

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

**NOTIFICATION  
13<sup>th</sup> September, 2013**

**NO. SEC/2ME/2013/5158** Whereas vacancies on account of death of Smt. Kamla Devi Member, Ward No. 22, Municipal Council, Narnaul and Smt. Hem Lata, Member, Ward No. 2, Municipal Committee, Safidon have occurred.

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. 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, Narnaul and Municipal Committee, Safidon be revised.

4. And, whereas, conducting bye-elections, the existing electoral rolls of Municipal Council, Narnaul, which were finally published on 20.03.2010 and later were updated during bye-election of Ward No.1 held on 29.04.2012 and that of Municipal Committee, Safidon, which were finally published on 20.03.2010 and elections were held on 20.05.2010, need to be updated by adding supplements.

5. Therefore, 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 updating the electoral rolls of all wards of the Municipal Council, Narnaul and Municipal Committee, Safidon, on the basis of existing Assembly electoral rolls with reference to 1st January, 2013 as qualifying date:-

i	<b>Preparation of Draft Electoral Rolls:</b> Draft electoral rolls by updating the existing electoral rolls of all wards of Municipal Council, Narnaul and Municipal Committee, Safidon shall be prepared on the basis of Assembly electoral rolls published on 15.01.2013 with supplement, if any, with reference to 1st January, 2013 as qualifying date, by deleting the names of persons from the existing electoral rolls of the Municipalities, who have died and / or who are found to be no longer ordinary residing within the limits of the Municipalities. The names of all those persons, whose names appear in the electoral rolls of the relevant part of the latest Assembly electoral rolls, but their names do not appear in the existing electoral rolls	14 .09.2013 (Thursday) to 24.09.2013 (Tuesday)
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	of these municipalities, shall be included in the draft municipal electoral rolls by way of supplements. Only the supplementary list shall be prepared for inclusion and deletion. (Rule 4)	
ii	Publication of Draft Electoral Rolls of all the wards of the Municipal Councils/Committee as referred in sub para (i) above for inviting claims and objections.(Rule-7)	25.09.2013 (Wednesday)
iii	Last date by which claims and objections shall be presented to the Revising Authority. (Rule-9)	05.10.2013 (Saturday)
iv	Last date by which the claims and objections shall be disposed of by the Revising Authority. (Rule-10(1)(i)(ii))	10.10.2013 (Thursday)
v	Last date for filing appeals with the Deputy Commissioner against the orders of Revising Authority. (Rule-10(2))	15.10.2013 (Tuesday)
vi	Last date for disposal of appeals by the Deputy Commissioner.(Rule 10(3))	26.10.2013 (Saturday)
vii	Final publication - The supplements of deletion/addition shall be typed/computerized. If there are not sufficient copies of the existing electoral of the municipalities, then copies be made with the help of photo-state machines.	30.10.2013 (Wednesday)

5. It is further directed that sufficient number of copies of the Assembly Electoral Rolls prepared and published on 15.01.2013 and updated list, if any, by the Chief Electoral Officer, Haryana shall be obtained free of cost from the Election Tehsildar/ Election, Naib Tehsildar concerned.

6. 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 concerned shall publish on the date prescribed in sub-para (ii) of para 1 above, the draft voter list along with the 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 concerned
  - b. Office of Secretary of the Municipal Council/Committee concerned
  - c. Office of Sub-Divisional Officer (Civil) concerned.
  - d. Tehsil Office concerned.
  - e. Office of Revising Authority/Authorities.
  - f. Voter Information and Collection Center
- 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 Municipality concerned. The center will also make available the prescribe forms, on demand free of cost, for filing claims and objections and to receive the same for 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 Municipality concerned 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 Deputy Commissioner concerned. 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 30.10.2013, which shall come into force immediately after the publication.
- xi. The Deputy Commissioner concerned shall keep a draft as well as final copy of electoral roll duly signed by him in the Treasury within 24 hour after their publication.
- xii. After completion of every stage of the preparation of electoral rolls process as stated above, the Deputy Commissioner concerned, shall send information in the enclosed format to the State Election Commission, Haryana.

7. It is further directed that a copy of ward-wise electoral rolls of the Municipality concerned finally published on 30.10.2013, shall be submitted to the State Election Commission, Haryana on the same day. In addition, two copies of the electoral rolls along with a 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.

8. 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 13<sup>th</sup> September, 2013

S.C.Mehta  
Secretary  
State Election Commission, Haryana.

Endst. No. SEC/2ME/2013/5159-65

Dated:- 13.09.2013

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 Commissioner, Gurgaon and Hisar.
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 in CD of the electors and four set of Assembly Electoral Rolls finally published on 15.01.2013 and update list, if any, immediately to the Deputy Commissioner concerned.
5. The Deputy Commissioners, Mahendergarh at Narnaul and Jind. 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 Informatics 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 Officers concerned to provide necessary software and extend every possible help to the Deputy Commissioner for preparing the electoral rolls and setting up the Voters Information and Collection Centers.

Sd/-  
Asstt.State Election Commissioner,  
Haryana.

CC :  
PS/SEC  
Computer Operator

## अनुबन्ध "A"

### मुख्य पृष्ठ

### 2013 में प्रकाशित नगरपालिका मतदाता सूची

सम्बन्धित विधान सभा क्षेत्र का नाम :-

जिले का नाम :-

भाग संख्या :-

क्रमांक नं० \_\_\_\_\_ से \_\_\_\_\_ तक

- (1) (क) नगरपालिका/नगरपरिषद् का नाम :-  
 (ख) नगरपालिका/नगरपरिषद् वार्ड संख्या :-  
 (ग) गली/मौहल्ला/बस्ती का नाम :-

क्रम संख्या	15.01.2013 को अन्तिम प्रकाशित विधान सभा मतदाता सूची का क्रमांक/भाग नं०.	मकान नं०.	मतदाता का नाम	पिता/पति का नाम	पुरुष/स्त्री	1.1.2013 को आयु	भारत निर्वाचन आयोग द्वारा जारी किए पहचान पत्र का क्रमांक
1.	2.	3.	4.	5.	6.	7.	8.

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

NAME OF MUNICIPAL COMMITTEE/COUNCIL

WARD No & Total No. of electors/voters.	CLAIMS RECEIVED		OBJECTIONS RECEIVED		APPEAL BEFORE THE DEPUTY COMMISSIONER		Signature by the Authorised officer
	Accepted	Rejected	Accepted	Rejected	Accepted	Rejected	