

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

**NOTIFICATION**

No. SEC/4E-II/2012/82

Dated: 12<sup>th</sup> Jan., 2012

In accordance with the provisions contained in Section 163, 164, 165 and 166 of the Haryana Panchayati Raj Act, 1994 read with Rules 8, 9, 10, 11 and Sub-Rule (2) of Rule 12 of the Haryana Panchayati Raj Election Rules, 1994 and powers conferred under Sub-Section (1) of Section 212 of the Haryana Panchayati Raj Act, 1994, the State Election Commission Haryana, hereby directs for the preparation of voters list of all wards of Gram Panchayat Jakhal Mandi, Block Jakhal, District Fatehabad in accordance with the directions given in this notification.

2. For this purpose, the existing voters list of this Gram Panchayat published on 28.05.2011 shall be amended and brought upto date by taking a data of the relevant part of Assembly Electoral Rolls finally published on 05.01.2012 with qualifying date as 01.01.2012. The voters list of this Gram Panchayat shall be prepared as under:-

1.	Preparation of draft voters list of the Gram Panchayat Jakhal Mandi by amending and bringing upto date the electoral rolls of this Panchayat published on 28.05.2011 by taking a data of the relevant part of Assembly Electoral Rolls finally published on 05.01.2012 and also adding the names of eligible persons as on 01.01.2012 and deleting the names of persons, who have died and also those who are found to be no longer ordinary resident within the limits of Gram Panchayat (Rule-8).	13.01.2012 To 18.01.2012
2.	Publication of draft voters list of the Gram Panchayat for inviting claims and objections (Rule 9).	19.01.2012
3.	Last date for receipt of claims and objections.	24.01.2012 (10.00 AM to 03.00 PM)
4.	Last date for the disposal of claims/objections by the District Electoral Officers (Panchayat) sub rule (1) of Rule 10.	28.01.2012 (excluding 26.01.2012)
5.	Typing and finally publishing of the addenda's to the existing voters list, meaning thereby the addition or deletion of names in the form of supplementary / addenda appending to the voters list (Under Sub-rule (4) of Rule 10).	03.02.2012

3. It is further directed that for the purpose of preparing the draft voters list, the names to be added or deleted in the existing voters list should be typed. It is also made clear that the entire draft lists of voters should not be got printed for this purpose.

4. It is further directed that copies of existing lists of voters, which are already available with the concerned District Election Officers (Panchayat), should be used for this purpose and no fresh printing of these voters lists be done.
5. It is further directed that a copy of draft voters list so prepared for publication should be duly signed by the concerned District Electoral Officer and number of copies required for publication be got photostated from the signed copy.
6. The State Election Commission further directs that identity card serial numbers as indicated against the names of voters list in the Assembly electoral rolls shall also be entered under column (8) of the voters list prepared for the Gram Panchayat.
7. The State Election Commission further directs that the draft voters list so prepared for preliminary publication of all the wards of Gram Panchayat should be in conformity with the electoral rolls of the Assembly constituency published on 05.01.2012, except those persons who have died or no longer residing in the respective Gram Panchayat area. Only those persons should be registered as voter in the draft voters list, whose names appears in the electoral rolls of the Assembly constituency. It should also be ensured that the names of such persons whose names appear in the Assembly electoral rolls are not excluded from the voters list at the time of its preliminary publication. A person who has attained the age of 18 years as on 01.01.2012 is eligible for inclusion of his/her name in the voters list.
8. It is further directed that four copies of the relevant part of the Assembly Electoral Rolls alongwith Data base compact disc may be obtained free of cost from concerned Election Tehsildar / Election Naib Tehsildar.
9. It is further ordered that draft voters list shall be published as under:-
  - i) Three copies of the relevant portion of the voters list shall be made available to the Gram Sachiv i.e. one for affixing on the notice board of Gram Panchayat Office, second for affixing at a conspicuous place of the village to which it pertains and third will remain with him for the inspection by the public free of cost for inviting claims and objections.
  - ii) Two copies of the relevant portion of voters list shall be made available to the concerned Tehsildar, i.e. one for affixing on the notice board of the Tehsil Office and second will be kept in his office for inspection by the public free of cost.
  - iii) Two copies of the relevant portion of voters list shall be made available to Block Election Officer (Block Development & Panchayat Officer), i.e. one for affixing on the notice board of Panchayat Samiti office and second will be kept in his office for inspection by the public free of cost.
  - iv) One copy of the voters list shall be made available to Executive Officer of Zila Parishad which shall be kept in his office for inspection by the public free of cost.

- v) One copy of the voters list shall also be made available to the concerned District Election Officer (P) for affixing on the notice board of his office.
- vi) One copy of the voters list shall also be made available to the concerned District Electoral Officer which shall be kept in his for the inspection by the public free of cost.

A notice with regard to the publication of the voters list as specified above shall be affixed at the office of the Gram Panchayat and on the notice boards of the Tehsil Office and Block Election Office (BDPO) within which the village falls and notice board of the District Election Officer (Panchayat) concerned and also affixed at one or two conspicuous places within the village to which the list pertains.

10. The District Election Officer (Panchayat) shall give the widest possible publicity to the above programme by munadi in villages, issue of press notes and other handouts and also by inserting paid advertisements in the two local news papers and making publicity through electronic media. In case of munadi, necessary entry shall be made in the relevant revenue record (Rapat Rojnamcha Vakyati) and record of Gram Panchayat.

11. In order to facilitate the electors and the public to obtain information regarding voters list and to file claims and objections, the concerned District Election Officer (Panchayat) shall set-up suitable number of voters Registration Information and Collection Centres within the territorial limits of the concerned Gram Panchayat. These centres will also make available the prescribed forms, on demand free of cost, for filing claims and objections and receive the same for the consideration and decision by the concerned District Electoral Officer. The forms shall 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. As and when any person files claim and objection, he shall be given a receipt in the prescribed format given in the form.

12. The voters list, as prepared for draft publication, shall also be hosted on the official website of the concerned district for the information of the public and inviting claims and objections.

13. The District Electoral Officer shall, after holding such summary enquiry into the claims and objections as he thinks fit, record his decision in writing within three days and shall make available on demand a copy of such decision to the objector free of charge forthwith.

14. The District Electoral Officer shall amend the voters list in accordance with the decision taken by him. The voters list so amended shall be final and copy thereof duly signed by the District Electoral officer shall be kept in his office and another copy be deposited in the office of District Election Officer (Panchayat) and shall be published in the manner prescribed under Rule 9 of Rules.

15. After completion of every stage of the preparation of voters list process, the concerned District Electoral Officer shall send information of the statistical data in the format attached as Annexure-“B” to the State Election Commission, Haryana, Panchkula as well as District Election Officer (Panchayat) of the concerned District.

16. It is further directed that a copy of voters list of Gram Panchayat on its final publication on 03.02.2012 shall be submitted to the State Election Commission, Haryana.

17. It is further directed that the final voters list of Gram Panchayat be also hosted on the website of the District Administration.

By Order

**Dated, Panchkula,  
The 12<sup>th</sup> Jan., 2012**

Secretary,  
State Election Commission, Haryana

Endst.No.SEC/4E-II/2012/83-88

Dated:12.01.2012

A copy is forwarded to the following for information and immediately compliance of above orders: -

1. Financial Commissioner and Principal Secretary to Government of Haryana, Development and Panchayat Department, Chandigarh.
2. Director, Development and Panchayat Department, Haryana, Chandigarh.
3. Director, Public Relation, Haryana, Chandigarh.
4. Chief Electoral Officer, Haryana with the request to issue necessary directions to the field officers of your department to make available four copies of the relevant part of Assembly Electoral Rolls finally published on 05.01.2012 alongwith Data base compact disc to the concerned Deputy Commissioner-cum-District Election Officer (Panchayat) at the earliest possible under intimation to this Commission.
5. Controller, Printing and Stationery Department, Haryana, Chandigarh for publication in the Haryana Govt. Gazette.
6. Deputy Commissioners-cum-District Election Officers (Panchayat), Fatehabad in the State of Haryana. He are also requested to endorse this copy of notification to the concerned District Electoral Officers (Panchayat) for strict compliance.

**Reqd/Speed Post**

7. District Development and Panchayat Officer, Fatehabad.

Sd/-  
(Parmal Singh)  
Asstt. State Election Commissioner,  
Haryana.

Internal Distribution:-  
PS/SEC  
Nodel Officer, SEC, Haryana  
All Branches of SEC  
Computer Operator

**Annexure-“B”**

**Information regarding claim and objection**

Name and Ward No.			Claims received	Objections received	Claims accepted and rejected by the District Electoral Officer		Objections accepted and rejected by the District Electoral officer	
Gram Panchayat	Panchayat Samiti	Zila Parishad			Accepted	Rejected	Accepted	Rejected
1			2	3	4		5	

**Signature of Officer**