

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

**NOTIFICATION**

**The 10<sup>th</sup> January, 2012**

**NO. SEC/2ME/2012/11** Whereas vacancies on account of death of Sh. Kuldeep Singh, Member, Ward No.4, Municipal Committee, Indri (Karnal), Smt. Bhuri Devi, Member, Ward No. 9, Municipal Council, Narnaul, S/Shri Harnek Singh, Member, Ward No. 7 of Municipal Committee, Mandi Dabwali (Sirsa) and Naib Singh, Member, ward No. 16, Municipal Council, Tohana ( Fatehabad) have occurred in Municipal Council/Committee, Narnaul, Tohana, Indri and Mandi Dabwali.

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, Narnaul, Tohana, Indri and Dabwali. 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, Narnaul, Tohana, Indri and Mandi Dabwali in the format attached as Annexure-A, **summarily** on the basis of Assembly Electoral Rolls finally published on 05.01.2012 and subsequent revision if any, with reference to 1st January, 2012 as qualifying date :-

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| (i) Preparation of Draft Electoral Rolls of all the wards of Municipal Council/Committee, Narnaul, Tohana, Indri and Mandi Dabwali. attached as Annexure "A" in prescribed format Annexure-"A" on the basis of Assembly electoral rolls finally published on 05.01.2012 and subsequent revision if any, with qualifying date as on 1st January, 2012 and by 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/Committees. (Rule-4) | 11.01.2012<br>(Wednesday)<br>to<br>16.01.2012<br>(Monday) |
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(ii)	Draft publication of Electoral Rolls of all the wards of the Municipal Councils/Committees as referred in sub para (i) above for inviting claims and objections.(Rule-7)	17.01.2012 (Tuesday)
iii)	Last date by which claims and objections shall be presented to the Revising Authority. (Rule-9)	27.01.2012 (Friday)
(iv)	Last date by which the claims and objections shall be disposed of by the Revising Authority. (Rule-10(1)(i)(ii))	31.01.2012 (Tuesday)
(v)	Last date for filing appeals with the Deputy Commissioner against the orders of Revising Authority. (Rule-10(2))	06.02.2012 (Monday)
(vi)	Last date for disposal of appeals by the Deputy Commissioner.(Rule 10(3))	17.02.2012 (Friday)
(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.	21.02.2012 (Monday)

5. It is further directed that data-base and four copies of Assembly Electoral Rolls finally published on 05.01.2012 and subsequent revision if any, with qualifying date as on 1st January, 2012 shall be obtained free of cost from the Election Tehsildar/Election Naib Tehsildar concerned. The electoral rolls of the Municipal Council/Committee, Narnaul, Tohana, Indri and Mandi Dabwali shall be prepared as per the decision taken in the video conferences held on 14.01.2010 and 29.01.2010, minutes of which had been circulated by the Commission vide its letters No.SEC/4E-III/2010/104-152, dated 19.01.2010 and No. SEC/2ME/2010/223, dated 03.02.2010

6. 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 existing Electoral Rolls should not be included in the draft electoral rolls of the Municipal Council/Committee .

7. It is further directed that copies of the existing Municipal Electoral Rolls which are already lying with the Deputy Commissioner, Karnal, Narnaul, Sirsa and Fatehabad should be used for this purpose and no fresh printing of these electoral rolls be done. Only the addenda to be annexed with the electoral rolls be printed.

8. It is further directed that the draft and final rolls shall be duly signed by the officers/officials concerned with the preparation and approval of rolls and shall be kept in a sealed cover in the Treasury. The additional 30 copies of finally published electoral rolls shall be got photostated and no fresh printing of such copies shall be done. All such addendas shall also be signed by the officers/ officials concerned with their preparation and approval and then copies shall be kept in sealed cover in the Treasury.

9. 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. As soon as the draft electoral roll is ready, the Deputy Commissioner shall publish on the date prescribed in sub-para (ii) of para 1 above, the same together 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 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. And
- 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 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 Authorised Officer for maximum upto 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 on demand a copy of such decision to the objector or claimant free of cost forthwith. The decision of the Revising Authority shall also be hosted on the web-site for the information of the public. Number of claims/objections accepted and rejected shall also be hosted on the web-site of the District Administration.
- 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/ies 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, Karnal, Narnaul, Sirsa and Fatehabad shall publish the final Electoral Rolls on 21.02.2012. The Electoral Rolls of the Municipal Council/Committee concerned shall come into force from the date of publication.
- xi. After completion of every stage of the preparation of electoral rolls process as stated above, the Deputy Commissioner, Karnal, Narnaul, Sirsa and Fatehabad shall send information of the statistical data in format Annexure "B" to the State Election Commission, Haryana.

10. It is further directed that a copy of ward-wise Municipal Electoral Rolls of Municipal Council/Committees, Narnaul, Tohana, Indri and Mandi Dabwali finally published on 21.02.2012, 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.

11. It is further directed that the final electoral rolls of Municipal Council/Committees, Narnaul, Tohana, Indri and Mandi Dabwali shall be hosted on the website of the District Administration.

By order

Dated, Panchkula  
The 10th January, 2012

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

Endst. No. SEC/2ME/2012/12-23

Dated:-10-01-2012

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, Rohtak, Hisar and Ambala.
3. The Director, Urban Development Department, Haryana, Chandigarh.
4. The Chief Electoral Officer, Haryana. She 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 05.01.2012 and subsequent revision if any, with qualifying date as on 1st January, 2012 to the Deputy Commissioner Karnal, Narnaul, Sirsa and Fatehabad immediately.
5. The Deputy Commissioner, Karnal, Narnaul, Sirsa and Fatehabad. 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(Extra-ordinary) dated 10-01-2012.
7. State Information Officer, NIC-Computer Center, Chandigarh. He is requested to host the notification on the web-site of the State Election Commission.

Asstt.State Election Commissioner, Haryana.

CC :  
PS/SEC  
Nodal Officer,  
SEC, Hry.