

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

NOTIFICATION

The 22nd January, 2013

NO. SEC/2ME/2013/254 Whereas vacancies on account of death of S/Sh. Dharam Vir, Member, Ward No.3, Municipal Council, Narwana (Jind) and Gurcharan Singh, Member, Ward No. 7, Municipal Committee, Gharaunda (Karnal).

2. Whereas, sub-section (1) of Section 15 of the Haryana Municipal Act, 1973 read with rule 67 of the Haryana Municipal Election Rules, 1978 provides that whenever a vacancy occurs by death, resignation or removal or by vacation of seat of any member, the vacancy shall be filled within six months of the occurrence of such vacancy.

3. And, whereas, in order to hold bye-elections to fill the vacant seats, it is necessary that the existing ward wise electoral rolls of Municipal Council/Committee, Narwana and Gharaunda be revised.

4. In exercise of the powers conferred under Article 243ZA of the Constitution of India read with Section 3A of the Haryana Municipal Act, 1973 and Rules 4 to 11 of the Haryana Municipal Election Rules, 1978, the State Election Commission, Haryana hereby prescribe the following programme for preparation of electoral rolls of all wards of the Municipal Council/Committee, Narwana and Gharaunda in the format attached as Annexure-A, **summarily** on the basis of Existing Assembly Electoral Rolls with reference to 1st January, 2013 as qualifying date :-

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| (i) Preparation of Draft Electoral Rolls of all the wards of Municipal Council/Committee, Narwana and Gharaunda in the prescribed format Annexure-"A" on the basis of Assembly electoral rolls published on 15.01.2013 with reference to 1 st January,2013 as qualifying date and deleting the names of persons, who had died and also of those who are found to be no longer ordinary residing within the limits of the Municipal Council/Committee. (Rule-4) | 25.01.2013
(Thursday) |
| (ii) Publication of Draft Electoral Rolls of all the wards of the Municipal Council/Committee as referred in sub para (i) above for inviting claims and objections.(Rule-7) | 01.02.2013
(Friday) |

iii)	Last date by which claims and objections shall be presented to the Revising Authority. (Rule-9)	11.02.2013 (Monday)
(iv)	Last date by which the claims and objections shall be disposed of by the Revising Authority. (Rule-10(1)(i)(ii))	16.02.2013 (Saturday)
(v)	Last date for filing appeals with the Deputy Commissioner against the orders of Revising Authority. (Rule-10(2))	22.02.2013 (Friday)
(vi)	Last date for disposal of appeals by the Deputy Commissioner.(Rule 10(3))	02.03.2013 (Saturday)
(vii)	Cyclostyling/photocopying/typing of finally publishing Addenda in the existing electoral rolls meaning thereby addition or deletion of names in the form of Supplementary/ addenda's appending to the electoral rolls.	05.03.2013 (Tuesday)

5. It is further directed that while preparing the ward-wise draft electoral rolls, it should be ensured that names of the persons, who had died and also of those who are found to be no longer residing within the limits of the Municipal Council/Committee concerned, but their names are still existing in the electoral rolls should not be included in the draft electoral rolls of the Municipal Council/Committee .

6. It is further directed that sufficient number of copies of the Assembly electoral rolls prepared and published on 15.01.2013 by the Chief Electoral Officer,Haryana shall be obtained free of cost from the Election Tehsildar/Election Naib Tehsildar concerned.

7. It is further directed that the existing Municipal electoral rolls which are already lying with the Deputy Commissioner, Jind and Karnal should be used for this purpose and no fresh printing of these electoral rolls be done. If at all necessary, then a few copies may be got typed.

8. It is further directed that:-

- i. The Deputy Commissioner concerned shall give wide possible publicity to the above programme He shall issue press notes and also paid advertisements in two local newspapers. He shall also make publicity through local cable network.
- ii. The Deputy Commissioner shall publish, on the date prescribed in sub-para (ii) of para 1 above, the draft voter list along with a notice including the dates by and the places where the claims and objections with reference to the draft rolls may be presented to the Revising Authority/Authorities.

- iii. One copy of the draft electoral rolls, published for inviting claims/objections, shall be kept for inspection of the public free of cost at the following places:-
 - a. Office of Deputy Commissioner.
 - b. Office of Secretary of the Municipal Council/Committee.
 - c. Office of Sub-Divisional Officer (Civil) concerned.
 - d. Tehsil Office concerned.
 - e. Office of Revising Authority/Authorities.
 - f. Voter Information and Collection Centers
- iv. After the draft publication of the ward-wise electoral roll, the same should also be hosted on the web-site of the District Administration and State Election Commission for information of the public.
- v. In order to facilitate the electors and the public to obtain information regarding electoral rolls and to file claims and objections, the Deputy Commissioner concerned shall set-up one Voters Information and Collection Center in the Municipal Council/Committee concerned. These centers will also make available the prescribe forms, on demand free of cost, for filing claims and objections and to receive the same for the consideration of and decision by the concerned Revising Authority or the officers authorized for this purpose. The forms shall also be hosted on the website of the State Election Commission and the District Administration. The forms can be downloaded and used by any person for filing claim and objection.
- vi. The Deputy Commissioner concerned shall appoint one Authorized Officer for maximum up to three wards and sufficient number of required supporting staff and other officials of Municipal Council/Committee to assist the Revising Authority/Authorities to discharge his/their duty.
- vii. As and when any person files claim and objection, he shall be given a receipt in the prescribed format given in the form.
- viii. The Revising Authority/Authorities shall, after holding such enquiry into the claims or objections as he/they think(s) fit, record his/their decision in writing and shall make available forthwith a copy of such decision to the objector or claimant free of cost. The decision of the Revising Authority shall also be hosted on the web-site of the District Administration in the internet based monitoring system. The software to be used for this purpose shall be provided by National Informatics Center, Haryana.
- ix. The Revising Authority/Authorities after disposal of all the claims and objections in terms of under Sub-rule(1) of Rule 10 of the Haryana Municipal Elections Rules, 1978 shall forward a list of such claims and objections along with his orders thereon to the concerned Deputy Commissioner. Any person aggrieved of any such order of the Revising Authority/Authorities may within prescribed period, file an appeal to the

Deputy Commissioner. The Deputy Commissioner shall within the specified time decide the appeal. The decision of the Deputy Commissioner on appeal shall be final.

- x. The Deputy Commissioner concerned shall publish the final Electoral rolls on 05.03.2013, which shall come into force immediately after the publication.
- xi. After completion of every stage of the preparation of electoral rolls process as stated above, the concerned Deputy Commissioner shall send information in the format given in Annexure "B" to the State Election Commission, Haryana.

9. It is further directed that a copy of ward-wise electoral rolls of Municipal Council/Committee concerned finally published on 05.03.2013, shall be submitted to the State Election Commission, Haryana on the same day. In addition, two copies of the electoral rolls along with a CD (compact disc) containing the data-base of the same in PDF format shall be sent to all the political parties in the State of Haryana on the same day under intimation to the Commission.

10. It is further directed that the final electoral rolls of Municipal Council/Committee concerned shall be hosted on the website of the District Administration on the day they are published.

By order

Dated, Panchkula
The 22nd January, 2013

Secretary
State Election Commission, Haryana.

Endst. No. SEC/2ME/2013/255-263

Dated:-22.01.2013

A copy is forwarded to the following for information and necessary action:-

1. The Financial Commissioner & Principal Secretary to Govt. Haryana, Urban Development, Chandigarh.
2. The Divisional Commissioners concerned.
3. The Director, Urban Development Department, Haryana, Chandigarh.
4. The Chief Electoral Officer, Haryana. He is requested to issue necessary directions to the officers concerned to provide data-base of the electors and four set of Assembly electoral rolls finally published on 15.01.2013 to the Deputy Commissioner, Jind and Karnal immediately.
5. The Deputy Commissioner, Jind and Karnal. They are requested to appoint Revising Authority/Authorities for this purpose as per provision in rule 8 of the Haryana Municipal Election Rules, 1978.
6. Controller, Printing and Stationery Department, Haryana Chandigarh for publication in the Haryana Govt. Gazette.

7. State Information Officer, NIC-Computer Center, Chandigarh. He is requested to host the notification on the web-site of the State Election Commission. He is also requested to issue necessary direction to the District Informatics Officer concerned to provide necessary software and extend every possible help to the Deputy Commissioner for preparing the electoral rolls and setting up the Voters Information and Collection Centres.

Sd/-
Asstt.State Election Commissioner, Haryana.