-Vasco-Da-Gama
316	Tiwari Umesh	M	Chela			67/a, Varunapuri, Mangor Hill,, Vasco-Da-Gama
317	Tiwari Pritima	W		224	Navy	67/a, Varunapuri, Mangor Hill,, Vasco-Da-Gama
318	Mahender Kumar	M	Poela		Indian Navy	142-d, Varunapuri, Mangor Hill,, Vasco-Da-Gama
319	Suman Kumar	W		226	Indian Navy	142-d, Varunapuri, Mangor Hill,, Vasco-Da-Gama
320	Chaudhary Chitranjan Kumar	M	Mech(a1)3		Indian Navy,Ins Hansa.	142-d, Varunapuri, Mangor Hill,, Vasco-Da-Gama
321	Chaudhary Anjana	W		228	Indian Navy,Ins Hansa.	417-F, Varunapuri, Mangor Hill,, Vasco-Da-Gama
322	Sanjay Kumar	M	Eaa 3		Indian Navy, Ins Hansa	417-b, Varunapuri, Mangor Hill,, Vasco-Da-Gama
323	Kumar Neena Dhiman	W		230	Indian Navy, Ins Hansa.	417-b, Varunapuri, Mangor Hill,, Vasco-Da-Gama
324	Rathore Krishna Sing	M			Navy Ald, Hansa, Dabolim Airport	328/e, Varunapuri, Mangor Hill,, Vasco-Da-Gama
325	Rathore Saroj	W		232	Navy Ald, Hansa, Dabolim Airport	328/e, Varunapuri, Mangor Hill,, Vasco-Da-Gama
326	Ram Bishesh Nath	M	Chehaar		Navy Cabs	Qno.89-c,Varunapuri, Mangor Hill,, Vasco-Da-Gama
327	Ram Kumari Shyam	W		234	Navy Cabs	Qno.89-c,Varunapuri, Mangor Hill,, Vasco-Da-Gama
328	Kumar Manoj	M	Lam		Navy Ins Hansa,Inas 300.	82-H,Varunapuri, Mangor Hill,, Vasco-Da-Gama
329	Kumar Kanta Punja	W		236	Navy Ins Hansa, Inas 300	82-H,Varunapuri, Mangor Hill,, Vasco-Da-Gama
330	Sathyathan K.A.	M	Mcaa(w)ii		Navy Ins Hansa,Aed Dabolim, Air Port	414/g, Varunapuri, Mangor Hill,, Vasco-Da-Gama
331	Sathyathan Sheena	W		238	Navy Ins Hansa, Aed Dabolim, Air Port	414/g, Varunapuri, Mangor Hill,, Vasco-Da-Gama
332	Muralidharan Srinivasan V.	M	Mcaa(ii)		Navy Cabs Mankhurd, Cheetah, Camp,Mumbai	405/d, Varunapuri, Mangor Hill,, Vasco-Da-Gama
333	Kumar Dharmender	M	Poelp		Navy Ins Hansa, Bld Cabs,Mumbai	279/p, Varunapuri, Mangor Hill,, Vasco-Da-Gama
334	Bhatia Sunita Kumar	W		241	Navy Ins Hansa,Bld Cabs,Mumbai	279/p, Varunapuri, Mangor Hill,, Vasco-Da-Gama
335	Yadav Shrikant	M	Poelr		Navy (electrical) Cabs.	143/b, Varunapuri, Mangor Hill,, Vasco-Da-Gama
336	Yadav Sumitra	W		243	Navy (electrical) Cabs.	143/b, Varunapuri, Mangor Hill,, Vasco-Da-Gama
337	Dekate Ujjwal Anil	M	Lemar		Indian Navy Cabs, Mumbai	387/c, Varunapuri, Mangor Hill,, Vasco-Da-Gama
338	Dekate Vaishali U	W		245	Indian Navy Cabs,Mumbai	387/c, Varunapuri, Mangor Hill,, Vasco-Da-Gama
339	Singh Chandra Deo	M	Mca(se)ii		Navy Cabs	309/d, Varunapuri, Mangor Hill,, Vasco-Da-Gama
340	Rathod Vinod M.	M	Constable		Serv.No.0135500240, C I F S, Unit S C C L Ballampalli	Mangor Hill Vasco Da Gama
341	Naik Nagraj	M	Cost		Serv.No.942294902, Office Of, The Commandant, Cifs Unit, Gsl,Goa	R/o H.no.281, Gurudwara Road,, Mangor Hill Vasco Da Gama
342	Naik Namita	W		346	Serv.No.942294902, Office Of, The Commandant,Cifs Unit,Gsl, Goa	R/o H.no.281, Gurudwara Road,, Mangor Hill Vasco Da Gama
343	Murlidhar B.r.	M	Const		Serv.No.911310119, Office Of, The Asst.Commandant, Cifs, Unit, Gsl, Goa	Mhn-188,Near Twins Bar, Mangor Hill
344	Murlidhar Pramila Bind	W		348	Serv.No.911310119, Office Of, The Asst.Commandant, Cifs, Unit, Gsl, Goa	Mhn-188, Near Twins Bar, Mangor Hill

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
345	Kumar Bhupinder	M	Lro(tel)		Serv.No.174454-n, Indian, Navy, Cabs, Mumbai.	R/o. H.no.19/2, 2w, Detachment., C/o H.q.Goa Naval Area
346	Rekha Kumar	W		352	Serv.No. 174454-n, Indian, Navy, Cabs, Mumbai	R/o. H.no.19/2, 2w, Detachment., C/o H.q. Goa Naval Area
347	K.r. Mahesh Babu	M	Sub-clk		Serv.No.Jo-305734k , Capt Record, Officer, Abhilekh Karyalaya, Madras, Eng. Group, P.o.4201,Bangalore	R/o P-400/b, Mes Colony, Varunapuri, Vasco.
348	K.r. Sanitha A.r	W		354	Serv.No.Jo-305734k, Capt Record, Officer, Abhilekh Karyalaya, Madras, Eng. Group, P.o.4201,Bangalore	R/o P-400/b,Mes Colony, Varunapuri, Vasco.
349	Pattammadatil Chandrasekharan	M	Sub		Serv.No.Jo-3056161 Capt Record, Officer, Abhilekh Karyalaya, Madras, Eng. Group, P.o.4201, Bangalore	R/o P/399/a, Mes Colony, Mangor Hill, Vasco
350	Gosh Ranjit Kumar	M	Lme		Serv.No.118708-t, Navy Cabs., Ab12/ele-04, Mumbai 400 088	R/o 166/c, Down Mangor Hill., Vasco
351	Benjamin Johnson	M	Pock(s)		Serv.No.150579-a Mankhurd Ab, 12/ele04 Mumbai 400 088	Mhn-879 Mangor, Vasco
352	Benjamin Jasmine	M			Serv.No.150579-a Mankhurd, Ab12/ele-04, Mumbai 400 088	Mhn-879 Mangor,Vasco
353	Pal Suresh Kumar	M	Lsa		Serv.No.117015-w, Mankhurd, Ab12/ele-04, Mumbai 400 088	R/o 684, Gurudwara Road, Vasco
354	Pal Vandana	M			Serv.No.117015-w, Mankhurd, Ab12/ele-04, Mumbai 400 088	R/o 684, Gurudwara Road, Vasco
355	Ram Keshav	M	Poacf		Serv.No.168372-r, Inas-300,, Ins Hansa, Dabolim Airport,Goa	R/o Qtr No.140 A, Varunapuri, Mangor Hill Vasco
356	Ram Kamlesh	M			Serv.No.168372-r, Inas-300, Ins Hansa, Dabolim Airport,Goa	R/o Qtr No.140 A, Varunapuri, Mangor Hill Vasco
357	Singh Sanjay Kumar	M	U/nvk(sa)		Serv.No.03405-r, Coast Guard, Buvik, Bn/03405,Mumbai 88	P-234, Cgra Mangor Hill
358	Singh Antu	M			Serv.No.03405-r, Coast Guard, Buvik, Bn/03405, Mumbai 88	P-234, Cgra Mangor Hill
359	Rawat Suresh P.S.	M	Lma		Serv.No.123045-k, Cabs,, Mankhurd,Ab12/eln04, Mumbai 400 088	R/o Shop No.9, C/o Anil Cold, Stores Varunapuri Mangor, Hill Vasco
360	Salasani Venkatesh Venkat Kumar	M	Rect		Serv.No.26135,98-n, Office Of, The Asst.Record Officer Records, The Madras Regiment,	H.No.87, Vasco
361	D'souza Roberta	M	Constable		Asst. Commandant, CISF, Unit, GSL, Goa	Voddant, H.No.253, Vasco Da, Gama
362	Suryavanshi Eknath Pandur	M	Constable		Asst. Commandant, CISF, Unit, GSL, Goa.	H.No.112, Nr. Old MES, Pump House, Shantinagar., Vasco Da Gama
363	Suryavanshi Priya Eknath	M			Asst. Commandant, CISF, Unit, GSL,Goa.	H.No.112, Nr.Old MES, Pump House, Shantinagar., Vasco Da Gama.

**B. ARMED POLICE FORCE**

Sl. No.	Name Of Elector	Elector Type	Buckle No.	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
NIL						

**C. FOREIGN SERVICE**

Sl. No.	Name Of Elector	Elector Type		Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
NIL						

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

Place : Mormugao

Date : 30/09/2008

Electoral Registration Officer

25-Vasco-Da-Gama Assembly Constituency

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA

<b>Supplement Details</b>		Last Part : 31 Service Electors
Supplement No. : 1		
Revision ID : Special Revision on account of Delimitation		Mother Roll :
Supplement Process & Year : 2008		Basic Roll of Revision, 2008 Integrated with all Supplements prepared in accordance with the extact of newly delimited constituency.
Supplement Type : List of additions, Deletions and Corrections		

**Component List I : ADDITIONS LIST**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>NIL</b>						

**B. ARMED POLICE FORCE**

Sl. No.	Name Of Elector	Elector Type	Buckle No.	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>NIL</b>						

**C. FOREIGN SERVICE**

Sl. No.	Name Of Elector	Elector Type		Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>NIL</b>						

**Component List II : DELETIONS LIST**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>NIL</b>						

**B. ARMED POLICE FORCE**

Sl. No.	Name Of Elector	Elector Type	Buckle No.	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>NIL</b>						

**C. FOREIGN SERVICE**

Sl. No.	Name Of Elector	Elector Type		Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>NIL</b>						

**Component List III : CORRECTIONS LIST**

**A. DEFENCE SERVICES**

Sl. No.	Name Of Elector	Elector Type	Rank	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>NIL</b>						

**B. ARMED POLICE FORCE**

Sl. No.	Name Of Elector	Elector Type	Buckle No.	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
<b>NIL</b>						

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Services/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

**Electoral Roll, 2008 of Assembly Constituency 25-Vasco-Da-Gama (General), (S05) GOA**  
**Component List III : CORRECTIONS LIST**

**C. FOREIGN SERVICE**

Sl. No.	Name Of Elector	Elector Type	Husband's Sl. No.	Regimental Address for despatch of Ballot paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)
<b>NIL</b>					

Place : Mormugao

Electoral Registration Officer

Date : 30/09/2008

25-Vasco-Da-Gama Assembly Constituency

**Note**

Elector Type above will be M for an elector who is the member of Defence Services/ Armed Police Service/ Foreign Service, and it will be W for an elector who finds a place in this list by virtue of being the wife of a member of Defence Services/ Armed Police Service/ Foreign Service. If a wife herself belongs to Defence Services/ Armed Police Service/ Foreign Service, she would be categorised as member, and not as a wife.

Whenever an elector is categorised as a member, Rank/Buckle No. must be given in case of Defence Services/Armed Police Service.

{LETTER HEAD OF THE SENDER WITH COMPLETE POSTAL ADDRESS}

Ref. No.

Dated

To

The Chief Electoral Officer, (Name of the State).

Subject: Submission of Form 2 / 2A – Forwarding thereof.

Sir,

Please find enclosed here with two copies of the statement containing details of ..... (in numerical and words) number(s) of duly filled form(s) that is / are being sent. Further, the Form (s) in duplicate along with one copy of declaration each in respect of the service personnel who has / have applied for registration as service voter(s) in your State is / are enclosed. One copy of the statement may kindly be sent back after verifying with the forms.

Yours etc.

Signature of the sending authority

## ANNEXURE - 20

Election Commission of India <u>(ANNEXURE -I)</u> Application for Issue of Replacement Elector's Photo Identity Card (EPIC)		FORM ID ECI-EPIC-001	
<b>State/ UT :</b>			
<b>AC<sup>§</sup> (No. &amp; Name):</b>			
<b>District:</b>			
<b>B</b>	Elector's Particulars (To be filled by Elector)		
To, The Electoral Registration Officer, ..... Assembly/ Parliamentary <sup>§</sup> Constituency		Sir/Madam, I request that a Duplicate Electoral Photo identity Card be issued to me as my original card is lost/destroyed/mutilated or due to change of address I want to get afresh card with my new address. I am returning my EPIC to you along with fee for issue of duplicate EPIC My name is included in the electoral roll for the above constituency. Particulars in support of my claim for issue of duplicate EPIC are given below:	
1. Name of Elector:		2. EPIC No of Original card ( if known) : .....	
3. Father's/ Mother's/ Husband's* Name :		4. Sex (M/F): ..... 5. Date of Birth (DOB) If not known then Age in Years(as on 1st Jan, 200.....	
6. Address (i) House / Door number : ..... (ii) Street/ Mohalla / Road/ Gali : ..... (iii) Area / Locality : ..... (iv) Town/Village : ..... (v) PIN CODE ..... (vi) Police Station : ..... (vii) District: .....			
(viii) Reasons for applying for a Duplicate card			
<p>1. I will collect EPIC from VRC/CSC 2. I wish to receive my EPIC by Post (self addressed and stamped envelope enclosed) 3. I will collect EPIC from BLO.</p> <p style="text-align: right;">( ) Signature of the applicant</p>			
(ix) Tick (✓)the appropriate box: I hereby return my mutilated /old card. I under take to return the earlier card issued to me if the same <input type="checkbox"/> is recovered at a later date.			
<input type="checkbox"/>	For official Use		
Authentication for Issue of EPIC (To be filled by ERO's Representative)			
Part No. :	Serial No. of Elector in Part :	ID number of Designated Photography Location (DPL) or Common Service centers (CSE): .....	
Register No.	Serial No. in Register		
Verified by:			
Date: ____/____/200____	Signature		
<b>D</b>	Acknowledgement of R- EPIC by the Elector		
Received Duplicate EPIC on (Date):		Elector's Signature or Thumb Impression	
	-		-

<b>Proposed Timeline for Continuous Revision</b>					
Receipt of application	Digitization	Checklist generation and assignment of BLO	BLO report Submission (including checking by Supervisor)	Check by AERO/EO for Objection/ Migration/DSE	ERO Hearing, Review & Decision
				Printing at Centralized location	Printing at De-centralized locations
P	Online – P Offline – P+2	Online – P+2 Offline – P+4	Online – P+17 (P+2+13+2) Offline – P+19 (P+4+13+2)	(i) Objections – Online – P+20 Offline – P+22 (ii) Migration/DSE – Online – P+32 Offline – P+34	(i) Objections – a) with hearing Online – P+35 Offline – P+37 b) without hearing Online – P+27 Offline – P+29 (iii) Migration/DSE – a) with hearing Online – P+47 Offline – P+49 b) without hearing Online – P+39 Offline – P+41

## Proposed Timeline for Summary Revision

Receipt of application	Digitization	Checklist generation and assignment of BLO	BLO report Submission (including checking by Supervisor)	Check by AERO/EO for Objection/ Migration/DSE	ERO Hearing, Review & Decision	EPIC migration & Generation (new registration)	
						Printing at Centralized location	Printing at De-centralized locations
P	Online – P Offline – P+2	Online – P+1 Offline – P+3	Online – P+9 (P+1+7+1) Offline – P+11 (P+3+7+1)	(i) Objections – Online – P+10 Offline – P+12 (ii) Migration/DSE – Online – P+16 Offline – P+18	(i) Objections – a) with hearing Online – P+17 Offline – P+19 b) without hearing Online – P+13 Offline – P+15 (iii) Migration/DSE – a) with hearing Online – P+23 Offline – P+25 b) without hearing Online – P+19 Offline – P+21	(i) Sending EPIC pdf to vendor EROs final order + 7 days (ii) Printing & Delivery at designated location EROs final order + 22 days (i) Delivery to elector EROs final order + 37 days	(i) Sending EPIC pdf to vendor EROs final order + 2 days (ii) Printing & Delivery at designated location EROs final order + 17 days (iii) Delivery to elector EROs final order + 32 days

**Proposed Escalation Matrix for time barred revision activities**

Activities	ERO	DEO	CEO	ECI
<b>1. Pending Digitization</b>	(i) Revision Period – P+3 (ii) Cont. updation- P+3	(i) Revision Period – a) 1 <sup>st</sup> alert- P+6 b) 2 <sup>nd</sup> alert - P+8  (ii) Cont. updation- a) 1 <sup>st</sup> alert - P+10 b) 2 <sup>nd</sup> alert - P+13	(i) Revision Period – a) 1 <sup>st</sup> alert- P+10 b) 2 <sup>nd</sup> alert- P+12  (ii) Cont. updation- a) 1 <sup>st</sup> alert- P+17 b) 2 <sup>nd</sup> alert- P+24	(i) Revision Period – a) 1 <sup>st</sup> alert (Zonal Secretary) P+19 b) 2 <sup>nd</sup> alert (Zonal Secretary & DEC) P+26  (ii) Cont. updation- a) 1 <sup>st</sup> alert (Zonal Secretary) P+52 b) 2 <sup>nd</sup> alert (Zonal Secretary & DEC) P+87
<b>2. Pending field verification (BLO/Supe rvisor report)</b>	(i) Revision Period – Online – P+10 Offline – P+12 (ii) Continuous updation- Online – P+27 Offline – P+29	(i) Revision Period – a) 1 <sup>st</sup> alert - Online – P+13 Offline – P+15 b) 2 <sup>nd</sup> alert - Online – P+15 Offline – P+17  (ii) Continuous updation- a) 1 <sup>st</sup> alert - Online – P+34 Offline – P+36 b) 2 <sup>nd</sup> alert - Online – P+37 Offline – P+39	(i) Revision Period – a) 1 <sup>st</sup> alert - Online – P+17 Offline – P+19 b) 2 <sup>nd</sup> alert - Online – P+19 Offline – P+21  (ii) Continuous updation- a) 1 <sup>st</sup> alert - Online – P+38 Offline – P+40 b) 2 <sup>nd</sup> alert - Online – P+45 Offline – P+47	(i) Revision Period – a) 1 <sup>st</sup> alert (Zonal Secretary)- Online – P+26 Offline – P+28 b) 2 <sup>nd</sup> alert (Zonal Secretary & DEC)- Online – P+33 Offline – P+35  (ii) Continuous updation- a) 1 <sup>st</sup> alert (Zonal Secretary)-

		Online – P+73 Offline – P+75 b) 2 <sup>nd</sup> alert (Zonal Secretary & DEC)- Online – P+108 Offline – P+110	(i) Revision Period - a) 1 <sup>st</sup> alert – Specified period given for objection/migration/DSE cases + 4 days b) 2 <sup>nd</sup> alert - Specified period given for objection/migration/DSE cases + 6 days  (ii) Cont. updation - Specified period given for objection/migration/DSE cases + 10 days  (iii) Cont. updation - Specified period given for objection/migration/DSE cases + 24 hrs	(i) Revision Period - a) 1 <sup>st</sup> alert – Specified period given for objection/migration/DSE cases + 8 days b) 2 <sup>nd</sup> alert - Specified period given for objection/migration/DSE cases + 10 days  (ii) Cont. updation - a) 1 <sup>st</sup> alert – Specified period given for objection/migration/DSE cases + 17 days b) 2 <sup>nd</sup> alert - Specified period given for objection/migration/DSE cases + 20 days	(i) Revision Period - a) 1 <sup>st</sup> alert – Specified period given for objection/migration/DSE cases + 59 days b) 2 <sup>nd</sup> alert (Zonal Secretary & DEC) - Specified period given for objection/migration/DSE cases + 94 days
--	--	---	---	---	--

<b>4. Pending EROs' decision</b>	NA	<p>(i) Revision Period -</p> <ul style="list-style-type: none"> <li>a) 1<sup>st</sup> alert – Specified period given for EROs' decision + 3 days</li> <li>b) 2<sup>nd</sup> alert - Specified period given for EROs' decision + 5 days</li> </ul> <p>(ii) Cont. updation -</p> <ul style="list-style-type: none"> <li>a) 1<sup>st</sup> alert – Specified period given for EROs' decision + 7 days</li> <li>b) 2<sup>nd</sup> alert - Specified period given for EROs' decision + 10 days</li> </ul> <p>(i) Revision Period -</p> <ul style="list-style-type: none"> <li>a) 1<sup>st</sup> alert – Specified period given for decision + 7 days</li> <li>b) 2<sup>nd</sup> alert - Specified period given for decision + 9 days</li> </ul> <p>(ii) Cont. updation -</p> <ul style="list-style-type: none"> <li>a) 1<sup>st</sup> alert – Specified period given for decision + 14 days</li> <li>b) 2<sup>nd</sup> alert - Specified period given for decision + 21 days</li> </ul> <p>(i) Revision Period -</p> <ul style="list-style-type: none"> <li>a) 1<sup>st</sup> alert – Specified period given for EROs' decision + 16 days</li> <li>b) 2<sup>nd</sup> alert (Zonal Secretary &amp; DEC) - Specified period given for EROs' decision + 23 days</li> </ul> <p>(ii) Cont. updation -</p> <ul style="list-style-type: none"> <li>a) 1<sup>st</sup> alert (Zonal Secretary) – Specified period given for EROs' decision + 49 days</li> <li>b) 2<sup>nd</sup> alert (Zonal Secretary &amp; DEC) - Specified period given for EROs' decision + 84 days</li> </ul>
----------------------------------	----	--

### Notifications to Applicant

<b>MiD - 1</b>	Your Application has been received for addition/ shifting/ deletion/ correction/ Objection. Use <id> for future reference
<b>MiD - 2</b>	Your Application is incomplete as <particulars> not furnished. Re-submit with complete details.
<b>MiD - 3</b>	Your entry in electoral roll <sl. no., part no.> has been proposed for deletion as <Shifted/Repeat Entry> Use<id> to get details.
<b>MiD - 4</b>	BLO <name, mobile No.> may contact/ verify you between <date> to <date>
<b>MiD - 5</b>	BLO <name> verification of your application done on <date>
<b>MiD - 6</b>	Your application <id> has been rejected by ERO due to <reason>. You may appeal to DEO <designation, address> before <date>
<b>MiD - 7</b>	Visit ERO office at <venue>on <date> between <time> to <time> for Personal hearing for your application <id>
<b>MiD – 8(fresh inclusion) MiD-8a (Others)</b>	<Name> has been deleted from/ added in/corrected in electoral Roll at <Sr. no.> in <part no.> within <AC name> on <date>.  For corrected EPIC apply in Form 001.
<b>MiD - 9</b>	Your EPIC <No.> is sent to vendor for printing.
<b>MiD - 10</b>	Your EPIC <No.> is ready. Please collect during office hours from <address>/ BLO shall deliver it shortly/You will receive it by Post.

## SMS in Cases of Appeal to DEO/ CEO

MiD - 1	Appeal for <ref no.> to DEO/CEO has been received.
MiD - 1a	Officer <name, mobile No.> may contact/verify you between <date> to <date>
MiD - 1b	Field verification of your application done on <date> by Officer <name>.
MiD - 2	Your application <id> has been rejected by DEO due to <reason>. You may appeal to CEO <address> before <date>.
MiD - 2a	Your application <id> has been rejected by CEO due to <reason>.
MiD - 3	Personal hearing for your application <id> has been scheduled by DEO/ CEO on <date> between <time> to <time> at <venue>
MiD - 4	Your appeal is upheld. ERO <constituency name> has been directed to carry out changes in electoral Rolls.
MiD - 5	<Name> has been added in/deleted from electoral Roll at <Sr. no.> in <part no.> within <AC name> on <date>.
MiD – 8(fresh inclusion) MiD-8a (Others)	<Name> has been deleted from/ added in/corrected in electoral Roll at <Sr. no.> in <part no.> within <AC name> on <date>.  For corrected EPIC apply in Form 001.
MiD - 9	Your EPIC <No.> is sent to vendor for printing.
MiD - 10	Your EPIC <No.> is ready. Please collect during office hours from <address>/ BLO shall deliver it shortly/You will receive it by Post.

---

## Notifications to ERO / AERO- Officer 1

MiD - 1	Application <id> after BLO field verification on <date> and EO/ AERO scrutiny on <date> is ready for your decision/ since <date>. Please process/ Early.
MiD – 2 (In case of delayed action)	Application <id> after BLO re-verification <date> and EO/ AERO scrutiny on <date> is ready for your decision/ since <date>. Please process/ Early.
MiD - 3	Reminder. Hearing for application <id> has been scheduled on <date> at <time>.
MiD - 4	Application <id> in form <6> for your AC <part/ sl. No.> has been registered for migration at ERO <AC No., name, state> is pending for since <date>. Report to be sent on or before <date>.
MiD – 5 (In case of delayed action)	Applicant <id> with EPIC < No.> has been migrated and added to electoral Roll at <Sr. No.> in part no. <part no.> of <AC No., name, state> on DEFAULT.
MiD - 5a	Applicant <id> with EPIC < No.> has been migrated and added to electoral Roll at <Sr. No.> in part no. <part no.> of <AC No., name, state>.

---

## Notifications to EO/AERO- Officer 2/3

MiD - 1	Application <Count> in <Count>part nos. has been submitted in Form 6<Count>/ 6A<Count>/ 7<Count>/ 8<Count>/ 8A<Count>> on <Yesterday Date>
MiD - 2	Preliminary Scrutiny of Application <count> done and handed over for scanning on <Yesterday Date>.
MiD - 3	Application <Count> scanning completed, Checklist Generated and issued for BLO <Count> for Field verification on <Yesterday Date>
MiD - 4	Reminder. Hearing for application <id> has been scheduled on <date> at <time>
MiD - 5	Application <id> in form <6> for your AC <part/ sl. No.> has been registered for migration at ERO <AC No., name, state>. Deletion of entry be done on or before <date>
MiD - 5a	Application <id> in form <6> for your AC <part/ sl. No.> has been registered for migration at ERO <AC No., name, state> is pending for deletion since <date>. Report to be sent on or before <date>
MiD - 6	Applicant <id> with EPIC <No.>has been migrated and added to electoral Roll at <Sr. No.> in part no. <part no.> of <AC No., name, state> on DEFAULT.

---

## Notifications to Field Supervisor

MiD - 1	Applications <Count> in Form 6<Count>/ 6A<Count>/ 7<Count>/ 8<Count>/ 8A<Count>> on <Yesterday Date> has been registered and checklist has been generated. Ready for BLOs <part Nos.> Field verification
MiD - 2	BLO <part No.>has/ has not submitted report for application <id> /in prescribed time limit.
MiD - 3	BLO <part No.> has submitted report for application <id> incomplete checklist. BLO re-verification required.

---

## Notifications to BLO

MiD - 1	Applications Form 6<Count>/ 6A<Count>/ 7<Count>/ 8<Count>/ 8A<Count>> on <Yesterday Date> for your part has been registered for verification. Field verification to be done on or before <date>
MID - 1a	Application <id> in form <6,8A> for your part has been registered for migration at ERO <AC No., name, state>.
MiD - 2	Checklist for Applications Form 6<Count>/ 6A<Count>/ 7<Count>/ 8<Count>/ 8A<Count>> on <Yesterday Date> have been generated at ERO office, to be verified on or before <date>
MiD - 3	Application <id> BLO field verification report received as Correct/ incorrect due to <reason>.
MiD - 4	Application <id> has been allocated to you for re-verification
MiD - 5	Application <id> BLO field re-verification report received as Correct/ incorrect due to <reason>.
MiD - 6	<Name> has been added in/ deleted from electoral Roll at <Sr. no.> in <part no.> within <AC name> on <date>
MiD - 7	Application <id> EPIC <No.> is sent for printing.
MiD - 8	Application <id> EPIC <No.> is ready. Please collect for delivery to applicant.

**ANNEXURE - 23**

Annexure VI and **Annexure 37** are Formats 1-8

**Polling Station wise elector information (Gender Ratio)**

Format 1 A (With DEO)

District		
AC No. & Name		
Gender Ratio of District (As Per Census)		
Gender Ratio of District (As Per current Electoral roll)		

Polling Station Number	Census Gender Ratio of district	Electors as per roll on the basis of which the last General Election was held (give year)			Electors as per last final roll w.r.t (give qualifying date) as the qualifying date			Electors as per now proposed publication of (draft/final) roll		
		Male	Female	Sex Ratio	Male	Female	Sex Ratio	Male	Female	Sex Ratio
1	2	3	4	5	6	7	8	9	10	11
AC Total										

Format 1 B (With DEO)

**Constituency wise elector information (Gender Ratio)**

Name of State:		
Gender Ratio of State (As Per Census)		
Gender Ratio of State (As Per current Electoral roll)		

Name Of District	Assembly Constituency		Census Gender Ratio of district	Electors as per roll on the basis of which the last General Election was held (give year)			Electors as per last final roll w.r.t. (give qualifying date)as the qualifying date			Electors as per now proposed publication of (draft/final) roll		
				Male	Female	Sex Ratio	Male	Female	Sex Ratio	Male	Female	Sex Ratio
1	2	3	4	5	6	7	8	9	10	11	12	13
State Total												

**Format 2A**  
 (To be kept with DEO) Only where PS  
 wise population known)

Polling Station wise Elector information (Elector-Population ratio)

<b>Name of District:</b>							
No. & Name of AC							
Projected Population of District (Projected upto the year of current revision)							
Total Electors of district							
Elector-Population Ratio of District (Projected upto the year of current revision)							
Polling Station No	Total Population (Projected as on the proposed publication year)			Electors as per proposed (draft/final) roll w.r.t. (give date) as qualifying date			Ratio of Electors to Population
	Male	Female	Total	Male	Female	Total	
1	2	3	4	5	6	7	8
<b>AC Total</b>							

**Format 2B (With CEO)**

Constituency wise Elector information (Elector-Population ratio)

<b>Name of State:</b>								
Projected Population of State (Projected upto the year of current revision)								
Total Electors in State								
Elector - Population Ratio in State								
Name Of District	Assembly Constituency		Total Population (Projected as on the proposed publication year)			Electors as per proposed (draft/final) roll w.r.t. (give date) as qualifying date		Ratio of Electors to Population
	No	Name	Male	Female	Total	Male	Female	
1	2	3	4	5	6	7	8	9
<b>StateTotal</b>								

## District Age-Cohort Wise Elector Information

**Format 3A**

<b>Name of District:</b>		Year of Revision	
District Population in numbers (projected upto the year of current revision) <b>[X]</b>			
District Population of 18+ only (projected upto year of current revision) <b>[Y]</b>			

Age Cohort	Projected Census Population in age cohort (Projected upto the year of current revision)	%age of (2) to 'X' i.e. total Population as per census	Electors as per proposed (draft/final) roll w.r.t. ( g i v e d a t e ) a s qualifying date	%age of (4) to 'X' i.e. total population as per voter roll	%age of (4) to 'Y' i.e. registered voters vs eligible voters
1	2	3	4	5	6
18-19					
20-29					
30-39					
40-49					
50-59					
60-69					
70-79					
80+					
<b>District Total</b>					

- 1 Constituency wise figures to be kept in a similar format for each constituency within the district by the DEO.
2. Wide variation and discrepancies should be closely studied and reasons ascertained by the DEO at district level and the ERO at constituency level.

**State Age-Cohort Wise Elector Information**

<b>Name of State:</b>		<b>Year of Revision</b>			
Total State Population in numbers (projected upto the year of current revision)					
State Population of 18+ only (in numbers projected to year of current revision)					
Age Cohort	Projected Census Population in age cohort (Projected upto the year of current revision)	%age of (2) to 'X' i.e. total Population as per census	Electors as per proposed (draft/final) roll w.r.t. (give date) as qualifying date	%age of (4) to 'X' i.e. total population as per voter roll	%age of (4) to 'Y' i.e. registered voters vs eligible voters
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>
18-19					
20-29					
30-39					
40-49					
50-59					
60-69					
70-79					
80+					
<b>State Total</b>					

Polling Station wise Information on Inclusion and Deletions in Current Electoral Rolls Over Previous Roll

Name of AC:

Format 4B (With CEO)  
Constituency-wise Information on Inclusion and Deletions in Current Electoral Over Previous Roll

Name of State:

**Format 5A (With DEO)**

**Polling Station wise Information on EPIC & Photo Coverage in Current Roll**

**Name of AC:** \_\_\_\_\_

Polling Station		Total Electors	Total Photos in the Roll	Non Photo Entries	% of Non Photo Entries	Total EPIC holders	Residual Electors (without EPIC)	% of Residual Electors	Latest %age of EPIC coverage against roll
No	Name								
1	2	3	4	5	6	7	8	9	10
<b>AC Total</b>									
<b>210</b>									

**Format 5B (With CEO)**

**Constituency wise Information on EPIC & Photo Coverage in Current Rolls**

**Name of State:** \_\_\_\_\_

Name Of District	Assembly Constituency	Total Electors	Total Photos in the Roll	Non Photo Entries	% of Non Photo Entries	Total EPIC holders	Residual Electors (without EPIC)	% of Residual Electors	Latest %age of EPIC coverage against roll
No	Name								
1	2	3	4	5	6	7	8	9	10
<b>State Total</b>									

Format 5C (With CEO)

Photo Coverage in Current Rolls

Name of AC:

Format 5D (With CEO)

EPIC Coverage in Current Rolls

Name of State: \_\_\_\_\_

## Polling Station Locations (PSL) Details

FORMAT 7

Polling Station Locations (PSL) Details

Format 8A (With DEO)

Polling Station Wise Information on Migrated Electors

## **Constituency wise Information on migrated Electors**

Format 8B (With CEO)

**Form 16**  
[See rule 22(1)]

Notice of final publication of electoral roll

It is hereby notified for public information that the list of amendments to the draft electoral roll for the..... constituency has been prepared with reference to.....as the qualifying date and in accordance with the Registration of Electors Rules, 1960. A copy of the said roll together with the said list of amendments has been published and will be available for inspection at my office.

.....  
Electoral Registration Officer

Place.....

Date.....

**Report 1: Summary Information on Administrative Units**

State/UT Code &amp; Name:

1. No. of Districts : N1
2. No. of Sub-Divisions : N2
3. No. of Tehsils : N3
4. No. of Police Stations : N4
5. No. of Development Blocks : N5
6. No. of Panchayats : N6
7. No. of Post Offices : N7
8. No. of Villages : N8
9. No. of Towns : N9
- a. Administered by Notified Area Councils : N9a
- b. Administered by Municipalities : N9b
11. No. of Parliamentary Constituencies : N11
12. No. of Assembly Constituencies : N12
13. No. of Polling Station Locations : N13

**Report 2: List of ACs and their corresponding Districts**

State/UT Code &amp; Name:

AC_No	AC_Name	DIST_No	DIST_NAME

**Report 3: List of ACs and their corresponding Districts & Tehsils**

State/UT Code &amp; Name:

AC_No	AC_Name	DIST_No	DIST_NAME	TEHSIL_NO	TEHSIL_NAME

**Report 4: AC wise No. of Parts and Polling Station Locations**

State/UT Code &amp; Name:

AC_No	AC_Name	Number of Parts	Number of Polling Station Locations

---

### **Report 5: AC and Part wise list of Polling Station**

AC No and Name:

AC No	AC Name	Part No.	Polling Station Location's FVTM	Polling Station's Building name & Location area ID	Corresponding Village/ Town/Forest / Metro Name	Corresponding District Name
			Type	No		

### **Report 6: AC wise number of Villages/ Towns/ Forests/Metros**

AC No and Name:

AC_No	AC_Name	Number of				Total number of Villages/ Towns/Forests/ Metros
		Villages	Towns	Forests	Metros	

### **Report 7a: AC and part wise list of Villages/ Towns/ Forests/Metros**

AC No and Name:

AC No	AC Name	Part No.	Parts FVTM	Part's Village/ Town/ Forest/Metro Name	Corresponding Tehsil Name	Corresponding District Name
			Type	No		

### **Report 7b: Block and Panchayat wise Villages**

District Name:

Block		Panchayat		Village Name	VILG _SL NO	Corresponding Tehsil		Corresponding District	
No	Name	No	Name			No	Name	No	Name

---

### **Report 7c: District, Tehsil and Police Station wise Villages**

District Name:

District		Tehsil		Police Station No.      Name		Village Name	VILG _SL_NO	POST- OFFICE	POST- OFFPIN
No	Name	No	Name	No	Name				

### **Report 7d: District and Tehsil wise Towns**

District Name:

District		Tehsil		TOWN_ NAME	TOWN _NO	TOWN_TYPE
No	Name	No	Name			

### **Report 8: AC and part wise number of Sections**

State/UT Code & Name:

AC_No	AC_Name	Part No	No. of Sections in the Part





