



ELECTORAL ROLL AND RELATED ISSUES

Name of NLMT :- ABHIJEET HALDAR, WBCS (Exe.), Dy Magistrate & Dy Collector ,Uttar Dinajpur,
West Bengal

VENUE : ATI,NAINITAL

Date : 29.11.2023

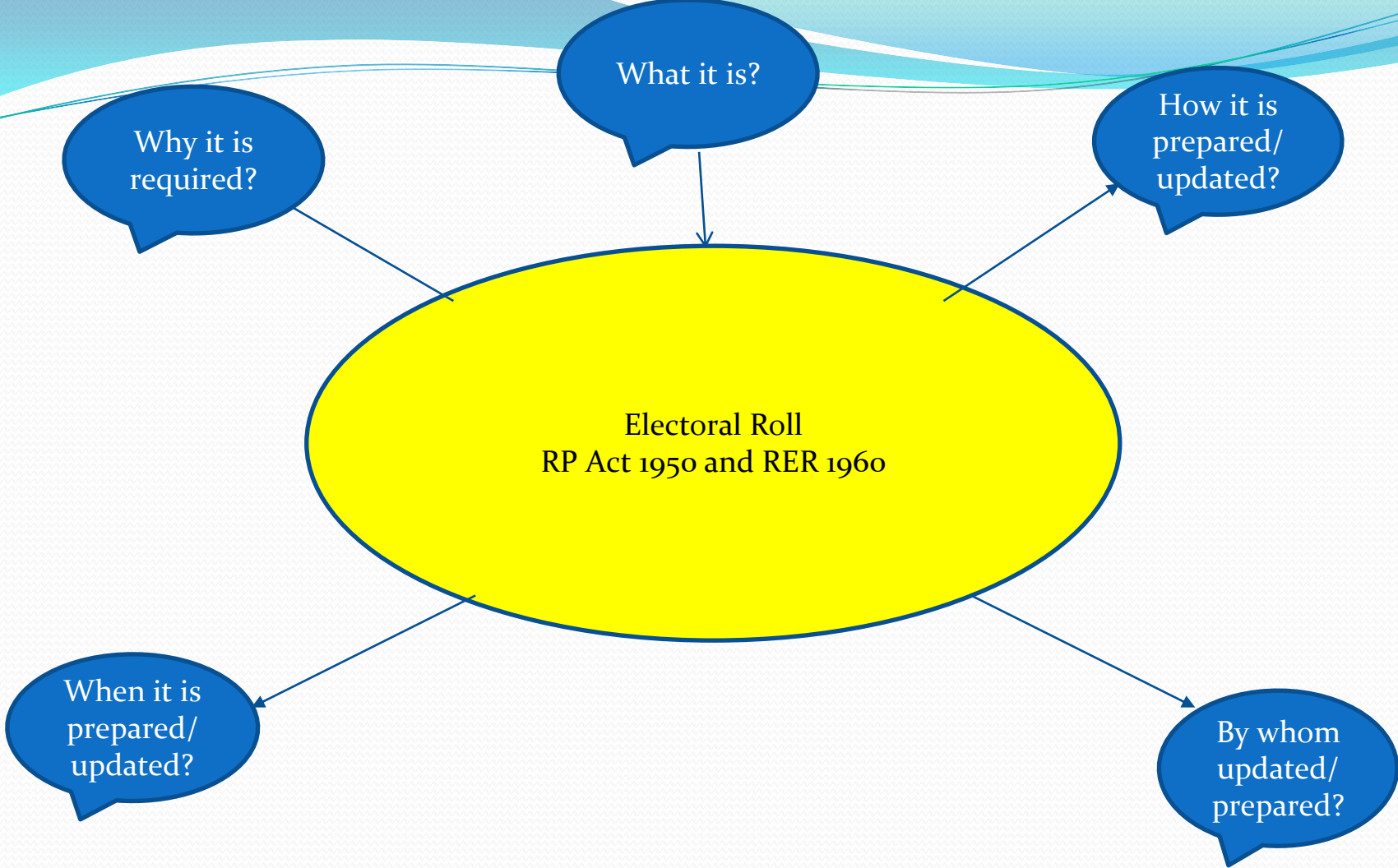


How many characters in ID? FUSN?

Why you get it?

Because your name is there in the electoral roll and fulfill 3 conditions

Will you allow him to vote without checking anything?



What it is?

Why it is required?

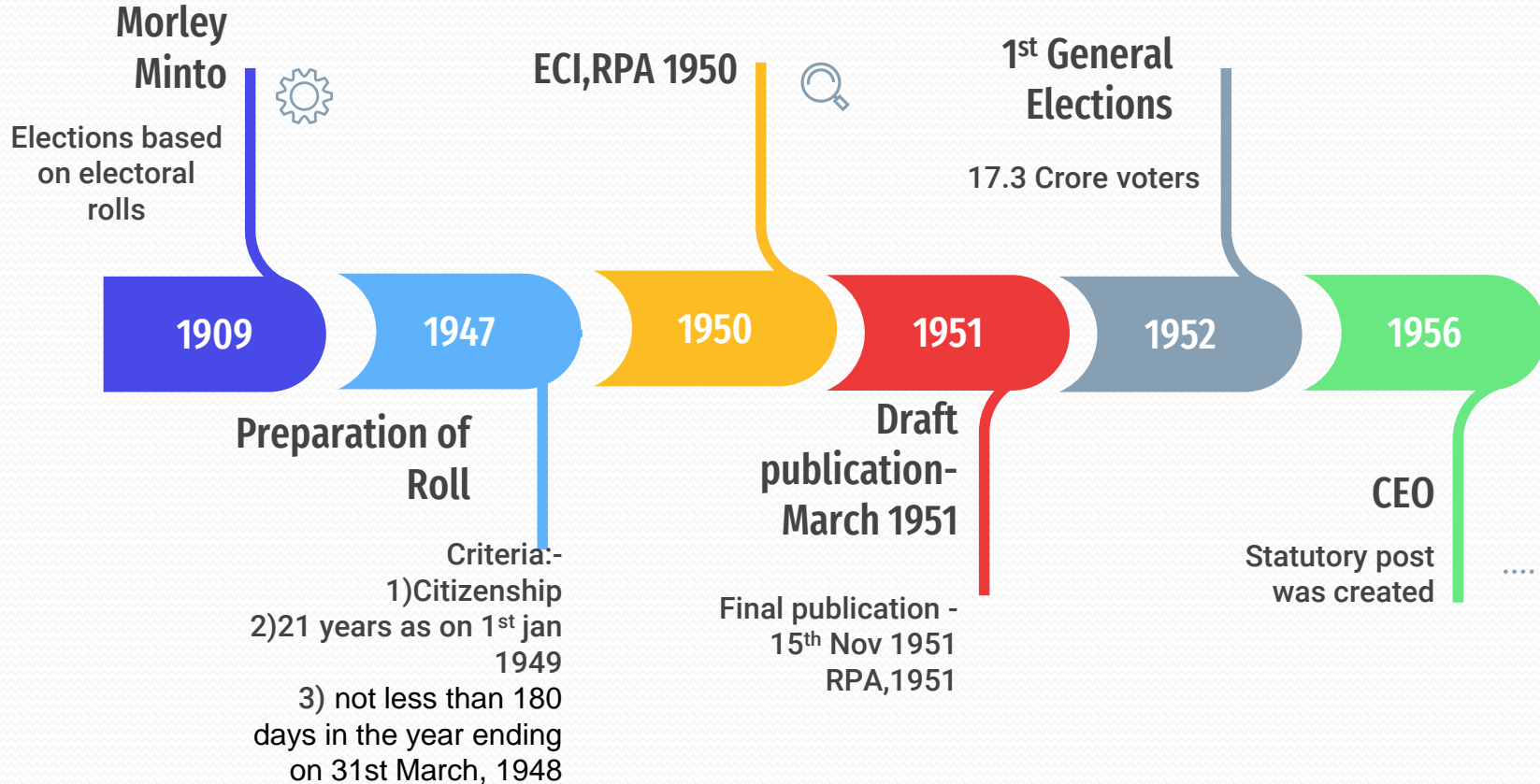
How it is prepared/
updated?

Electoral Roll
RP Act 1950 and RER 1960

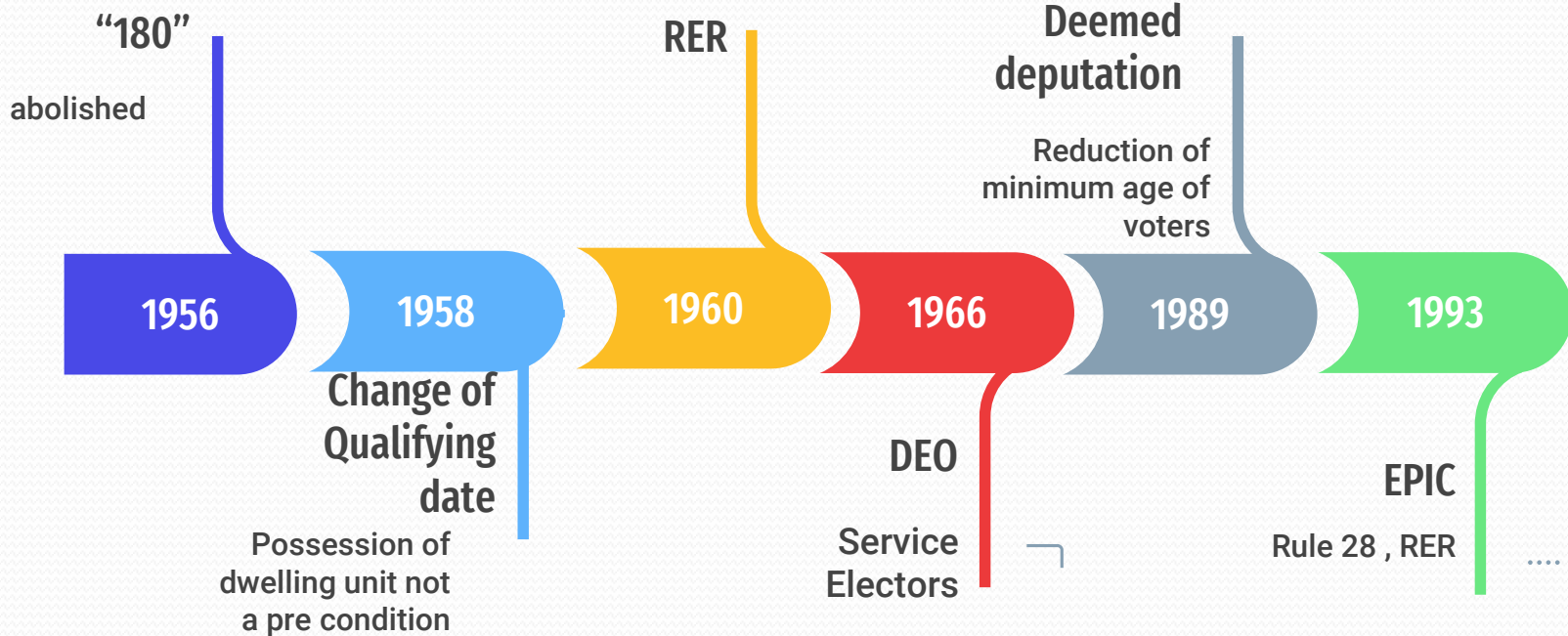
When it is prepared/
updated?

By whom updated/
prepared?

Electoral Roll – Important timelines



Electoral Roll – Important timelines



Electoral Roll – Important timelines

Website of ECI was launched

1998

2005

Photo electoral roll

Possession of dwelling unit not a pre condition

BLO



2006

Format i-viii

SVEEP

2008-09

Overseas electors

1950, NVD

2010-11

2015-16

NVSP
ERONET ..

LEGAL FRAMEWORK FOR ELECTORAL ROLLS

- Constitution of India
- Representation of People Act, 1950
- Registration of Electors Rules, 1960
- Recent amendments

Constitutional Provision

Constitution of India (Part- XV- 'Elections'- Article 324 to 329)

• **Article 324**- Superintendence, Direction and Control of elections to be vested in EC for:

- (1) **Preparation of ER and conduct of election**
- (2) Composition of EC
- (3) CEC shall be Chairman
- (4) Regional Commissioners
- (5) Service conditions and tenure of EC and CEC
- (6) President and Governor to provide staff for functions conferred on EC

Contd...

Constitutional Provision- contd.

- Article 325

- ❖ One General Roll for every territorial constituency
- ❖ No person shall be ineligible for inclusion in ER on ground of religion, race, caste, sex or any of them

- Article 326

- Universal Adult Suffrage
- Qualification- Citizen of India, 18 years on qualifying date
- Disqualification- Non-residence. Unsoundness of mind.
Disqualified on basis of crime/corrupt practice/illegal practice

Contd...

Constitutional Provision- contd.

- **Article 327-** Parliament to make provision for elections to legislatures
- **Article 328-** State Legislatures may make provision with respect to all matters relating to elections to the legislature of the concerned state including preparation of electoral roll.
- **Article 329-** Courts barred to interfere in electoral matters when the election process is on. Challenge to any election can only be through election petitions before High Court of the State.

Statutory Provisions

- **RPA, 1950**
 - Officers (Part- IIA- S 13A to 13CC)
 - ER for PC (Part- IIB- S 13D)
 - ER for AC (Part- III- S 14 to 25A)
 - ER for Council Constituencies (Part-IV S 27)
 - Electoral College for council of State and Legislative Council (Part -IV-A, S 27A)
 - General Provisions (Part-V- S 28 to 32)
- **RER, 1960**
 - ER for ACs (R 4 to 27 RER 1960)
 - Preservation and Disposal of ER (R 32 to 34 RER 1960)
 - Statutory Forms (**Forms 1-19**)

Contd...

Administrative Hierarchy

- ECI
- State - CEO
- Roll Observers
- District - DEO
- Constituency - ERO ,AERO Supervisor and
- PS/ Booth - BLO

CEO

- CEO is the statutory authority designated/ nominated by the Election Commission in consultation with the State Government under Section 13A of the Representation of the People Act 1950 to **supervise the preparation and revision of all electoral rolls** and conduct of elections in a State. He is supported by Additional CEO, Joint CEO, Deputy CEO, Assistant CEO etc
- Was CEO post statutory during first general election?

DEO

- DEO is the statutory authority designated/ nominated by the Election Commission in consultation with the State Government under Section 13AA of the Representation of the People Act 1950 to supervise the preparation and revision of all electoral rolls and conduct of elections in a State. He shall prepare proposals for **creation, rationalization and modification** of polling stations. He is supported by Deputy DEO, Election Officer etc.
- 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

Can there be more than 1 DEO?

ERO

- EROs are appointed under Section 13B of the Representation of the People Act 1950. 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
- 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. an AERO should not be assigned more than 3000 forms during the period of Special Summary Revision
- 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


Supervisors

- Each Supervisor shall have, under his charge, a maximum number of 10 Booth Level Officers. Supervisor shall maintain check on quality of work done by Booth Level Officers and closely monitor their functioning.
- The officers for appointment as Supervisors should be drawn from class II officials of the State Government.

BLO

- Booth Level Officers are to be 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.
- Booth Level Officer can be appointed from the following suggested list of categories of Government/Semi Government employees: - (i) Teachers (ii) Anganwadi workers, (iii) Patwari/Amin/Lekhpal, (iv) Panchayat Secretary, (v) Village Level Workers, (vi) Electricity Bill Readers, (vii) Postman, (viii) Auxiliary Nurses & Mid-wives, (ix) Health workers, (x) Mid-day Meal workers, (xi) Contract teachers, (xii) Corporation Tax Collectors, and (xiii) Clerical Staff in Urban area(UDC/LDC etc.)

- Besides the above list, the following official/individuals can also be appointed/drafted as BLO: - (i) Central Government employees can be drafted only when prescribed/ suggested 13 prescribed options have been exhausted. (ii) Group 'B' officers can be drafted if prescribed/suggested 13 prescribed options have been exhausted. (iii) Willing Retired government servant only where serving government servants are not available within the polling area. However, in rural area, the District Election Officer shall give a non availability certificate (Annexure-25(I)) in such cases. (iv) Any specific category as and when required on case to case basis by CEO of concerned State, after prior approval of the Commission
- To the extent possible, a Booth Level Officer should be an elector in the polling station where she/he is deputed as Booth Level Officer. However, for the urban area ACs, if it is found more feasible by the CEO, work area may be aligned with their work place of original department/organization

- 
- Efforts should be made to ensure that one BLO is made responsible for one part of the electoral roll. However, in case of inadequacy of manpower, one BLO can be made in charge of at the most two parts of electoral roll
 - 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

- Under overall control and superintendence of ERO, basic duties of Booth Level Officer will be as follows: - (a) Collection of claims and objections from the applicants on behalf of ERO/ AERO. (b) House to house visit during annual summary revision and checking of overlapping, migration, transfer/shifting. (c) House to house visit to collect data/forms/information during any special drive of ECI. (d) Identification of shifted/dead/non-existing electors. (e) Physical verification of Polling Station location of assigned part at the time of rationalization of polling station and uploading of photos and locations including the longitude and latitude of the center on BLO App. (f) Digitization of all forms received in physical mode, through BLO App. (g) 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. 34 (h) Checking spellings, multiple/duplicate entries, part header page, photos etc. of electors in the roll. (i) Collecting photos of the residual voters. (j) Collecting mobile numbers/e-mail ID of electors. (k) Submitting reports/forms to Electoral Registration Officer so that notice can be issued to the persons whose names have to be deleted.

- l) Display of draft roll/prescribed notices at designated locations. (m) Reading of rolls in gram/ward sabhas- Liaisoning with RWAs in urban areas for registration. (n) Distribution of EPIC, returned undelivered from India Post. (o) Correct Serialization of the houses and correct arrangement of sections falling within the part (p) Coordination with Booth Level Agents (BLAs) (q) Detailing of Forms received (r) Preparation of Nazri Naksha with an ordinary geographical demarcation to avoid overlapping, specially in respect of newly developed colonies. (s) Identification of dead and shifted voters during period of continuous updation. (t) Work related to ChunavPathshala (u) Distribution of voters information slip at the time of elections as per the schedule prepared by Returning Officer and maintenance of record there of. (v) Ensure timely survey of Absentee Voters and distribution/collection of Form12D by them. (w) Ensure pick-up and drop facilities to senior citizens and PwD electors on poll day. (x) Manning Help Desk at polling station and maintenance of alphabetical electoral roll on the day of poll. (y) Any other work related to the electoral roll of the concerned polling station as assigned by ERO and related to poll as assigned by the RO of the constituency. (z) Maximization of EPIC coverage. (aa) Impart simple voter education at registration time. (bb) Arrangements of SVEEP activities eg. Street plays, dramas, wall writings etc

Roll Observers

- Electoral Roll Observers are appointed by ECI to help the DEOs/EROs during annual revision of electoral roll, in taking timely corrective measures and also to report the progress thereof to the Election Commission.
- all those States, which have revenue divisions, Divisional Commissioners will be appointed as Electoral Roll Observers. The Chief Electoral Officers of such states shall forward the proposals for appointment of Roll Observers to the Election Commission
- no Roll Observer will be required to observe the revision process in more than 5 districts. If the districts are too big, the Chief Electoral Officer may recommend more names for deployment as Roll Observers
- Electoral Roll Observer is required to visit each district of his charge at least three times during the entire period of summary revision. (Check Lists may be seen as Annexure 24). (i) 1st visit will be during the period of receipt of claims and objections. (ii) 2nd visit will be during the period of disposal of claims and objections by the Electoral Registration Officers. Electoral Roll Observers are appointed by ECI to help the DEOs/EROs during annual revision of electoral roll, in taking timely corrective measures and also to report the progress thereof to the Election Commission. 25 (iii) 3rd visit will be at the time of verification of the working copy by the Booth Level Officers/printing of supplements and final publication of the roll

Other issues

- Officials/Staff Deployed for Roll Revision to be on Deemed Deputation- Under Section 13CC of Representation of the People Act, 1950, Chief Electoral Officer, District Election Officers, Electoral Registration Officers/Assistant Electoral Registration Officers and all the officers referred to above or any other officer or staff employed in connection with preparation, revision and correction of electoral roll shall be deemed to be on deputation to Election Commission of India for the period for which they are so employed and shall be subject to control, superintendence and discipline of the Election Commission of India.
- Breach of Official Duty in Connection with Preparation of Electoral Rolls- he shall be punishable under Section 32 of the Representation of the People Act, 1950 with imprisonment for a term which shall not be less than 3 months but which may extend to 2 years and with fine.
- Provision of Adequate Staff and Ban on Transfers/Postings of Officials During Revision Period

Types of Electors

- Three types of Electors in India-
 - a) General elector
 - b) Service elector
 - c) Overseas Elector
- Forms?

Service Electors

- 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 (46 of 1950), 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

- 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/her proxy to give vote on his/her behalf and in his/her name. The proxy shall have to be ordinarily resident of that constituency. He/she need not be a registered voter but he must not be disqualified to be registered as a voter.

**Annexure 36
(Chapter 9, Para 9.9)**

**ELECTORAL ROLL - 2008
State - (S05) GOA**

No., Name and Reservation Status of Assembly Constituency : 25-Vasco-Da-Gama (General)	Last Part : 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 extract 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

Supplement Details	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 extract 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 paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
NIL						

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 paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)
NIL					

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 paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
NIL						

B. ARMED POLICE FORCE

Sl. No.	Name Of Elector	Elector Type	Buckle No.	Husband's Sl. No.	Regimental Address for despatch of 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 paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)
NIL					

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 paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
NIL						

B. ARMED POLICE FORCE

Sl. No.	Name Of Elector	Elector Type	Buckle No.	Husband's Sl. No.	Regimental Address for despatch of paper	House Address
(1)	(2)	(3)	(4)	(5)	(6)	(7)
NIL						

Note - Elector Type above will be M for an elector who is a 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.

Overseas electors

- The Indian Parliament made an amendment in the Representation of the People Act, 1950 in 2011 by the Representation of the People (Amendment) Act, 2010, adding Section 20A in the said Act, creating a new category of electors, namely, 'Overseas Indian Elector'
- As per Section 20A of the Representation of People Act, 1950, an overseas Indian elector is a citizen of India, absenting from his place of ordinary residence in India owing to his employment, education or some other reason and who has not acquired citizenship of any other country and who is otherwise eligible to be registered as an elector in the electoral roll of the constituency of his/her place of residence in India as mentioned in his passport is located

- An Overseas Indian Elector may enroll his name in the Electoral Roll of the Assembly Constituency pertaining to the locality mentioned in his passport only. An application for inclusion may be made to the ERO concerned either directly or electronically or by post in Form 6A
- 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
- 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.

Basic concepts on General Elector

- Qualifications/conditions for registration as elector:- Any person applying for registration as an elector in an assembly or parliamentary constituency must fulfil the following eligibility conditions:- (i) he must be a citizen of India (ii) he must not be less than 18 years of age on the qualifying date prescribed by law (iii) he should be ordinarily resident in the constituency concerned (iv) he must not be disqualified for such registration under the law made by Parliament
- a person shall be disqualified for registration in an electoral roll, if he:- (i) is not a citizen of India; or (ii) is of unsound mind and stands so declared by a competent court; or (iii) is for the time being disqualified from voting under the provisions of any law relating to corrupt practices and other offences in connection with election

Citizenship

- Though, currently there is no standard and uniform document throughout the country to determine the citizenship, but there are some of the documents that could be referred to by the Electoral Registration Officer while enquiring question 39 of citizenship of the concerned person. These documents are as follows:- (i) National Register of Citizens (NRC), wherever it exists (ii) Citizenship certificate issued by a competent authority. (iii) A valid passport issued by the Government of India. (iv) Birth Certificate. (The above mentioned documents are illustrative but not exhaustive.)
- As per the Citizenship Act, 1955, as amended from time to time, which has been enacted by Parliament under Article 11 of the Constitution, citizenship of India can be acquired by the following methods:- (i) Citizenship by birth, (ii) Citizenship by descent, (iii) Citizenship by registration, (iv) Citizenship by naturalisation, (v) Citizenship provision covered by the Assam Accord, and (vi) Citizenship by incorporation of territory

Ordinary residents

- Ordinary Residence Section 20(7) Of The Representation Of The People Act, 1950 Provides That The Electoral Registration Officer Shall Determine A Question As To Where A Person Is Ordinary Resident At Any Relevant Time, With Reference To All Facts And To Such Rules As May Be Made By The Central Government In Consultation With The Election Commission. The Guwahati High Court Defined That The Term 'Ordinary Resident' Means A Usual And Normal Resident Of That Place, Residence Must Be Permanent In Character And Not Temporary Or Casual **A The Resident Must Have Intention To Reside There Permanently** and It Must Be For A Considerable Time.. It Is The Place Where He Habitually Sleeps At Night. The Supreme Court Has Held That The Person Has To Have An Intention To Stay At That Place For A Considerably Long Time.

Laws

The Election Laws (Amendment) Act, 2021 dated 30th December, 2021 makes the following amendments in RP Act, 1950 and RP Act, 1951-

- ✓ Use of Aadhaar for electoral registration purpose
- ✓ Multiple qualifying dates
- ✓ Gender neutral provision for service and special electors and

Amendments in RP Act, 1950

- ✓ **Section 14 (Qualifying Date)**- In place of one qualifying date i.e. 1st January, four qualifying dates i.e. the 1st day of January, the 1st day of April, the 1st Day of July and the 1st day of October has been substituted.

- ✓ **Section 20 (6)**- In context with 'service voter' and special voter', for the word 'wife', the word 'spouse' has been substituted.

- ✓ **Section 23**- With the objective of collection of Aadhaar, following sub-sections inserted:-
 - **Sub-Section (4)**- For the purpose of establishing the identity of the applicant as well as for the purpose of authentication of entries of a person already included in electoral roll and to identify the multiple entries of the same person.

- **Sub-Section (5)** – Every person whose name is included in electoral roll may intimate his aadhaar number to such authority in such form and manner as may be prescribed.
- **Sub-Section (6)**- No application for inclusion of name in electoral roll shall be denied and no entry in the electoral roll shall be deleted for inability of an individual to furnish/intimate Aadhaar number due to such sufficient cause as may be prescribed.
- *Provided that such individual may be allowed to furnish such other alternative document as may be prescribed.*

✓ **Section 28**– In connection with Aadhaar collection, following clauses inserted-

- to specify the authority, form and manner of intimation of Aadhaar number with reference to Section 23 (5).
- to provide sufficient cause and furnishing of alternative documents by the person under Section 23 (6).

Amendment in RER, 1960

- ✓ **Rule 5-** In context of service elector and special elector in place of words of 'his wife' in Sub-Rule (2) and (3), the words 'his or her spouse' substituted.

- ✓ **Rule 13-** Modification made to provide-
 - **Form-6** – for new registration
 - **Form-7** – for objection to proposed registration or application for deletion of existing name
 - **Form-8** – for correction of existing entries or shifting of residence (within the constituency or outside the constituency) or updation of entries

- ✓ **Rule 14-** Corresponding modifications relating to Rule-13. In case of shifting outside the constituency, Form-8 is to be submitted to the ERO of new place of shifting.

■ **Rule 15 and 16-** Modification in consequence of providing option of shifting of address in Form-8 and discontinuation of Form-8A –

✓ Now, forms for making list of Form- 6,7 and 8 are as below-

➤ List of applications in Form-6 - Form-9

➤ List of objections in Form-7 - Form-10

➤ List of applications in Form- 8

❖ List of applications for correction and updation of entries-
Form-11

❖ List of applications for shifting of residence within
constituency-Form-11A

❖ List of applications for shifting of residence outside
constituency-Form-11B

■ Rule 26-

- ✓ Modification for Forms of claims and objections
- ✓ Four qualifying dates i.e. 1st day of January, the 1st day of April, the 1st Day of July and the 1st day of October
- ✓ Insertion of Rule 26A- merger and integration of list of amendments with last finally published roll for preparation of draft roll before every election/bye-election
- ✓ Insertion of Rule 26B for providing Form-6B for collection of Aadhaar from existing electors

Statutory Forms for ER preparation under **R 7, 8, 8B, 10, 13, 15, 19, 22 & 31 RER, 1960**

S. No.	Form	Description
1.	Form 1	Statement as to place of Ordinary Residence by a Person holding a Declared Office
2.	Form 2	Statement as to place of Ordinary Residence by a member of the Armed Forces
3.	Form 2A	Statement as to place of Ordinary Residence by a member of an armed police force of a State, who is serving outside that State
4	Form 3	Statement as to place of Ordinary Residence by a person employed under the Government of India in a post outside India
5	Form 4	Letter of request to occupants of a dwelling unit.
6	Form 5	Notice of publication of Electoral Roll in Draft
7	Form 6	Application for inclusion of name in Electoral Roll (<u>New Electors</u>)
8	Form 6 A	Application for inclusion of name in Electoral Roll by an overseas elector.
9	Form 6B	Intimation of Aadhaar
10	Form 7	Application for objecting proposed inclusion or seeking deletion of name in Electoral Roll
11	Form 8	Application for shifting of residence /correction to particulars entered in Electoral Roll/replacement of EPIC/Marking of PwD.

Contd...

Statutory Forms for ER preparation under R 7, 8, 8B, 10, 13, 15, 19, 22 & 31 RER, 1960 – contd.

S.no.	Form	Description
12	Form 9	List of applications for inclusion of names received in Form 6
13	Form 10	List of applications for objection to inclusion of names received in Form 7
14	Form 11	List of applications for correction of entries/Replacement of EPIC/Marking of PwD in Electoral Roll - received in Form 8
15	Form 11A	List of applications for shifting of addresses within AC - received in Form 8
16	Form 11B	List of applications for shifting of addresses outside AC - received in Form 8
17	Form 12	Notice of hearing of a claim
18	Form 13	Notice to the objector
19	Form 14	Notice to the person in respect of whom objection has been made
20	Form 15	Notice of hearing of an objection to particulars of an entry in the E. Roll
21	Form 16	Notice of final publication of Electoral Roll
22	Form 17	Application for name in e roll for local authorities constituency
23	Form 18	Application for inclusion of name in roll for graduates constituency
24	Form 19	Application for inclusion of name in roll for teachers constituency

Major Modifications in Registration forms

Form 6

- The revised Form-6 is only for “**registration of new voters/electors**”.
- Provision for application for shifting from one constituency to another constituency in the earlier Form 6 has been removed.

Following new significant provisions have been made in revised **Form 6**:

- ✓ Details of Legal Guardian in case of **Orphan/ Guru in case Third Gender** can now be given under details of relatives.
- ✓ Some documents have been prescribed for proof of Birth [7(b)(i)] and proof of residence[8(b)(i)], which will ensure **speedy delivery of services**.
- ✓ For PwD electors, **percentage of disability** should be mentioned along with its certificate. However, it is an optional field.



"Form-6
[See rules 13(1) and 26]
ELECTION COMMISSION OF INDIA
Application Form for New Voters

FORM No. _____
'To be filled by office'

To, The Electoral Registration Officer,
No. & Name of Assembly Constituency _____ No. Name _____
Or No. & Name of Parliamentary Constituency@ _____ No. Name _____
(@ only for Union Territories not having Legislative Assembly)

I submit application for inclusion of my name in the electoral roll for the above constituency.

(1)(a) Name (In Official Language of State)

First Name followed by Middle Name
Surname (if any)

SPACE FOR PASTING
ONE RECENT
UNSIGNED PASSPORT
SIZE COLOR
PHOTOGRAPH (4.5 CM
X 3.5 CM) SHOWING
FRONTAL VIEW OF
FULL FACE WITH
WHITE BACKGROUND

(1)(b) Name (In English in BLOCK LETTERS)

First Name followed by Middle Name
Surname (if any)

Disclaimer: If name not filled in English, it will be transliterated by software.

* (2)(a) Name and Surname (in official language of State) of any one of the relatives:-

Father Or Mother Or Husband Or Wife Or
 Legal Guardian in case of orphan/Guru in case of Third Gender

* (2)(b) Name and Surname (In English in BLOCK LETTERS) of the relative mentioned above

(3) Mobile No. of Self (if available) (or)
Of relative mentioned at Item No. 2

(4) Email ID of Self (if available) (or) _____
Of relative mentioned at Item No. 2

(5) Aadhaar Details:- (Please tick the appropriate box)

(a) Aadhaar Number or

(b) I am not able to furnish my Aadhaar Number because I don't have Aadhaar Number.

(6) Gender Male Female Third Gender

(7) (a) Date of Birth

(b) Self attested copy of document supporting age proof attached (anyone of the following)

(i) Document for Proof of Date of Birth ^:- (Any one of these)

- | | |
|--|---|
| 1. <input type="checkbox"/> Birth certificate issued by Competent Local Body/Municipal Authority/Registrar of Births & Deaths | 4. <input type="checkbox"/> Driving License |
| 2. <input type="checkbox"/> Aadhaar Card | 3. <input type="checkbox"/> PAN Card |
| 5. <input type="checkbox"/> Certificates of Class X or Class XII issued by CBSE/ICSE/ State Education Boards, if it contains Date of Birth | 6. <input type="checkbox"/> Indian Passport |

(ii) Any Other Document for Proof of Date of Birth:- (if none of the above documents is available) (Pl. Specify)

(8) (a) Present Ordinary Residence (Full Address)	House/Building/Apartment No.	Street/Area/Locality/ Mohalla/Road
	Town/Village	Post Office
	PIN Code	Tehsil/Taluqa/Mandal
	District	State/UT

(b) Self-attested copy of address proof either in the name of applicant or any one of parents/spouse/adult child, if already enrolled as elector at the same address (Attach anyone of them)

(i) Document for proof of residence ^:- (Any one of these)

- | | | | |
|-----------------------------|---|-----------------------------|---|
| 1. <input type="checkbox"/> | Water/Electricity/Gas connection Bill for that address (atleast 1 year) | 2. <input type="checkbox"/> | Aadhaar Card |
| 3. <input type="checkbox"/> | Current passbook of Nationalized/Scheduled Bank/Post Office | 4. <input type="checkbox"/> | Indian Passport |
| 5. <input type="checkbox"/> | Revenue Department's Land Owning records including Kisan Bahi | | |
| 6. <input type="checkbox"/> | Registered Rent Lease Deed (In case of tenant) | 7. <input type="checkbox"/> | Registered Sale Deed (In case of own house) |

(ii) Any Other document for Proof of residence :-

(If none of the above documents is available) (Pl. Specify) # _____

(9) Category of disability, if any (Optional)

Locomotive

Visual

Deaf & Dumb

If any other (Give description) _____

Percentage of disability: %, Certificate attached (Tick the appropriate box) Yes No

(10) The details of my family member already included in the electoral roll at current address with whom I currently reside are as under:

Name of family member: _____ Relationship with applicant: _____

His/her EPIC no.: _____

DECLARATION

I HEREBY DECLARE that to the best of my knowledge and belief-

(i) I am a citizen of India and place of my birth is:- Village/Town _____

District _____

State/UT _____

(ii) I am ordinarily a resident at the address mentioned at Sr. No. 8(a) in Form 6 since _____ (mention month and year)

(iii) I am applying for inclusion in Electoral Roll for the first time and my name is not included in any Assembly Constituency/ Parliamentary Constituency.

(iv) I don't possess any of the documents mentioned at (7)(b)(i) above for proof of Date of Birth/Age. Therefore, I have enclosed _____ (Name of the document) in support of age proof (Strike off, if not applicable).

(v) I am aware that making the above statement or declaration in relation to this application 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 Representation of the People Act, 1950 (43 of 1950) with imprisonment for a term which may extend to one year or with fine or with both.

Date: _____

Place: _____

Signature of Applicant/Left Hand Thumb Impression

Accessibility Instructions:-In the light of provisions of Rights of Persons with Disabilities Act 2016 and Rights of Persons with Disabilities Rules, 2017, in case of persons with intellectual disability, autism, cerebral palsy and multiple disabilities etc., signature or left hand thumb impression of person with disability, or signature or left hand thumb impression of his/her legal guardian will be required.

Note-

* In case of a married female applicant, name of Husband may preferably be mentioned.

^ Submission of self-attested copy of mentioned document will ensure speedy delivery of services.

In case none of the mentioned documents is available, field verification is must. As for example, category like homeless Indian citizens who are otherwise eligible to become electors but do not possess any documentary proof of ordinary residence, Electoral Registration Officer shall designate an officer for field verification.

✕ Acknowledgement/Receipt for application

✕

Acknowledgment 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/BO

GUIDELINES FOR FILLING UP THE APPLICATION
FORM-6

1. **General Instructions:-**

(a) The application will be addressed to the Electoral Registration Officer (ERO) of the Assembly Constituency (AC)/Parliamentary Constituency (PC) in which the applicant is ordinarily residing. In case the applicant does not know or has any doubt about number and name of Assembly Constituency / Parliamentary Constituency, assistance may be extended by the Electoral Registration Officer and the application will not be rejected on the ground of not mentioning of number and name of Assembly Constituency / Parliamentary Constituency.

(b) The applicant can fill entries of the application either in English or official language of the state and this will not be a ground for rejection of application.

(c) A service personnel, applying for enrolment as general elector in the electoral roll at his place of posting at a peace station, should ensure that he is not already enrolled as service elector or general elector in some other constituency.

*(d) Photograph: A recent good quality passport size unsigned colour photograph (4.5cm X 3.5cm) with white background should be pasted in the space provided. Eyes must be open and both edges of face must be clearly visible.

(e) Elector's Photo Identity Card (EPIC): EPIC will be delivered at given postal address after enrolment, free of cost through speed post under proper acknowledgement.

2. **Item (1) *(Name):** The exact name and spelling should be furnished in both official language of the State and English. If filled in only one language, system will transliterate automatically in other language which may lead to spelling mistakes.

3. **Item (2a) & (2b) (Name and Surname of Relative):** In case of a married female applicant, name of husband may preferably be mentioned. (Strike off the inapplicable options in the column).

4. **Item (5) Aadhaar Details:** Aadhaar Number should be furnished for the purpose of authentication of entries. If the applicant does not have Aadhaar number, the same may be mentioned in box at item 5 (b).

5. **Item (6) (Gender):**

*(a) Gender in the appropriate box provided for 'Male' / 'Female' / 'Third Gender' should clearly be tick marked.

(b) Applicants belonging to Third Gender may indicate their sex as 'Male' or as 'Female' or as 'Third Gender'.

6. **Item 7(a)(b) (Date of Birth):**

*(a) A self-attested copy of one of the documents mentioned in the form can be attached as age proof. Submission of a document mentioned in the form will ensure speedy registration and delivery of services.

(b) If none of the documents mentioned in the form is available, the applicant should enclose some other document in support of age proof; and name of the said document should be mentioned in item 7(ii) and item (iv) of 'DECLARATION' part in Form. In such case, the applicant will have to appear personally before Electoral Registration Officer or any other officer designated by him for verification.

7. **Item 8 (Present Ordinary Residence):**

*(a) Complete postal address with PIN code should be mentioned along with a self-attested copy of any of the mentioned documents in name of applicant/parents/spouse as proof of ordinary residence.

(b) Necessary field verification shall be made in cases of Homeless Indian Citizens living in sheds/pavements and sex workers having no documentary proof of ordinary residence, provided they are otherwise eligible for enrollment.

(c) Students, who are eligible for enrollment, can be enrolled either at their parent's place or at the hostel/mess where they are ordinarily residing.

8. ***DECLARATION:** All entries in "DECLARATION" portion should be completed in all respects. **Please note that giving any false statement made in the DECLARATION portion is a punishable offence under section 31 of the Representation of the People Act, 1950 (43 of 1950) with imprisonment with a term which may extend to one year or with fine or with both.** *

• Form 6A:

- There is no change in existing Form - 6A for “inclusion of name in Electoral Roll by an **overseas Indian elector**” and it shall continue to remain in force/existence.

• Form 7:

- Form 7 for “Objection for Proposed inclusion/deletion of Name in Existing Electoral roll” has also been slightly modified and a provision for attaching the **death certificate** has also been made.



"Form-7"
[See rules 13(2) and 26]
ELECTION COMMISSION OF INDIA
**Voter Application Form for Objection for Proposed Inclusion/
Deletion of Name in Existing Electoral Roll**

FORM No. _____
(To be filled by office)

To, The Electoral Registration Officer,
No. & Name of Assembly Constituency _____
Or No. & Name of Parliamentary Constituency@ _____
(@ only for Union Territories not having Legislative Assembly)
I submit application for objection for proposed inclusion/deletion of name in existing electoral roll.

(1) Name of the applicant _____
EPIC No. _____

Mobile No. of Self _____ or _____

Mobile No. of Relative _____

(2) Option of application/objection:- (Tick the appropriate option) (Any one)

(i) I request to delete name of the person mentioned below already included in the current roll due to any one of the following reasons:- (tick any one)

Death Under Age Absent / Permanently shifted
 Already enrolled Not Indian Citizen

(ii) I object to proposed inclusion of name of the person mentioned below due to any one of the following reasons - (tick any one)

Death Under Age Absent / Permanently shifted
 Already enrolled Not Indian Citizen

(iii) I request to delete my name from electoral roll due to any one of the following reasons-(tick any one)

Permanently shifted Already enrolled Not Indian Citizen

Death Certificate attached (Tick the appropriate option) Yes No

(3) The details of the person in respect of whom objection has been raised, are as below:-

Name _____ Surname _____ EPIC No.(if available) _____

Address	House/Building/ Apartment No.	
	Town/Village	
	PIN Code	
	District	

Street/Area/Locality/ Mohalla/Road	
Post Office	
Tehsil/Taluqa/Mandal	
State/UT	

DECLARATION

I HEREBY DECLARE that to the best of my knowledge and belief that 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 Representation of the People Act, 1950 (43 of 1950) with imprisonment for a term which may extend to one year or with fine or with both.

Date: _____

Place: _____

Signature of Applicant/Thumb Impression

Accessibility Instructions:- In the light of provisions of Rights of Persons with Disabilities Act 2016 and Rights of Persons with Disabilities Rules, 2017, in case of persons with intellectual disability, autism, cerebral palsy and multiple disabilities etc., signature or left hand thumb impression of person with disability, or signature or left hand thumb impression of his/her legal guardian will be required.

Acknowledgement/Receipt for application

Acknowledgment 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

GUIDELINES FOR FILLING UP THE APPLICATION
FORM-7

1. **General Instruction:-**
 - (a) The application can be made by an elector registered in the existing electoral roll of the constituency.
 - (b) The application can be an objection in respect of a registered elector/ an objection to the proposed inclusion of an entry in the electoral roll of the constituency, in which the applicant himself is registered **OR** a request for deletion of the applicant's own name from electoral roll.
2. **Item No. 1 (Name of the applicant)-** The applicant shall mention his name, EPIC no. and mobile number of self 'or' relative (father/mother/husband/legal guardian).
3. **Item No. 2 (Option of objection/application of deletion):-** The applicant has to tick any one option for which he intends to make the application. He must also tick any one of the reasons mentioned below the option, as to why according to him, the person against whom the objection has been made, is not qualified for inclusion in the electoral roll viz. due to death, under age, absent/permanently shifted, already enrolled in the electoral roll at the same place or some other place, not an Indian citizen etc. The onus of proof to substantiate the reason given for objection or removal of name lies with the applicant.
4. **Item No. 3 (Details of the person in respect of whom objection has been made):-** The applicant has to fill up the name, surname, EPIC number and address of the person whose entry is objected to for inclusion or sought to be deleted.
5. **DECLARATION:-** The applicant must give a 'DECLARATION' that the facts and particulars mentioned in the application are true to the best of his/her knowledge and belief.

Please note that giving any false statement made in the DECLARATION portion is a punishable offence under section 31 of the Representation of the People Act, 1950 (43 of 1950) with imprisonment with a term which may extend to one year or with fine or with both.

• Form 8/ 8A:

- The existing Form 8A for “Transposition of Entry in Electoral Roll (in case of Shifting from One Place of Residence to Another Place of Residence within Same Constituency)” has been discontinued.
- Existing Form-8 for “Correction to Particulars Entered in Electoral Roll” has been substituted with a new Form-8 for the following purpose: -
 - ✓ Shifting of Residence
 - ✓ Correction of entries in existing electoral roll,
 - ✓ Replacement of EPIC, and



Voter Application Form for shifting of Residence/Correction of Entries in Existing Electoral Roll/Replacement of EPIC/Marking of PwD

To, The Electoral Registration Officer,
No. & Name of Assembly Constituency
Or No. & Name of Parliamentary Constituency@
(@ only for Union Territories not having Legislative Assembly)

No. Name _____
No. Name _____

(I) Name of the applicant

EPIC No. _____

Aadhaar Details:- (Please tick the appropriate box)

- (a) Aadhaar Number or
(b) I am not able to furnish my Aadhaar Number because I don't have Aadhaar Number.

Mobile No. of Self (or)

Mobile No. of Father/Mother/Any other relative (if available)

Email Id of Self (or) _____

Email Id of Father/Mother/Any other relative (if available) _____

(II) I submit application for (Tick any one of the following)

- Shifting of Residence (or)
- Correction of Entries in Existing Electoral Roll (or)
- Issue of Replacement EPIC without correction (or)
- Request for marking as Person with Disability

1. Application for Shifting of Residence

I have shifted my residence and I request that my name may be deleted from the previous address and shifted to the current address mentioned below. I request that a replacement EPIC may be issued to me due to change in my address. I hereby return my old EPIC.

Present Ordinary Residence (Full Address)	House/Building/Apartment No.	<input type="text"/>
	Town/Village	<input type="text"/>
	PIN Code	<input type="text"/>
	District	<input type="text"/>

Street/Area/Locality/ Mohalla/Road	<input type="text"/>
Post Office	<input type="text"/>
Tehsil/Taluqa/Mandal	<input type="text"/>
State/UT	<input type="text"/>

Self-attested copy of address proof either in the name of applicant or anyone of the parents/spouse/adult child, if already enrolled with as elector at the same address (Attach any one of the documents mentioned below ^):-

- Water/Electricity/Gas connection Bill for that address (atleast 1 year)
- Aadhaar Card
- Current passbook of Nationalized/Scheduled Bank/Post Office
- Indian Passport
- Revenue Department's Land Owning records including Kisan Bahi
- Registered Rent Lease Deed (In case of tenant)
- Registered Sale Deed (In case of own house)

Any Other:- (Pl. Specify) _____

**GUIDELINES FOR FILLING UP THE APPLICATION
FORM-8**

1. **General Instruction:-**
 - (a) The application can be made by a registered/enrolled elector for shifting of residence, or for correction of entries or for issue of replacement EPIC or for marking as PwD.
 - (b) In case of approval of application by Electoral Registration Officer (ERO) for shifting of residence, correction of entries and issue of replacement EPIC without correction, a new replacement EPIC will be issued to the applicant and he has to return his old EPIC to the Electoral Registration Officer immediately.
2. **Item No. I (Name of the applicant)-** The applicant shall mention his name, EPIC no., Aadhaar number, mobile number and email id of self or relative mentioned therein. Aadhaar Number should be furnished for the purpose of authentication of entries. If the applicant does not have Aadhaar number, the same may be mentioned in box at item I (b).
3. **Item No. II (Option for application)-** The applicant has to tick any one of the options for making application and fill the details in the relevant section of the application. All other sections which are not relevant should be struck off.
4. **Application for shifting of residence-**
 - (a) The application has to be made to the Electoral Registration Officer of the constituency in which the new address of the applicant is located.
 - (b) The applicant has to mention his new address, where he has shifted to and presently staying and attach a self-attested copy of any one of the mentioned documents as address proof in his own name or in name of his parents/spouse. He has to tick the mentioned document which he has given as address proof. Mentioned document will ensure speedy delivery of services. If he does not possess any of the mentioned documents, he has to mention name of the other document given for address proof in the blank space.
5. **Application for correction of entries in existing roll-**
 - (a) If an applicant intends to get any existing entry relating to him in the electoral roll corrected, he has to tick in the appropriate box and attach the document in the support of his claim. The name of the document must be mentioned in the blank space given.
 - (b) In case, the applicant desires to change his photograph, he has to paste a recent good quality passport size unsigned colour photograph (4.5 cm X 3.5 cm) with white background, in the box meant for it.
6. **Application for replacement EPIC without correction-** The applicant shall put a tick in appropriate box seeking for a replacement EPIC. He shall return his mutilated/old EPIC or submit a copy of FIR/Police report for lost EPIC.
7. **DECLARATION-** The applicant must give a 'DECLARATION' that the facts and particulars mentioned in the application are true to the best of his/her knowledge and belief.
Please note that giving any false statement made in the DECLARATION portion is a punishable offence under section 31 of the Representation of the People Act, 1950 (43 of 1950) with imprisonment with a term which may extend to one year or with fine or with both. "

- **Form 001:**

- Form EPIC-001 “Application for issue of Replacement EPIC” has been discontinued and the provision for same has been made in newly modified Form-8.

- **Form 11/11A/11B**

- The existing Form 11 for “list of objections/ application for correction of entries”, Form 11A for” list of applications for shifting of address within the constituency received in Form 8” has been modified while a new Form 11B has been introduced for preparation of “list of applications for shifting of address outside the constituency received in Form 8”.

14. For Forms 11 and 11A to the said rules, the following Forms shall be substituted, namely:—

***FORM 11**
[See rules 15 and 16]

LIST OF OBJECTIONS/ APPLICATION FOR CORRECTION OF ENTRIES/REPLACEMENT OF EPIC/ MAKING OF PWD RECEIVED IN FORM 8

Designated location identity (where applications have been received)		Constituency (Assembly/Parliamentary) [†] Constituency		Revision Identity			
1. List number [@]		2. Period of receipt of applications (covered in this list)		From date		To date	
				
3. Place of hearing [*]							
Serial Number [§] of application	Date of receipt	Name of elector objecting/ making application	Reasons for objection/ applications			Date of hearing [*]	Time of hearing [*]
			Whether correction of entry (Y/N)	Whether replacement of EPIC (Y/N)	Whether marking of PwD		
1	2	3	4	5	6	7(a)	7(b)
† In case of union territories having no Legislative Assembly @ 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			Date of exhibition at designated location under rule 15 (b)			Date of exhibition at Electoral Registration Officer's office under rule 16(b)	

FORM 11A
[See rules 15 and 16]

LIST OF APPLICATIONS FOR SHIFTING OF ADDRESS WITHIN THE CONSTITUENCY RECEIVED IN FORM 8

Designated location identity (where applications have been received)		Constituency (Assembly/Parliamentary) [†] Constituency		Revision Identity	
1. List number [@]		2. Period of receipt of application (covered in this list)		From date	
				
				To date	
				

3. Place of hearing*				
Serial Number ^s of application	Date of receipt	Name of elector objection/ making application	New Address (Present place of ordinary residence)	Date/Time hearing*
1	2	3	4	5
£ In case of union territories having no Legislative Assembly @ 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			Date of exhibition at designated location under rule 15(1) (b)	Date of exhibition at Electoral Registration Officer's office under rule 16(b)

FORM 11B
[See rules 15 and 16]

LIST OF APPLICATIONS FOR SHIFTING OF ADDRESS OUTSIDE THE CONSTITUENCY RECEIVED IN FORM 8

Designated location identity (where applications have been received)		Constituency (Assembly/Parliamentary [£] Constituency)	Revision Identity	
1. List number [@]		2. Period of receipt of application (covered in this list)	From date	To date
		/...../...../...../.....
3. Place of hearing*				
Serial Number ^s of application	Date of receipt	Name of elector objection/ making application	New Address (Present place of ordinary residence)	Date/Time hearing*
1	2	3	4	5
£ In case of union territories having no Legislative Assembly @ 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			Date of exhibition at designated location under rule 15(1) (b)	Date of exhibition at Electoral Registration Officer's office under rule 16(b)".



- **Aadhaar number of the electors in the registration forms:**

- In all the modified Forms (except Forms 7, 11, 11A & 11B), a provision has been made for seeking Aadhaar details of electors.
- A new **Form 6B** has been introduced in accordance with sub-section (5) of Section 23 of the RER, 1960, for collecting Aadhaar number of existing electors to authenticate the entries in the electoral rolls.

Form- 2
(See rule 7)

The Registration of Electors Rules, 1960
Statement as to place of Ordinary Residence by member of the Armed Forces

SPACE FOR PASTING ONE RECENT
UNSHARPENED PASSPORT SIZE COLOR
PHOTOGRAPH (4.5 CM X 3.5 CM)
SHOWING FRONTAL VIEW OF FULL FACE
WITH WHITE BACKGROUND

Personal Details

Full Name _____

Relation Name _____

Relation Type Father Mother Husband Wife Other

Age Years Month Date of Birth d d / m m / y y y y

Gender Male Female

EPIC No. (If issued) _____

Aadhaar Details:- (Please tick the appropriate box)

- (a) Aadhaar Number _____ or
 (b) I am not able to furnish my Aadhaar Number because I don't have Aadhaar Number

Mobile NO. (optional) _____

Email Id (optional) _____

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

House/Building/Apartment No.	Street/Mohalla
Locality	Town/Village
Post Office	Police Station
Tehsil/Taluqa/Mandal	PIN Code
District	State/UT

Assembly Constituency _____

Service Details

Service/Buckle No. _____

Rank _____

Name of Armed Force _____

Service/Corps/Regiment _____

Name and Address of Record Office _____

I further declare that my spouse (Husband/Wife) Shri./Smt. _____
 Age Years Months Date of Birth d d / m m / y y y y
 ordinarily resides with me and is a citizen of India.

I, further, declare that I *and my spouse have neither got *ourselves/myself already registered nor have applied for such registration as ordinary electors in the general part of the electoral roll of the place where I am presently posted and residing or any other constituency.

I also 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 and if my name *or my spouse's name so appears at different places, the same may be deleted from all such places except from the last part of the electoral roll of my native place for which I have made the statement.

Date: _____ (Signature) _____

Record Office/Commandant's 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 _____ 20 _____
 Registered in the electoral roll for the _____ Assembly Constituency
 No. _____ Service Voter's Part, at S.No. _____

Date: _____ Electoral Registration Officer _____

* Strike off if not applicable

The Registration of Electors Rules, 1960

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

SPACE FOR PASTING ONE RECENT UNSIGNED PASSPORT SIZE COLOR PHOTOGRAPH (2.5 CM X 3.5 CM) SHOWING FRONTAL VIEW OF FULL FACE WITH WHITE BACKGROUND

Personal Details

Full Name

Relation Name

Relation Type Father Mother Husband Wife OthersAge Years Month Date of BirthGender Male Female

EPIC No. (If issued)

Aadhaar Details:- (Please tick the appropriate box)

(a) Aadhaar Number(b) I am not able to furnish my Aadhaar Number because I don't have Aadhaar Number

Mobile NO. (optional)

Email Id (optional)

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

House/Building/Apartment No.	Street/ Mohalla
Locality	Town/Village
Post Office	Police Station
Tehsil/Taluqa	Pin Code
District	State/UT

Assembly Constituency

Service Details

Service /Buckle No.

Rank

Name of Armed police Force

Name and Address of office of the Commandant

I further declare that my spouse (Husband/Wife) Shri./Smt.

Age Years Months Date of Birth

ordinarily resides with me and is a citizen of India.

I, further, declare that I *and my spouse have neither got *ourselves/myself already registered nor have applied for such registration as ordinary electors in the general part of electoral roll of the place where I am presently posted and residing or any other constituency.

I also 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 and if my name *or my spouse's name so appears at different places, the same may be deleted from all such places except from the last part of the electoral roll of my native place for which I have made the statement.

Date:

(Signature)

Commandant's Office

Folio No.

Place

Date

Verified and found Correct

(Signature)

(Designation)

Commandant

(For use in the Election Office)

Statement received on the

Registered in the electoral roll for the

No.

Service Voter's Part, at S.No.

20

Assembly Constituency

Date:

Electoral Registration Officer

The Registration of Electors Rules, 1960

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

SPACE FOR PASTING ONE RECENT UNFRAMED PASSPORT SIZE COLOUR PHOTOGRAPH (4.5 CM X 3.5 CM) SHOWING FRONTAL VIEW OF FULL FACE WITH WHITE BACKGROUND.

Personal Details

Full Name																													
Relation Name																													
Relation Type	<input type="checkbox"/> Father	<input type="checkbox"/> Mother	<input type="checkbox"/> Husband	<input type="checkbox"/> Wife	<input type="checkbox"/> Other																								
Age	<input type="checkbox"/> Years	<input type="checkbox"/> Month	Date of Birth	<input type="text"/>	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	/	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>	<input type="text"/>
Gender	<input type="checkbox"/> Male	<input type="checkbox"/> Female																											
EPIC No. (If issued)																													

Aadhaar Details:- (Please tick the appropriate box)

- (a) Aadhaar Number or
 (b) I am not able to furnish my Aadhaar Number because I don't have Aadhaar Number

Mobile No. (optional) Email Id (optional)

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

House/Building/Apartment No.	Street/Mohalla
Locality	Town/Village
Post Office	Police Station
Tehsil/Taluqa/Mandal	PIN Code
District	State/UT

Assembly Constituency

Service Details

Unique Id No.
 Description of post held outside India
 Address of Head of Office

I further declare that my spouse (Husband/Wife) Shri./Smt.

Age Years Months Date of Birth

I, further, declare that I *and my spouse have neither got *ourselves/myself already registered nor have applied for such registration as ordinary electors in the general part of electoral roll of the place where I am presently posted and residing or any other constituency.

I also 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 and if my name *or my spouse's name so appears at different places, the same may be deleted from all such places except from the last part of the electoral roll of my native place for which I have made the statement.

Date: _____

(Signature) _____

Verified and found Correct

(Signature) _____
 (Designation of the Head of Office) _____

(For use in the Election Office)

Statement received on the _____ 20 _____
 Registered in the electoral roll for the _____ Constituency
 No. _____ Service Voter's Part, at S.No. _____

Date: _____ Electoral Registration Officer _____

* Strike off if not applicable

3. In support of my claim as being a graduate/in possession of the above diploma/certificate. I submit herewith.....

4. **My name has not been included in the electoral roll for this or any other graduates' constituency.

OR

**My name has been included in the electoral roll for the.....graduates' constituency under the address given below and I request that it be deleted from that roll

5. 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 off the paragraph not applicable.

**Strike off the inappropriate alternative.

.....(Perforation).....

Intimation of action taken

The application in Form 18 of Shri/Smt./Kumari.....address.....has been—

- (a) accepted and the name of Shri/Smt./Kumari.....has been registered at Serial No.....in Part No.....
(b) rejected for the reason.....

Date _____

Electoral Registration Officer,
(Address) _____

.....(Perforation).....

Receipt of application

Received the application in Form 18 from Shri/ Smt./Kumari*.....address*.....

Date _____

Electoral Registration Officer,
(Address) _____

*To be filled in by the applicant



Form-19
(See Rule 31)

ELECTION COMMISSION OF INDIA

Claim for inclusion of name in the electoral roll for a Teachers' Constituency

SPACE FOR PASTING ONE
RECENT UNSIGNED
PASSPORT SIZE COLOR
PHOTOGRAPH (4.5 CM X
3.5 CM) SHOWING
FRONTAL VIEW OF FULL
FACE WITH WHITE
BACKGROUND

To,
The Electoral Registration Officer,
_____ (Teachers') Constituency.

Sir,
I request that my name be registered in the electoral roll for the.....(Teachers') Constituency.

The particulars are:-

Full Name _____ Sex _____

Father's/Mother's/Husband's Name (in full) _____

House Address (Place of ordinary residence) _____

House/Building/Apartment No.	Street/ Mohalla
Town/Village	Post Office
Police Station/Tehsil/Taluqa/Mouza	
District	State

Age Years Months Date of Birth _____

Disability (if any):- (Tick appropriate box) (optional Field)
 Visual impairment Speech & hearing disability Locomotor disability Other

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) _____

Aadhaar Details:- (Please tick the appropriate box)

- (a) Aadhaar Number _____ or
- (b) I am not able to furnish my Aadhaar Number because I don't have Aadhaar Number

Contact Number :-

Mobile No. (optional) _____

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 off the paragraph not applicable.

.....(Perforation).....

Intimation of action taken

The application in Form 19 of Shri/Smt./Kumari..... address

..... has been-

(a) accepted and the name of Shri/Smt./Kumari.....has been registered at Serial No..... in Part

No.....

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

Date _____

Electoral Registration Officer,
(Address) _____

.....(Perforation).....

Receipt of application

Received the application in Form 18 from Shri/ Shrimati/Kumari*.....

address*.....

Date _____

Electoral Registration Officer,
(Address) _____

To be filled in by the applicant.

[F. No. H-11019/4/2019-Leg.II]

DIWAKAR SINGH, Jt. Secy. and Legislative Counsel

Note : The principal rules were published in the Gazette of India, Extraordinary *vide* notification number S.O. 2750(E), dated the 10th November, 1960 and the rules were lastly amended *vide* number S.O. 2968(E), dated the 16th September, 2016.

Maintenance of Electoral Roll (ER)

Periodicity of revision of ER – types of revision - ER for AC – ER for PC – RER, 1960:

Periodicity of Revision (**S 21 RPA 1950**)

- Before each election.
- However, ECI may direct revision in any year.
- Annual Revision, though not provided in laws.

Types of Revision (**Rule 25(1) RPA 1950**)

- Intensive Revision, OR
- Summary Revision, OR
- Partly intensive and partly summary.

ER for AC and PC

- ER is prepared AC wise (**S 14 to 25 RPA 1950**)
- In States/UTs having LA, no separate ER for PC where ER of PC is comprised of ER of its Assembly segments (**S 13D RPA 1950**)
- ER are organized as geographically defined parts (**R 5 RER 1960**). Parts are further organized into Sections and households
- Each Part has an identified PS where electors cast their votes on the poll day

Maintenance of Electoral Roll (ER) – contd.

Language – particulars – structure of ER – ECI directions – Constituency Map – area covered – title page - number of parts - summary sheet:

Language of ER (R 4 RER 1960)

- ECI to notify the languages in which the ER of a constituency is to be prepared.
- It is normally the official language of the state being spoken by majority of the people.
- If any minority language is spoken by not less than 20% of the population , then ECI notifies that language also.
- ER in metropolitan cities shall be prepared in English also.
- The last part is also published in English.
- Currently, ER is published in 16 languages throughout the country.

Layout and Structure of ER

- ER of every AC should have title page specifying:
 - Year of preparation/revision
 - Number, name and reservation status
 - Details of Constituency and number of Parts
- Followed by table of contents indicating serial order of area covered
- Title page is followed by Constituency Map
- Summary sheet attached at the end of Assembly Roll

Maintenance of Electoral Roll (ER) – Structure of ER– contd.

Layout of ER – Part - Sections – 10 Column format – Summary Sheet – Overseas Electors – Service Voters – Last part – Maximum number in a Part:

- ✓ ER is divided into convenient 'Parts' with identifiable geographical boundary having its individual title page **(R 5 RER 1960)**
- ✓ This title page is followed by a sketch map of Polling Station area in that Part
- ✓ These Parts are further organized into Sections
- ✓ Followed by elector details in prescribed format
- ✓ The electors details are arranged in 10-column format
- ✓ Summary sheet is provided at the end of Roll of a Part
- ✓ Last Section in each Part is for Overseas Electors
- ✓ Last Part of Roll, lists the details of Service Voters (SVs) in English

ELECTORAL ROLL 2023 S25 West Bengal

No. Name and Reservation Status of Assembly Constituency : 159 - Bhabanipur (GENERAL)	Part number 1
---	------------------

No. Name and Reservation Status of Parliamentary Constituency(ies) in which the Assembly Constituency is located : 23 - KOLKATA DAKSHIN (GENERAL)

1. Details of Revision

Year of Revision	2023	Roll Identification	Special Summary Revision 2023
Qualifying Date	01-01-2023		
Type of revision	Special Summary Revision 2023		
Date of Publication	05-01-2023		

2. Details of part and polling area

No. and name of sections in the part

- DR.MD. ISHAQUE ROAD(KYD STREET) (PR. NO. 10 TOEND)
- SUDDER STREET (ALL PREMISES)
- COWIE LANE (ALL PREMISES)
- TOTTIE LANE (ALL PREMISES)

Gram Panchayat
Ward No : 063
Block
Municipality : Kolkata Municipal Corporation
Police Station : NEW MARKET
Sub-Division
District : KOLKATA SOUTH
Pin : 700016

3. Polling Station Details

No. and Name of Polling Station :	Type of Polling Station (Male/Female/General)	Urban
1-GEOLOGICAL SURVEY OF INDIA R-1		
Address of Polling Station :	Number of Auxiliary Polling Stations in this part :	0
29,JAWAHARLAL NEHRU ROAD, KOLKATA-16		

4. NUMBER OF ELECTORS

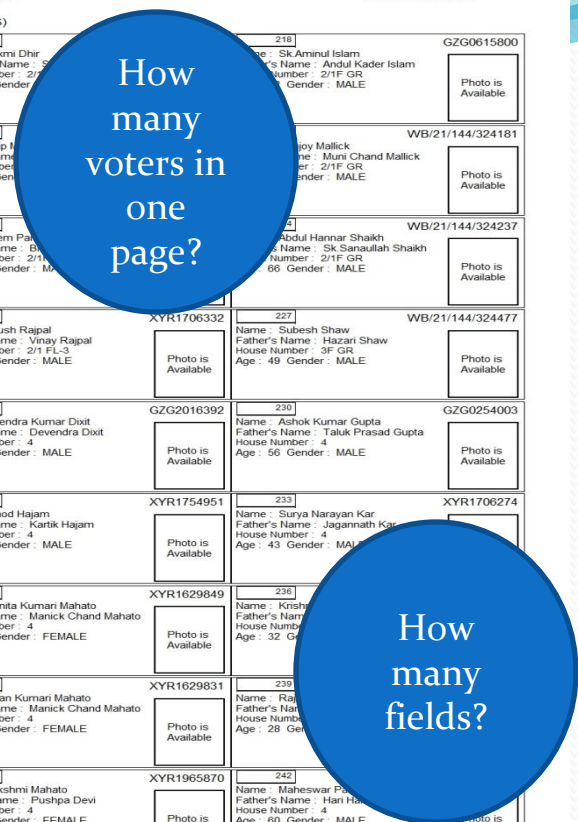
Starting Serial No.	Ending Serial No.	Net Electors			
		Male	Female	Third Gender	Total
1	624	393	217	0	610

Assembly Constituency No and Name : 159-Bhabanipur

Part number : 1

Section No and Name : 2-SUDDER STREET (ALL PREMISES)

216 Name : Md Alm Akhter Father's Name : Zafir Ahmed Akhter House Number : 2/1F GR Age : 80 Gender : MALE Photo is Available	WB/21/144/324001	217 Name : Laxmi Dhir Father's Name : S... House Number : 2/1F GR Age : 55 Gender : ... Photo is Available	218 Name : SK Amrinul Islam Father's Name : Andul Kader Islam House Number : 2/1F GR Age : ... Gender : MALE Photo is Available	GZG0615800
219 Name : Pinky Mallick Father's Name : Raja Mallick House Number : 2/1F GR Age : 50 Gender : FEMALE Photo is Available	WB/21/144/324266	220 Name : Dilip Mallick Father's Name : ... House Number : ... Age : 48 Gender : ... Photo is Available	221 Name : Joy Mallick Father's Name : Munir Chand Mallick House Number : 2/1F GR Age : ... Gender : MALE Photo is Available	WB/21/144/324181
222 Name : Sunita Panjabi Husband's Name : Bhagwandas Panjabi House Number : 2/1F GR Age : 85 Gender : FEMALE Photo is Available	WB/21/144/324575	223 Name : Prem Pan... Father's Name : ... House Number : 2/1F GR Age : 60 Gender : M... Photo is Available	224 Name : Abdul Hannar Shaikh Father's Name : Sik Saraulah Shaikh House Number : 2/1F GR Age : 86 Gender : MALE Photo is Available	WB/21/144/324237
225 Name : Md Zafar Tarique Father's Name : Md Alm Akhtar Tarique House Number : 2/1F GR Age : 50 Gender : MALE Photo is Available	WB/21/144/324013	226 Name : Ayush Rajpal Father's Name : Vinay Rajpal House Number : 2/1 FL-3 Age : 29 Gender : MALE Photo is Available	227 Name : Subesh Shaw Father's Name : Hazari Shaw House Number : 3F GR Age : 49 Gender : MALE Photo is Available	WB/21/144/324477
228 Name : Abhay Kumar Barick Father's Name : Kalpataru Barick House Number : 4 Age : 44 Gender : MALE Photo is Available	GZG2038776	229 Name : Upendra Kumar Dixit Father's Name : Devendra Dixit House Number : 4 Age : 38 Gender : MALE Photo is Available	230 Name : Ashok Kumar Gupta Father's Name : Taluk Prasad Gupta House Number : 4 Age : 56 Gender : MALE Photo is Available	GZG0254003
231 Name : Abhishek Gupta Father's Name : Ashok kumar Gupta House Number : 4 Age : 22 Gender : MALE Photo is Available	XYR2041333	232 Name : Binod Hajam Father's Name : Kartik Hajam House Number : 4 Age : 37 Gender : MALE Photo is Available	233 Name : Surya Narayan Kar Father's Name : Jagannath Kar House Number : 4 Age : 43 Gender : MA... Photo is Available	XYR1706274
234 Name : Michael Khan Father's Name : Nawab Khan House Number : 4 Age : 56 Gender : MALE Photo is Available	WKJ2466589	235 Name : Sunita Kumari Mahato Father's Name : Manick Chand Mahato House Number : 4 Age : 34 Gender : FEMALE Photo is Available	236 Name : Krishna... Father's Name : ... House Number : 4 Age : 32 Gender : ... Photo is Available	
237 Name : Sonu Prasad Mahato Father's Name : Manick Chand Mahato House Number : 4 Age : 29 Gender : MALE Photo is Available	XYR1629856	238 Name : Kiran Kumari Mahato Father's Name : Manick Chand Mahato House Number : 4 Age : 29 Gender : FEMALE Photo is Available	239 Name : Raj... Father's Name : ... House Number : 4 Age : 28 Gender : ... Photo is Available	
240 Name : Goury Mahato Father's Name : Manick Chand Mahato House Number : 4 Age : 26 Gender : FEMALE Photo is Available	XYR1754860	241 Name : Lakshmi Mahato Mother's Name : Pustpa Devi House Number : 4 Age : 24 Gender : FEMALE Photo is Available	242 Name : Maheshwar Pat... Father's Name : Hari H... House Number : 4 Age : 60 Gender : MALE Photo is Available	
243 Name : Sanatan Pati Father's Name : Indramani Pati House Number : 4 Age : 54 Gender : MALE Photo is Available	XYR1183540	244 Name : Kamallesh Kumar Rajak Father's Name : Ram Abhilak Rajak House Number : 4 Age : 48 Gender : MALE Photo is Available	245 Name : Jyoti Kumari Shaw Father's Name : Raj Kapoor Shaw House Number : 4 Age : 38 Gender : FEMALE Photo is Available	FZM1551274



SUMMARY OF ELECTORS**A) NUMBER OF ELECTORS**

		Roll Type	Roll Identification	NUMBER OF ELECTORS			
				Male	Female	Third Gender	Total
I	Mother Roll	Mother Roll	Integrated Roll	397	219	0	616
II	Additions List	Supplement 1	Special Summary Revision 2023	4	4	0	8
III	Deletions List	Supplement 1	Special Summary Revision 2023	8	6	0	14
IV	Difference due to modification in 'Gender' field			0	0	0	0
Net Elector in this Roll after this Revision (I+II-III)				393	217	0	610

B) NUMBER OF MODIFICATIONS

Roll Type	Roll Identification	NUMBER OF MODIFICATIONS
Supplement 1	Special Summary Revision 2023	0
Total :		0

ELECTORAL ROLL 2023 S25 West Bengal

No. Name and Reservation Status of Assembly Constituency : 159 - Bhabanipur (GENERAL)				Part number 1	
No. Name and Reservation Status of Parliamentary Constituency(ies) in which the Assembly Constituency is located : 23 - KOLKATA DAKSHIN (GENERAL)					
1. Details of Revision					
Year of Revision	2023	Roll Identification Special Summary Revision 2023			
Qualifying Date	01-01-2023				
Type of revision	Special Summary Revision 2023				
Date of Publication	09-11-2022				
2 . Details of part and polling area					
No. and name of sections in the part					
1. DR.MD. ISHAQUE ROAD(KYD STREET) (PR. NO. 10 TOEND) 2. SUDDER STREET (ALL PREMISES) 3. COWIE LANE (ALL PREMISES) 4. TOTTIE LANE (ALL PREMISES)		Gram Panchayat Ward No Block Municipality Police Station Sub-Division District Pin			
		063 Kolkata Municipal Corporation NEW MARKET KOLKATA SOUTH 700016			
3 . Polling Station Details					
No. and Name of Polling Station : 1-GEOLOGICAL SURVEY OF INDIA R-1			Type of Polling Station (Male/Female/General)		Urban
Address of Polling Station : 29,JAWAHARLAL NEHRU ROAD, KOLKATA-16			Number of Auxiliary Polling Stations in this part :		0
4. NUMBER OF ELECTORS					
Starting Serial No.	Ending Serial No.	Net Electors			
		Male	Female	Third Gender	Total
1	616	397	219	0	616

Signature of Electoral Registration Officer

Section No and Name : 2-SUDDER STREET (ALL PREMISES)

216	WB/21/144/324001	217	WB/21/144/324082	218	GZG0615800
Name : Md.Alim Akhter Father's Name : Zafir Ahmed Akhter House Number : 2/1F GR Age : 80 Gender : MALE	Photo is Available	Name : Laxmi Dhr Husband's Name : Shiv Kumar Dhr House Number : 2/1F GR Age : 55 Gender : FEMALE	Photo is Available	Name : Sk.Aminul Islam Father's Name : Andul Kader Islam House Number : 2/1F GR Age : 52 Gender : MALE	Photo is Available
219	WB/21/144/324266	220	WB/21/144/324280	221	WB/21/144/324181
Name : Pinky Mallick Husband's Name : Raja Mallick House Number : 2/1F GR Age : 50 Gender : FEMALE	Photo is Available	Name : Dilip Mallick Father's Name : Muni Chand Mallick House Number : 2/1F GR Age : 48 Gender : MALE	Photo is Available	Name : Sanjoy Mallick Father's Name : Muni Chand Mallick House Number : 2/1F GR Age : 46 Gender : MALE	Photo is Available
222	WB/21/144/324575	223	WB/21/144/324588	224	WB/21/144/324237
Name : Sunita Panjabi Husband's Name : Bhagwandas Panjabi House Number : 2/1F GR Age : 85 Gender : FEMALE	Photo is Available	Name : Prem Panjabi Father's Name : Bhagwandas Panjabi House Number : 2/1F GR Age : 60 Gender : MALE	Photo is Available	Name : Abdul Hannar Shaikh Father's Name : Sk.Sanaullah Shaikh House Number : 2/1F GR Age : 66 Gender : MALE	Photo is Available
225	WB/21/144/324013	226	XYR1706332	227	WB/21/144/324477
Name : Md.Zafar Tarique Father's Name : Md.Alm Akhtar Tarique House Number : 2/1F GR Age : 50 Gender : MALE	Photo is Available	Name : Ayush Rajpal Father's Name : Vinay Rajpal House Number : 2/1 FL_3 Age : 29 Gender : MALE	Photo is Available	Name : Subesh Shaw Father's Name : Hazari Shaw House Number : 3F GR Age : 49 Gender : MALE	Photo is Available
228	GZG2038776	229	GZG2016392	230	GZG0254003
Name : Abhay Kumar Barick Father's Name : Kalpataru Barick House Number : 4 Age : 44 Gender : MALE	Photo is Available	Name : Upendra Kumar Dixit Father's Name : Devendra Dixit House Number : 4 Age : 38 Gender : MALE	Photo is Available	Name : Ashok Kumar Gupta Father's Name : Taluk Prasad Gupta House Number : 4 Age : 56 Gender : MALE	Photo is Available
231	XYR2041333	232	XYR1754951	233	XYR1706274
Name : Abhishek Gupta Father's Name : Ashok kumar Gupta House Number : 4 Age : 22 Gender : MALE	Photo is Available	Name : Binod Hajam Father's Name : Kartik Hajam House Number : 4 Age : 37 Gender : MALE	Photo is Available	Name : Surya Narayan Kar Father's Name : Jagannath Kar House Number : 4 Age : 43 Gender : MALE	Photo is Available
234	WKJ2466589	235	XYR1629849	236	XYR0953414
Name : Michael Khan Father's Name : Nawab Khan House Number : 4 Age : 56 Gender : MALE	Photo is Available	Name : Sunita Kumari Mahato Father's Name : Manick Chand Mahato House Number : 4 Age : 34 Gender : FEMALE	Photo is Available	Name : Krishna Prasad Mahato Father's Name : Manick Chand Mahato House Number : 4 Age : 32 Gender : MALE	Photo is Available
237	XYR1629856	238	XYR1629831	239	XYR1592443
Name : Sonu Prasad Mahato Father's Name : Manick Chand Mahato House Number : 4 Age : 29 Gender : MALE	Photo is Available	Name : Kiran Kumari Mahato Father's Name : Manick Chand Mahato House Number : 4 Age : 29 Gender : FEMALE	Photo is Available	Name : Rajani Kumari Mahato Father's Name : Manick Chand Mahato House Number : 4 Age : 28 Gender : FEMALE	Photo is Available
240	XYR1754860	241	XYR1965870	242	WB/21/144/324744
Name : Goury Mahato Father's Name : Manick Chand Mahato House Number : 4 Age : 26 Gender : FEMALE	Photo is Available	Name : Lakshmi Mahato Mother's Name : Pushpa Devi House Number : 4 Age : 24 Gender : FEMALE	Photo is Available	Name : Maheswar Panda Father's Name : Hari Har Panda House Number : 4 Age : 60 Gender : MALE	Photo is Available
243	XYR1183540	244	XYR1754977	245	FZM1551274
Name : Sanatan Pati Father's Name : Indramani Pati House Number : 4 Age : 54 Gender : MALE	Photo is Available	Name : Kamallesh Kumar Rajak Father's Name : Ram Abhjak Rajak House Number : 4 Age : 48 Gender : MALE	Photo is Available	Name : Jyoti Kumari Shaw Father's Name : Raj Kapoor Shaw House Number : 4 Age : 38 Gender : FEMALE	Photo is Available

SUMMARY OF ELECTORS							
A) NUMBER OF ELECTORS							
		Roll Type	Roll Identification	NUMBER OF ELECTORS			
				Male	Female	Third Gender	Total
I	Mother Roll	Mother Roll	Special Summary Revision 2023	397	219	0	616
				397	219	0	616

Signature of Electoral Registration Officer

Electoral Roll Cycle Activities - snapshot

- Pre-revision activities for Special Summary revision (SSR)
- Draft Publication of ER
- Revision - filing and disposal of claims and objections
- Final Publication of ER
- Post-publication actions
- Continuous Updation of ER
- Frozen period for ER

NB 1: ER remains continuously in state of updation throughout the year

NB 2: During election the ER will remain frozen during the period from last date of nominations to date of completion of election

Pre-revision activities (Preparatory work)

- Identification of Revision Staff and their training/orientation *Suo-motu* corrections in ER since last publication
- Meetings with political parties by CEO/DEO to explain schedule and seek cooperation.
- Removal of DSE/PSE and Logical errors
- Check the presence of names of marked electors
- Rearrangements of Parts after Rationalization of PS
- Control table updation
- House to house survey by BLO
- Updation of BLO Register
- Preparation of supplements of continuous updating
- Integration of supplements and preparation of integrated ER
- Availability and Provisioning of Forms
- Readiness of CEO's website

Electoral Roll Cycle – SSR - Revision Period activities - contd.

Revision Period activities

- Draft Publication (**R 10 RER 1960**)
- Period of claims and objections (**R 12 RER 1960**)- Within period of 30 days from date of draft publication- minimum period 15 days
- Disposal of claims and objections
- Preparation of supplements
- Final Publication (**R 22 RER 1960**)

Electoral Roll Cycle – SSR - Draft Publication – contd.

Publication of Draft ER – integration of last final roll with supplement of continuous updation – notice in [Form 5](#):

- Draft roll will be an integrated roll (Draft roll shall be prepared after integration of last final roll plus supplement of the continuous updation, removal of deleted entries and bunching of family members)
- ERO publishes ER in Draft by making copy available for inspection and inviting advance application from prospective electors becoming eligible w.r.t subsequent qualifying date of the year (i.e. 1st April, 1st July, 1st October) through notice in [Form 5 \(R 10 RER 1960\)](#):
 - At his office, within the Constituency
 - At place specified by him, if his office is outside the Constituency

Electoral Roll Cycle – SSR - Draft Publication – contd.

Steps involved and guidance for publication of draft ER:

- PDF format of ER (only in text mode) is uploaded at CEO's website
- Also published in PS for general electors to check and file their claims/objections
- ER in all Constituencies in a State/District is published on the same day.
- Publication of Roll includes all Parts of Roll of Assembly Constituency and service Voters list in the last Part.
- If ER published in more than one language, all ERs to be identical and published simultaneously
- Publication is not made on public holiday
- Free of cost 2 copies of ER to every recognized political party **R 11 (c) RER 1960**
- One soft PDF copy and one hard print copy of ER to be shared with political parties
- Soft copy only indicates that photograph is available against the elector's details and hard copy contains the photographs
- Soft copies of ER without images are given within a week on payment to all concerned persons
- Proper acknowledgement-receipts from the representative of the political parties must be obtained and kept in record.

Electoral Roll Cycle – SSR - Post publication actions– contd.

Analysis of health indicators of ER:

- ERO reports to CEO immediately in case of any omission of names from ER
- CEO reports to ECI all such omission cases
- CEO/DEO and ERO call recognized political parties to obtain their suggestions for any corrections in the Draft Roll
- ERO also scrutinizes Rolls himself particularly individual households showing more than 10 electors, etc.
- ERO arranges for reading aloud of each Part Roll before the concerned Gram Sabha/ Ward Committee
- ERO to carry out analysis of health indicators of ER like EP ratio, gender ratio, age cohort and sends **Format 1 -8**.

Health Analysis of ER

To analyse the health of Electoral Rolls, the Election Commission has prescribed 8 Formats vide ECI Circular No. 23/2012/ERS (Vol III) dated 1-10-2012 with formats as follows:

- Format 1- Gender Ratio
- Format 2 – E P Ratio (MFT)
- Format 3 - Age Cohort wise Elector Information
- Format 4 – Information about Inclusion & Deletions in the Current Roll over Previous Roll
- Format 5 – Photo & EPIC Coverage
- Format 6 – PSL Details
- Format 7 – Information about Service Voters
- Format 8 – Information about Migrated Electors

Electoral Roll Cycle – SSR - Health analysis of ER – contd.

Analysis of Health of ER – EP ratio – age cohort – abnormal addition/deletion – ASD:

- Elector population ratio is studied and reported to ECI revealing the age-wise under or over enrollments in comparison to census figures
- Age cohort analysis of the electors in the Roll with census population for various ages groups is carried out
- PS wise abnormal addition and deletion over last 3 years is identified, verified, corrected and reported to ECI
- Data on EPIC & photo coverage roll is analyzed in the prescribed **Formats 1-8**
- Data on voters registered but found absent (ASD) during field verification is collected and appropriate action is taken under **R 21A RER 1960**
- ERO exhibits on the notice board of his office, list of names to be deleted from the Roll to invite any objections

Filing of claims and objections – protocol for disposal by ERO – Forms ‘in bulk’

- Claims and objections received during Annual SSR after the last date for filing claims/objections shall be disposed of by the EROs in the concerned subsequent quarters. **(Refer Commission’s letter dated 16.03.2023)**
- Lists of the received forms shall be prepared in **Forms 9, 10, 11, 11A and 11B** and be displayed at ERO’s notice board, Polling Station notice board, Website of CEO.
- Only individual applications are to be accepted, except for an individual presenting the applications of the same households
- BLO/AERO/ERO should not receive Forms ‘in bulk’ submitted by one person on behalf of many persons not belonging to the same family
- It should be noted that
 - Form is not unsigned or without thumb impression **(R 17 of RER, 1960)**
 - No column in the Form is left blank

NB: BLAs can submit upto 10 applications per day and a total of 30 applications during the entire revision

- Details of the immediate family members (father, mother, husband, siblings) already enrolled in the Rolls should be indicated by applicants applying for the first time. Date of birth should be indicated. Earlier Age was allowed but now only date of birth is allowed.
- Underage applicant should not get enrolled
- EPIC details should also be reflected in the Form
- ERO may refer applications (**Form 6,7,8**) to the AERO for disposal in accordance with law and both ERO and AERO can get the details locally verified by the verifying officers
- ERO may directly allow the entry in ER under **R 18 COER 1960**, if he/she is satisfied with the details or may verify in case of doubt

- In case of claim for enrolment by a homeless person who does not possess any of the documents regarding address, BLO to visit the address of homeless given in **Form-6** at night to ascertain that they actually sleep at the place given as their address in **Form- 6**.
- If the BLO is able to verify that the homeless person actually sleeps at that place, no documentary proof of place or residence shall be necessary.
- If required, BLO must visit for more than one night for such verification
- In all such cases, statement of Homeless Persons about the place of ordinary residence shall be recorded by the BLO

Electoral Roll Cycle – SSR - Disposal of Claims and Objections - General Guidance –Contd.

Procedure to be followed in disposal of claims/objections – hearing, if required – evidence on oath regarding age - decision of ERO to be recorded – list to be displayed in **Forms 9, 10, 11, 11A, 11B**:

- An individual notice with date and time of hearing should be sent to the applicants by the ERO in case of inquiry.
- The ERO has power to require any claimant, objector, person objected to, to appear in person before him for clarification and **sub-rule (3) of R 20 RER 1960**, ERO can ask the information on oath / affidavit.
- ERO should record the decisions with the reasons and should enter the decision just below the entries in the respective **Forms 9, 10, 11, 11A, 11B**
- List of applications accepted and rejected should be displayed on the notice board for any claim or objections (**Form 6, 6A, 7, 8**)
- If the ERO is not satisfied of the age proof of the applicant even after the verification, he/she may take the evidence on oath of applicant as well as any member of family
- **Form 7** should be carefully scrutinized so that they are not used to delete names of genuine electors
- In doubtful cases, where persons are not found at home during verification, ERO should send an individual notice with a date and time of hearing either before ERO or AERO
- In case of inconvenience in traveling hearing could be held at the village/taluka /zonal offices

Electoral Roll Cycle – SSR - Preparation of Final Electoral Roll – contd.

Procedure for preparation of final Electoral Roll – Draft ER plus supplements in 3 components

- Final Electoral Roll is the Draft Electoral Roll with the lists of supplements prepared in the prescribed format.
- Supplements have three components:
 - Component I – Additions
 - Component II – Deletions
 - Component III – Corrections
- All components of supplements are in same language as of basic Electoral Roll published as Draft
- Serial numbers for voters in Supplement - Component I is the continuation of last serial number in draft Roll
- If there are no entries in one or more components, “nil” is entered under the relevant heading
- In case of all “nil” amendments, “nil” Final lists of amendments are prepared

Electoral Roll Cycle – SSR – steps prior to publishing final Electoral Roll – contd.

Analysis in **Formats 1-8** - AC wise analysis of EP ratio – final roll in integrated form:

- The Supplements are prepared but not published or shared with anybody. Those are simply kept in ERO-net for record and future reference of EROs.
- Statistical Analysis in **Formats 1-8**.
- Assembly and PS wise analysis of EP ratio, Sex ratio, Age Cohorts, additions and deletions percentages against expected values
- Permission to be sought from ECI for final publication based on analysis of **Formats 1-8**
- Final roll is published in integrated form without disturbing Sl. Nos. of draft roll.

Electoral Roll Cycle – SSR –publishing of Final Roll – contd.

Integration of Final Roll (R 22(3) RER 1960)

- The final roll will be an integrated roll (mother roll plus all entries added, deleted and modified during revision period).
- Integration of final roll would not mean a merger/amalgamation of integrated draft roll with supplements of revision period. There would be no change in the serial number of entries appeared in draft roll.
- All the additions made during revision period will be put in chronological order giving continuous serial number starting with serial number of last entry in draft roll with all deletions and modifications reflected with appropriate mark.
- The modified entry will replace the existing entry with a sign of #. Similarly, against the serial number of a deleted entry, the words 'DELETED' shall be super imposed diagonally on the elector detail box.
- The reason 'E', 'S', 'Q', 'R', 'M', shall be prefixed against the serial number of each deleted entry.
- No separate supplements (addition list, deletion list, modification list) shall be printed, though the list will be kept in FRO-Net for reference

Electoral Roll Cycle – SSR – Disposal of claims and objection for advance application – contd.

Manner of disposal of claim applications received in advance during SSR – applicants attaining qualifying age after 1st January – applications in 4 buckets:

- ERO needs to dispose of all advance applications plus pending claims and objections within a specified period.
- In the year, when annual SSR is conducted with respect to 1st January, for the second quarter all advance applications and claims & objections (bucket-2) received upto 31st March will be disposed of in April and existing electoral roll updated after adding/reflecting the entries of the supplement prepared for the quarter with new qualifying date.
- Similarly, in the 3rd and 4th quarter also, the advance applications and claims & objections received upto 30th June (bucket-3) and 30th September (bucket-4) will be processed by the EROs and updated electoral roll will be made available on the website.

Electoral Roll Cycle – Election Year – suo-motu deletion – contd.

No suo-motu deletion in election year – if deletion essential, ERO to consult DEO – for than 0.1% deletion, DEO to take approval of CEO:

- During an election year no suo-moto deletion shall be done by ERO. Deletion can be done only on basis of **Form-7** or declaration part of **Form-8** (incase of shifting).
- If at all it becomes necessary to delete certain entries, ERO shall consult DEO, who shall monitor all additions, deletions and corrections from date of final publication onwards.
- Incase, deletion of more than 0.1% of total number of electors in any AC, DEO shall take approval of CEO before allowing deletion by ERO.

Electoral Roll Cycle – updation at the time of election – contd.

Announcement of election by ECI - Special Instructions regarding changes in ER – no deletion except on Form 8 – no addition/deletion/correction after last date of nomination:

- No deletion (except on the basis of **Form-8**) or modification shall be done by ERO either suo-moto or on basis of forms after announcement of elections.
- **Form-7 and 8** received till date of announcement will be taken for disposal. Meaning thereby, only forms will be disposed till 10th day from date of announcement.
- **Form-7 and 8** (except for shifting) received after announcement of election would be kept separately for disposal only after completion of election.
- Inclusion/addition and deletion (on the basis **Form-8**) of names will be carried on till last date of filing of nomination, therefore, the addition/deletion list reflecting entries from the date of final publication to the last date of filing nomination shall be printed after the last date of filing nomination.

Electoral Roll Cycle – Integrated Roll for election – contd.

Preparation and printing of integrated roll for elections – integration of 2nd supplement – integrated roll as on last date of nomination to be given to recognized parties/candidates:

- On last date of filing nominations, rolls shall be frozen.
- All **Forms - 6** received till 10 days before the last date of nominations shall be disposed off and additions shall be added below the basic mother roll without disturbing sequence/serial number of electors so added with caption “Additions during Continuous Updation”.
- Deletion and modification made in second supplement shall be reflected at the appropriate serial number.
- All the newly modified entries will replace the existing entries. The existing entry will be included in the modification supplement.
- List of additions, deletions and modifications shall be generated through ERO-Net for future reference only. It will not be printed or shared with political parties.
- The integrated roll printed after last date of filing of nominations shall be given to the contesting candidates of recognized political parties within 3 days of last date of withdrawal of candidatures.
- The identical integrated roll, after indicating postal ballot/EDC/adding proxy shall be used for polling.

Electoral Roll Cycle – Preparation and Printing of Integrated Electoral Roll for election

- The deleted entry will continue at the serial number of the entry, indicating the abbreviated form of reason i.e. 'E', 'S', 'Q', 'R', 'M' for such deletion. Similarly, the new modified entry will replace the existing entry with a sign of # against the serial number to indicate that the entry has been modified.
- To differentiate the deletions and modifications done during Annual Summary Revision and updated during subsequent quarters, following marking would be indicated –

No. of Supplement	Marking for deletion	Marking for modification
Supplement 1 (Prepared during Annual SSR)	DELETED	#
Supplement 2 (Quarter 2)	DELETED 2	(2)#
Supplement 3 (Quarter 3)	DELETED 3	(3)#
Supplement 4 (Quarter 4)	DELETED 4	(4)#

Electoral Roll Cycle – Hosting of ER on website – contd.

SOP for hosting ER on website – sharing with political parties/others:

- **Image PDF** (non-editable) of ER, with only details and without photograph of electors, shall be hosted on the CEOs' website.
- Access to view such image PDF to be strictly provided through CAPTCHA containing alphabet, numeral and special character.
- Wherever soft copy of ER is shared with political parties/others, it should be in the image pdf Format with only the details and without the photograph.

Special Summary Revision (contd..)

Pre-revision activities include the following :-

S.N o	Pre-revision Activities	Period
1	Training of EROs/AEROs/BLOs etc on all laws and guidelines related to ER, including training on the latest IT applications and systems	01.06.2023 to 20.07.2023
2	(i) House to House verification by BLOs	21.07.2023 to 21.08.2023
	(ii) Rationalization/Re-arrangements of Polling Stations. (iii) Removal of discrepancies in Electoral Roll/EPICs. (iv) Improvement of image quality ensuring good quality photographs, by replacing blurred, poor quality and not to specification and non-human images in roll, wherever necessary. (v) Recasting of Section/Parts and Finalization of proposed restructuring of section/part boundaries location of polling stations and getting approval of list of polling stations. (vi) Identification of Gaps and finalizing the strategy and timeline to bridge such gaps, (vii) Updation of Control table	22.08.2023 to 29.09.2023
3	(i) Preparation of Format 1 to 8. (ii) Preparation of Supplements and integrated draft roll with reference to 01.01.2024 as the qualifying date	30.09.2023 to 16.10.2023

The current annual summary revision activities include the following :-

S. No	Pre-revision Activities	Period
1	Publication of Integrated draft electoral roll.	
2	Period for filing claims & objections	
3	Disposal of claims and objections	
4	(i) Checking of health parameters and obtaining Commission's permission for final publication (ii) Updating database and printing of supplements	
5	Final publication of electoral roll	

Conduct of elections :- Appointment of Nodal Officers for various activities at State and District Level during elections.

Reference :-464/INST/EPS/2022 dated 2nd November 2022.

:-NODAL OFFICER FOR ELECTORAL ROLLS :-

- Co-ordinate with EROs for enrolments of voters during Special Summary revision, continuous revision of Electoral Rolls, preparation / printing of EPICs, their distribution in districts. All activities related Roll purification like DSE/PSE/Aadhar etc.
- Co-ordinate with EROs for enrolments of voters during SSR and continuous revision of Electoral Rolls, monitor distribution of EPIC, supply of marked copy of electoral rolls to recognized Political parties and their candidates and availability of alphabetic locator in Voter Assistance Booths (VABs). All matters related to Electoral Rolls / BLOs.

Preparation of Electoral Roll for Conduct of Elections by Returning Officer

- The electoral roll inclusive of the supplements carrying modifications up to last day of nomination shall be the final roll for the purposes of conduct of election
- The Returning Officer shall provide an identical copy of the final electoral roll to the candidates of recognized political parties of the state concerned within 3 days after withdrawals and finalization of candidature.
- Preparation of 'Working Copy' and 'Marked Copy':- One copy of such final roll should be set apart for marking the names of voters to whom Postal Ballot (PB) and Election Duty Certificates (EDC) are issued. After the PB/EDC recipients are decided, the Returning Officer shall get the initials 'PB' or 'EDC' marked against the electors concerned in the copy of the roll set apart for marking by the polling officials on the day of poll.
- Part-wise proxy voter list in prescribed Format shall also be attached to the copy of the roll set apart for marking. Three (Four in case of simultaneous elections) more copies of the roll shall be prepared which would be IDENTICAL and will be supplied to the presiding officer and the polling team for conduct of elections. These are the working copies of the roll.
- List in alphabetical order:- The Election Commission has directed that for easy identification and search the names of voters at the polling station locations having 3 or more polling stations in one building, over and above the normal electoral roll a copy of the roll with electors arranged in alphabetical order should also be provided for conduct of elections. This however is not statutory and is merely to facilitate voter location and identification quickly on the poll day. The photo of electors need not be printed in this facilitative roll. Such alphabetical roll need not be prepared necessarily for all parts of the roll

Political party involvement

- Rule 11 and 22 of Registration of Electors Rules, 1960 specifically mention that the recognized political parties should be supplied, free of cost, One Soft Copy (in the form of Image PDF without the photograph of electors) and one Hard Copy of the roll at the time of publication of draft and final roll.
- Election Commission introduced a system of appointment of Booth Level Agent in November, 2008 on the pattern of polling agent/counting agent during polling/counting of votes.
- Every recognized political party through its President or Secretary or any other office bearer shall authorize one or more district representatives to appoint Booth Level Agents. The authorization shall be given in Form ID: BLA 1 (Annexure 55) by the President/Secretary/Authorized office bearer. The Form must be signed in ink only.
- The authorized district representative of the political party will further appoint Booth Level Agent for each polling station in Form ID: BLA 2 (Annexure 56). The Form must be signed, in ink only
- The Booth Level Agent must be a registered elector in the relevant part of the electoral roll for which he is appointed as it is expected that the Booth Level Agent will scrutinize the entries in the draft roll during revision period and also identify entries of dead and shifted electors

Thank You

