MANUAL
FOR
MUNICIPAL ELECTIONS
IN
ODISHA

STATE ELECTION COMMISSION, ODISHA
BHUBANESWAR
2022

PREFACE

Election is a serious matter. Constitution of India & Laws of the Land envisages to complete the elections in a time bound frame. The main task of Election Officersis not only to conduct the election in time but also in a free and fair manner. The election process is such that there is no scope for error or discretion on the part of Election Officers. Hence, there is always a compelling need to familiarize Election Officers on nuances of detailed procedures, guidelines and instructions on statutory compliances in matter relating to election.

Keeping this in view, the State Election Commission has brought out this Hand Book for Election Officers in a comprehensive way touching upon every stage of Election, so that once acquainted, Election Officers shall find their task of conducting election much easier, smoother and without error. The design of the Hand Book has been presented in a systematic and coherent way illustrating each event in a detailed manner to unambiguously clarify any doubt that Election Officers may have entertained when assigned to perform Election and for this reason only, this edition is so different form earlier editions. Chapters on relevant extracts of Municipal Acts and Rules have been consciously left out of this Hand book in order to make it handy. However, Election Officers can make any reference to Acts and Rules in case of need for better understanding of the provisions of statute.

The Commission will find this work worthwhile if it unequivocally meets all the need of Election officers while they discharge their responsibility of conducting Election in a flawless manner. Any omission or substantive error may be brought to the notice of the Commission so that steps will be taken to improve it further in the subsequent edition. The Commission will always welcome the suggestion/feed back in any manner to improve upon it.

Shri Aditya Prasad Padhi, IAS (Retd.)
State Election Commissioner

While all efforts have been made to faithfully reproduce the Original Acts & Rules and incorporate the amendments as published in the Odisha Gazette from time to time in this publication, the State Election Commission, Odisha as the compiler and publisher of this compilation neither vouches nor accepts responsibility for the authenticity of the Acts & Rules, for which the readers and users shall refer to the relevant Odisha Gazette notification as the sole source.

STATE ELECTION COMMISSION, ODISHA

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INSTRUCTIONS
FOR
GUIDANCE
OF
ELECTION OFFICERS

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PRELIMINARY

Election to Urban Local Bodies before expiry of five years tenure has been mandated after Seventy-forth Amendment of Constition in 1992. As per Article 243-ZA of the Constitution, the State Election Commission, constituted under Article 243-K of the Constitution of India, is vested with the power of Superintendence, direction and control of preparation of electoral roll for, and conduct of, all elections to Municipalities.As Election Officer appointed by the Commission u/r2(e) of Municipal Rules and 2(h) of Corporation Rules, you have got pivotal roll & enormous duties to conduct the poll in your assigned Urban Local Body (ULB) in a free & fair manner.

The present Handbook gives a broad outline of the duties of the Election Officers for Municipal Elections. But it is important to remember that the Handbook must not be treated as exhaustive in all respects and a reference for various provisions of the election laws as contained in Odisha Municipal Act, 1950 and Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules,1994 and Orissa Municipal Corporation Act, 2003 and Orissa Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003 can be made in case of better understanding and clarification of a matter. Further, wherever "Municipalities" has been referred in the Book it includes NACs/Corporations.

Election Officer is advised to be thorough about the legal provisions and procedure pertaining to preparation of Electoral Roll and conduct of elections to Municipalities/ Corporations as contained in the instruction.

The election management should be transparent and there should not be any scope for complaint of partiality on the part of any official involved in the election process. The Commission takes serious view on lack of neutrality on the part of Election Officials.

Strict enforcement of Model Code of Conduct enhances the credibility of the election and gives confidence to the voters. Misuse of Official machinery during preparation of Electoral Roll and conduct of election shall not be allowed. Electoral offences, malpractices and corrupt practices such as impersonation, bribing and threat to voters shall be prevented by all means. Further, the Commission's instructions on use of vehicles by the Political Parties/candidates and ceiling of expenditure for election by the candidate shall be strictly followed to curb money power for ensuing a free & fair poll.

To sum up, Election Officer plays a very important role for free and fair conduct of election. The smooth conduct of election from the beginning to the end mainly depends on the Election Officer and the electoral machinery under him. This can be achieved by thorough knowledge of provision of laws and Commission's instructions, interactions with Political Parties, Media, General Observer and Expenditure Observer and maintaining neutrality by the Election Officer during the entire process election. This Hand Book is intended to make you comfortable & conversant with the procedures while conducting the poll.

Further, in this Handbook the word "Commission" wherever it appears, will mean "State Election Commission, Odisha".

CHAPTER I

Broad outlines of the duties of Election Officer

1. Appointment of Election Officer.

The District Magistrate as Election Officer shall remain in overall charge of the supervision of preparation of Electoral Roll and conduct of elections to the Municipalities within the district.

The Commission may appoint other officers as Election Officers for respective Municipalities on the recommendation of the concerned District Magistrate as it may not be possible for a single Officer to discharge all statutory functions keeping in view the enormity of the work.

The District Magistrate alone will remain in overall charge of conduct of election and all other Election Officers will function under the supervision of the District Magistrate.

2. Duties & responsibilities of Election Officer

The main duties & responsibilities of an Election Officer are outlined below briefly —

Electoral Roll & Polling Station.

(i) Preparation of Electoral Roll of the Municipalities in accordance with the provisions of the Acts and Rules and directions of the Commission.

(ii) Working out the operational details for printing of Electoral Roll.

(iii) Identification and selection of Polling Stations.

(iv) For Municipality, issue of public notice in English and Odia u/r 24 of the Municipal Election Rules, soon after the Commission's notification u/r 23 is issued communicating the election schedule.

(v) For Corporation, issue of public notice in English and Odia u/r 23 of the Corporation Election Rules, soon after the Commission's notification u/r 22 is issued communicating the election schedule.

Preparation for Poll.

(i) Procurement of all election materials in sufficient quantity other than those supplied by the Commission.

(ii) Appointment of Polling and Counting personnel and imparting adequate and timely training to them.

(iii) Making transport arrangement for movement of Polling Parties, election materials etc. for smooth conduct of elections.

Nomination Paper, Scrutiny & Withdrawal.

(i) Receipt of nomination papers and security deposit etc.

(ii) Scrutiny of each nomination paper and recording the reasons in brief for rejecting any nomination paper.

(iii) Publication of list of nomination papers received everyday during the specified period.

(iv) The list of validly nominated candidates after scrutiny.

(v) Allotment of symbols to the contesting candidates.

(vi) Publication of final list of contesting candidates after withdrawal.

Model Code of Conduct.

(i) Regular interaction with the candidates and the Political Parties to ensure free, fair and smooth election including review of law and order situation with the concerned officials.

(ii) Enforcement and Observance of Model Code of Conduct for Political Parties & candidates.

(iii) Maintenance of law and order and making adequate police arrangement for conduct of a free and fair poll.

Commissioning of EVMs

(i) Receipt of Election materials including EVMs & Ballot Papers from the Commission.

(ii) Commissioning of EVMs by preparation of Ballot Units by fixing Ballot Paper, unmasking of required number of candidates button and setting of slide switch as per no. of Ballot Units.

(iii) Sealing of Ballot Unit.

(iv) Installing power pack setting of number of contesting candidates and sealing the "candidate set" section.

The Poll.

(i) Appointment of Polling Agents.

(ii) Deputing Polling Parties to polling stations, supply of Electronic Voting Machine, Tender & EDC Ballot Papers, Forms, Covers, Labels and other election materials to the Presiding Officers as per Check Memo.

After Poll.

(i) Receipt of sealed covers containing Election papers & sealed EVMs after Poll.

(ii) Storage of Electronic Voting Machines after the poll under security arrangement.

Counting of votes & Declaration of Result.

(i) Fixing the places of counting and ensure smooth counting of votes including training to Counting Personnel.

(Place(s) of counting have to be decided well in advance as the Election Officer has to notify the same u/r 24 & u/r 23 of relevant Election Rules.)

(ii) Counting of Votes.

(iii) Declaration of result and transmitting the result to the Commission.

(iv) Re-sealing of EVMs and election papers after counting.

(v) Safe custody of election papers and materials after counting.

Observers

(i) Overall supervision of election and regular interaction with the Election Observers and Expenditure Observers appointed by the Commission.

To Sum Up

(i) As Election Officer, you should ensure that the election management is transparent so that there is no complaint from any stakeholder regarding partiality.

(ii) You should meet the representative of recognized political parties and contesting candidates as often as you can. You can keep them informed about the Commission's instructions from time to time and clarify their doubts if any.

(iii) Election does involve multiple agencies of Govt. and for this you should be able to elicit cooperation from all concerned by excellent coordination.

(iv) You must prepare a clear plan of action from the beginning and draw an activity chart to monitor each task.

CHAPTER II

Electoral Roll

1. **Delimitation of Wards & Reservation of Seats in Municipality/NAC.**

Before every General Election to ULBs, the Commission givea dateline to Government in Housing and Urban Development Department to complete the task of Delimitation of Wards and Reservation of Seats. Government in Housing and Urban Development Department shall issue direction with detailed schedule to the District Magistrates for completion of the above work and submission of the final list of Delimitation of Wards and Reservation of Seats by the date fixed by the Commission.

(i) After receipt of the schedule from the Govt., the District Magistrate shall prepare a draft notification showing the division of the area of the ULB into wards and reservation of seats in Form No.XXI as required under rule 2A(i)& 3 following the procedure laid down in the Rule.

(ii) The District Magistrate shall invite objections and suggestions from all persons within a period of ten days from the date of such publication.

(iii) After considering the objection and suggestions received, the District Magistrate shall publish the provisionalnotification showing Delimitation of Wards and Reservation of Seats in Form No. XXII at.

(iv) Any person aggrieved by the orderpassed by the District Magistrate shall file an appeal before the Govt., withinfifteen days from the date of publication of provisional notification.

(v) The Govt., on receipt of the appeal shall dispose of the same within 30 days of its filing and pass order. Order passed by the Govt. as Appellate Authority shall be final.

(vi) The District Magistrates after making such alternations as per the order of Appellate Authority shall publish the final notification showing the Division of Wards and Reservation of Seats in Form No. XXII-A for NACs and Municipalites.

(vii) He shall forward a copy of such notification to the Commission, Odisha, to the State Govt., and to the concerned Municipality.

2. **Delimitation of Wards & Reservation of Seats in Corporation.**

The reservation of seats among the wards in the Corporation will be done by the State Governemnt as per provision of Rule 3 & 4 of Corporation Election Rules.

(i) The Government shall prepare a draft of the notification for Delimitation of Wards and Reservation of Seats in Corporation in Form No.III and publish the same in the *Odisha Gazette*.

(ii) A copy of such notification shall be sent to the concerned District Magistrate & Municipal Corporation for publication.

(iii) The District Magistrate & Municipal Commissioner will publish the same in their notice board for inviting objections and suggestions from all persons within a period of 10 days from the date of such publication.

(iv) The Government after considering all such objections and suggestions shall publish the final notification in Form No.IV showing the Division of Wards and Reservation of Seats.

(v) A copy of the same shall be forwarded to the Election Commission & concerned District Magistrate and the Corporation.

3. **Electoral Roll**

Under Section 11-A of the Odisha Municipal, Act 1950, the superintendence, direction and control of the preparation of Electoral Rolls for, and the conduct of all elections to Municipalities/ NACs shall be vested with the Commission. Section 13 of this Act and Rules 4 to 22 of Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 lay down the procedures of preparation of Electoral Roll. For Corporations, Municipal Corporation Acts and Rules may be followed.

4. **Preparation of Electoral Roll**

After the Delimitation of Wards and Reservation of Seats are finalised, the Commission draws up the programme and prescribes the procedure of preparation of Electoral Roll in accordance with Municipal Rules. Section 13 of the Act also clearly provides that any order issued by the Commission published in the Gazette on preparation of Electoral Roll in deviation from what is provided in the Act and Rules shall also be binding upon the Election Officer. Therefore, order issued by this Commission to the District Magistrate and Election Officers laying down the

procedure on preparation and printing of electoral roll shall be binding on the District Magistrates and Election Officers.

5. **Preliminary / Draft Electoral Roll.**

The following guidelines shall be followed by the Election Officer for preparation and publication of Electoral Roll Ward-wise as per the direction of the Commission.

(i) The District Magistrate as Election Officer shall be in overall charge of preparation of Electoral Roll Urban Local Bodies.

(ii) The Election Officer appointed by the Commission will be in charge of preparation and finalisation of the Ward-wise Electoral Roll of the concerned Urban Local Body.

(iii) The Electoral Roll of the Assembly Constituency prepared by the Election Commission of India currently in force, shall be the basis for preparation of preliminary ward-wise Electoral Roll.

(iv) The Preliminary Electoral Roll of all Urban Local Bodies shall be prepared in Form No.I comprising the name of the voters included in the Electoral Roll of Assembly Constituency relatable to the area of the Ward.

6. **Publication of Preliminary Electoral Roll.**

(i) The Preliminary Electoral Roll of the Wards of Urban Local Bodies along with notice in the prescribed Form shall be published by the Election Officer in the Notice Board of his office, concerned ULB and a conspicuous place in the Ward.

(ii) ThePreliminary Electoral Roll relating to each Ward shall be kept open for inspection by the public for a period of 5 days(7 days in case of Corporation) from the date of publication of the Roll.

(iii) The Preliminary ElectoralRoll shall be published in one Odia news paper circulating in the district. Care may be taken to ensure that the said paper would really be having wide circulation in the district.

7. **Claims & objections**

(i) Any person can file claims or objections for enrollment/correction in the entryof Electoral Roll within 6 days from the date of publication (10 days in case of Corporation) in prescribed form.

(ii) Further, a person can object to any entry in the Electoral Roll and file objection within 6 days from the date of publication (10 days in case of Corporation) in the prescribed Form.

(iii) The claims and objections shall be enquired into by the Election Officer and she/he can also take steps for correction of clerical/accidental mistakes. The Election Officer will prepare a list of claims & objections in the Form-V notifying the date of hearing claims & objections.

(iv) The commencement of hearing of claims and objections will start after 3 days from the date of publication of the list of claims and objections in Form No.V.

(v) All claims & objection received by the Election Officer shall be disposed off within 4 days (7 days in case of Corporation).

(vi) Then a draft Electoral Roll shall be preparedand published in the Notice Board of his Office, concerned ULB and a conspicuous place in the Ward.

8. **Appeal**

(i) Any person aggrieved by the order passed by the Election Officer can file an appeal petition before the District Magistrate within 5 days from the date of publication of draft Electoral Roll by the Election Officer.

(ii) The application shall be received by the District Magistrate with an acknowledgement to the concerned party.

(iii) A Register will be maintained wherein all details of each appeal petition like the name of the applicant, name of the ULBs, the Ward he/ she belongs, date and time of receipt of the appeal will be incorporated.

(iv) The District Magistrate within 7days from the last date of receipt of appeal is required to dispose of the appeal by conducting a summary enquiry either by himself or by an Officer not below the rank of ADM.

(vii) Hearing and disposal of the appeal shall be done invariably by the District Magistrate and the proceeding will be summary in nature. The Order passed by the District Magistrate as Appellate Authority shall be final.

9. **Final Electoral Roll.**

(i) After disposal of all the appeals by the District Magistrate, the final electoral rollshall be prepared and published by the Election Officer for **3 consecutive days**in the Notice Board of Election Officer, concerned ULB and a conspicuous place in the Ward in the following form.

ଚୁଡ଼ାନ୍ତ ଭୋଟର ତାଲିକା ପ୍ରକାଶନର ନୋଟିସ
(ରାଜ୍ୟ ନିର୍ବାଚନ କମିଶନଙ୍କ ଦ୍ୱାରା ନିଦ୍ଧାରିତ)

ଏତଦ୍ୱାରା ସର୍ବସାଧାରଣଙ୍କ ଗୋଚାରାର୍ଥେ ଜଣାଇ ଦିଆଯାଉଅଛି ଯେ ଓଡ଼ିଶା କୌର ନିୟମ, ୧୯୫୦ ର ଧାରା ୧୫ ଅନୁଯାୟୀ ପ୍ରସ୍ତୁତ ସଂଲଗ୍ନ ଚୁଡ଼ାନ୍ତ ଭୋଟର ତାଲିକା ପ୍ରକାଶ କରାଯାଇଅଛି ଏବଂ ଏହା ନିମ୍ନ ସ୍ୱାକ୍ଷରକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ ଓ ପୌର କାର୍ଯ୍ୟାଳୟରେ ତା.....ରିଖରୁ ତା.....ରିଖ ପର୍ଯ୍ୟନ୍ତ ଉପଲବ୍ଧ ଅଟେ ।

ସ୍ଥାନ..... ନିର୍ବାଚନ ଅଧିକାରୀ

ତାରିଖ..... .....

ପୌର ପରିଷଦ /ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ

(i) The final Electoral Roll shall be authenticated under signature of the Election Officer concerned with date and Official stamp with the following certificates by the Election Officer on the last page of each Ward.

"Certified that the Electoral Roll of Ward No._____ of ____ Municipal Corporation / Municipality / NAC has been duly published as per the provisions of Odisha Municipal (DW, RS & CE) Rules, 1994 / Odisha Municipal Corporation (DW, RS & CE) Rules, 2003 on _____"

Election Officer

(iv) Apart from appending the certificate at the last page, each page of the Electoral Roll is to be authenticated with the signature of the Election Officer along with the official seal.

(v) The final Electoral Roll so published shall then be split up Polling Station-wise.

10. **Powers of the Election Commissin**

(i) The Election Commission may prescribe different periods while drawing up detailed schedule for preparation of electoral roll for the Municipal Ward.

11. **Removal of the name from the Electoral Roll**

As per Section 15(2) of the Act if any person is convicted of an offence, under Chapter IX-A of the Indian Penal Code, punishable with imprisonment for a term exceeding six months, his name, if on the electoral roll, shall be removed therefrom and shall not be registered thereon for a period of three years from the date of conviction or, if not on the electoral roll, shall not be so registered for a like period.

12. **Printing of Final Electoral Roll**

(i) The Final Electoral Roll booth-wise, shall be printed as per requirement and instruction of the Commission. One copy of each Electoral Roll shall be given to the Commission for record and local representative of each recognised Political Parties free of cost.

CHAPTER III

Polling Stations

1. **Identification of Polling Station.**

According to Rule 36 of Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994, or Rule 35 of Odisha Municipal Corporation (DW, RS & CE) Rules, 2003 the Election Officer of every Municipality/NAC shall with the previous approval of the Commission, provide sufficient number of Polling Stations for each Ward and shall publish in such manner as the Commission may direct, a list showing the Polling Stations so provided and the polling areas for which they have been provided.

2. **Polling Station outside the ward.**

If there is any inconvenience to have a Polling Station in the particular Ward, the Election Commission may direct to establish the Polling Station in the neighboring Ward, but no Polling Station of any Ward of any Municipality/NAC/Corporation shall be located outside the limits of that Municipality/NAC/Corporation.

3. **Change of location of Polling Station.**

For good and sufficient reason the Commission may allow the Election Officer to change the location of the Polling Station at any time before the commencement of poll and it shall be the duty of the Election Officer to give wide publicity of such change in the polling area.

4. **Finalization of Polling Station.**

Following guidelines shall be followed in finalization of Polling Stations/ Booths—

(i) One Polling Station shall be provided for a well defined polling area covering on an average of 1,000 electors, as far as practicable. In case the number of voters in a proposed Polling Station exceeds 1200, there should be one more Polling Station distributing the voters as far as possible without disturbing the family or locality structure.

(ii) The Polling Station should be set up within the limits of the Ward as far as possible.

(iii) The location of Polling Station should be carefully selected in advance and to the extent possible they may be located in permanent Govt. buildings.

(iv) There can be more than one Polling Station in one location. But there must be separate waiting space, entrance and exit for each such Polling Station.

(v) Polling Station should not be located in police stations, hospitals and religious institutions.

(vi) The Polling Stations should ordinarily be located in Government or Government aided schools and other Government or Semi-Government institutions as the furniture and other facilities required for the poll would be available there and which can be made use of without any extra cost. Private club/ buildings shall not be taken for location of Polling Stations even though the club buildings are used for public purposes.

(vii) Location of Polling Station/Booths in private Community Centre and private building or premises shall be avoided as far as possible.

(viii) The building selected for polling Station/Booths should have sufficient space for Exit and Entrance.

(ix) Where no suitable public building is available, polling booth can be located in temporary structure. As far as possible, this should be avoided as it involves extra expenditure and also it is not safe during rain or fire, etc. Only in exceptional cases when there is no other alternative, such recourse may be taken to.

(x) The security arrangement of the Polling Station and the polling area will be the responsibility of the State police which will assist the Election Officer for the Municipal area and the Presiding Officer for the booth.

5. **Publication of list of Polling Stations.**

The Electoral Roll of a Corporation / Municipality/NAC is prepared Ward wise not Polling Station wise. The name of the Polling Station is reflected in the printed copy of Electoral Roll.

The following procedure shall be followed in publication and finalization of Polling Stations.

(i) Soon after the Electoral Roll is finally published, a draft list of Polling Stations should be worked out. In the draft list of Polling Stations, Ward No., the location of Polling Station, the polling area it covers and the serial number of voters who are allotted to such Polling Station for voting should be published in prescribed form.

(ii) The list of Polling Stations should be prepared Ward wise.

(iii) The draft list of Polling Station shall be published in the office of the Corporation/ Municipality/NAC, Election Officer and in conspicuous place of the Ward in the form prescribed by the Commission.

(iv) Notice may be given to the public for giving suggestions, if any, on the location of the Polling Stations within 3 days of the publication.

(v) The draft list of Polling Stations so published shall be discussed with the representatives of the Recognized Political Parties. After taking into consideration the objections and suggestions, if any, received from the public and Political Parties, the Election Officer shall draw up the list of Polling Stations and submit the same to the Commission for its approval.

(vi) The Polling Stations approved by the Commission shall be the final list of Polling Stations for the Ward/Urban Local Body.

(vii) The Polling Stations shall be numbered serially from1 to last for each ULB.

(viii) The name of the Polling Station instead of indicating in abbreviated form shall be indicated in full form such as “Room No-1” or “Room No-2” etc where there more than one Polling Station at one Location or Institution.

(ix) The approved final list of Polling Stations shall not be altered for a particular ward without the approval of the Commission.

(x) There should be no Political Party office within 100 meters of a Polling Station.

(xi) As far as possible, the Polling Station should be set up in the ground floor of a building to be old age & disabled friendly.

(xii) Electricity, drinking water & separate toilet facilities for men & women should be available as far as possible.

6. **Approved list of Polling Stations**.

Approved copy of list of Polling Stations/Booths received from the Commission may be copied and one copy be given to the Commission for record.

The Election Officer cannot change any Polling Stations without prior approval of the Commission. Any proposal of change of Polling Station is to be submitted to Commission by the Election Officer through the District Magistrate.

CHAPTER IV

Programme of the Poll

1. Notification by State Government

According to sub section (2) of Section 12 of Odisha Municipal Act 1950 and Section 64 of Odisha Municipal Corporation Act 2003, the State Government shall by one or more notifications published on such date or dates as may be recommended by the Commission, call upon all Wards in the Municipal area to elect Councillors/ Corporators and Chairperson/ Mayor in accordance with the provisions of the Act and Rules.

2. Notification by Election Commission

Soon after the notifications are published by the State Government u/s 12(2) of the Act, the Commission under Rule 23 of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Elections) Rules, 1994 and Rule 22 (1) of Odisha Municipal Corporation (Division of city into Wards, Reservation of Seats and Conduct of Elections) Rules, 2003, shall, by notification in the Official Gazette, appoint-

(i) date for issue of notice by Election Officers calling for nominations,

(ii) date for making nominations,

(iii) date for the scrutiny of nominations and allotment of symbols,

(iv) date for publication of validly nominated candidates,

(v) last date for the withdrawal of candidature,

(vi) date of publication of final list of contesting candidates,

(vii) date or dates on which and hours during which the poll shall, if necessary, be taken.

(viii) date and time of counting of votes.

3. Notice by Election Officer

(i) The workload increases substantially as soon as the notification by the Government calling upon the wards to elect the Councillors/ Corporators and Chairperson/ Mayor and the notification of the Commission of the election programme are issued. All the preliminary and preparatory steps should be completed before these two notifications are issued.

(ii) On issue of the above notification by the Commission, the fact of which would be intimated to District Magistrates, the Election Officer appointed for the Municipal Corporation/ Municipality/NAC in accordance with the Commission's notification, shall publish notice in prescribed form in English and Odia languages.

(iii) Since no form has been prescribed under Rule, for the sake of uniformity, the Commission has prescribed two forms (one in English and one in Odia) as given in **Appendix - I & II** which shall be issued by the Election Officer under his hand and seal and published in Municipal Office, Election Officer's Office and at a conspicuous place in the Ward.

(iv) Notice by Election Officer shall contain details of

(a) Wards for which election is to be held for the office of Councillors and Municipalty for which election is to be held for the office of Chairperson.

(b) Date and time for obtaining nomination papers;

(c) Date and time for presentation of nomination papers;

(d) Scrutiny of nomination papers;

(e) Withdrawal of candidatures;

(f) Date and time of poll;

(g) Date and time of counting.

(v) A copy of the notice (both in Odia & English) shall be sent to the Commission and concerned District Magistrate.

CHAPTER-V

Nominations

1. Nominations

(i) The nomination of every candidate for the office of Councillor/ Corporator shall be made by means of nomination paper in Form No VIII/Form No. X respectively and that of Chairperson / Mayor in Form No. VIIIA / No. XA.

(ii) On application, this shall be supplied by the Municipal Commissioner/ Executive Officer of the ULB if he is so authorized by the Election Officer, free of cost to any voter whose name finds place in the Electoral Roll of any ward of the ULB.

(iii) No elector who is less than twenty-one year of age on the date of publication of the Preliminary Electoral Roll shall be eligible to stand as a candidate for the office of a Councillor/ Corporator/ Chairperson/ Mayor.

(iv) Nomination forms for Councillor/ Corporator/ Chairperson/ Mayor would be made available by the Commission to the Election Officers in time. In case, these forms are in short supply, the Election Officer can photo copy the forms as prescribed in the Rules and make available for the purpose of filing nomination.

2. Presenting Nominations

(i) Every nomination form shall be presented to the Election Officer either by the candidate himself or his proposer and seconder together on the date(s), at the place and during the hour appointed by the Election Officer as per the direction of Commission.

(ii) If the numbers of Ward in the Corporation/ Municipality/NAC are large or there are large numbers of nominations, the Election Officer may authorise more than one Officer to receive the nomination paper and may have more than one counter for the purpose.

(iii) Such Officer to be authorised by the Election Officer must be an OAS Officer or any Officer belonging to Odisha Revenue Service cadre. In such an eventuality, the Election Officer will issue a formal order naming the concerned officer authorised by him to receive the nomination paper from the intending candidates in the notice board of his office.

(iv) It would be more appropriate that before such authorisation he should take the approval of the District Magistrate.

3. Maintaining a Register of Nominations

(i) The Election Officer or such other authorized person shall forthwith number the nomination papers serially in the order in which they are presented in respect of the office of the Councillor/ Corporator/ Chairperson/ Mayor.

(ii) He shall also enter on each nomination paper the time at which the person or persons presented the same.

(iv) An elector shall not sign for more than one candidate. Where a person has signed, whether as proposer or seconder more than one nomination paper, the paper received first only shall be treated as valid nomination paper.

(v) A candidate has to be an elector of any Ward within the Municipality. But the proposer and seconder have to be an elector of the Ward concerned in case of Councillor/ Corporator.

4. Documents along with nomination.

(a) Deposit

(i) Each candidate shall deposit or cause to be deposited the security amount in cash with the Election Officer and the receipt (in token of deposit of the prescribed amount of security as mentioned below) should be attached to the nomination form.

(ii) Deposit prescribed under rule.

Candidate for the Office of the Councillor/Chairperson	Amount to be deposited	Candidate for the Office of the Corporator/Mayor	Amount to be deposited
General candidate	Rs. 100/-	All candidates	Rs. 250/-
SC/St candidate	Rs. 50/-		

(iii) One deposit is required for each candidate.The candidate is not required to make any deposit in respect of subsequent nomination filed for the same Ward.

(iv) A candidate is required to deposit separately in respect of each Ward she/he wishes to stand.

(v) The Commission has prescribed a receipt for deposit amount to be issued by the Election Officer. A candidate can also deposit the security amount in Government Treasury of the district evidencing the payment by or on behalf of a candidate and such receipt shall be deemed to be a deposit of such amount within the meaning of Rule 27 of the Election Rules, '8443-Civil Deposit-(b) deposit not bearing interest-121- Deposit in connection with Election- Deposit made by the candidates for councilors/ Chairman to Urban Local bodies'.

(vi) A candidate belonging to SC or ST has been allowed under the Rule to make a concessional amount of deposit, irrespective whether the Ward is a reserved Ward or not. Such SC/ST candidate has to attach a certificate from the competent authority about her/his caste/tribe/status.No concession will be allowed without the certificate.

(vii) No candidate shall be allowed to contest to the said office unless receipt in support of such deposit is annexed to the nomination paper.

(viii) If a candidate withdraw her/his candidature or the nomination of such candidate is rejected the deposit shall be returned to the person concerned and if any candidate dies before the commencement of the poll, such deposit shall be returned to her/his legal representative.

(ix) If a candidate is elected, the deposit shall be returned and where a candidate is duly nominated in more than one Ward, not more than one of the deposit made by her/him shall be returned and remainder shall be forfeited to the Municipality.

(x) If a candidate by whom or on whose behalf the deposit has been made is not elected and number of votes polled by him does not exceed $1/8^{th}$ of the total number of votes polled(or 10% in case of Corporation), the deposit shall be forfeited to the Municipality.

(b) Affidavit by candidates regarding one spouse and number of children

(i) A candidate has to produce an affidavit duly sworn to the effect that he has not more than one spouse living and has not more than two children.

(ii) This is a provision in the Act introduced, w.e.f., 31st May 1994 vide Section 16 of the Odisha Municipal Act 1950and proviso to Section 70 (3) (m) of Odisha Municipal Corporation Act 2003.

(iii) The proviso to the said sections says that disqualification shall not apply to a person who has more than two children on the date of commencement of Odisha Municipal (Amendment) Act, i.e. 31-05-1994 or as the case may be, within a period of one year unless he begets an additional child after the said period of one year i.e. 30.05.1995.

(c) Affidavit on criminal antecedents, assets and liabilities etc.

Similarly, the candidate has to furnish an affidavit containing information pertaining to his criminal antecedents, assets and liabilities and educational qualification as per the Commission's Order No. 1, Dt. 01-01-2004.

(d) Caste Certificate by S.C./S.T./BCC candidate.

(i) Similarly, the candidate belonging to S.C./S.T. or Backward Class of citizens filing nomination for a Reserved Ward/ officehas to produce his caste/tribe status by attaching a xerox copy of certificate from the competent authority along with the nomination paper. However, he has to produce the original certificate during scrutiny.

(ii) In case a candidate has not given a copy of such certificate with the nomination he may be directed to produce the original certificate during scrutiny. The fact of having given such direction should be recorded on the body of the nomination paper under which the candidate or his proposer or seconder would write "noted" and sign the same with date.

5. **Non-submission of Affidavits by the candidate.**

(i) When the Election officer receives the nomination paper, if such affidavits are not submitted with the nomination paper, he shall direct the candidate to produce such affidavits **before scrutiny**.

(ii) The fact of having given such a direction, should be recorded on the body of the nomination paper under which the candidate or his proposer or seconder would write" noted" and sign the same with date.

(iii) In case they refuse to do so, the fact may be recorded.

6. **Signature of candidate, proposer or seconder on nomination paper-**

(i) The candidate, his proposer and seconder are required to sign in full in the nomination paper.

(ii) In case the candidate his proposer or seconder has not given the full signature, then the Election Officer or the officer authorised by him to receive nomination paper shall immediately on preliminary check at the time of receiving the nomination paper, will point out this defect to the person presenting the nomination paper and ask him for full signature.

7. **Nomination paper and symbol**

(i) The nomination paper submitted by every candidate shall contain a symbol. The nomination paper submitted by a candidate of a Political Party if he has been sponsored shall contain the name of party symbol allotted by Election Commission of India to that Party and that of Independent candidate shall contain the name of the specified free symbol.

(ii) The President / Secretary of the State Level Organisation of a Political Party, and not any other office bearer, will authorise either himself or any Party functionary to intimate the Election Officer in Form No.IX,that who would sponsor their candidate(s). The Form IX [Form XII in case of Municipal Corporation] should be received at least two days before the date fixed for scrutiny of nomination papers.

(iii) The person(s) so authorised by the State level political party to sponsor candidate(s) will submit a list of the candidates sponsored by the said political party in Form No. X

[Form XI in case of Municipal Corporation] which should be delivered to the Election officer at least one day before the date fixed for scrutiny of the nomination papers.

(iv) The registered un-recognised parties will also sponsor their candidates in aforesaid Form IX and X / Form XII and XI.

8. **Correction of nomination paper**.

(i) When a nomination paper is filed, the Election Officer may examine them from the technical and routine stand point but there should not be any formal scrutiny of any nomination paper at this stage.

(ii) The entries relating to the candidate, proposer, seconder as given in the nomination paper should be compared with the entries in the electoral roll.

(iii) For the purpose, on the presentation of a nomination paper, the Election Officer or his authorized person may require a copy of concerned portion of the electoral roll on which the candidate, his proposer and seconder are electors, from the person presenting the nomination paper.

(iv) The Election Officer or his authorized person shall satisfy himself that the name and serial of the candidate, proposer and seconder as entered in the nomination paper are the same as those entered in the electoral roll. Where necessary, he shall direct the candidate, proposer and seconder to correct any clerical or printing errors.

(v) In order to reduce the scope of rejection of nomination papers, the Commission considers that attention of the candidate/proposer/seconder should be drawn to the technical or routine inaccuracies, if any, and they may be permitted to correct the same in presence of the Election Officer. Each correction should however be attested by the candidate, proposer or seconder as the case may be. In other words, you may permit correction of any inaccuracy or clerical or technical or printing error. In this connection, attention is invited to Rule 26 of the Municipal Election Rules / Rule 25 of Municipal Corporation Rules.

9. **Publication of list of received nomination paper.**

After 3 P.M. on each day between first day and the last day for filling nominations (both days inclusive), the Election Officer or his authorised person is required to publish a list of nomination papers received in Form No.XI/ Form No.XIII for Councillor / Corporator respectively and in Form No.XIA/ Form No. XIII-A for Chairperson/ Mayor in Odia under Rule 28/ Rule 27 of the respective Election Rules.

10. **Maintenance of accounts of election expenses by candidate from date of the nomination**

(i) Under Section 17-A of O.M Act.1950 and Sections 82 and 83 of Odisha Municipal Corporation Act 2003 every candidate or any person authorized by him has to keep a separate and correct account of all expenditure incurred in connection with his election between the date of which he has been nominated as a candidate and the date of declaration of results of election, both dates inclusive.

(ii) Further under sub-section(5) of Section17-A of OM Act 1950 and Section 82(1) of Odisha Municipal Corporation Act 2003,every contesting candidate, either personally or through his agent shall lodge or cause to be lodged with Election Commission the account of election expenditure so maintained within one month from the date of declaration of result.

(iii) The Commission has ordered that the accounts shall be lodged with the District Magistrate who will make verification and forward the same to the Commission within 7 days from the submission.

11. **Notice to candidate.**

In order to ensure that all candidates comply with the requirements of law relating to maintenance of accounts of election expenses, the Election Officer shall invite the attention of each candidate to the above provisions of law in writing and supply him with relevant orders/ instructions and sample copy of the form prescribed by the Commission for maintenance of such accounts. This should be done by addressing a letter to such candidate given at Appendix-III in the Manul as soon as he files his nomination paper.

12. **Maintenance of accounts by the candidate**

(a) Maintenance of accounts

Under Section 17 of Odisha Municipal Act,1950 and Sections 82 (1) of Odisha Municipal Corporation Act 2003, every candidate or any person authorised by him has to keep a separate and correct account of all expenditure incurred in connection with her/ his election between the date on which he has been nominated as a candidate and the date of declaration of results of election, both dates inclusive. The Commission has prescribed the format and particulars for maintenance of such accounts by a candidate.

(b) Submission of accounts

Further under sub-section(5) of Section 17-A, and Sections 82 (1) of Odisha Municipal Corporation Act 2003,every contesting candidate, either personally or through her/his agent shall lodge or cause to be lodged with the Election Commission the account of election expenditure so maintained within one month from the date of declaration of result.

The Commission has ordered that the accounts shall be lodged by the candidate or any person authorized by himin the prescribed format before the District Magistrate for the ULBs in their district within one month from the date of declaration of result who will make verification and forward the same to the Commission within 7 days from the date of receipt of accounts of election expenses from the candidate or any person authorized by him in the format prescribed by the Commission.

CHAPTER-VI

Scrutiny of nominations

It is essential that scrutiny of nomination papers be taken up very carefully and in conformity with the provisions contained in Rule 29 of Municipal Rules, 1994/ Rule 28 of Odisha Municipal Corporation (DW, RS &CE) Rules 2003.

1. **Persons allowed during Scrutiny.**

The Election Officer shall, at the appointed time, date & place scrutinise the nomination papers. It should be done by the Election Officer and not by any other officer.The candidates, one proposer and one seconder of each candidate and any one person duly authorised in writing by each candidate and officials except for the purpose of assisting the Election Officer, no other person shall be allowed to attend such scrutiny of nomination paper. The Election Officer shall give such person all reasonable facilities to examine the nomination papers of all candidates which have been received as aforesaid.

The name and specimen signature of such authorized person are to be communicated to the Election Officer at least two days before the date fixed for scrutiny of nomination papers.

2. **Scrutiny**

(i) The Commission prescribes the following guidelines to be followed during scrutiny by the Election Officers.

(ii) The Election Officer will take up scrutiny of nominations of Chairperson/ Mayor first. After the scrutiny of all nominations for the office of Chairperson/ Mayor are completed, nominations for the office of Councillor/ Corporator will be taken up ward-wise.

(iii) Before taking up the scrutiny, it would be more appropriate for the Election Officer to sort out all nomination papers Ward-wise.

(iv) He will start taking up the scrutiny from Ward No. 1 and will continue serially up to the Ward last numbered.

(v) If a candidate has filed more than one nomination paper, such nomination papers shall be scrutinized at a time. If one nomination paper of any candidate is rejected on the ground of any irregularity, shall not affect the validity of the nominationof the candidateby another nomination paper where no irregularity has been committed.

(vi) If any candidate or such person prescribed above desire to examine any nomination paper, reasonable facility should be allowed to him for doing so in Election Officer's presence.

(vii) If any objection is raised regarding validity of any nomination, the Election Officer should hold summary enquiry to arrive at a decision as to its validity or otherwise. In every case the Election Officer shall record his decision.

(viii) The scrutiny shall be completed on the date appointed and no adjournment shall be allowed.

3. **Examination of Nomination papers & rejection.**

The Election Officer will examine the nomination papers under the following grounds-

(i) He shall check if nomination is duly proposed and seconded and if the nomination paper contains the declaration of the candidate duly signed by him.

(ii) If the candidate is eligible for contesting election under Section 16 of the O.M.Act, 1950/ Section 67 of Odisha Municipal Corporation Act 2003.

(iii) If the proposer or seconder is a person whose name is registered on the electoral roll for the concerned ward of the Municipality in case of nomination for Councillor / Corporator and if the proposer or seconder is an elector of the Municipal Corporation/ Municipality/ NAC in case of nomination for Chairperson/ Mayor.

4. **Affidavit regarding spouse & children**

(i) The candidate has produced an affidavit duly sworn to the effect that he has not more than one spouse living and has not more than two children.

(ii) Clause (ii) of sub-rule (2) of Rule 29 of the Election Rules provides that a nomination paper may be rejected if the candidate is unable to produce an affidavit duly sworn to the effect that he has not more than one spouse living and has not more than two children. This provision is a consequence of Clause (xvi) and Clause (xvii) of Section 16 of Odisha Municipal Act,1950 and Section 70 of Odisha Municipal Corporation Act 2003.

(iii) The proviso to the said section says that the disqualification shall not apply to a person who has more than two children on the date of commencement of the Odisha Municipal (Amendment) Act, 1994 or as the case may be, within a period of one year unless he begets an additional child after the said period of one year. The date of commencement of Odisha Municipal (Amendment) Act, 1994 is 31st May 1994.

(iv) This implies that if a candidate has more than two children on or before 30th May 1995, he shall not be disqualified. This important provision must be kept in view while scrutinising the nominations.

(v) Production of an affidavit duly sworn by a candidate about the fact of having only one spouse living and he has not begotten the third or subsequent child after the 30th May 1995 should be accepted by the Election Officer.

(vi) It is further clarified that if a woman is a legally married wife of a man who has already begotten two children through his previous wife since dead but this woman having not more than two children will be qualified to contest the election even though her husband having begotten more than two children through more than one wife will be disqualified.

5. **Affidavit regarding criminal antecedents, assets & liability etc.**

(i) The candidate has to produce an affidavit about criminal antecedents, assets and liabilities and educational qualificationon the basis of two landmark judgment of the Hon'ble Supreme Court Dt. 02-05-2002 (Civil Appeal No. 7178 of 2001—Union of India Vrs. Association for Democratic Reforms and another) and Dt. 13-03-2003 (Writ petition Numbers 490, 509 and 515 of 2002— Union of India Vrs. PUCL /Lok satta/Association for Democratic Reforms), the Commission vide its order No. 1, Dt. 01-01-2004 has made it compulsory for the candidates contesting for the office of the Councillor to furnish an affidavit containing information about criminal antecedents, assets and liabilities of the candidate before the Election Officer at the time of nomination. Hence, the Election Officer will reject the nomination paper of the candidate who is unable to produce such affidavit.

(ii) The Election Officer must be satisfied that in the affidavit so sworn, the candidate has given details of his movable property and immovable property. In other words, if a certain portion has been left blank this should be treated as an incomplete affidavit and should be summarily rejected and the nomination will not stand the test of scrutiny.

(a) The format of affidavit to the Commission's Order No.1, Dt.01-01-2004 clearly provides that if in cases relating to criminal antecedents, certain columns are not applicable, the candidate will write "nil" against the corresponding column striking out all the sub-columns.

(b) Similarly, in the matter of immovable property and movable property, the candidate must mention "nil" against any column or sub-column which is not applicable but cannot leave it blank. Incomplete affidavits will tantamount to rejection of the nomination paper.

(c) If anyone objects to such affidavit he is free to file an election petition before the Election Tribunal subsequently under the provision of the Act.

6. **Caste Certificate**

(i) A person claiming to belong to S.C./S.T. or Backward Class of Citizen has to produce a certificate from the Competent Authority authorised to issue such certificate by the Govt. of Odisha, S.T./S.C. Development Department

ii) Xerox copy of caste certificate shall be enclosed with nomination form at the time of its presentation and the original certificate for verification during the time of scrutiny.

(iii) Caste certificate issued from competent authority anywhere in the State of Odisha shall be acceptable. But, caste certificate issued from out of State is not acceptable.

(iv) List of S.C, S.T. and Backward Class of Citizens has been given in the Manual else where.

7. **Qualification of Candidates for Election**

A person shall be qualified to contest the election as a Councillor/ Corporator/ Chairperson/ Mayor of a Municipality/ NAC if he/she;

(i) must be an elector in any of the ward of the concerned Municipal Corporation/ Municipality/ NAC.

(ii) is not less than twenty one years of age on the date of publication of Preliminary Electoral Roll.

(iii) is able to read and write either English, Hindi or Odia.

(iv) has not more than one spouse living.

(v) has not more than two children (except more than two children before 30.05.1995).

(vi) has not been removed during the term of her/ his office as the Chairperson or the Vice Chairperson of the Municipality immediately preceding the election.

(vii) has not been adjudged by a competent court to be of unsound mind.

(viii) is not an undischarged insolvent.

(ix) is not in arrear or any dues payable to Municipality.

(x) is not interested in a subsisting contract,either directly or indirectly.

(xi) is not employed as a paid legal practictioner on behalf of the Municipality.

(xii) is not a Governement servant either whole time or part-time.

(xiii) has not been convicted or found to have been guilty of offence of corrupt or legal practice relating to election.

(xiv) Does not possess any other disqualification as mentioned in Section 16 of the Act.

8. **In-sufficient ground for rejection.**

Minor discrepancies in age, name, etc. of a Candidate or his Proposer and Seconder are not considered as disqualification if their identity is not in doubt.

(i) The Election Officer shall not reject a nomination paper merely on the ground of some discrepancy between the age, name or other particulars of a candidate or his proposer or seconder as given in the nomination paper and in the Electoral Roll, provided that the Election Officer is otherwise satisfied that the identity of the candidate is not in doubt and the question of eligibility otherwise is not involved.

(ii) The Election Officer shall not reject any nomination merely because it has not been drawn up on a form printed by the Government or the Commission.

(iii) The Election Officer shall not reject any nomination merely because of minor technical or clerical error. Ordinarily, a nomination paper will be presumed to be valid unless the contrary is incontrovertibly and conclusively proved. In case of doubt, the benefit of doubt should go to the candidate.

(iv) Non-mentioning of election symbol by the candidate while filing nomination will not be deemed to be a defect of substantial nature and the Election Officer will not reject the nomination on this count.

9. **Grounds of Rejection**

The following grounds may invite the rejection of a Nomination Paper.

(i) The candidate is less than 21 years of age as on the date of publication of Preliminary Electoral Roll.

(ii) Candidate has not signed the nomination paper.

(iii) Proposer & Seconder has not signed the Nomination Paper.

(iv) Proposer and Seconder are not electors of the concerned ward.

(v) An elector shall not sign for more than one candidate. When a person has signed as proposer or seconder for more than one nomination paper the paper received first shall be valid nomination paper.

(vi) The candidate has not submitted the affidavit to the effect that he has not more than one spouse living and not more than two children.Incomplete affidavits will tantamount to rejection of the nomination paper.

(vii) The candidate has not submitted the affidavit containing information about his criminal antecedents, assets and liabilities etc.

(viii) The candidate has not submitted the original caste certificate at the time of scrutiny.

(ix) No deposit has been made by the candidate.

(x) No nomination of SC/ST candidate depositing concession amount shall be accepted if caste certificate is not produced/furnished.

10. **Order by Election Officer in each Nomination paper.**

The Election Officer shall pass appropriate order after due scrutiny of each nomination paper and shall endorse on it his decision of accepting or rejecting the same. If the nomination is rejected, he shall record in writing a brief statement of reasons of such rejection. Any aggrieved party can always raise an election dispute later in the appropriate forum.

The decision of the Election Officer is final.

CHAPTER-VII

Allotment of symbols

1. **Allotment of Symbol**

On completion of the Scrutiny of Nomination papers the Election Officer shall allot the symbols in presence of validly nominated candidates. Then he will prepare a list of validly nominated candidates in Form No.XII / Form No. XIV for each ward in case of Councillor/ Corporator and in Form No.XI-B/ No. XIV-A in case of Chairperson/ Mayor arranging in alphabetical order in Odia .

2. **Preference for Symbols**

According to the proviso of Section 10 of Odisha Municipal Act,1950, where an election is contested on political party basis, the candidates contesting such election shall use their respective party symbols.

For the purpose of this Section-

(i) 'Candidates' means candidates duly sponsored by respective political parties;

(ii) 'Party symbol' means the symbol allotted to a particular political party by Election Conmmission of India under the Election Symbols (Reservation and Allotment) Order, 1968; and

(iii) 'Political Party' means a ' National Party' or as the case may be, 'State Party' within the meaning of paragraph 7 of the Order referred to in Clause (b).

3. **Reserved Symbol**

There are Political parties registered with the Election Commission of India under Section 29 (a) of the Representation of People Act, 1951, but are not yet allotted with symbols. In other words these parties are Registered Unrecognised Parties.

A list of symbols reserved for National Parties/ State Party as notified by the ECI and the list of free symbols for adoption by independent candidate(s) has been given at Appendix-IV & V.

4. **Allotment of Symbols**

The contesting candidate is required to indicate the name of election symbol in the specified space of the nomination form.Immediately after the scrutiny is over, the Election Officer shall proceed to allot them with symbols keeping the provisions of sub-rules (7) & (8) of Rule 25 of the Election Rules in view and taking following guidelines into consideration.

(i) As per Rule 25, the President / Secretary of the State Level Organisation of a Political Party, and not any other office bearer, will authorise either himself or any party functionary to intimate the Election Officer in Form No.IXwho would sponsor their candidate(s). The Form IX should be received at least two days before the date fixed for scrutiny of nomination papers.

(ii) The person(s) so authorised by the State level political party to sponsor candidate(s) will submit a list of the candidates sponsored by the said political party in Form No. X which should be delivered to the Election officer at least one day before the date fixed for scrutiny of the nomination papers.

(iii) The registered un-recognised parties will also sponsor their candidates in aforesaid Form IX and X .

(iv) The symbols reserved by the Election Commission of India for the National Parties/ State Parties shall be allotted to the candidates duly sponsored by the National Parties/ State Party irrespective of whether they ask for such symbols or not, provided the Form IX and X have been duly received by the Election Officer.

(v) The candidate set up by a State Party in any Ward (even if that party is not a State party in Odisha) intends to choose or chooses symbol reserved for it in the State in which it is a State party, then such candidate may be ordinarily allotted that symbol to the exclusion of any other candidate.

(vi) Where a free symbol has been chosen by several contesting candidates and if of those candidates only one is a candidate set up by a Registered UnrecognizedPolitical Party and all the rest are independent candidates, the Election Officer shall allot that free symbol to the candidates set up by the Registered UnrecognizedPolitical Party and to no one else.

(vii) If out of several candidates, two or more are set up by different Registered Unrecognized Political Parties the Election Officer shall decide by lot to which of the two or more candidates set up by the different Registered Unrecognized Political Parties that free symbols shall be allotted and allot that free symbol to the candidate on whom the lot falls and to no one else.

(viii) Where more than one contesting independent candidates have indicated their choice for free symbol, the Election Officer shall, with due regard to the order of the nomination

papers received by him, allot the symbol and any such candidate who does not get the symbol of his choice, shall be allotted with another symbol specified as may be decided by the Election Officer with due consideration of the choice of the candidate. In this regard the attention of the Election Officer is drawn to Rule 25(8)(ii) of Odisha Municipal Election Rules, 1994.

(ix) The State Parties recognised as such in other States and the Registered Unrecognised Parties shall submit Form No. IX to the Election Officer. The Election Officer will consider cases of such Political Parties in matter of preference of the allotment of symbol if they furnish Form No. IX& X within the time specified.

(x) If a political party by mistake or otherwise sponsors two or more candidates for the same Ward, and the concerned Political Party fails to indicate in such notices in Form No X that the earlier notice or notices in Form No X has or have been rescinded the Election Officer shall accept the notice in Form No X in respect of the candidate whose nomination was first delivered to him and remaining candidate or candidates in respect of whom also notice or notices in Form No X has or have been received by him, shall not be treated as candidates set up by such Political Party and would be allotted free symbols.

(xi) In case of any difficulty or doubt faced by Election Officer in allotting the symbol, the matter may be referred to Commission for clarification forthwith. The decision/ order of Election Commission shall be final in the matter.

N.B. *In case of Municipal Corporation election, the Form No.XII and Form no.XI are to be used for intimating the name of party functionary who will sponsor the names of the candidates and list of candidates so sponsored respectively.*

CHAPTER-VIII

Withdrawal of candidature

1. **Withdrawal**

After publication of list of validly nominated candidates, any candidate may withdraw his candidature by giving notice in writing signed by him to the Election Officer up to the date and time fixedfor such withdrawal.

2. **Procedure for withdrawal.**

Procedures for withdrawal of candidature have been provided under Election Rules. The main points are as under:—

(i) The candidate who has filed the nomination shall personally deliver the withdrawal notice to the Election Officer.

(ii) In case the candidate is not delivering the withdrawal notice himself, the candidate's signature on the notice shall be attested by a person competent to attest a Vakalatnama.

(iii) To ascertain the signature of the candidate is genuine and that he has not been coerced to sign the withdrawal noticein that event, the Election Officer must compare the signature of the candidate in the withdrawal notice with the signature of the candidate on nomination.

(iv) In the interest of free and fair election, the Election Officer must satisfy himself about the genuineness of the withdrawal.

(v) In case of doubt whatsoever, it is advisable to reject the withdrawal notice.

(vi) Notice of withdrawal of candidature shall not be accepted beyond date and time fixed.

(vii) The Election Officer on receiving the notice of withdrawal shall publish the same in his Notice Board.

3. **Cancellation of withdrawal**

A candidate who has withdrawn his candidature shall not be allowed to cancel the withdrawal or to be re-nominated as a candidate for the same election.

4. **Procedure after Nomination.**

(i) If after the scrutiny of the nominations, there is only one candidate duly nominated for the office of the councillor for a Ward and he has not withdrawn his candidature during the period specified, there shall be no poll and the Election Officer shall declare such candidate to be duly elected in Form XX/ Form XXVI for Councillor/ Corporator and in Form No. XX-A / No. XXVI-A for Chairperson/ Mayor respectively.

(ii) Similarly, if there are more than one candidates duly nominated and all other candidates except one have withdrawn during the period specified, there shall be also no poll and the Election Officer shall declare the only candidate left to be duly elected in the aforesaid forms.

(iii) If there is no candidate duly nominated, election proceedings shall be started afresh for filling up the vacancy, in all respects as if for a new election

(iv) If in respect of a particular Ward/ Office reserved for the candidate belonging to the Scheduled Castes or to the Scheduled Tribes or for woman or for backward class of citizens no nomination is filed by any such candidate to contest the election in respect of that Ward, the Election Officer shall forthwith report the matter through the Election Commission to the State Government for appropriate action.

(v) If the number of candidates duly nominated exceeds that of the vacancy, a poll shall be taken.

(vi) The Election Officer shall forthwith report the names of all candidates declared to be elected uncontested to the Election Commission.

5. **Death of candidate**

If before the poll is taken, candidate who has been duly nominated, dies and the Election Officer shall upon being satisfied of the fact of death of the candidate, countermand the polls and

report the fact to the Election Commission and the election proceeding shall be started afresh in all respects as if for a new election :

Provided that no fresh nomination shall be necessary in the case of a candidate who stood nominated at the time of the countermanding of the poll.

CHAPTER-IX

Publication of final list of contesting candidates

After the time of withdrawal is over the Election Officer shall then prepare a final list of candidates for each Ward of persons whose nominations have not been rejected and who have not withdrawn their candidature.

1. Preparation of list of contesting candidates.

Preparation of final list of contesting candidates will be done as follows:

(i) This shall be prepared in Form No XII-A for Councillors and in Form No. XII-B for Chairperson (Form XIVA for Corporation).

(ii) The list of names shall be prepared in Odia alphabetical order.

(iii) The names of the candidates shall be described as these are mentioned in nomination paper.

(iv) The names of the candidates along with his/ her address and symbols assigned shall be specified.

2. Publication of final list of contesting candidates.

The final list of contesting candidates in the prescribed forms at Annexure-27 shall be published on the date and time fixed by the Commission in the notice board of the Election officer, in the Office of the Corporation/ Municipality/NAC, the Sub-collector concerned and in a conspicuous place at each Ward.

3. Fresh Election

In respect of unreserved seats if no candidate comes forward to file nomination, a fresh election proceeding will start. For such cases, the Election Officer may not initiate the fresh election proceedings, but he shall only report the fact to the Election Commission who will fix up the date of fresh election.

4. No Nomination in Reserved Seats

Where a particular Ward is reserved for the Scheduled Castes or the Scheduled Tribes or the Backward Class of citizens, or for Women whether or not belonging to the Scheduled Castes or the Scheduled Tribes, and no eligible candidate is available or comes forward to contest the election in relation to that Ward, the State Government shall nominate a person who is otherwise eligible to contest such election, as the Councillor/ Corporator for the Ward.

5. Printing of Ballot Papers

(i) With a view to avoid any confusion in printing of names of candidates correctly in ballot paper, the Election Officer should verify the names meticulously with the names in nomination papers.

(ii) The Election Officer shall immediately inform by mail or special messenger, the names of contesting candidates arranged in Odia alphabetical order and symbol allotted to each of them to the Commission. Any delay may seriously affect the programme of printing of ballot papers centrally at Commission's level.

6. Printing of Tender & EDC Ballot Papers

(i) Besides Ballot paper for EVM, ballot papers for EDC & Tender Ballot Paper are to be printed and supplied to the Election Officer.

(ii) Every ballot paper shall be in such size as the Election Commission may direct and the particulars in the ballot paper shall be written in Odia.

(iii) The names of the candidates shall be arranged on the respective ballot papers in the order in which they appear in the final list of contesting candidates for the Ward.

7. Issue of identity slips to contesting candidates

(i) After the finalisation of list of contesting candidates, identity slip may be issued to each contesting candidate. The Commission has prescribed the form of Identity Slip for the candidates as follows:-

IDENTITY SLIP FOR THE CANDIDATES

Space for affixing passport size photograph of candidate

Shri/Smt. _____is a contesting Candidate for election to the office of the Corporator/Councillor of Ward No. _____of _____Municipal Corporation/Municipality/NAC.

He/She is an independent candidate/set up by _____Party.

Signature of the Candiate	Signature of Election Officer Date : _____Municipal Corporation/Municipality/NAC Seal of Election Officer

(i) In the identity slip the candidate's photograph is to be affixed. Each candidate is required to furnish photograph in duplicate **within 3 days** from the date of publication of final list of contesting candidates.

(ii) The Election Officer shall prepare the Identity Slip and put his signature attesting the photograph in a manner that half of his signature also covers the Identity Slip.

(iii) Identity slip is to be prepared in duplicate out of which one will be kept in the record of the Election Officer and other will be issued to the candidate after obtaining his due acknowledgement on the body of the office copy and the acknowledgement is to be attested by the Election Officer or Officer authorised by him.

1. Meeting with political parties and candidates and Superintendent of Police.

Between the period starting from the last date of withdrawal of nomination and the date of poll, the District Magistrate or any other officer authorized by him like ADM or SDM may convene at least two meetings of the representatives of all political partiesand the candidates, in which the Election Officer and the Superintendent of Police or his representative are to be present.

(i) In the said meeting, the District Magistrate will discuss among other things the sensitiveness of the polling booths for the purpose of police deployment and seek their co-operation in maintenance of law and order to ensure free and fair conduct of the poll.

(ii) Deployment of Police personnel attached to each Polling Party, Mobile Police Patrol/ Striking Force(s)/Flying Squad with Executive Magistrate(s) as per necessity and intelligence shall be discussed.

(iii) In course of such meeting, if the Candidates and / or the Political Parties have any genuine grievance(s), those should be promptly looked into and remedial action be taken.

(iv) During discussion with the representatives of the political parties and the candidates, the Election Officer should seek their cooperation in observing the Model Code of Conduct .

(v) The legal provisions relating to corrupt practices and electoral offences (Appendix-B) may also be brought to their notice.

(vi) The candidates may be reminded about ceiling of expenditure to be incurred for election purpose and maintenance of election accounts thereon.

(vii) General Observer and Expenditure Observers shall be invited to the Meeting.

CHAPTER – X

ELECTION MATERIALS

1. General

Election materials are important items for conducting the election. Each Polling Party for a Polling Station, has to be supplied with the Election Materials necessary for conducting the Poll.

Similarly, you as Election Officer also require some forms and covers to be used at your level. Most of the items are arranged at Commission's level. But some of the items are to be procured at your level. Hence, you should assess your total requirement for consumable and Non-consumable materials including Forms, Covers, Labels etc. The same may be collected and procured well in advance to avoid any difficulties at the last minute. While verifying the same, in case of any difficulties of shortage of Forms,those may be photocopied or typed at your level or downloaded from the website.

2. **Electronic Voting Machine**

(i) A Voting Machine consists of two units namely; the Control Unit and the Ballot Unit. These are interconnected when the machine is in operation by means of a cable.

(ii) The Commission supplies EVMs mainly manufactured by ECIL. Sometimes it may so happen the EVMs manufactured by BEL may be provided to you. All the Companies publish separate Manuals explaining in full, the details of operation of the machine produced by them. The instructions given in those Manuals should be strictly followed.

3. First Level Checking

FLC of each EVM is to be done by the manufacturer at the Commission's level. Hence, before you receive the EVMs from Commission, you must be sure that FLC has been done for these machines you have received. Please ensure that FLC check label is attached to the EVMs, you are supposed to receive.

(i) You must provide each Polling Party with two complete EVMs, one for the election to the office of Chairperson/ Mayor and other for Counciller/ Corporator consists of a Control Unit (CU) and such numbers of Ballot Units (BU) as are to be used at the Polling Stations i.e. if the number of candidates are more than 16, the Ballot Unit will be two.

(ii) Kindly assess your requirement of EVMs by the following norms:

(a) Total EVMs required for a Ward = Number of Polling Station in theWard + 10% for Poll reserve + 5% for Training.

(b) You must receive the CUs and BUs kept in carry cases.

4. **Forms**

During the process of election, you will have to use some forms at your level. Similarly the Presiding Officer of a Polling Station has to use a number of Statutory and Non-statutory Forms with which you should be familiar. The following are the list of such forms with quantity you must receive well in ahead of election.

A. Forms to be used by Election Officer		**Quantity**
(i)	Notice of the Election Programme (both Odia and English)	@ 10 per Ward
(ii)	Nomination paper	@ 10 per Ward
(iii)	Letter for maintenance of accounts	@ 10 per Ward
(iv)	List of nomination received	@10 per Ward
(v)	List of valid nomination	@ 3 per Ward
(vi)	Final list of contesting candidates	@ 5 per Ward

(vii)	Authorisation by Political Parties (Form IX)	@ 15 per Ward
(viii)	Candidates sponsored by Political Party (Form X)	@ 15 per Ward
(ix)	Form of authorization for EDC (Form XVII)	@ 20 per Ward
(x)	Application for EDC	@ 20 per Ward
(xi)	Return showing the result of Polling	@ 5 per Ward
(xii)	Declaration of result	@ 5 per Ward
(xiii)	Appointment of Polling Agent	@ 10 per Booth
(xiv)	Vehicle Log Book	@ 10 per Ward
(xv)	Notice to Councillor / Corporator to attend meeting for election to Vice-chairperson / Deputy Mayor	@ 5 per Ward
(xvi)	Nomination Form for Chairperson /Mayor	@ 10 per Ward
(xvii)	Nomination Form for Vice-Chairperson/ Deputy Mayor	@ 10 per Ward

	B. At Presiding Officer's level	**Quantity per Polling Station**
(i)	List of Tendered votes	2
(ii)	List of Blind and Infirm Voters	2
iii)	Declaration by the companion of Blind & Infirm Voters	10
(iv)	Declaration of Personation	5
(v)	List of Challenged vote	2
(vi)	Register of voters	one Book
(vii)	Accounts of votes recorded	15
(viii)	Electoral Roll of concerned Polling Station (Marked copy, One copy for display outside Polling Station and another copy for reference of 1st Polling Officer)	3 copies
(ix)	Ballot Paper for Tender Votes	15
(x)	Address Tag for CU	4
(xi)	Address Tag for BU	4
(xii)	Special Tag	4
(xiii)	Green Paper Seal	4
(xiv)	Strip Seal	4
(xv)	Presiding Officer Diary	2
(xvi)	Attendance Sheet of Polling Agent	2
(xvii)	Declaration by the Presiding Officer	2

(xviii)	Receipt book for deposit of Challenged Fee	One Book
(xix)	Final list of contesting candidates	@ 2
(xx)	Voter's Slips	Equal to the number of electors

5. Covers

After the close of the Poll, the election papers relating to poll are to be sealed by the Presiding Officer in separate packets as per the details explained in the Hand book.

(i) In the past, it has been observed that while placing the various Forms and other materials used in a Polling Station in respective Covers, Polling Parties inadvertently place them in wrong covers leading to difficulties in locating these documents at the time of the requirement or in case of Court Cases.

(ii) This fact for proper use of covers must be explained to the Presiding Officers and First Polling Officers during the training classes. The list of such covers to be supplied to the Presiding Officer are given below.

	B. At Presiding Officer's level	**Quantity per Polling Station**
(i)	Big **PinkCover** for Statutory Papers (Packet-I)	1
(ii)	Big **Yellow Cover** for Non-statutory (Packet-II)	1
(iii)	Big **Blue Cover** for Misc. Items (Packet-III)	1
(iv)	Marked copy of Electoral Roll	1
(v)	Other copies of Electoral Roll	1
(vi)	Declaration by Presiding Officer	
(vii)	List of Challenged votes	1
(viii)	Tender votes	15
(ix)	Big Cover to contain Tender Ballot Papers	1
(x)	List of Tendered voters	1
(xi)	List of Blind and Infirm voters along with Declaration(s)	1
(xii)	Appointment letters of Polling Agents along with attendance sheet	1
(xiii)	Presiding Officers diary and any other report	1
(xiv)	Small Cover to contain each EDC Ballot Paper	15
(xv)	Big Cover to contain small covers of EDC votes	1
(xvi)	Receipt book for Challenged Fee	1
(xvii)	Account of votes recorded	1
(xviii)	Big cover for Register of voters	1

(xix)	Unused Tender Ballot Papers	1
(xx)	Unused and damaged Paper seal/Strip seal	1
(xxi)	Used/unused Voter's slip.	1
(xxii)	Any other paper that SEC or Election Officer has directed to keep in a sealed packet	1

B. Cover for use of Election Officer

Besides the above, you also require some small covers to dispatch the EDC ballot papers to the election personnel on duty through the concerned Presiding Officer of the Polling Station where the applicant is deployed.

6. **Labels**

Following labels are required to be used by the Presiding Officer in the Polling Station.

(a)	ନିଷିଦ୍ଧାଞ୍ଚଳ	2
(b)	ଭୋଟଦାନ କ୍ଷେତ୍ର	2
(c)	ପ୍ରତୀକ୍ଷା ସ୍ଥାନ (ପୁରୁଷ)	1
(d)	ପ୍ରତୀକ୍ଷା ସ୍ଥାନ (ମହିଳା)	1
(e)	ପ୍ରବେଶ	1
(f)	ପ୍ରସ୍ଥାନ	1
(g)	ଭୋଟଦାନ କକ୍ଷ	1
(h)	ପୋଲଂଏଜେଣ୍ଟ	1
(i)	ପ୍ରିଜାଇଡିଂ ଅଫିସର	1
(j)	ପୋଲିଂ ଅଫିସର-୧	1
(k)	ପୋଲିଂ ଅଫିସର-୨	1
(l)	ପୋଲିଂ ଅଫିସର-୩	1

6. **Other Materials**

In addition to above, the Presiding Officer may require many other items for use and these may be procured locally or received from the Commission in required quantity.

Sl. No.	Items	No./ quantity
	Non-Consumables	
1	Metal trunk	1
2	Screen for voting compartment	1
3	LED Lamp	1
4	Indelible Ink	4 phials (5 ml)
5	Empty cigarette tin	1
6	Lock and key	1

7	**Seals**	
	(a) Distinguishing Mark Seal	
	(b) Metal Seal for Presiding Officer	
	(c) Rubber Seal for Presiding Officer	
	(d) Cross Mark Rubber Seal	1
8	**Consumables:**	
	(i) Copying Pencil	2
	(ii) Self inking pad	2
	(iii) Ball pen refill	2
	(iv) A 4 size paper	4
	(v) Pin (Small packet)	1
	(vi) Thin Twine Thread	2 meters
	(vii) Candle	2
	(viii) Sealing Wax	5
	(ix) Match Box	1
	(x) Blade	1
	(xi) Carbon paper	3
	(xii) Rubber bands	20
	(xiii) Gum paste	1 bottle(100 ml)
	(xiv) Cloth for cleaning finger of voters	½ metre

CHAPTER-XI

Polling Personnel & Training

1. Polling Party:

The Polling Party for Municipal Elections consisting of one Presiding Officer and three Polling Officers including one Group-D staff shall be appointed by the Election Officer for each Polling Station. In addition, at least one police personnel would accompany the polling party. As per Rule -2 (i) of Odisha Municipal (DW, RS & CE) Rules, 1994,(Rule 2 (o) of Odisha Municipal Corporation Rules, 2003), Presiding Officer means any person appointed by the Election Officer to preside over the conduct of election at one or more Polling Stations within the Ward and as per Rule 2 (j) of said Rule, Polling Officer means the person appointed by the Election Officer to assist Presiding Officer for conducting elections at one or more Polling Stations within the Ward.

2. Appointment of Polling Personnel.

As per the Rule 35/ Rule 34 of the Election Rules, the Election Officer shall appoint one Presiding Officer and one or more Polling Officers.

3. Polling Officer:

The Presiding Officer shall have full legal power to conduct the proceedings in the Polling Station to ensure free and fair election. The other Polling Officers may be designated as Polling Officer No.1 and Polling Officer No.2 and Polling Officer No.3 to assist the Presiding Officer in conduct of poll. Depending on the number of voters in a Polling Station and nature of Polling Station, one more Polling Officer can also be appointed and designated as additional 2nd Polling Officer.

4. Guidelines for appointment of Presiding Officers & Polling Officers

The Commission lays down the following guidelines for selection of the Polling Personnel:

(i) Presiding Officer and Polling Officers are to be classified on the basis of scale of pay and their post and rank. As far as practicable, Gazetted Officers will be appointed as Presiding Officers and in case of difficulty, Officials who are working in supervisory capacity only should be appointed as Presiding Officers. The Presiding Officer should be of higher scale/grade in comparison to the other Polling Officers of that polling party.

(ii) A person having residence in a particular Ward shall not be assigned polling duties in any of the Polling Station of that Ward.

(iii) A polling party should not have more than one personnel from the same Office.

(iv) A polling party should not have more than one personnel having residence in the same Ward.

(v) No employee of the Municipality shall be appointed as a Presiding Officer or Polling Officer. No judicial or Police Officer shall be appointed as Presiding Officer or Polling Officer.

(vi) No casual (NMR, DLR type) employee can be assigned polling duties.

(vii) Polling personnel ordinarily should not be appointed as counting personnel.

(viii) The number of such personnel should be worked out keeping in view the numbers of Polling Stations and a reserve of 5% for emergencies.

5. Requisition of Officials for Polling duty:

The Election Officer shall requisition the employees of different offices in the following format before formation of polling team.

Name of the Office with location _____

Sl. No.	Name of Employee	Designation	Scale pay	Resridential Address	Remarks
1	2	3	4	5	6

6. Appointment Order

In order to ensure uniformity the Commission has prescribed a form for appointment of Presiding Officer and Polling Officer . The Election Officer should ensure that the appointment order must be served to the officers appointed for the purpose in a proper manner and ahead of training schedule. He shall obtain signature of the persons drafted for the polling duty in the duplicate form.

While selecting Polling Personnel, all aspects of employees, i.e. his capability, honesty, election experience etc. should be taken into account.

2. Training of Polling Personnel :

(i) The Election Officer will arrange one round of training for the Presiding Officer and 1st Polling Officer before the date of polling. The Presiding Officer should be thoroughly trained regarding use of Electronic Voting Machine (EVM) as the Electronic Voting Machines are used in the Elections to UrbanLocal Bodies. It is also necessary that the Polling personnel are thoroughly acquainted with the procedure of conduct of polls and dispatch of the EVMs and election papers etc..

(ii) The Master Trainer will train the Election Officer and other Training Officer who will impart training on EVMs and election procedure to the polling personnel.

(iii) Generally, training will be done in the following manner :

Designation of the Trainer	**Official to be trained**	**Place of training**
Technical Personnel of	Master Trainer for EVM	State Headquarters
Master Trainer	Election Officer & other Official related with EVM Commissioning etc.	District Headquarters
Election Officer & other Trainer Official	Presiding Officer & 1st Polling Officer	Municipal Headquarters

(i) The Superintendent of Police at the District level, the S.D.P.O. / Circle Inspector of Police and the Officer in charge of Police Station at Municipal Corporation level should be invited to attend the training programme to familiarize themselves with the poll process and the polling personnel so that they can work promptly and deal with any poll related situation effectively when it occurs.

(ii) The Polling Personnel would be paid remuneration at the rates prescribed by the Commission.

8. Relevant Election laws for polling personnel

(i) The Polling Officer(s) during training be acquainted with the provisions of relevant Act/ Rules; The polling personnel must be told during the training/ rehearsal that they ought to be fair and impartial in performance of their election duties. The relevant provisionson Corrupt Practices and Electoral Offences and Indian Penal Codeare given in the Manual else where.

(ii) The Polling Personnel and other concerned may be briefed about the provisions pertaining to electoral offences as detailed in R.P. Act, 1951 described in the Manual else where.so that they become conscious of their duties to be fair and impartial in conducting the election.

9. Election Duty Certificate

Normally a person registered as a voter in a particular Ward may not be deployed for election duty in the same Ward. Then he is entitled to vote through an EDC ballot paper in the Polling Station where he is deployed. For the purpose, he should submit an application to the Election Officer in Form prescribed by the Commission. This Form shall be supplied to the Polling Personnel who desires to vote through EDC, at the time of training by the Election Officer so as to enable them to apply at least 4 days before the date of dispersal.The procedure may be explained to them in the training classes.

CHAPTER-XII

Commissioning of EVMs

The commissioning of EVMs means making the EVMs ready for poll. First when you receive the EVMs from the Commission, you must ensure that each CU & BU bears the green label of the First Level Checking (FLC) by the manufacturer affixed on it. The FLC is normally done at the Commission's level. The Voting machine comprises two units, Control Unit and Ballot Unit. These two units are interconnected by means of a cable when voting machine is put into operation. The end of the cable is permanently attached to the Ballot Unit. Before a voting machine is supplied to a Presiding Officer for use at a Polling Station, some preparations are to be made at the Election Officer's level.

1. Commissioningof EVMs at Election Officer's level

After the EVM Ballot Paper is received by you, you must take steps for commissioning of EVMs.

(i) At least three days before the date on which the commissioning is scheduled, a notice is to be given in writing to each contesting candidate intimating the place or places where the voting machines will be so prepared and the date and time of preparation of EVMs and seeking their presence.

(ii) However, the candidates or their representatives duly authorized may remain present during commissioning.

(iii) Even for any reason, when neither candidate nor representative of any candidate(s) is present the preparation of EVMs should proceed ahead as scheduled.

(iv) Besides, the Commission deputes the EVM Engineers of the EVM manufacturing Firm for taking up commissioning at your level. The commissioning consists of preparation of Ballot Unit and Control Unit to be used during poll.

2. Preparation of Ballot Unit.

The preparation of Ballot Unit involve the following process :

A. **Inserting and fixing ballot paper in the space meant for the purpose**.

There is a provision of fixation of ballot paper on the Ballot Unit under a transparent acrylic sheet.

(i) Every ballot paper before it is fixed on the Ballot Unit shall be signed on its back by the Election Officer.

(ii) For fixing the ballot paper on that screen, you have to first open the top cover of the Ballot Unit. This can be done by pressing simultaneously towards the right, the latches at the top and the bottom on the right edge of the unit and swinging the cover up. The top cover and lower portion of the Ballot Unit will then open like a book.

(iii) Thereafter, you should open the ballot paper screen, which is hinged on the top cover on the extreme left side. The released latches of the screen are inside the top cover. Then by pressing the latches simultaneously, first slightly towards right and then pushing them downwards, the ballot paper screen will become free for opening on the upper side of the top cover.

While opening the screen, every care should be taken to ensure that it does not get damaged in the process.

(iv) After opening of the screen, the ballot paper should be fixed in the place provided for the purpose i.e. on the upper side of the top cover of Ballot Unit.

(v) The ballot paper should be properly aligned so that each candidate's name and his symbol are in line with the corresponding lamp and button and the thick lines dividing the panel of candidates on the ballot paper are in line with the corresponding grooves on the Ballot Unit.

(vi) There should not be any misalignment as that would create confusion in the mind of the voter.

(vii) After ensuring such alignment, it is to be closed and pressed fit the ballot paper screen to secure the ballot paper firmly underneath that screen.

(viii) Then the screen is to be sealed on the inner side of the top cover by passing the thread through two holes in the screen specially provided for the purpose on the inner side. The thread should be tightened and given a firm knot.

(ix) The two ends of the thread should be placed on an address tag supplied by the Commission and Election Officer shall put seal on the thread and signature on the address tag.

B. **Masking of Candidate's Buttons:**

(i) On the Ballot Unit, the number of **unmasked** button will be equal to the number of contesting candidates.

(ii) The **masking of unwanted buttons** can be done by moving the white masking tabs on the candidate's button.

C. **Setting of slide switch**

(i) Inside the Ballot Unit on the top right side, there is a slide switch which has four positions 1,2,3& 4.

(ii) If the number of contesting candidates is within 16, then only one Ballot Unit is to be used and the switch is to be set in the position marked 1.

(iii) If number of candidates exceeds 16 and below 32, then the 2nd Ballot Unit is to be used and set the switch of the second Ballot Unit to the position marked '2' and so on depending upon the number of candidates.However, one Control Unit can cater to 64 contesting candidates.

D. **Sealing of the Ballot Unit:**

(i) After completion of all the above work, the Ballot Unit is to be closed by bringing the top cover back to its original position.

(ii) Then the Ballot Unit is to be sealed. For this purpose, pass two threads, one through the three holes at the top and other through three holes at the bottom, give a firm knot to each thread.

(iii) Seal each thread with Election Officer's seal by placing its two ends on the address tag after duly filling up the particulars.

(iv) Candidates or their authorized representatives will be permitted to affix their seals also, if they so desire, on the address tag.

(v) After sealing the Ballot Unit, the Ballot Units will be kept in a carrying case.

3. **Preparation of Control Unit.**

The Control Unit of the voting machine is also to be prepared by Election Officer at his level. These preparations include a) **Installation of battery** b) **Setting the number of candidates** c) **Sealing the Candidate Set Section of Control Unit.**

A. Installation of battery

(i) The Electronic voting Machine operates on a special battery, which is supplied by the manufacturing company. Only a new battery should be used whenever a machine is used at any election.

(ii) There is a provision for installation of the battery on the top side of the Control Unit in the 'Candidate Set' section.

(iii) For installing the battery in the compartment specially provided for the purpose in the 'Candidate Set'section, the cover of that section may first be opened by pressing the latch provided on the left side, slightly inwards.

(iv) The battery has a socket in which a plug can be inserted in the battery compartment in the 'Candidate Set section'.

(v) The socket of the battery is covered with a small strip of adhesive tape. Remove this tape and install the battery by inserting the plug in the socket and ensure that the battery is pressed tight.

B. Setting the number of candidates.

(i) At every election where voting machine is used the Control Unit has to be set according to number of contesting candidates.

(ii) First the Ballot Unit is to be connected to the Control Unit by plugging the connector of the interconnecting cable in the socket in the rear compartment of the Control Unit.

(iii) After connecting with Ballot Unit& Control Unit push the power switch to '**ON**' position. It will give a beep sound and the '**ON**' lamp on display section of Control Unit will glow '**GREEN**'

(iv) After the 'ON' glows Green, press the 'Cand Set' button.

(v) Thereafter the display panel will flash the letters 'SET CANDIDATE — —" in the candidate set section of the Control Unit.

(vi) Then press the candidate's button against the last contesting candidates in Ballot Unit. The number of contesting candidates can be set in any number of Control Unit by using only one Ballot Unit or one set of Ballot Units.

(vii) Where the work of setting the number of contesting candidates in different Control Units is distributed amongst different officers, each such officer may use a separate Ballot Unit for setting the number of contesting candidates in the Control Units allotted to him.

(viii) Then, the EVM is to be switched 'OFF' and the inter connecting cable be disconnected from Control Unit.

C. Sealing of Candidate Set Section of the Control Unit.

(i) After battery has been installed in the candidate set section and Control Unit has been set according to number of contesting candidates, the "candidates set section" should be closed and sealed.

(ii) The candidate set section shall be closed by replacing the outer cover and pressing it tight. It is to be sealed by placing a thread through the two holes provided on the left side giving a tight knot to the thread and placing the two ends of the thread on an address tag and seal it with Election Officer's Seal.

4. Safe custody of Voting Machines.

(i) All the voting machines which are being prepared for use at the elections along with reserve machine should be kept and preserved in safe custody in a Strong Room, the lock of which should be sealed by Election Officer's Seal.

(ii) The candidate may also be permitted to put their seals on the lock if they so desire.

(iii) The Strong Room should be opened only on the appointed date and time when machines are to be supplied to the Polling Parties before they leave for their Polling Stations.

(iv) You should maintain a complete record of all the BUs & CUs to be used at the election.

EVMs used for training and demonstration purpose are not be Commissioned nor to be used in the Poll.

CHAPTER-XIII

Arrangement for Poll

1. Verification of Polling Station :

Prior to the poll the Election Officer or any officer authorized by him shall make physical verification of the Polling Stations regarding availability of furniture, adequate space for sitting arrangement of the polling personnel, drinking water facilities, waiting space for voters etc. The official in charge of the building for Polling Station or any person on his behalf shall remain present there to receive the polling parties and facilitate their stay and arrangement of poll.

2. **Preparation of Electoral Roll**.

(a) Marked copy Electoral Roll

The Election Officer has to prepare 3(three) copies of Electoral Roll to be supplied to the Presiding Officers out of which one copy is Marked copy of Electoral Roll.

(i) This copy of Electoral Roll is an important statutory paper.

(ii) Marked copy of Electoral Roll will contain no marks except EDC.

(iii) In the Marked copy of the Electoral Roll, EDC shall be noted in red ink against the serial number of the voter who avails EDC.

(iv) "Marked Copy" shall be written on the top of each page of Marked copy Electoral Roll. For this purpose you can prepare a rubber seal "Marked Copy" and stamp it on the top of each page of Marked copy Electoral Roll. Election Officer will sign with his rubber seal at the bottom.

(b) Other Copies of Electoral Roll-

Other 2(two) copies of Electoral Roll shall be supplied to the Polling Parties out of which one copy shall be displayed at the outside of the Polling Station and other copy will be retained by the 1st Polling Officer for reference.

3. **Issue of EDC& Ballot Paper**

As per Commission's instruction a person shall not be deployedfor election duty in any of the Polling Station of a Ward where he is a resident or registered as a voter. But to exercise his franchise, he may require a Ballot Paper of his ward to cast his vote in any other Polling Station where he is deployed.

(i) Hence, the voter on election duty shall apply to the Election Officer in the Form prescribed by the Commission along with Xerox copy of the appointment letter at least 4 days before the date of dispersal.

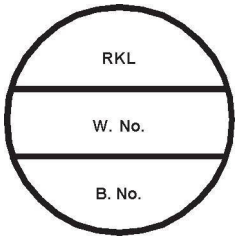
(ii) The concerned Election Officer will verify the details of application along with Electoral Roll i.e. Sl. No of Electoral Roll, Ward No etc.

(iii) After verification, the Election Officer shall issue Form of Authorisation to vote at a Polling Station located outside the polling area i.e. Form No XVII .

(iv) Then you will issue the ballot papers supplied to you pertaining to the ward from the 1st serial number to be used for EDC for that ward.

(v) In the ballot paper where there is a space for signature of the elector you will put your signature in that space after filling the particulars in the counterfoil.

(vi) In the space for distinguishing mark on the ballot paper, you shall write name of the ULB in abbreviation, Ward number and Booth number as given in the sample.



(i) Similarly on the back of the ballot paper you shall also write 'EDC Ballot Paper' and put your signature with seal below the marking.

(ii) While issuing the EDC Ballot Paper, the corresponding serial number of the voter on election duty in the Electoral Roll of his Polling Station (Marked copy of Electoral Roll) shall be marked and indicated 'EDC' in red ink against his name.

(iii) The Election Officer shall hand over the EDC Ballot paper in a closed cover supplied to you, writing over it the name of the person on Election Duty, Polling Station No. and Ward No. of his election duty to the Presiding Officer of the concerned Polling Station where the person is deployed.

4. **Sorting of Election Materials**

(i) To facilitate the Polling Parties to carry the election materials to the Polling Station, you will arrange a Trunk/ cloth Bag for each Polling Party.

(ii) Put a label as follows on each trunk

Election to _____NAC/Municipality/Corporation

Ward No. _____

Polling Station No. _____

Name of the Polling Station _____

(iii) Keep all election materials as per Check Memo in the trunks before dispersal of the Polling Parties.

(iv) A responsible official should be kept in charge of the sorting of Polling Materials booth-wise.

5. Arrangement at Dispersal centre:

Dispersal Centre shall be set up before the date of dispersal at a convenient place and required personnel shall be deployed in different counters asdescribed below for smooth dispersal of Polling Parties. Preferably the Dispersal Centre and the Collection Centre to receive the materials after poll should be same and at one place.

(i) **Reception counter**

There should be a Reception Counter at dispersal centre to collect the joining report of polling officials and to explain other queries made by them.

(ii) **EVM Counter:**

A counter will be opened exclusively to deliver the EVMs to the Polling Parties. A responsible officer shall be kept in charge of this counter. A register shall be maintained at this counter on the following format.

Ward. No.	Polling Booth No.	B.U. No.	C.U. No.	Name of Officer receiving BU & CU	Signature of Officer receiving	Signature of the Officer in charge
1	2	3	4	5	6	7

(iii) **Election Material Counter**

A trunk containing all election materials required by a Polling Party shall be handed over to the concerned Polling Party at this counter. The materials in the trunk will be as per the list in Check Memo .

(ii) **Cash Counter**

A separate counter for handling cash shall be opened. The Presiding Officer will receive the remuneration of the Polling Personnel of his booth and Booth Contingency along with aquittance roll.

(iii) **Police Counter**

This counter will be opened for joining and tagging of Police personnel to booth. It will be kept in charge of the police Administration. A responsible police officer will remain in charge of the counter along with support staff. Police personnel shall be tagged to different Polling Station here and dessimination of information regarding the tagging of police personnel is also to be done here for benefit of the Polling Parties.

(iv) **Vehicle Counter**

The Vehicle counter will be located where the vehicles to carry the polling personnel to the Polling Station are parked. The Officials deployed in this counter will announce the vehicle No. attached to different Polling Stations. They will also be responsible for reporting the joining of vehicles, issue of log books, affixing labels on the vehicles and remit cash advance to the drivers etc.

(v) **Waiting Space**

Adequate space with shed (if required) may be provided for Presiding Officers and Polling Officers to verify their election materials as per the Check Memo provided (in the trunk) at the dispersal centre. Besides a separate waiting room/space shall be provided to Reserve Polling personnel.

(vi) **Drinking Water etc.**

Drinking Water arrangement&toilet facilities shall be provided at Dispersal Centre. Further, you will also make arrangement for First Aid Centre and essential commodities sale centre for the benefit of the Polling Parties.

5. Appointment of Polling Agent

(i) Polling Agent means a person duly appointed by a contesting candidate during the election to remain present in the Polling Station during poll. A candidate can appoint one Polling Agent per Polling Station with the approval of the Election Officer.

(ii) You may advise the contesting candidates to submit the above forms for appointment of Polling Agent in duplicate by 5.00 P.M. on the day before the date of poll positively failing which he may face difficulties to represent in a Polling Station.

(iii) One copy of the form will be retained in Election Officer's Office and the second copy shall be given to the candidate for his Polling Agent.

(iv) The Election Officer must ensure that the Candidate/Polling Agent should sign in full on the form prescribed by the Commission.

(v) The appointment order shall be presented by the Polling Agent to the Presiding Officer concerned at the Polling Station on the day of poll to allow his admission inside.

(vi) The Candidates may also be advised by you to instruct their Polling Agent to report at the Polling Station one hour before the commencement of poll so that the Polling Agent may not miss any critical actions like mock poll, sealing of the EVMs etc. performed by the Presiding Officer.

(vii) The Presiding Officer would not wait for any Polling Agent since he has to conduct the mock poll and commission the machine for polling well before exact time of commencement of poll.

7. Appointment of Sector Officer.

Ordinarily, one Sector Officer may be appointed for 10 – 12 booths depending upon the geographical location and nature of Polling Station to co-ordinate between the Election Officer and Presiding Officer.

8. **Duties of Sector Officer:**

(i) To facilitate the dispersal of Polling Parties of Polling Stations attached to him.

(ii) To ensure that all parties attached to him are dispatched to Polling Station smoothly.

(iii) To ensure that all Polling Parties attached to him have reached the Polling Station safely.

(iv) To ensure from Polling Parties that all election materials are verified and O.K. with the Polling Parties.

(v) To ensure that all arrangements have been made by the Presiding Officers before commencement of the Poll.

(vi) To ensure that Mock poll has been completed in presence of Candidates/Polling Agents before actual Poll and he should remain present during mock poll at least in one Polling Station.

(vii) To ensure that poll has been commenced at the time fixed by the Commission.

(viii) To inform Election Officer regarding Percentage of polling of male & female voters voted at every two hours interval.

(ix) To ensure that poll has been completed smoothly and peacefully.

9. **ELECTION MASTER PLAN**

In an election, all the activities are to be completed in a time bound manner. It is necessary to plan out all the course of events to be undertaken during election. Hence, as Election Officer you have to prepare a detailed Master Plan elaborating on each item of work with dateline. The Election Master Plan for the ULB under your charge should contain at least the following items of work.

(i) Final list of Contesting Candidate

(ii) Categorisation of Polling Station and their physical verification.

iii) Polling Personnel Management

(iv) Printing of Ballot Paper for EVM

(v) *Printing of Ballot Paper for EDC and Tender Votes*

(vi) *Commissioning of EVMs*

(vii) *Procurement and Sorting of Polling Materials*

(viii) *Appointment of Polling Personnel*

(ix) *Appointment of Sector Officers*

(x) *Training of Polling Personnel*

(xi) *Dispersal Centre Arrangement*

(xii) *Receipt/ Collection Centre Arrangement*

(xiii) *Police Arrangement*

(xiv) *Vehicle Management and Route Chart*

(xv) *Poll Management*

(xvi) *Counting Arrangement*

(xvii) *Deployment of Officer and Staff for various election related duties with their official address and contact number.*

(xviii) *Name of the Observer and their contact number*

(xix) *Particulars of Control Room*

The list is only illustrative but not exhaustive. Your Master Plan may also include some other important items of work which are not described here. Hence, you can add or modify in the Plan as per your requirement.

However you must submit a copy of the Master Plan so prepared to the District Magistrate, Superintendent of Police of the District and State Election Commission, Odisha within four days from the date of publication of final list of contesting candidates without fail.

1. Transmission of O.K. message:

Election Officer is required to transmit the following OK messages to the Commission at different stages and within the specified time without fail on the day of poll & before.

A. Day Before Poll:

(i) By 3 PM on the day of dispersal

"All polling parties are dispersed with their election materials".

(ii) By 7 PM on the day of dispersal

"All Polling Parties have reached their destination safely".

(iii) By 9 PM on the day of dispersal

"All election materials including EVM are OK with all Polling Parties".

B. Day of Poll:

(i) By 9 AM on the day of poll

"The poll has commenced in all the Polling Stations".

ii) Poll percentage on two hourly basis

a) 10.30 A.M b) 12.30 P.M c) 02.30 P.M d) 04.30 P.M

iii) By 6 PM on the day of poll

"The Poll has been completed in all the Polling Stations smoothly".

iv) By 8 PM on the day of Poll

"All the polling parties have safely reached the Collection Centre with polled EVMs".

CHAPTER-XIV

The Poll

Polling is the most important event in the election process. Through poll, the electors express their choice of the candidate to represent them. Any irregularity in conduct of poll may vitiate the election. Therefore, it should be ensured that the poll is conducted strictly in accordance with law, prescribed procedure and instructions of Election Commission.

1. **Polling Stations:**

Poll is conducted at Polling Stations located in a Ward. The list of Polling Stations must have been approved by the Election Commission. Before the poll, you must have physically verified all the Polling Stations situated in different Wards of the Urban Local Bodies. It must be kept in mind that no changes can be made in the building or location of any Polling Station without prior approval of the Commission. Poll conducted at any other place other than the approved Polling Station shall be null and void ab initio.

2. Polling Parties

Polling Parties for conducting the poll at a Polling Station are appointed by the Election Officer. Please check and ensure that appointment orders have been served on each of the polling personnel so appointed. Further, the required numbers of reserve polling personnel are in place. 5% of the total number polling party should be kept as reserve. You must have ensured that intensive hands-on training regarding the operation of the EVMs is imparted to the polling parties particularly the Presiding Officer and the 1st Polling Officer. Similar training should also be imparted to Sector Officers and other Supervisor Officers.

3. Polling Materials:

You must ensure that all the polling parties have been provided with necessary polling materials including Voting Machines. A list of such polling materials is given in Check Memo. The Presiding Officers must be instructed to verify the materials as per the Check Memo at the dispersal Centre while receiving them. Further, the Presiding Officers must be instructed to take utmost care of the safety and security of the Voting Machines. It should be made clear to them that they will be held personally responsible for any damage to the machines caused on account of their negligence.

4. Arrival of Polling parties at Polling Station :

(i) Each polling party should be dispatched to reach their assigned Polling Station on the day before the poll. The voting compartment should be set up in the Polling Station in such corner of the room that the voter is able to record his vote in that compartment in complete secrecy. It should not be placed in front of near a window lest any person from outside should see a voter casting his/her vote. The area must have sufficient lighting. A model lay out of the Polling Station is given in the Manual else where.

(ii) The distance between the voting compartment where the Ballot Unit kept and table of the Presiding Officer on which the Control Unit of the Voting Machine will be placed should not exceed 3 meters as the length of the inter connecting cable is 5 meters only.

(iii) It should be ensured that things should be arranged in such a way as no voter while going to the voting compartment has to trade over the inter connecting cable.

(v) The entire length of the cable remains visible to the Polling Agent throughout the poll.

(v) On the day of poll, each member of the polling party must take up his position in the Polling Station at least one hour before the time fixed for the commencement of the poll.

5. Arrival of the Polling Agents:

(i) As and when a Polling Agent at the Polling Station reports, the Presiding Officer shall check for his appointment letter issued by a candidate and approved by Election Officer and admit him on production of a photo Id Card identifying the agent. The photo ID card of the agent should be one among the 12 items approved by the Commission.

(ii) Presiding Officer will also further record the attendance of the Polling Agent in a form prescribed and obtain their signature on it.

6. Duties of Presiding Officer & Polling Officer.

(i) Presiding Officer should acquaint himself fully with rules and procedures prescribed for conduct of poll by EVM.

(ii) He must obtain and keep in readiness all relevant instructions of the Election Officer.

iii) He must acquaint himself about the use & operation of EVM with utmost thoroughness.

(iv) He must attend the training classes without fail.

(v) On the day of dispersal, he must acquainthimself with 3 other members of his team such as 1st Polling Officer, 2nd Polling Officer, 3rd Polling Officer and 4th Polling Officer.

(vi) While collecting election materials it is his responsibility to check that all the items as per Check Memo have been provided to him. Specifically indelible ink phial is not empty or dried up. If so, the same may be replaced at the dispersal centre.

(vii) At the Dispersal Centre while receiving Electronic Voting Machine Presiding Officer should ensure that-

(a) Control Unit and Ballot Unit given to him pertain to hisPolling Station.

(b) The Candidate set section of Control Unit is duly sealed and address tag firmly attached.

(c) The battery in the Control Unit is fully operational.

(d) Ballot Units have been duly sealed and address tag firmly attached.

(e) Appropriate Ballot paper for the Ward has been fixed in the Ballot Unitand is properly aligned with ballot paper screen.

(f) The slide switch has been set to appropriate position in Ballot Unit(i.e. 1 (one) in case of one Ballot Unit. 2 (Two) in case of two Ballot Unitwhere contesting candidates are more than 16.

(g) The other important items such as Ballot Paper for Tendered Votes, Register of Voters,Marked copy of Electoral Roll, other copies of Electoral Roll, Presiding Officer's Diary, Green Paper Seal,Strip Seal, Special Tagand Address Tag have been provided.

(viii) On arrival at the Polling Station, he should have a clear idea of the arrangements to be made for setting up of a Polling Station in prescribed manner especially to secure secrecy of voting, regulation of queue of voters, conduct of poll proceedings free from outside interference, etc.

(ix) He has to keep his appointment order with him as well as the Polling Officers to keep theirs with them during poll.

(x) He has the authority to allow polling agents to remain present at the Polling Station during the voting. He shall examine the letter of authority issued by a candidate in favour of a Polling Agent received from the Election Officer along with his Photo Identity Card. He shall also record the attendance of the polling agent in the prescribed Form and obtain their signature on it.

(xi) Before the commencement of poll, the voting machine has to be shown to the Polling Agents present to satisfy them that no votes are already recorded therein.

(xii) For this purpose, a mock poll shall be held at least half an hour before the time fixed for commencement of poll by recording a few equal number of votes at random for each of the contesting candidates and tallying the result & shown to Polling Agents present.

(xiii) After holding the mock poll, the votes recorded at such mock poll have to be cleared from the voting machine so that no data relating to the mock poll remains in the memory of the machine (Close-Result-Clear) i.e. CRC.

(xiv) Then only he has to fix the Green Paper Seal and Special Tag to close and seal the result section with Address Tag of the Control Unit. Then Strip Seal or 'A','B', 'C' , 'D' Seal is to be fixed .The Procedure of fixing the green paper seal and sealing of Control Unit is explained in details subsequently in this hand book.

(xv) The poll should commence at the hour fixed for such commencement by the Election Commission. Before commencing the poll, the candidates or their agents present and the Polling Officers should be explained about the maintenance of secrecy of vote by reading the relevant provision of Section 128 of Representation of Peoples Act, 1951

regarding their duty to maintain the secrecy of the vote and the penalty for any breach thereof.

(xvi) Further after reading out the provision of 128 R.P Act and before commencement of the Poll Presiding Officer should read out & sign a declaration in the priscribed Form a and obtain the signature of polling Agents present.

(xvii) He has to go on recording the relevant events as and when they occur in the Presiding Officer's Diary.

(xviii) He has to regulate the proceedings in the Polling Station for peaceful and smooth conduct of poll.

(xix) The identity of an elector should be properly verified by the 1st Polling Officer. The instructions for establishing the identity of elector as provided in rule 48 of Odisha Municipal (DWRSCE) Rules, 1994, and Rule 47 of Odisha Municipal Corporation (DWRS&CE) Rules, 2003 and Commission's Order No. 4550 dt 7.12.2021 should be followed scrupulously. After an elector has been identified, the 1st Polling Officer shall underline the name of the elector in the marked copy of Electoral Roll & in addition put a tick mark against the name of a female voter.

(xx) He as Presiding Officer shall also be in charge of the Control Unit of the voting machine.

(a) To enable the elector to record his vote, the Presiding Officer will press the Ballot button on the Control Unit to make it ready for recording the vote. On the ballot button being pressed, the "Busy" lamp will glow red and simultaneously the ready lamp on Ballot Unit in the voting compartment will start glowing green. The elector will record his vote in the compartment by pressing the "Blue button" provided against the name and symbol of the candidate of his choice.

(b) When the voter presses that button, the lamp provided on the Ballot Unit against the name and symbol of that candidate will start glowing red and green light on the Ballot Unitwill go off. Also a beep sound will be heard emitting out from the Control Unit. After a few second the beep sound and red light in the candidates lamp on the Ballot Unitand the red light on the "Busy" Lamp on the Control Unit will also go off.

(xxi) Sometimes, the Presiding Officer may have a suspicion or reason to suspect that the Ballot Unitkept in the screened voting compartment is not functioning properly or that an elector who has entered the voting compartment is tampering or otherwise interfering with the Ballot Unit or has remained inside the voting compartment for unduly long period. In such cases, the Presiding Officer has to take such steps as may be considered necessary by him to ensure that the Ballot Unitis not tampered or interfered with in any way. If it is required to enter the voting compartment, the Presiding Officer should permit the polling agents to accompany him if they so desire.

(xxii) He shall close the poll at the hour fixed for the purpose by the Election Commission. However, all voters present at the Polling Station at the closing hour of poll shall be allowed to vote who have been provided with slips signed by Presiding Officer. He shall start distributing the slips from the end of the queue, before the closing hours.

((xxiii) After the close of poll, the voting machine and all election papers should be sealed and secured in the manner prescribed by the Election Commission and described in detail in Chapter – XV of this book. .

(xxiv) It is his personal responsibility to hand over the voting machine and all election papers duly sealed and secured to the officer responsible for the collection thereof at the receiving centre under proper receipt.

(xxv) In the performance of his duties he is only bound by the instructions of the commission/ Election Officer / Election Observer or other officers authorized by Commission.

(xxvi) When he is unable to remain present in the Polling Station for reasons beyond his control, he shall authorize 1st Polling Officer to act as Presiding Officer during his short absence from the Polling Station.

7. Arrangement inside a Polling Station:

(i) Setting up of Polling Stations & Voting procedure.
Polling party is to reach its Polling Station on the day preceding poll.

(ii) **On arrival at the Polling Station**

(a) He must form a clear idea of arrangement to be made for setting up of proper polling compartment to ensure secrecy of voting, regulation of queue of voters and protection of poll proceeding free from outside interference.

(b) He shall ensure that—

1. there is enough space for the voters to wait outside the Polling Station;
2. there is separate waiting space for men and women as far as practicable;
3. thereare separate entrance and exit for voters in the room. If the room is having one door, then provision can be made for Entry & Exit by drawing a rope.

(iii) Voting Compartment.

(a) Voters have to vote in secrecy and for this purpose, the Ballot Unit(s) is required to be kept in Voting Compartment. Voting Compartment has to be covered from three sides. Please ensure that nothing is visible from outside of the voting compartment.

(b) The voting compartment should be so provided and located as to prevent any breach of secrecy when elector is actually voting. It should also be adequately lighted.

(iv) Sitting Arrangement

The sitting arrangement in the Polling Station should be such that the 1st, 2nd Polling Officer and 3rd Polling Officer should be sitting in a row. The 3rd Polling Officer must be sitting near to the voting compartment. The entire arrangement is such that the Presiding Officer shall be able to watch total proceeding inside the Polling Station. There must be a clear passage for entry and exit of the electors in the Polling Station. The sitting arrangement in a Model Polling Station is shown in the Manual else where.

(v) Sitting Arrangement for Polling Agents

The Polling Agents are to be seated in such a way that when an elector enters the Polling Station they may see the face of the elector and can challenge the identity of elector, if needed. They should also be able to watch the entire operation inside the Polling Station including his/her movement to voting compartment and his/her exit from the Polling Station after registering his/her vote.

8) Display of Notice.

The Presiding Officer shall display prominently outside each Polling Station. The following notices on the day of poll.

(i) notice specifying the polling area and the electors who are entitled to cast their votes at the Polling Stations and when the Polling area has more than one Polling Station the particulars of the electors so entitled; and

(ii) copies of final list of the contesting candidates.

9) Conducting of Mock Poll

Before commencing the poll, the Presiding Officer has to satisfy not only himself but also all Polling Agents present that the voting machine is in perfect working order and that no votes have already been recorded in the machine.Hence, preparations are to be made on the Control Unit by the Presiding Officer as per the following steps.

(i) Interlinking the Control Unit with the Ballot Unit or the first Ballot Unit where moreBallot Units than one are used.

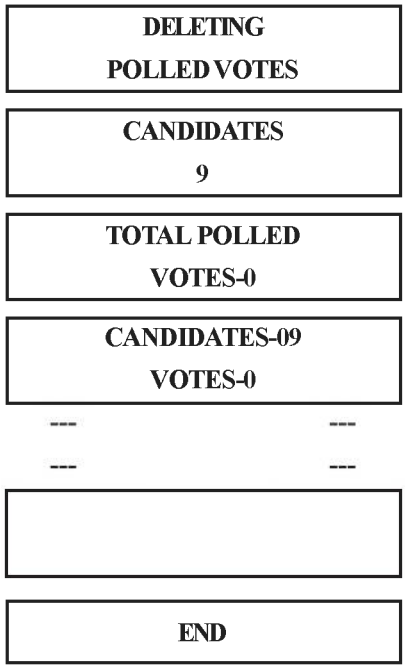
(ii) Switching the power switch to 'ON' position;

(iii) For such satisfaction, he should first show to all present that all counts have been set to ZERO by pressing the 'Clear' button. The 'Clear' button is provided in a compartment in the Result Section of the Control Unit. This compartment is covered by an inner door and an outer cover.

(For EVMs supplied by ECI)

Cd	9
to	0
01	0
02	0
03	0
04	0
05	9
06	0
07	0
08	0
09	0
	END

(For EVMs supplied by SEC)



(iv) Then the 'Ballot' button is to be pressed on the Ballot Section of the Control Unit. On pressing the 'Ballot' buttons, 'Busy' lamp in the Display Section will glow red.Simultaneously, the 'Ready' lamp on the Ballot Unit will also start glowing green.

(v) Then any polling agent can press, according to his choice, any of the candidate's button on the Ballot Unit.

(vi) When the votes are being so recorded, the 'Total' button on the Ballot Section of the Control Unit is to be pressed to verify at any time that the total votes recorded in the machine tally with the number of votes which have been polled up to that stage. The Polling Agents may be allowed to cast equal no. of votes for each candidate.

(vii) He shall ensure that all the contesting candidates get votes.

(viii) At the end of the mock poll, the 'Close' button in the Result Section is to be pressed. On the 'close' button being so pressed, the Display Panels in the Display Section of EVMs will show as follows.

(For EVMs supplied by ECI)

	Np	1
	Cd	9
—	to	18
		End

(For EVMs supplied by SEC)

CLOSING RESULT
DTE 01-02-07 TME 06-15-01
SL NO-H0003
CANDIDATE 9
TOTALPOLLED VOTES-18
POLL CLOSED

(ix) Then, the button marked 'Result' in the Result Section is to be pressed. On that button being pressed, the Display Panels will start showing candidate-wise votes polled the in the machine sequentially. The result will be shown to all the polling agents present to be satisfied about the no. of votes recorded.

(For EVMs supplied by ECI)

Cd	9
to	18
01	02
02	02
03	02
04	02
05	02
06	02
07	02
08	02
09	02
	END

(For EVMs supplied by SEC)

COMPUTING RESULT
POLLRESULT PDT 03-04-18
PST 07-15-10 PET 07-30-10
CANDIDATES 09
TOTALPOLLED VOTES-02
CANDIDATES-01 VOTES-02
-- --
-- --
CANDIDATES-09 VOTES-05
END

(x) Next, the 'Clear' button is to be pressed to clear the account of votes recorded during the mock poll. On the 'Clear' button being so pressed, all counts will show ZERO as shown previously.

Then he is to proceed with sealing of Control Unit. For this he is provided with Special Tag, Green paper seal, Strip seal and Address tag.

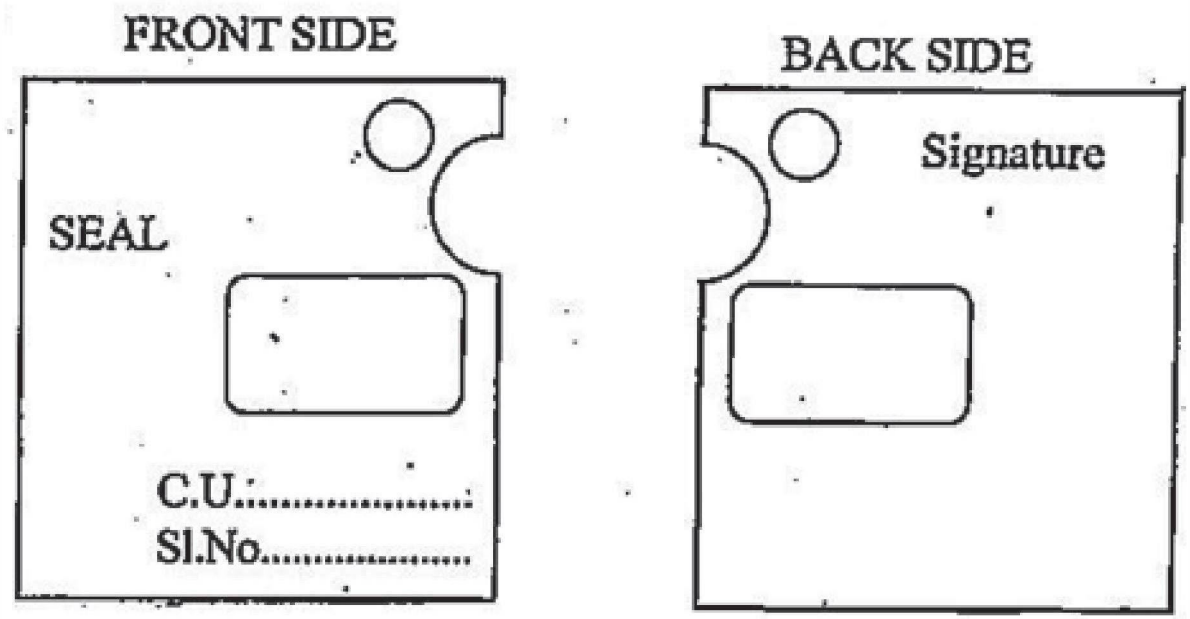
10. Sealing of EVMs for Poll

Step-1-Fixing of Green paper seal:

Green paper seal is to be signed by the Presiding Officer and Polling Agents on the white surface. There is a frame provided for fixing the paper seal on the inner side of the door of the inner compartment of the result section of the Control Unit. Green paper seal is to be fixed in such a way that its green surface is seen through the aperture from outside. After fixing the seal, the door of the inner compartment should be closed and sealed in such away that two open ends of the green paper seal protrude outwards from the sides of inner compartment. Then outer door of result section is to be closed.



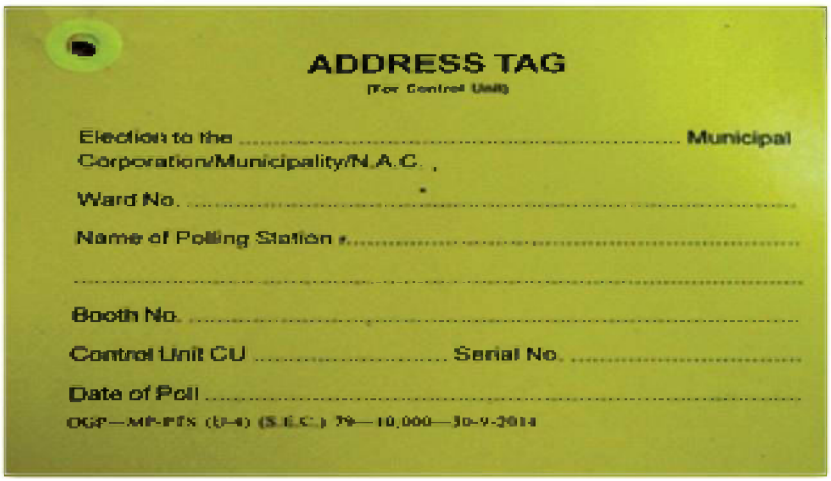
Step-2-Fixing of Special Tag



[Special Tag looks as bove]

Special tag is to be fixed in the "CLOSE" button compartment ofresult section to seal the inner cover of Result Section. There is a holeon the right corner on the top front side with a metal ring to pass thread for sealing. The Presiding Officer is to put his signature on the back side of the special tag. Candidates/agents present should also be asked to put their signature. Then the special tag tied to a thread is to be sealed with wax. Thereafter without breaking the seal, fit the special tag to the "CLOSE" button so that the portion CLOSE protrudes through the hole cut in the special tag.

Step-3-Fixing of Address Tag

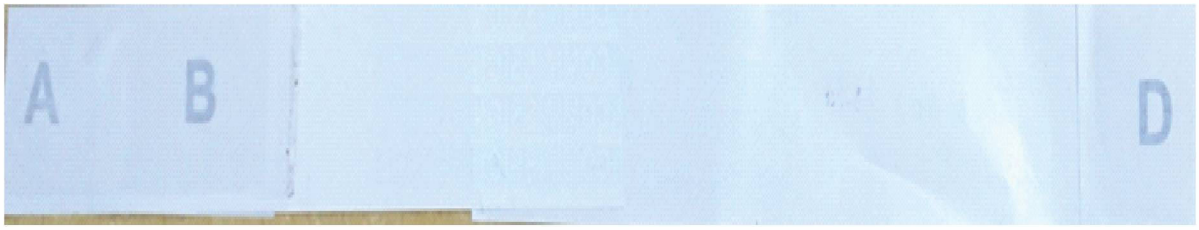


For Control unit

Address Tag contains Election to the ULB, Serial No., Name of the Polling Station and Date of Poll etc. After the outer cover of result section has been closed, that cover should be sealed by (i) passing a thread through the two holes provided for the purpose on the left side of the outer cover, (ii) tying the thread into a knot, (iii) attaching address tag similar to the one which is attached to the 'Cand Set Section' in the Election Officer's level and sealing the thread on the address tag with wax and the seal of the Presiding Officer.

Step-4 – Strip Seal.

"Strip Seal" or 'A', 'B', 'C', 'D' seal is to be fixed on the outer cover of Result Section of the Control Unit.



The length of the strip is such that breadth of the Control Unit can be wrapped with it. It is used to provide an extra outer seal of the Control Unit. At both the end of the strip seal, there are four (4) pre-gummed portions 'A', 'B', 'C', and 'D'. Before strip seal is fixed to seal the Result section. The Presiding Officer is to put his signature in full below the serial number of the strip seal. Each strip seal is provided with a definite number. The method of sealing strip seal is illustrated in diagrams in next page and details explained below.

Step-a

First double fold the green paper seal, protruding from the lower portion of the outer door of the Result Section, in the middle ensuring that the green side of the seal remains outside.

Step-b

Then keep the strip seal with the pre-gummed portion 'A' positioned near the base of the green paper seal protruding from the lower portion of the outer door of the result section .Remove the wax paper over **'A'** and press the inner layer(green side) of the green paper seal over the gummed portion and press.

Step-c

Now remove the wax paper over the pre-gummed portion 'B' and press this gummed portion over the folded portion(again green side) of the green paper seal.

Step-d

After pasting 'B' over the green paper seal the pre-gummed portion 'C' press the green paper seal protruding from the upper portion of outer door so that green paper seal is firmly pasted over **'C'** (Now the white side of the green paper seal will come on top and will be visible from outside) .

Step-e

Take the remaining portion of the strip seal round the Control Unit from left sider taking care that the strip below rubber cap covering the "CLOSE" button. Bring the other end of the strip seal from the right side of the Control Unit on the top of the outer door where the pre-gummed portions 'A', 'B', and 'C' have been pasted.

Step-f

Remove the wax paper covering the pre-gummed portion 'D' and press it firmly over the green paper seal, which was protruding from the upper portion of the door and was pasted on the pre-gummed portion 'C'. The pre-gummed portion 'D' spills over the strip seal below the "CLOSE" button. Press this spilled over portion of 'D' firmly over strip seal.

By the above process, both the loose ends of the green paper seal protruding from the both the sides of the outer door get firmly pasted & held by the strip seal. At the same time the outer door over the result section is also sealed with the strip seal from all sides and this section cannot be opened without damaging the seal. The Presiding Officer shall take care that the seal is not damaged or tampered during the poll nor it shall be removed during or after the poll.

After sealing, now the EVM will be ready for poll.

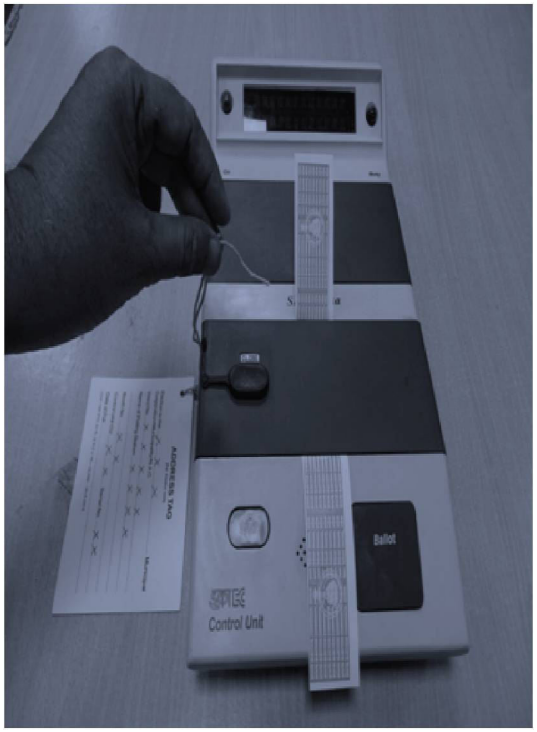
ILLUSTRATION OF SEALING OF RESULT SECTION OF CONTROLL UNIT



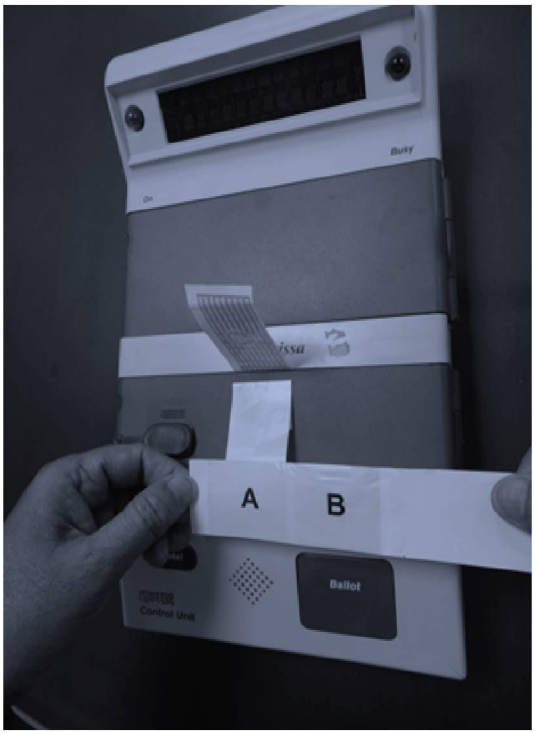
Pic-1 Fixing the Green Paper Seal



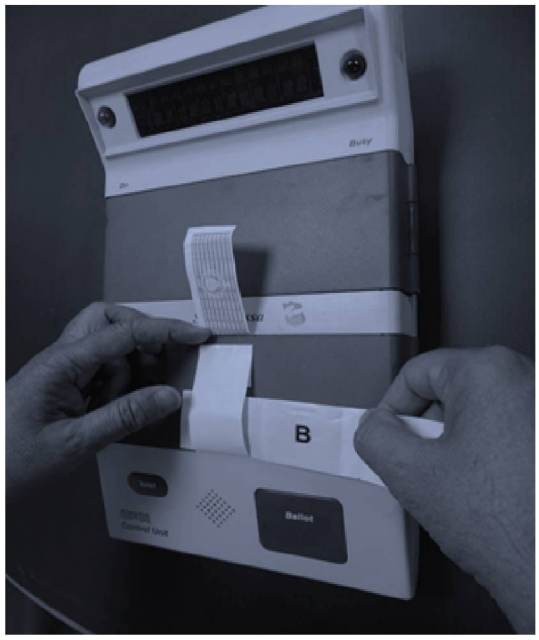
Pic-2 Fixinig the Special Tag to the "close" Unit in result Compartment



Pic-3 Fixing the Address Tag to the Outer Cover of Result Section



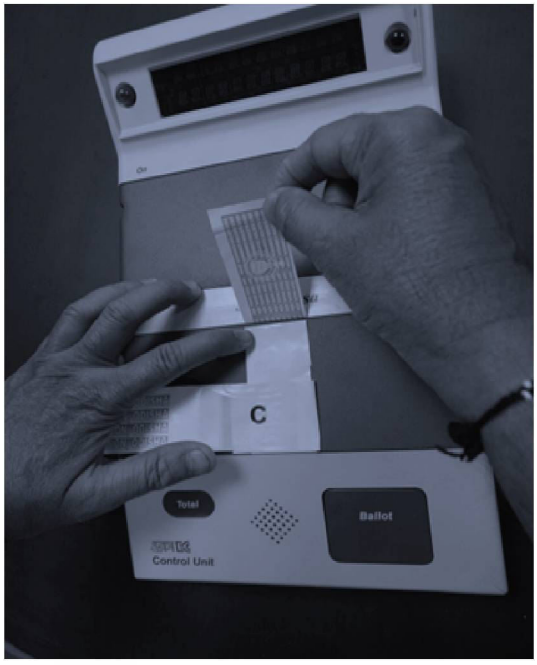
Pic-4 Fixinig the Strip Seal with pre-gummed 'A', 'B', 'C' and 'D' labell



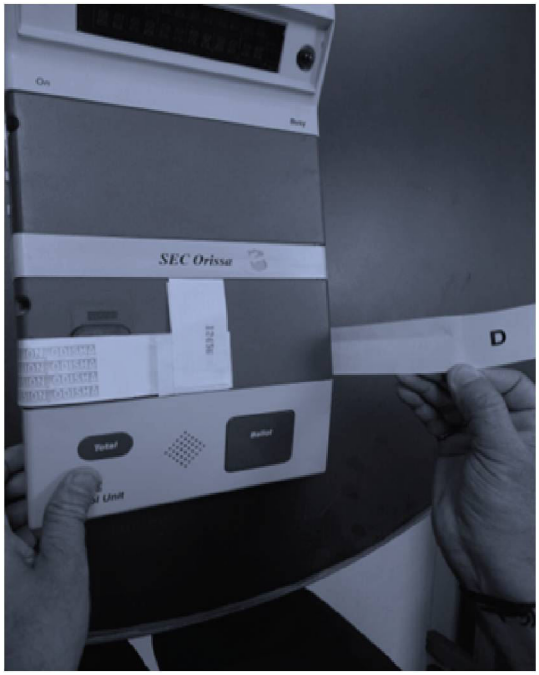
Pic-5 Fixing Strip Seal on 'A' portion



Pic-6 Fixing Strip Seal on 'B' portion



Pic-7 Fising Strip Seal on C' Portion



Pic-8 Fixing Strip Seal on 'D' Portion

11. Demonstration of Marked Copy of Electoral Roll

(i) Before commencing the poll the Presiding Officer should be asked to demonstrate the candidates and polling agent present that the marked copy of the Electoral Roll to be used at the Polling Station does not contain any entry or marked other than EDC.

(ii) The Presiding Officer should also demonstrate to them the Register of Voters before that the Register is blank and no entry in respect of any elector has already made therein.

12. Commencement of the poll

The poll should commence at the appointed time. All the preliminary activities should be over by then. If for any unforeseen reason the Presiding Officer is not in a position to commence the poll at the appointed hour, he should explain the reasons for the delay in his Presiding Officer's Diary.

13. Warning about secrecy of voting

Before commencing the poll, the Presiding Officer must explain to all, including the contesting candidates or their Polling Agents, who are present at the Polling Station, the provisions of Section 128 of the RP Act regarding their duty to maintain the secrecy of the vote and the penalty for any breach thereof.

Section 128 of Representation of People Act, 1951 which reads as follows:

(i) Every officer, clerk, agent or the other person who performs any duty in connection with recording or counting of votes at an election shall maintain, and aid in maintaining the secrecy of the voting and shall not(except for some purpose authorized by or under any law) communicate to any person any information calculated to violate such secrecy."

(ii) "Any person who contravenes the provisions of sub-section (1) shall be punishable with imprisonment for a term which may extend to three months or with fine or with both."

Every elector who is permitted to vote shall maintain absolute secrecy of voting within Polling Station. He or she should strictly observe the voting procedure.

14. Declarations by Presiding Officer

(i) The Presiding Officer is required to read out the declaration, prescribed before the commencement of the poll in order to ensure that he has duly carried out the instructions.

(ii) This should be done immediately after reading out the provisions of section 128 of the Representation of the People Act, 1951, regarding maintenance of secrecy of voting.

(iii) He should read out the declaration and sign the declaration and obtain thereon the signatures of such of the contesting candidates/polling agents present in the Polling Station. If any polling agents decline to affix their signatures on the declaration, their names should be recorded therein.

(iv) In case a new EVM is used in the same Polling Station due to some technical error, the same process regarding preparation of EVM for poll and a fresh declaration has to be signed by him. The signature of Polling Agents may also be obtained on the declaration.

(v) **Precautions for indelible ink**

2nd Polling Officer who is in charge of Indelible Ink has to take adequate precautions to see that the phial containing the indelible ink is kept carefully in such a manner that it does not get tilted and the ink spilt during the poll. For the purpose, the cigarette tin supplied to Presiding Officer with sand filled up may be used to keep the Indelible Ink phial erect.

(vi) **Marked copy of the electoral roll**

Before the commencement of poll, the Presiding Officer should also demonstrate to the candidates/Polling Agents, who are present at the Polling Station that the marked copy of the electoral roll to be used for 'marking' the names of electors who are allowed to vote does not contain any remarks other than marking of EDC if any.

(vii) **Register of voters**

Register of Voters may also be shown to the candidates /Polling Agents who are present at the Polling Station that it does not already contain any entry in respect of any elector.

(viii) **Regulation of entry into Polling Station.**

The following persons can be admitted inside the Polling Station by the Presiding Officer.

(a) Electors

(b) Candidates.

(c) Polling Officers

(d) One duly appointed polling agent of each candidate.

(e) A child in arms accompanying an elector.

(f) A person accompanying a blind or an infirm voter who can not move without help.

(g) Public servants on duty in connection with election.

(h) Any person appointed by the Commission or District Magistrate

(i) Any person whose assistance presiding officer seeks

However, security personnel accompanying, either any elector or any candidate or his agent shall not be allowed to enter the Polling Station.

Entry of persons should be strictly regulated as detailed above, otherwise the smooth and orderly conduct of poll may be vitiated.

(ix) **Attendance of Polling Agent:**

(a) Presiding Officer shall examine the letter of authority of the Polling Agent issued by candidate and approved by Election Officer before allowing Polling Agents inside the Polling Station on production of a photo ID Card identifying the agent.

(b) He will also record the attendance of the polling agents in a Form prescribed and obtain their signature on it. At the end of the Poll, the Attendance Sheet along with appointment letters of Polling Agents should be put in a separate cover provided.

15. Maintenance of Law and Order for free and fair election.

(i) As Election Officer, you must ensure that proper law and order is maintained in and around of Polling Station so that free and fair poll takes place.

(ii) Adequate measures should be taken to provide full security to the polling personnel, the voting machines and other election materials till the polling parties reach the collection centre after the poll.

(iii) You have to ensure that Commission's instruction relating to restriction on the plying of vehicles on the day of poll, prohibition of sales of liquor during a specified period including the day of poll and counting, declaration of the day of poll as holiday in the Municipality/ NAC/Corporation have been strictly followed and fully complied by the authority.

16. Regulation of entry of Voters

(i) There should be separate queues for men and woman voters. The persons who regulate the queues will allow 3 or 4 voters in the Polling Station at a time as the Presiding Officer may direct. Other voters waiting to come in should be made to stand in queue outside.

(ii) Infirm voters and woman voters with babies in arm may be given preference over other voters in the queue.

(iii) Men and Women voters should be admitted into the Polling Station in alternate batches.

17. Identification of Elector

On entering the Polling Station the elector will proceed direct to 1st Polling officer for identification.The Commission has notified vide Order No. 4550 dt 7.12.2021 the following documents out of which any one a voter must produce to establish his identity.

Document for identity proof

(i) ElectoralPhoto Identity Card (EPIC) issued by Election Commission of India
(ii) Aadhaar Card
(iii) Passport
(iv) Driving License
(v) Service Identity Card issued to the employees by the State/ Central Government/ Public Sector Undertaking, Local Bodies/ Public Limited Companies
(vi) Passbook with photograph issued byBank,Post Office
(vii) PAN Card
(viii) Smart Card issued by RGI under NPR
(ix) Pension document with photograph
(x) Official Identity Cards issued to MPs/ MLAs
(xi) Certificate of Disability
(xii) Freedom Fighter Identity Card
(xiii) Any other documentary evidence establishing the identity of the voters to the satisfaction of the Presiding Officer

It should be noted that possession of a Photo Identity Card as specified above will not confer the right to vote unless his/her name finds place in the electoral roll supplied to the Polling Party.

However, minor discrepancies in the entries relating to the electors name, father/mother/ husband's name, sex, age (2-3 years), or address in the Electoral Photo Identity Card shall be ignored and the elector be allowed to cast the vote so long as the identity of the elector can be established by means of that card and not challenged by any candidates or polling agents present.

18. Sequence of Events inside the Polling Stations

The sequence of the events when an elector enters the Polling Station is as follows:

(i) When an elector enters the Polling Station, will first go to the 1st Polling Officer for identification.

(ii) 1st Polling Officer will check whether his name has been registered in the Electoral Roll used for the poll and elector may bring with him an unofficial voter's slip provided to him by a candidate having particulars of Serial Number and Polling Station number of Electoral Roll. This may help 1st polling officer and Polling Agent to locate his name in the Electoral Roll.

(iii) Then the 1st Polling Officer will check for his ElectoralPhoto Identity Card or any other alternative documents prescribed by the Election Commission at the time of voting.

(iv) The 1st Polling Officer after being satisfied with the identity, will read out aloud the name and Sl. No. of the elector so that the Polling Agents may note down in their copy of the Electoral Roll.Then 2nd Polling Officer shall note down the Elector's Serial Number in the Register of Voters.

(v) Then having elector's identity established the 1st Polling Officer will underline the entry relating to his name in the Marked copy of the Electoral Roll and put a tick mark [/] on the left side of the name of the Elector if she is a female voter. This will help to count the number of female voters periodically and also at the end of the poll.

(vi) Then the elector will move to 2nd Polling Officer who will note down the Sl.No. of the elector in the Register of Voters as it is read out aloud by the 1st Polling Officer.

(vii) Thereafter the 2nd Polling Officer will apply indelible ink on the left forefinger of the elector in such a way to make a line from the top end of the nail to the bottom of the left forefinger.

(viii) the 2nd Polling Officer will obtain Elector's signature or thumb impression in the relevant column of the Register of Voters.

(ix) Finally, the 2nd Polling officer will prepare a Voter's slip filling all required particulars.

(x) Thereafter, the elector will move to 3rd Polling Officer with the Voter's Slip.

(xi) 3rd Polling officer will first re-check that the indelible ink mark is clear on the finger of the Elector. If it is found that it is not clear or has been wiped off, then he will ask the 2nd polling officer to apply the same once again.

(xii) Thereafter, he will take Voter's Slip and allow the voter to go to voting compartment to cast his vote for Councillor.

(xiii) The 3rd Polling Officer who is in charge of the Control Unit for Councillor/ Corporator will press the Ballot Button in the Control Unit so that the voter can cast his vote then he will go to the 4th Polling Officer who is incharge of the Controll Unit for Chairperson/ Mayor will press the Ballot Button in the control unit so that the voter cast his vote.

(xiv) The Voter will record his vote and immediately leave the Polling Station.

19. Challenged vote

If there is a challenge/difficulty in establishing identity of any voter, the 1st Polling officer will refer the matter to the Presiding Officer.

(i) A Candidate or Polling Agent on his or her behalf can object to the identity of a voter on the ground that he/she is not the person he/she claims to be as per entry in the Electoral Roll.

(ii) For every objection a fee of Rs. 20 shall be deposited with and receipt given to the objector.No such objection shall be entertained unless this challenge fee is deposited.

(iii) Immediately after the deposit has been made, the Presiding Officer shall obtain a written statement in Form No. XV for Declaration of Personation which shall be signed by the Candidate/Agent and attested by two witnesses in presence of the Presiding Officer.

(iv) Presiding Officer shall then enter the name and address of the person, whose identity is challenged, in Form No. XVI and ask the person to sign or give thumb impression. If he/ she refuses to do so the person shall not be allowed to vote.

(v) If the person, whose identity is challenged on being asked first, "Are you the person as enrolled" (entry from the electoral roll to be read) gives answer in affirmative and while being asked a second question "Have you already voted in this Polling Station or any other Polling Station during this election" answers in negative, the person is to be allowed to vote.

(vi) The Presiding Officer shall make a note of circumstances and of his decisions in the appropriate at Form No.XVI and shall at the close of poll forward the same in a packet containing "List of challenged votes" along with the declaration of Personation obtained from the Polling Agent.

(vii) The Election Officer, after instituting such enquiries as may be necessary, shall take steps to prosecute the persons or person whom he believes to be guilty of the offence of personation. If it is found as a result of the enquiry, that the offence of personation has not been proved, the Election Officer shall decide whether the whole or part of the deposit shall be declared forfeited and the amount so forfeited shall be credited to such funds as may be directed by the Commission. In coming to a decision on this point the Election Officer shall be guided by the fact and conclusions recorded at the trial. The deposit or such portion thereof as has not been declared forfeited shall be returned to the person who made the deposit.

20. Application of Indelible Ink

(i) During Poll every elector whose identity has been established shall be marked with the indelible ink.

(ii) The application of indelible ink is a vital safeguard against impersonation and ensures that the same voter does not vote more than once.

(iii) If an elector has no left forefinger, then indelible ink should be applied on any such finger, which he has on his left hand starting with his left forefinger.

(iv) If he does not have any fingers on his left hand, the ink should be applied on his right forefinger and if he has no right forefinger, any other fingers which he has on his right hand starting with his right forefinger.

(v) If he has no fingers on either hand, ink should be applied on such extremity (stump) of his left or right hand, as he possesses.

21. Register of Voters & Signature of Voters

(i) The serial number of the elector as entered in the Marked copy of the Electoral Roll shall be recorded by the 2nd Polling Officer in the Register of Voters.

(ii) Then the signature and thumb impression of every elector must be obtained in the relevant column of the Register of Voters against the entry made in the register relating to him by 2nd Polling Officer. The signature should be full signature i.e. name in full with surname.

(iii) If any elector refuses to put his signature or thumb impression on the Register of Voters, he shall not be allowed to cast vote and an entry shall be made in the remarks column "Refused to sign". The Presiding Officer shall sign underneath.

22. Issue of Voters Slip

(i) The 2nd polling officer will prepare the Voter's Slip for that elector which is a small slip containing Sl.No. in the elector in the marked copy of the Electoral Roll and Sl.No. of the elector in the Register of Voters.

(ii) The Elector will go to 3rd Polling Officer with the Voter's Slip who will collect the same and allow him to vote by proceeding to the voting compartment.

(iii) 3rd Polling Officer will allow a voter to voting compartment strictly according to the Sl.No. mentioned in the Voter's slip.

23. Recording of vote in voting compartment

(i) The Ballot Unit is kept in for recording the vote in the voting compartment.

(ii) To enable an elector to cast his vote, the "Ballot Button" on the Control Unit shall be placed by the Presiding Officer. It would make the Ballot Unit kept in the voting compartment ready for recording the vote.

(iii) On the Ballot Button being pressed, the 'Busy' lamp in the CU glow red and simultaneously the 'Ready' lamp on the Ballot Unit in the voting compartment will start glowing green.

(iv) The voter will record his vote by pressing the button provided against the name and symbol of the candidate of his choice.

(v) When he presses the button, the lamp provided in the BU against the name and symbol of the candidate will start glowing 'red' and 'green' light on the BU will go off. Also a 'beep' sound will be heard out from the CU.

(vi) After a few second, the 'beep' sound and the 'red' light in the candidate's lamp on the Ballot Unitand the 'red' light in the busy lamp in the CU will also go off.

(vii) These visual and audio signs indicates the fact that the voter inside the voting compartment has recorded his vote. He should then come out of the voting compartment and leave the Polling Station without delay.

(viii) The above process will be repeated each time a new voter be allowed to record his vote. It should be ensured that only one voter go at a time inside the voting compartment to vote.

24. Voting by blind and Infirm Voters

If Presiding Officer is satisfied that owing to blindness or other physical infirmity, an elector is unable to recognize the symbol on the Ballot Unit or unable to record his vote by pressing the appropriate button thereon without assistance, you shall allow that voter to take a companion with him who should not be less than 18 years of age.

The person permitted to act as the companion of an elector shall be required to sign in the declaration form wherein it is indicated that he shall keep secret the vote recorded by him on behalf of the elector and he has not acted as the companion for any other voter at any other Polling Station on that day. Then the Presiding Officer will maintain the list of such companion(s) in form No.XIV-A.

You shall also ensure that none of your polling staff acts as a companion to the blind / infirm voters to record vote on his behalf. A Candidate or a Polling Agent (provided he is not less than 18 years of age) can also act as a companion to a blind or infirm voter. But he can act as such,for only one elector on that day. The person acting as companion is required to make a declaration in the prescribed form.

After the poll, all such declarations along with list of companions in the form should be kept in a specified cover and sealed.

25. Tendered Votes

(i) If a person presenting himself to be a particular elector mentioned in the electoral roll, seeks to vote,coming after another voter who has already voted as such elector, then after verifying the identity of the voter this elector may be supplied with a TenderBallot Paper instead of being allowed to vote through EVM.

(ii) Every such elector shall before being supplied with aTender Ballot Paper shall put his signature in Form No.XVII-B after PresidingOfficer has made the entries relating to name of the elector, Sl. No. in the Electoral Roll and Sl. No. in the Register of Voters in the relevant column of the said form.

(iii) The particulars in respect of a voter as entered in the electoral roll are sometimes incorrectly printed or have become out of date e.g. regarding the exact age of the voter. You should overlook mere clerical and printing errors in any entry relating to a voter in the poll, provided

that you are otherwise satisfied about the identity of the person claiming to be the voter, according to other particulars entered in electoral roll.

(iv) Then the Presiding Officer will put the Distinguishing Mark Rubber seal on the space provided in the ballot paper and enter the serial no of the elector as per the Electoral Roll in the counterfoil and ask the elector to sign on the counterfoil of the Ballot Paper. Then Presiding Officer will write 'Tendered Ballot Paper' on the back side of the ballot paper and sign it.

(v) The ballot paper will be torn out from the counterfoil by a metal rule and handed over the same to the elector.

(vi) On receipt of the Tender ballot paper, the elector shall proceed to the compartment for recording of his vote and after recording put it in an envelope specially meant for the Tendered ballot paper. There after the elector shall hand it over to the Presiding Officer. Then the cover will be sealed and kept in a separate big cover along with the Tendered Ballot Papers if any in that Polling Station.

Such list of tendered voters is to be sealed and put in a specified envelope.

26. Vote through Election Duty Certificate (EDC).

Polling Personnel on election duty shall not be deployed in same Wards where they are registered as voters. So, if a voter on election duty chooses to exercise his franchise on the polling day in the Polling Station where he is deployed, he may do so by being issued Election Duty Certificate (EDC). The procedure as laid down by the Commission is as follows.

(i) These Officials, who are on election duty which include Presiding Officer, Polling Officers and Drivers etc, shall apply to the Election Officer in the form prescribed by the Commission along with Xerox copy of the appointment letter at least 4 days before the date of dispersal.

(ii) The Election Officer then verify the details given in the application and shall issue him Form of Authorization Form to vote outside polling area.

(iii) On the dispersal date, the Election officer shall hand over EDC ballot paper in a closed cover to the Presiding Officer of the concerned Polling Station where he is deployed.

A. EDC vote through Ballot Paper at the Polling Station

(i) In the Polling Station when the polling person on duty produces the authorization in Form XVII to the Presiding Officer then the Presiding Officer shall issue the EDC Ballot paper received from Election Officer to the person on duty to record his vote.

(ii) After marking the ballot paper registering the vote the person on Election duty shall put the Ballot Paper in a "Cover for EDC Votes" supplied by the Presiding Officer and seal it. On the top of the Cover the particulars of the voters on election duty such as Ward No.,

Booth No. where he is registered as an elector as per form of authorisation issued by Election Officer, is to be written.

(iii) The Presiding Officer shall then collect all such EDC covers containing EDC Votes and then staple the form of Authorization to the concerned sealed cover and put it in a bigger packet.

(iv) After poll, the Presiding officer shall hand over this packet along with sealed carry case containing CU and BU, sealed cover containing Accounts of Votes recorded and sealed cover containing Presiding Officer's diary as statutory items to the officer in charge in the specified counter at the Receiving Centre.

B. EDC Vote through EVM

(i) In bigger Municipalities and Corporations, it may so happen a Ward may have multiple Polling Stations and the person on election duty is a voter of another Polling Station of the same Ward.

(ii) Then in that case he has to record his vote through EVM, on the basis form of authorization so issued by Election Officer in the same process as normal votes. The Presiding Officer at the Polling Station will follow the following steps of the person on Election duty.

(a) Put the Indelible Ink to the left hand forefinger.

(b) Electoral particulars of the person may be entered in the column-2 of Register of voters (e.g. If Polling Station No. is 9 & Sl. No. 111 then it should be entered as 9/111).

(c) Obtain the signature of the elector in the Register of Voters.

(d) Write 'EDC' in the Remark Column of Register of Voters against the entry.

(e) Issue Voter's Slip writing the particulars.

(f) Then he will proceed to voting compartment to cast his vote.

27. Refused to sign and Refused to vote

(i) If an elector refuses to put his signature or thumb impression on the register of voters, he shall not be permitted to vote and entry "Refused to Sign" will be made in the remark column of Register of Voters. Presiding Officer will put his full signature underneath.

(ii) Further, if the voter does not register any vote in the compartment and comes out without voting, then 'Refused to Vote' should be recorded in the remark column of the Register of Voters and the Presiding Officer shall put his full signature underneath.

28. Tallying of number of votes polled periodically during Poll.

(i) During Poll at any time, if the total number of votes polled up to that time has to be ascertained, the 'Total' button on the Control Unit should be pressed. The display panel on the Control Unit will then show the total number of votes polled by that time. This should be periodically done and tallied with the number of electors allowed to vote up to that time as reflected in the Register of Voters.

(ii) The 'Total' button should be pressed only when the busy lamp is not on, i.e. only after the elector allowed to vote has recorded his vote, and before the next elector is allowed to vote by pressing the Ballot button.

29. Closure of poll

(i) The poll should be closed at the hour fixed for the purpose. Even if for certain unavoidable reasons it had commenced some what later than the hour appointed for commencement of the poll.

(ii) However, all electors present at the Polling Station at the hour appointed for close of the pollshould be permitted to cast their votes even if the poll has to continue for sometime beyond the appointed closing hour.

(iii) For this purpose, just 5 minutes before the close of poll Presiding Officer should go and announce that the poll is going to be closed and any person interested to cast their vote may make a queue.

(iv) Then the Presiding Officer shall distribute pre-numbered slips to all electors standing in queue, starting from the last person in the queue.

(v) For closing the poll after the last voter has recorded his vote, the voting machine has to be closed so that no further recording of votes in the machine is possible.

(vi) For this purpose the Presiding Officer should press the 'Close' button on the Control Unit.

(vii) When the 'Close' button is pressed, display panel on the Control Unit will show the total number of votes recorded in the voting machine till the end of the poll. The total number of the votes recorded in the machine would be immediately noted by the Presiding Officer in Sl.No.3 of Part-1 of Account of votes recorded Form.

(viii) Then the Presiding Officer can write 'closed' in the Register of Voters' after the entry of last voter and sign it.

30. Maintenance of Presiding Officer Diary

(i) The Presiding Officer of every Polling Station should be asked to maintain a diary in which he should record the proceedings connected with the poll in the Polling Station.

(ii) The proforma of the diary to be maintained by the Presiding Officer is given at Appendix-VI

(iii) He should be asked to go on recording the relevant events in the diary as and when they occurred.

31. Preparation of Accounts of votes recorded

(i) After the closure of the poll, the Presiding Officer is required to prepare an Account of votes recorded in the voting machine. Such account shall be prepared in part-1 of Form No.XVII-C or XXIV in case of Municipality or Corporation as the case may be.

(ii) The Presiding Officer shall also be required to furnish to every Polling Agent present at the close of the poll, copy of the Account of Votes Recorded as prepared by him after obtaining receipt from those Polling Agent.

(iii) The Presiding Officer shall be asked to prepare such number of additional copies as the number of Polling Agents present in the Polling Station at that time.

32. Sealing of the voting machine

(i) After the poll has been closed and the Account of Votes Recorded in the voting machine has been prepared and copies thereof furnished to the Polling Agents present, a voting machine should be sealed and secured for transportation to the receiving/collection centre.

(ii) For sealing and securing the voting machine, the Ballot Unit and the Control Unit should be disconnected. The power switch in the Control Unit should be "switched off"

(iii) The Ballot Unit and the Control Unit should be put back in their respective carry cases.

(v) The carry cases then be sealed by passing a thread through the two holes provided for the purpose on both sides of a carry case and putting them on a Address Tag with Presiding Officer's seal.

(v) The Address Tag should be filled up with the particulars of the election to Ward No. Name and No. of Polling Station etc.

(vi) The Candidates or the Polling Agents as are present and desirous of putting their seals should also be allowed to do so.

33. Sealing of Election Papers

After the close of the poll all election papers relating to the poll should be sealed by the Presiding Officer. Details of which has been described in the next chapter of this book.

34. Adjournment/disruption of Poll.

(i) Under Rule 54, where the proceedings at any Polling Station are seriously interrupted or obstructed by any riot or even violence or otherwise or where a large number of electors are unable to attend the poll at a Polling Station by reason of any act of God such as flood or fire, the Presiding Officer shall stop the poll.

(ii) The fact that the poll has been so stopped shall be immediately announced by the Presiding Officer to the persons present at the Polling Station.

(iii) Where Presiding Officer stops a poll, he shall seal the EVMs and other election papers described hereinafter in the Hand Book and forthwith make a full report on the circumstances to the Election Officer.

(iv) The Election Officer shall forward the same expeditiously with his remarks thereon to the Election Commission for further orders in the matter.

(v) Election Commission shall there upon order -

(a) That the poll be continued at the Polling Station for the number of hours for which it was not held on the previous occasion; or

(b) That the proceedings at the poll held at the Polling Station on the previous occasion be ignored and that a fresh poll be held at such Polling Station for the full number of hours for which it should have been held on the previous occasion.

(vi) Where Election Commission has passed an order for the continuation of the poll on a particular date fixed, the Election Officer shall proceed afresh and return to the Presiding Officer appointed all the packets received by him from the adjourned poll.

(vii) The Presiding officer shall open the packets just before the commencement of the continuation of poll in the presence of such persons as are present at the Polling Station and commenced such poll precisely at the hour fixed therefor by the Commission.

(viii) At the continuation of poll the Presiding Officer shall allow only such electors to cast their votes who did not cast their votes on the previous occasion.

(ix) When Election Commission has passed an order for holding a fresh poll, the Election Officer shall proceed afresh and a fresh poll shall be held at the Polling Station concerned in accordance with the provisionof the Rule in all respects as it were being held at the Polling Station for first time.

35. Fresh Poll

When Commission has ordered for a fresh poll in a particular Polling Station, the following procedure as follows:

(i) All electors entitled to vote at the Polling Station will be entitled to vote at the fresh poll.

(ii) The marks of the indelible ink made at the original poll should be ignored at the fresh poll and the indelible ink should be put on the voter's left middle finger at the fresh poll.

(iii) A new voting machine (both BU & CU) and new marked copy of Electoral Roll and Register of voters shall be used at the fresh poll.

(iv) All other procedures of election will apply to the fresh poll exactly in the same way as applied to the original poll.

CHAPTER XV

Closure of Poll

At the appointed time the poll should be closed except that all registered voters who appear between the hours fixed for the poll within the Polling Station shall be allowed to cast their vote. No voter shall be admitted inside the Polling Station after the time fixed for the closure of the poll.

1. Packeting and sealing of election materials:

As per Municipal Law, the Presiding Officer after the close of the poll shall in the presence of any Candidate or Polling Agent who may be present, make separate packets with his own seal. The Candidates or Agents may affix their seals, if they so desire on the sealed packets.

The Presiding Officer shall prepare the following items and seal it.

(i) sealed carry case containing BU & CU
(ii) sealed cover containing Presiding Officers' Diary;
(iii) sealed cover containing Account of Votes Recorded;
(iv) sealed cover containing EDC Votes.

Further, the Commission directs that 3 (three) types of packets having different colours shall be prepared for keeping election related documents as follows:

A. Packet – I (Statutory Covers) Pink colour

Sealed Cover containing:

(i) Declaration by Presiding Officer
(ii) Register of Voters
(iii) Marked copy of Electoral Roll
(iv) Tendered Ballot Paper
(v) Tendered Votes List
(vi) Unused and used Voter's Slips
(vii) Unused Tender Ballot Paper

B. Packet – II (Non-Statutory Covers) Yellow colour

Cover containing:

(i) Other copies of Electoral Roll (Other than Marked copy)

(ii) Cash receipt Book/Counter foil/ Forfeited Cash

(iii) List of challenged votes alongwith declaration of personation.

(iv) List of blind and infirm voters alongwith declaration by companion.

(v) Appointment letter of Polling Agent alongwith attendance sheet.

(vi) Unused/Damaged Paper seal/Strip seal

C. Packet – III (Miscellaneous) Blue colour

(i) Hand Book for Presiding Officer

(ii) Metal Seal of Presiding Officer

(iii) Rubber Seal of Presiding Officer

(iv) Cross Mark Rubber Seal

(v) Distinguishing Mark Rubber Seal

(vi) Unused/used Indelible Ink

(vii) Unused/Damaged special tags

On each packet the name of the Election, name of the ULB, name of Polling Station and number of the Ward are to be mentioned in the space provided. In respect any items having 'NIL' the same may be noted on the cover meant for the same and sealed and returned as usual.

2. Arrangement after the Poll

The Presiding Officer shall deliver the sealed BU & CU along with all other sealed packets mentioned above to the Election Officer. For this purpose, elaborate arrangement shall be made by the Election Officer at different counters at Receiving centre.

3. Arrangement at Receiving centre:

Receiving Centre shall be set up at a convenient place and required officials shall be deployed in different counters as follows for receiving of election materials.

(i) EVM Counter:

The Presiding Officer will return the polled EVMs with other 3 items as follows first in this counter.

(a) sealed carry case containing BU & CU

(b) sealed cover containing Presiding Officers' Diary;

(c) sealed cover containing Account of Votes Recorded;

(d) sealed cover containing EDC Votes.

The Official in charge of this counter will verify the address tag on the carry case that it bears the correct Ward no. and Polling Station No.. Then a receipt can be given to Presiding Officer.

(ii) Statutory Cover Counter:

The Statutory Covers (Packet – I Pink Colour) shall be received in this Counter on proper receipt. The cover should not be sealed by the Presiding Officer as individual sealed packets need to be verified at the counter before granting receipt. After verification the big Pink cover may be sealed with Election Officer Seal at your level.

(iii) Non-Statutory Cover Counter

The Non-Statutory covers (Packet – II Yellow Colour) shall be received in this Counter on proper receipt. The cover should not be sealed by the Presiding Officer as individual sealed packets need to be verified at the counter before granting receipt. After verification the big Yellow cover may be sealed with Election Officer Seal at your level.

(iv) Other Election Material Counter

Further, Presiding Officers are also required to return the Miscellaneous cover (Packet-III Blue Colour) and the following non-consumable items on proper receipt.

(a) Trunk
(b) LED Lamp
(c) Empty Tin for Indelible Ink
(d) Cloth for voting compartment
(e) Stamp Pad
(f) Metal Rule
(g) Lock & Key and others.

(v) Vehicle Counter

The Officials attached to this counter shall take necessary arrangement to relieve the vehicles engaged for election purpose immediately after polling party reached the receiving centre & collect the vehicle Log Book properly filled in form the Drivers.

(vi) Cash Counter:

(a) In this Counter, the Presiding Officer shall submit the paid Acquaintance Roll along with undisbursed amount, if any. Where the Presiding Officer fails to produce vouchers for petty items of expenditure, a certificate/ (Certified that Rs. _____ has been spent to meet the various contingencies for smooth conduct of Poll) / with date and signature of the Presiding Officer for concerned ULB/ Ward/Polling Station shall be given.

(b) The Presiding Officer shall also remit the cash collected towards challenge fee if any and obtain proper receipt.

(vii) Relieving Counter

The Presiding Officer while submitting above materials at different counters shall collect receipts from these Counters and submit the same at Relieving Counter. The Officer-in-charge of the counter shall immediately relieve the Presiding Officer and other Polling Officers being satisfied about the return of all required election papers & materials.

4. Scrutiny of Presiding Officer's Diary by Election Officer & sorting of sealed cover containing EDC Votes wardwise.

(i) As soon as the polled EVMs alongwith other three sealed packets are received from all the polling parties, the Election Officer will collect only the sealed packet containing Presiding Officer's Diary for his scrutiny regarding free and fair poll and compilation percentage of vote separately.

(ii) The sealed cover containing EDC votes also to be collected from the counters and kept separately as it requires sorting wardwise before counting.

(iii) The Election officer can do the segregation and keep them in his safe custody to be taken to counting hall for counting.

(iv) Only sealed covers containing Account of Votes Recorded need to be attached to polled EVMs and kept in Strong Room ward and polling stationwise.

5. Strong Room

The Election Officer shall make adequate arrangements for safe transport of EVMs, packets and other papers for their safe custody in the Strong Room until commencement of the Counting of the Votes. Strong Room should be located nearer to the Counting Centre as far as possible for convenience of the transportation of the Polled EVMs to the Counting Hall.

(i) The Election Officer will personally supervise the storage of polled & EVMs sealed along with Account of votes Recorded inside the strong room earmarked for the purpose.

(ii) The Strong Room should be guarded by armed police personnel under the charge of anSupervisory Officer.

(iii) After all the Electronic Voting Machines and other statutory papers meant for safe custody inside the strong room are stored, the Election Officer will lock the strong room and seal the lock with the metal seal of Election Officer.

(iv) Candidates can put their seal and signature on the sealed lock if they so desire.

(v) The Election Officer will intimate the candidates the time of opening of the Strong Room so that candidates or their authorised agents may remain present at the time of opening of Strong Room.

(vi) The Election Officer shall open the Strong Room on the day of counting.

The sealing and opening of the Strong Room will be done in presence of the candidates or their authorized representative if they so desire. However, intimation may be made to them to attend to these events.

CHAPTER XVI

Arrangement for Counting of Votes.

1. General

Counting of votes is one of the most important stages of entire election process. As Election Officer you should be very vigilant on the actual counting votes and also in maintaining discipline inside the Counting Hall.

2. Arrangement at Counting Centre:

Prior to the counting, the Election Officer shall make physical verification of the Counting Hall. The Counting Hall should be spacious enough to accommodate the Election Officer and other officials required to assist him as well as the candidates or their agents. Besides, availability of furniture and drinking water facilities shall be taken into account. Counting of votes in temporary structures must be avoided at all costs.

3. Date, Place & Time for Counting:

Under Rule 24(i) or 23(i) (Corporation) you have notified the date, place and time for commencing of counting of votes. You may intimate the Commission regarding the relevant information on counting center.

4. Counting Table:

The Commission has fixed the maximum number of counting tables for different ULBs as follows:

Sl. No.	ULB	No. of counting Table
1	NAC	Maximum 2
2	Municipality	Maximum 5
3	Corporation	Maximum 12

Depending upon the numbers of Wards, Polling Station and place of counting you may determine the number of tables required for counting of votes for a particular ULB.In case of Corporation, the contesting candidates may be informed the approximate time of commencement of counting of their Ward so that their Counting Agents will report before the approximate time. This may be done to avoid rush at the Counting Hall & Centre.

1. Appointment of Counting Personnel:

(i) Following Counting Personnel shall be appointed for each Counting Table.

Sl. No.	Particulars	No. of counting Personnel
1	Counting Superviser	1
2	Counting Assistant	1

(ii) Some Group 'D' employees may be deployed in the Counting Hall for transporting EVMs to the Counting table from storage space of the counting centre and for sealing of the EVMs after counting.

(iii) The polling personnel who have been posted to the Polling Stations and performed poll duty should not ordinarily be engaged for counting.

(iv) The counting personnel will be paid remuneration at the rate prescribed by the Commission.

(v) Every counting supervisor and assistant may be issued with a Pass in the following format. They will be seated in their respective tables allotted till the completion of the counting and not roam inside the Hall or go to another table.

Election to .....NAC/ Municipality/ Corporation

Pass for Counting Supervisors/ Counting Assistant.

Name of the Counting Centre :

Name & Designation :

Table No. alloted :

Signature of the Election Officer

(vi) For other officials engaged in Counting Hall or Centre for various election or other related duties may be issued with a Duty Pass.

Election to .....NAC/ Municipality/ Corporation

DUTY PASS

Name of the Counting Centre :

Name & Designation :

Nature of Duty :

Signature of the Election Officer

(vii) 10% of the total counting personnel may be kept reserve for emergency.

(viii) A table should be numbered and a chart should be prepared the sequence of distribution of EVMs Wardwise and Polling Stationwise.

6. Training of Counting Personnel:

All Counting Personnel shall be given hands-on intensive training in counting of votes through EVMs.They will be also explained each items in Form No.XVIIC Accounts of Votes Recorded and as well as filling of the said Form in Part-II.

7. Appointment of Counting Agent:

(i) The form for appointment of Counting Agent in the Manual else where. As many Counting Agents as the number of Tables may be appointed by the Contesting candidates at the time of countingwith your approval.

(ii) Counting Agents are required to submit passport size photograph in duplicate before the Election Officer before 5.00 PM of the date immediately preceding the date of counting.

(iii) The candidate may indicate in the appointment letter the number of table to which the particular agent is assigned.

8. Security arrangement in counting:

(i) Security arrangements may be made outside the Counting Hall as well as outside the Counting Centre.

(ii) The security personnel will allow the Candidates or their Counting Agents/Counting Personnel having Identity card issued by the Election Officer to the counting centre.

(iii) Entry of the unauthorized persons into the Counting Center should be strictly prohibited.

(iv) No mobile phones are allowed in the counting hall. Proper arrangement should be made at the Counting Centre for safe keeping of the mobiles of counting staff/candidates/ Counting Agents, if any.

(v) You should not allow, underany circumstances, anyone to smoke inside the counting hall. The person may go out, if they so desire to smoke without causing any dislocation in the counting places.

(vi) No person should leave the Counting Hall or enter the Counting Hall without prior permission of the Election Officer.

(vii) The Counting Agents in no case will be allowed to handle EVMs. For this purpose a Separator/Barricade may be provided/erected between the counting table and seating of the election agents.

9. Transportation of EVM

If polled EVMs are stored other than the Counting Centers itself then proper security arrangement should be made while transporting EVMs from the strong room to the Counting Centre.

10. Persons allowed in the counting Hall.

Only the following persons may be allowed inside a counting hall.

(i) Counting Supervisor &Counting Assistants.

(ii) Persons authorized by the Election Commission.

(iii) Public servants on duty in connection with the election (with Duty Pass).

(iv) Candidates and their Counting Agent.

11. Counting Materials:

Generally, the following stationery would be required for one counting table.

(i) Knife for cutting and opening the seals, etc.

(ii) Pencil

(iii) Four sheets of plain paper

(iv) Paper Weight

(v) One tray

All these above materials should have been provided in the individual Counting table before starting of the actual counting.

12. Preparation for counting:

(i) All necessary preparatory arrangement shall be completed beforehand so that Ward-wise counting will start as per the time fixed by the Commission.

(ii) All the counting supervisor and assistants and Counting Agents may be asked to take their respective seats 15 minutes before the commencement of counting.

13. Sealing of EVMs after counting.

(i) After the counting is over the Control Units of the voting machine may be sealed with the seal of Election Officer.

(ii) The Polling Stationwise Account of votes recorded form may also be sealed Wardwise.

(iii) You should ear mark a space inside the counting hall or a room adjacent to the Counting Hall for sealing of the EVMs (both BU & CU) and other election papers with the seal of Election Officer.

14. Communication room:

As per instruction of the Commission a communication room may be set up in the counting centre for transmission of counting results/trends to the Election Commission Office.

(i) On the day of Counting, compilation of result ULB wise is made at the Commission's level.

(ii) For transmission of result to the Commission's office the following arrangement shall be made at the counting centre.

(a) An Officer shall exclusively be earmarked for transmitting the result to the Commission.

(b) He shall be suitably instructed to transmit the Ward-wise result one after another as soon as the same is completed through telephone/Fax/e-mail to the Commission.

(c) To transmit the result through above mode necessary arrangement shall be made by the Election Officer.

CHAPTER XVII

Counting of Votes

1. **Counting of Votes**

The counting of votes shall commence on the day and at the place and hour fixed under Rule 24. Votes shall be counted under the supervision of Election Officer in the presence of the Candidate and their Counting Agents. No other person shall be allowed to present except such person as the Election Officer may appoint to assist him in counting or appointed by Election Commission.

2. **Place of Counting**

The counting of votes recorded in the EVMs shall be done at such place as the Election Officer may fix in the presence of the candidates/their agents.

3. **Counting of EDC Votes.**

(i) The EDC Votes shall be counted first by the Election Officer Ward-wise i.e. when a counting of votes for a particular Ward starts, the EDC ballot papers pertaining to that Ward will be counted at the Election Officer's table.

(ii) You as Election Officer might have segregated the sealed covers containing EDC votes received from the Presiding Officer Ward-wise.

(iii) When the counting starts for a particular Ward, bring the sealed covers containing EDC Votes pertaining to that Ward to your table.

(iv) Show them to the candidates and check the Form of Authorisation attached to each sealed cover.

(v) Then open the sealed covers and sort out the Ballot papers and count it.

(vi) If a cover does not have Form of Authorisation attached to it, then don't open the sealed cover and write on the cover "No Form of Authorisation" this should be kept separately not be counted.

(vii) Enter the result of counting in the relevant Form No.XIX or XXV(in case of Corporation).

(viii) Seal all the ballot papers along with sealed packets (not opened due to want of Form of Authorisation) along with valid form of authorisations in a cover writing all the particulars of Election.

4. **Counting of Votes recorded in EVM**

(i) Before counting, Election Officer shall satisfy himself that the Voting Machine has not been tampered with.

(ii) After Election Officer is satisfied that the Voting machine has in tact and not been tampered with, counting shall be done by the Counting Officials.

(iii) Before counting, the Candidate or his Counting Agent present at the counting table shall be allowed to inspect the paper seal and such other vital seals as might have been fixed by the Presiding Officer on the Control Unit.

5. **Distribution of Control Unit to the Counting Table**

(i) At the time of counting only the Control Unit is required for ascertaining the result of the Polling Station at which the Control Unit has been used. The Ballot Unit is not required. Hence, only Control Unit of the EVM shall be taken to the counting hall from the place of storage. However, the Ballot Unit may be taken to the Counting Hall only when a demand is made for its inspection by any candidate/agent.

(ii) Distribution of Control Unit to the counting tables should be done in the serial order of the Polling Stations. Along with the Control Unit used at a Polling Station, the relevant Account of Votes Recorded in the prescribed form pertaining to that Polling Station should also be supplied to the counting table.

(iii) As each carrying case is brought to the counting table, the seals put thereon by the Presiding Officer at the Polling Station should be examined for correct Polling Station which is allotted to the Counting table for counting..

6. **Checking of sealing**

(i) Remove the seal from carry case.

(ii) Thereafter, take out the 'Control Unit' and place it on the counting table for inspection and checking of seals on the candidates set section and result section and remove the outer strip seal of the result section.

(iii) Then open the cover of result section so that the green paper seal will be visible. If this green paper seal is in tact the Control Unit could not have been tampered with and the recording of the votes by the machines could not have been affected in any matter.

(iv) Also to get confirmed that the machine is not tampered with, the serial number on the paper seal should be compared with the serial number as indicated in the paper seal account mentioned in the prescribed form or Account of Votes Recorded (Part- I).

(v) However, it should be kept in mind that if any of the other seal i.e the seals on the carrying case of the Control Unit or the seals on the 'cand set' section or on the result section are found damaged but the green paper seal is intact, the result of the poll can be ascertained.

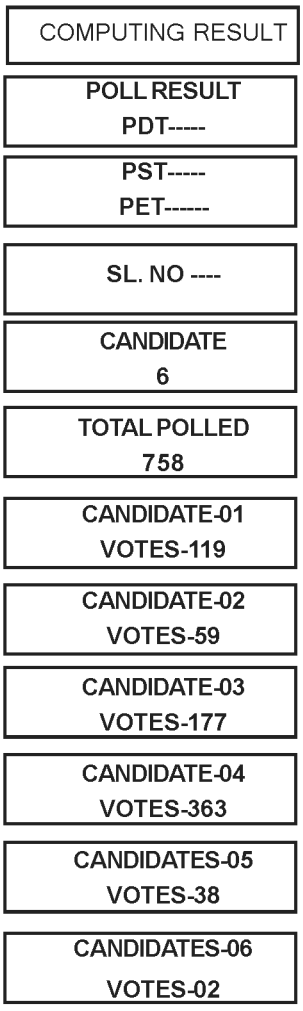
(vi) But, if the green paper seal is found to be not the same as mentioned by the Presiding Officer or if it has been found to be tampered with the machine should be kept aside and the votes recorded therein should not be counted. The matter should be reported to the Election Officer, who in term seeks clarification to Commission.

7. **Recording of Result**

(i) After checking that the green paper seal is in tact, switch on the Control Unit by pushing the power switch to 'ON' position. The 'ON' lamp will glow 'Green'.

(ii) Pierce the green paper seal over the 'Result' button and press it gently.

(iii At the 'Result' button being so pressed, the total votes recorded and the votes polled by each candidate will be displayed automatically in the display screens of the Control Unit as per the following.



(i) The Counting Supervisor should record such votes separately in respect of each candidate in Part-II of form No. XVII-C . The total number of vote shown tallies with total number of votes shown against item No. 3 of Part-I of the said form.

(ii) If required, press the 'Result' button once again to enable the Candidates or their Agents to note down the above result. In each Counting Hall barricade should be provided for each counting table so that Counting Agents are prevented from handling the Control Unit. However, the Counting Agents must be provided all reasonable facilities to see the whole counting process in the counting table.

(iii) After completing the above form in all respect the Counting Supervisor should sign it. It should be signed by the candidate or the Agents present at the counting table.

(iv) Then, the Counting Supervisor would hand over it to the Election Officer who will countersign it after his satisfaction that the same has been properly filled and completed in all respect.

(v) The form so countersigned by the Election Officer should be sent to the Officer who is compiling the final result and preparing the final result sheet in Form No. XIX or Form No.XXV.

8. **Resealing of Control Unit**

(i) After counting is over for a Ward, all the Control Unit of that Ward need to be resealed by the Election Officer with his seal.

(ii) Then, the Control Unit shall be switched off by pushing the power switch in the bottom compartment to 'Off position and closing the compartment.

(iii) After that cover of the result section shall be closed and resealed in the manner explained earlier with the seal and signature of the Election Officer and signature of candidates/ their agents who may desire to sign.

(iv) The seal of the 'Cand Set' section shall be removed to open its cover for removing the power pack.

(v) Then, the cover shall be closed and the 'Cand Set' section shall be resealed.

(vi) After completion of above works, the Control Unit shall be put in its carry case and which may then be kept in a big box and such boxes be kept in a Strong Room of the Treasury for Safe Custody.

CHAPTER XVIII

Declaration of Results.

1. **Declaration of Results**

After counting has been completed in all respect, the Election Officer shall proceed to make formal declaration of result of election. Before declaration of result, the Election Officer must be ensured that there is no general or special direction of the Commission or Observer to withhold the declaration of result of a Ward.

The Election Officer shall declare a candidate elected in Form No. XX to whom most valid votes have been given as per the result showing in Form No.XIX shown .

2. **Declaration of result in case of equality of votes.**

As per election rule, if there is an equality of votes between any or more than two candidates, the Election Officer shall after notice to the candidate concerned decide by drawing lot which candidate shall be declared to have been elected.

3. **Declaration of result, where a candidate has been elected from more than one Ward.**

(i) If a candidate has been elected from more than one Ward, she/he shall by notice in writing signed by him intimate the Election Officer the Ward for which she/he chooses to serve.

(ii) Such intimation shall reach the Election Officer within 24 hours at the latest of the declaration of the result.

(iii) One receipt of the intimation, the Election Officer shall declare the said candidate elected for the concerned Ward to which the candidate has choosen in writing.

(iv) In default of such intimation the Election Officer shall declare the said candidate to have been elected as a Councillor in any one of the Wards where he has been elected for more Wards than one.

(v) In either case, election proceeding shall be started afresh for filing up the vacancy or vacancies in the other Ward or Wards as the case may be from which the candidate has vacated as per the election programme communicated by Election Commission.

4. Transmission of Form of declaration:

(i) After the results are declared, the Election Officer shall prepare the list of winning Candidates with their Party affiliations if any mentioned against each, and forward along with a copy of Form No. XX for the NAC/Municipality/Corporation to the Commission most expeditiously for publication in the Official Gazette.

(ii) A copy of the Form XX shall be forwarded to the District Magistrate.

CHAPTER XIX

Safe keeping of Election documents and EVM

1. The sealed Voting Machines kept in carry cases shall be kept in a specially prepared boxes on which the Election Officer shall record the following particulars.

(i) If a candidate

(i) the name of the ULB & Ward.

(ii) the name(s) and number(s) of the Polling Station(s) where the Control Units/Ballot Units have been used.

(iii) serial number of the Control Unit / Ballot Units.

(iv) the date of poll

(v) date of counting.

These boxes containing the sealed Voting machines shall be kept in safe custody in Treasury Strong Room for two months from the date of declaration of result.

2. Besides, other statutory covers like EDC Votes, Accounts of Votes Recorded (sealed at Counting Centre) cover for Register of Voters, cover marked copy of Electoral Roll etc. as in the

Packet I will be kept. In the concerned Treasury/Sub-Treasury for a period of two months after the completion of election.

3. EVMs and these packets shall not be opened, inspected or produced without the orders of Commission or an Election Tribunal or other competent Court.

4. After expiry of two months, these election papers shall be destroyed by burning in the presence of District Magistrate or any other Officer not below the rank Sub-Collector duly authorised for the purpose. Similarly, the EVMs may be returned to Election Commission after the expiry of the aforesaid period positively.

5. Transmission of report under Rule 65 and preservation of EVMs., etc.

(i) Soon after the counting is over, the report as required under Rule 65 (b to f) of the Election Rules should be forwarded to the Commission by a special messenger so as to reach the Commission on the next day.

(ii) The report under Rule 65(a) is not required as the EVMs are to be used.

30. Submission of Summary Report :

(i) After election is over, a summary report in the format given at Appendix VII in the Manual shall be submitted by the Election Officer concerned to the Commission through the District Magistrate.

(ii) The required information therefore would have to be collected in course of the elections, so that, the report could be submitted through the District Magistrate within 7 days after the election is over along with the comments, if any, of the District Magistrate.

CHAPTER XX

Observance of Model Code of Conduct & Election Observers

1. Model Code of Conduct.

A model Code of Conduct has been drawn up by the Commission and the same is given in this Manual.

(i) The Model Code of Conduct is applicable from the date of notification issued by Commission under Rule 23(1) of O.M.(Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 and will remain in force till the Declaration of Result for all direct elections.

(ii) During discussion with the representatives of the Political Parties and the Candidates, the Election Officer should seek their cooperation in observing the Model Code of Conduct.

(iii) Any violation of the Code of Conduct should be brought to the notice of the Commission promptly by the Election Officer.

(iv) The District Magistrate concerned have been authorized by the Commission to ensure observance of the Model Code of Conduct by all concerned in their respective districts.

(v) The Commission will give copies of Model Code of Conduct to all political parties with a request to send its copies at their level to all the contesting candidates sponsored by their party.

(vi) In addition to this, the Election Officer shall give copies of the Model Code of Conduct to all independent candidates.

(vii) Good number of spare copies of Model Code of Conduct may be kept by the Election officer and may be given to any Candidate or Political Parties as and when required.

2. **Videography of Critical Events and Violation of Model Code of Conduct.**

For smooth conduct of an election, an atmosphere for free and fair election should prevail during the election period. Violation of statutory provisions of election laws relating to Corrupt Practices and Electoral Offences and Mall Practices by any of the Political Parties and Candidates will vitiate the process of election. To enable a conducive atmosphere for ensuring a free and fair election, the Model Code of Conduct for the Candidates of Political Parties and Govt. employees has been prescribed.

During the course of election, evaluation of violation of expenditure incurred by the contesting candidates, there is a need to engage Videographers to videograph the critical events. They will record the violation of Model Code of Conduct wherever found like any immoral criticism, communal provocative and derogatory speeches in any of the meeting held by Candidates or Political Parties during campaign. Similarly, defacement of public property made by the candidates of Political Parties have to be recorded for removal and taking appropriate action.

The required number of Videographers under the charge of an Officer who will monitor the violation of Model Code of Conduct to videograph the critical events during the poll. The funds for the purpose will be provided by the Commission. The copy of the video tape may be transmitted to the Commission along with the action taken note on each violation if any.

3. Flying Squad and Static Surveillance Team

For free and fair election you may discuss with District Magistrate of the Districts, Superintendent of Police to deploy Flying Squad and Static Surveillance Team during poll period. They can check illegal transportation of Money, Liquor, Arms etc. and seize those to take appropriate action. The quantum of Police & armed force for Static Surveillance Team & Flying squad may be decided as per requirement and depending on the geographical area of the ULBs.

4. Election Observer

The Commission appoints two types of Observers i.e. Election Observer and Expenditure Observer for the District to oversee the conduct of election on behalf of the Commission. They must ensure that the election is conducted in most peaceful, free and fair manner.

5. Duties of the Observers:

(a) Election Observer:

(i) The Observer is to visit the District at least twice.

(ii) His 1st visit is to cover scrutiny of nomination papers and the 2nd visit will be during the campaign period covering date of poll and must be undertaken in

such a way that the Observer should at least reach the District at least a week before the date of poll and he shall be present on the dates of Poll and counting.

(iii) Observer is also to attend the meeting of political parties and candidates as convened by the District Magistrate.

(iv) He has also to have a separate meeting with the District Magistrate and S.P. to take stock of law and order situation.

(v) He will ensure strict observance of the Model Code of Conduct and keep a close watch during the campaign period when there is every likely-hood of breach of model code of conduct.

(vi) In case of violation of model code of conduct either by the Candidates, Political Parties or by administrative functionaries it shall be immediately brought to the notice of the Election Officer to take appropriate action. This fact may be intimated to the Commission.

(vii) During his visit on the day of poll and counting if he comes across any major irregularity in polling and counting which is likely to affect the conduct of free and fair poll, he shall forthwith report to the Election Officer & Commission for remedial action.

(viii) The District Magistrate shall ensure that the place of stay, phone no. dates of visit of Observers are duly publicized.

(ix) The Collector shall provide necessary assistance in shape of Telephone, Computer with Internet, Vehicle, Security etc. to the observer in performing his duty.

(b) Expenditure Observer:

(i) The Commission has prescribed the ceiling of expenditure for the contesting candidates for the offices of Councilor and Corporators.

(ii) The Expenditure Observers is required to scrutinize vouchers and verify the statement of expenditure submitted by Contesting Candidates from time to time during his visit to the district.

(iii) The Expenditure Observer may attend the meeting of the Political Parties convened by District Magistrate. He has to explain day to day maintenance of accounts.

(iv) Mistakes or omissions noticed during the first verification should be mentioned in the Expenditure Register of the Candidates for not repeating the same in future.

(v) The District Magistrate will ensure that the place of stay,the phone no.and the date of visit of the observer are duly published throughout the district.

CHAPTER XXI

Maintenance of Accounts of election expenses by candidate

1. **Maintenance of Accounts by Candidate.**

Under Section 17 of Odisha Municipal Act,1950/ Section 82 of Odisha Municipal Corporation Act 2003, every candidate or any person authorised by him has to keep a separate and correct

account of all expenditure incurred in connection with her/ his election between the date on which he has been nominated as a candidate and the date of declaration of results of election, both dates inclusive. The Commission has prescribed the form with particulars shown therein for maintenance of such accounts by a Candidate.

2.**Attention of Candidate.**

In order to ensure that all Candidates comply with the requirements of law relating to maintenance of accounts of election expenses, the Election Officer shall invite the attention of each candidate to the above provisions of law in writing and supply him with relevant orders/ instructions and sample copy of the form prescribed by the Commission for maintenance of such accounts. This should be done by addressing a letter to such candidate as soon as she/ he files her/his nomination paper.

3. **Inspection of Accounts.**

(i) The candidate is required to maintain day-to-day account of election expenses under the Heads prescribed in the format in a bound register of size 36 X 30cm and in no other manner.

(ii) All supporting vouchers, bills etc should be kept and arranged in proper chronological order at all times.

(iii) This register and the supporting documents available shall be inspected if demanded at any time during the process of election by the Election Officer, Election Observer appointed by the Commission or any other authority authorized by the Commission in his behalf.

(iv) Failure to produce this register when demanded will be considered as a major default on the part of the candidate in maintaining his day-to-day account and he may rendered himself liable to penal action under Section 171-I of the Indian Penal Code.

4. **Submission of Accounts.**

Further under sub-section (5) of Section 17-A, every contesting candidate, either personally or through her/his agent shall lodge or cause to be lodged with the District Magistrate the account of election expenditure so maintained within one month from the date of declaration of result.

5. **Forwarding of Election Accounts.**

The Commission has ordered that such accounts of election expenditure shall be lodged by a candidate or any person authorized by him before the District Magistrate for the ULBs in their district within one month from the declaration of the result of the election. The District Magistrate will make necessary verification or cause the verification done by an officer authorized and forward the same to the Commission within seven (7) days from the date of receipt of the account of election expenses from the candidate or any other person authorized by him along with relevant accounts of expenditure and accompany vouchers. The verification report shall be sent to the Commission in format Municipality/NAC-wise in respect of the contesting candidates.

6. **Default in submission of Accounts.**

Any candidate failing to submit the election expenses accounts in the prescribed format within the stipulated period, then he is liable to action under Section 17A(3) of Municipal Act, 1950. Any person who contravens any of the provision of Section 17A, shall deemed to have committed corrupt practices within the meaning of Section 28 of the Act. Hence, action can be

initiated against the candidates failing to complay the above provision under Section 28 of the Act.

CHAPTER XXII

Election of Mayor/ Chairperson and Deputy Mayor/ Vice-Chairperson

1. Reservation of Mayor/Chairperson.

(i) The State Govt. shall publish the draft notification in official Gazette showing reservation of the office of the Mayors of the Municipal Corporation and Chairpersons of Municipalities separately.

(ii) The copy of the same shall be sent to District Magistrates.

(iii) The District Magistrates will publish the same for inviting objections and suggestions in the Notice Board of his office and office of Municipal Corporation/Municipality within 15 days from the date of such notification.

(iv) The Govt. after considering the objections and suggestions shall publish the reservation of Mayors and Chairpersons.

(v) Reservation of office of Mayors of Municipal Corporations and Chairpersons of Municipalities shall be communicated to the Commission.

2. Holding of meeting for election of Deputy Mayor/ Vice-Chairperson—

The election of the Deputy Mayor/ Vice-Chairperson of a Municipal Corporation/ Municipality/ NAC shall be held on the date fixed by the Commission in the office of the Municipal Corporation/ Municipality/NAC or elsewhere as may be decided by the Commission.

(i) For the above purpose, suitable Officers will be appointed as Presiding Officer by the Commission to preside over the meeting for election of Deputy Mayor/ Vice-Chairperson.

(ii) The meeting will be convened by the Mayor/ Chairperson for election of Deputy Mayor/ Vice-Chairperson.

(iii) A special meeting of elected Councilors shall be convened soon after publication of names of elected Councillors in the Orissa Gazette.

(iv) The election of Deputy Mayor/ Vice-Chairperson of the Municipal Corporation/ Municipality/ NAC shall be held in the office of the Corporation/ Municipality/NAC or elsewhere, as may be decided by the Commission within thirty days from the date of publication of the names of the Mayor/ Chairperson.

(v) For the above purpose, Officers are appointed as Election Officer as well as Presiding Officer by the Commission to preside over the meeting for election of Deputy Mayor/ Vice Chairperson.

3. Issue of notice by the Presiding Officer—

(i) The Mayor/ Chairperson of the concerned Corporation/ Municipality/NAC will issue notice to all elected Corporators/ Councillors to attend the specially convened meeting on the schedule date, time for the election of Deputy Mayor/ Vice-Chairperson.

(ii) The form of the notice to the Corporators/ Councillors to attend the meeting for election of Deputy Mayor/ Vice-Chairperson is prescribed by the Commission

4. Nomination for the office of the Chairperson or Vice-Chairperson

(i) The form of the nomination by candidates for election of Deputy Mayor/ Vice-Chairperson of Corporation/ Municipality/NAC is prescribed by the Commission.

(ii) A candidate for the office of the Deputy Mayor or Vice-Chairperson of a Corporation/ Municipality shall be proposed by one Corporator/ Councillor and seconded by another.

(iii) The names of the candidates proposed and seconded shall be read out by the President of the meeting.

5. Procedure after nomination

(i) If there is only one duly nominated candidate, there shall be no vote and he shall be declared to have been elected.

(ii) If there are two or more such candidates, the votes of the Corporators/ Councillors present at the meeting shall be taken.

6. Voting and result of election—

(i) Every Corporator/ Councillor wishing to cast his vote shall be supplied with a ballot paper on which the names of all the candidates shall be xeroxed, printed, typed, cyclostyled or legibly written in the following Form, both in English and Odia.

(ii) **Form of ballot papers**

Name of the candidates	column for placing the cross mark against the candidate for whom the vote is given
(1)	(2)
Shri	
Shri	
Shri	
Shri	
Shri	

7. Withdrawal of candidature—

A candidate may withdraw his candidature within the specified time mentioned in the election notice.

8. Poll

If the candidates are more than one for the post of Deputy Mayor/ Vice-Chairperson, then voting will be taken.

(i) The voter will receive a Ballot Paper from Presiding Officer and then shall proceed to the place set apart for the purpose and there he shall place a cross mark in Column (2) against the name of the candidate for whom he wishes to vote.

(ii) He shall then fold the ballot paper so as to conceal his vote and deposit the same in a ballot box placed in the view of the President of the meeting.

(iii) The ballot box shall be so designed that the ballot paper placed therein,cannot be extracted there from without the box being opened.

(iv) After the poll is over,President of the meeting shall then open the box and count the votes in thepresence of the Mayor/ Chairperson/ Corporators/ Councillors and declare the result of the election in accordance with following manner:

(a) if there are only two candidates, the one who secures the larger number ofvotes shall be declared to have been elected.

(b) In the event of there being an equal no. of votes between the two candidates, the President of the meeting shall draw lots in the presence of the Councillors and person whose name is first drawn shall be declared to have been duly elected.

(c) If there are more than two candidates, the one who obtains the smallest number of votes shall be eliminated and the votes taken again.

(d) If there is an equal no. of votes among all the candidates, or if two or more candidates lowest on the list have obtained an equal number of votes, the President of the meeting shall ascertain by drawing lot in the presence of the Councillors which of such candidates shall be eliminated first.

(e) The elimination shall be repeateduntil two candidates only are left when votes shall be taken for the last time and the candidate who secures the larger number of votes shall be declared to have been duly elected.

(f) In the event of there being an equal no. of votes at the final stage between two remaining candidates, the President of the meeting shall draw lot in the presence of the Mayor/ Chairperson/ Corporators/ Councillors and the person whose name is first drawn shall be declared to have been duly elected.

9. Invalidity of the Ballot paper—

Any ballot papershall be treated as invalid for the following reasons if it bears

(i) Signature on the body of the Ballot Paper by any of the Mayor/ Chairperson/ Corporators/ Councillors taking part in the vote.

(ii) No mark.

(iii) Multiple markings on more than one candidate.

10. Publication of the election result—

Immediately after the meeting, the President of the meeting shall—

(i) prepare a record of the proceedings at the meeting and sign it attesting with his initials every correction made therein and also permit the Mayor/ Chairperson/ Corporators/ Councillors present at the meeting to affix their signature to such record, if they desire to do so.

(ii) publish the result in the form of declaration of results of election of Deputy Mayor/Vice Chairperson prescribed by the Commission in the Notice Board of the Corporation/ Municipality concerned.

(iii) forward a copy of such notification to the Election Commission for publication in the *Odisha Gazette.*

11. Sealing of ballot papers—

(i) The President of the meeting shall then seal packets containing counted or rejected ballot papers stagewise if there are multiple stages of election for elimintation of a candidate when there is more than two candidates infraywith note on each packets as follows:-

(a) the number of Ballot Papers it contains

(b) the election to which it relates.

(ii) These packets shall not be opened and their contents shall not be inspected or produced except under the orders of an election tribunal constituted under the Act or of other competent Court.

(iii) The Election Officer shall keep the packets for a period of three months after the completion of the election in the concerned Treasury/Sub-Treasury and these packets shall not be opened or their contents inspected or produced except under the orders of the Commission or of an Election Tribunal or other competent Court.

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APPENDIX I

NOTICE OF THE ELECTION PROGRAMME BY ELECTION OFFICER UNDER RULE 24 OF THE ODISHA MUNICIPAL (DELIMITATION OF WARDS, RESERVATION OF SEATS AND CONDUCT OF ELECTION) RULES, 1994

(Prescribed by the State Election Commission)

Whereas the State Election Commission under Rule 23 of Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 vide its notification ....., dated ..... in the Official Gazette has notified the election programme for the ..... Municipality.

Now, therfore, in accordance with the Commission's notification; public notice under Rule 24 of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 is hereby given that–

(a) election is to be held for the Office of Councillors in respect of the Wards, details of which has been given in the schedule appended to this notice;

(b) **nomination papers can be had** from the office of the undersigned from 11 A.M. to 3 P. M. on each day between Dt. ..... and Dt. ..... (except public holidays);

(c) **nomination papers can be presented** between 11 A.M. and 3 P.M. from Dt. ..... to Dt. .....(except public holidays) in the office of the undersigned;

(d) nomination papers will be taken up for **scrutiny** by the undersigned on Dt. ..... at ..... A.M./P.M. at ..... ; (specifiy the office/ place)

(e) the candidates who may wish to withdraw their candidature may do so before 3 P.M. of Dt. ..... ;

(f) **poll,** if necessary, will be taken between ..... A.M. and ..... P.M. ..... on Dt. ..... in polling stations/booths given in the schedule below ;

(g) **counting** of votes will commence at ..... A. M./P. M. on Dt. ..... (Place) ..... .

Date .....

Place ..... *Signature of the Election Officer*

(Stamp)

SCHEDULE

Name of the Municipality .....

Ward Number	Reservation status	Location of polling station/booth	REMARKS, if any
1	2	3	4
1			
2			
3			
4			
5			
6			
7			
8			
9			
10			
11			
12			
13			
14			
15			
16			
17			
18			
19			
20			
21			
22			
23			
24			
25			
26			
27			
28			
29			
30			
31			
32			
So on			

Signature and seal of the Election Officer with date

Memo No. ..... Date .....

Copy forwarded to the notice board of ..... Municipality/ Office of the Election Officer/conspicuous place of the Ward ..... for inspection of the public.

(specify the place)

Election Officer

Memo No. ..... Date .....

Copy forwarded to the Secretary, State Election Commission, Odisha, Toshali Bhawan, Block B-2, 1st Floor, Satyanagar, Bhubaneswar-751007 for information and necessary action.

Election Officer

ଅନୁସୂଚୀ

ଓଡ଼ିଶା ମ୍ୟୁନିସିପାଲ୍ (ୱାର୍ଡଗୁଡିକର ସୀମି ସୀମା ନିର୍ଦ୍ଧାରଣ, ଆସନ ଆରକ୍ଷଣ ଏବଂ ନିର୍ବାଚନ ପରିଚାଳନା) ନିୟମାବଳୀ, ୧୯୯୪ର ନିୟମ ୨୪ ଅନୁଯାୟୀ ନିର୍ବାଚନ କାର୍ଯ୍ୟକ୍ରମ ସଂପର୍କରେ ରାଜ୍ୟ ନିର୍ବାଚନ ଆୟୋଗଙ୍କ ଦ୍ୱାରା ନିର୍ଦ୍ଧାରିତ ନୋଟିସ୍‌ର ଫର୍ମ

ଯେହେତୁ ଓଡ଼ିଶା ମ୍ୟୁନିସିପାଲ୍ (ୱାର୍ଡଗୁଡିକର ସୀମି ସୀମା ନିର୍ଦ୍ଧାରଣ, ଆସନ ଆରକ୍ଷଣ ଏବଂ ନିର୍ବାଚନ ପରିଚାଳନା) ନିୟମାବଳୀ, ୧୯୯୪ର ନିୟମ ୨୩ ଅନୁଯାୟୀ ନିର୍ବାଚନ ଆୟୋଗଙ୍କ ସରକାରୀ ଗେଜେଟ୍‌ରେ ତାଙ୍କର ..... ତାରିଖରେ ବିଜ୍ଞପ୍ତିରେ ..... ମ୍ୟୁନିସିପାଲିଟି ପାଇଁ ନିର୍ବାଚନ କାର୍ଯ୍ୟକ୍ରମ ଘୋଷଣା କରିଅଛନ୍ତି ;

ତେଣୁ ଆୟୋଗଙ୍କ ବିଜ୍ଞପ୍ତି ଅନୁସାରେ ଓଡିଶା ମ୍ୟୁନିସିପାଲ୍ (ୱାର୍ଡଗୁଡିକର ସୀମି ସୀମା ନିର୍ଦ୍ଧାରଣ, ଆସନ ଆରକ୍ଷଣ ଏବଂ ନିର୍ବାଚନ ପରିଚାଳନା) ନିୟମାବଳୀ, ୧୯୯୪ର ନିୟମ ୨୪ ଅନୁଯାୟୀ ସାଧାରଣ ନୋଟିସ୍ ଦିଆଯାଉଅଛି ଯେ –

(କ) ଏହି ନୋଟିସ୍ ସହିତ ସଂଲଗ୍ନ ତଫସିଲ୍‌ରେ ଥିବା ବିସ୍ତୃତ ବିବରଣୀ ଅନୁସାରେ ୱାର୍ଡଗୁଡିକର ସଭ୍ୟପଦ ପାଇଁ ନିର୍ବାଚନ ଅନୁଷ୍ଠିତ ହେବ ।

(ଖ) ନିମ୍ନ ସ୍ୱାକ୍ଷରକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟରୁ ତା ..... ରୁ ତା ..... ମଧ୍ୟରେ (ସରକାରୀ ଛୁଟି ଦିବସ ବ୍ୟତୀତ) ପୂର୍ବାହ୍ନ ୧୧ଟାରୁ ଅପରାହ୍ନ ୩ଟା ମଧ୍ୟରେ ମନୋନୟନ ପାଇଁ ଫର୍ମ ମିଳିପାରିବ ।

(ଗ) ନିମ୍ନ ସ୍ୱାକ୍ଷରକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟରେ ତା ..... ରୁ ତା ..... ମଧ୍ୟରେ (ସରକାରୀ ଛୁଟି ଦିବସ ବ୍ୟତୀତ) ପୂର୍ବାହ୍ନ ୧୧ଟାରୁ ଅପରାହ୍ନ ୩ଟା ମଧ୍ୟରେ ମନୋନୟନ ପତ୍ର ଦାଖଲ କରାଯାଇ ପାରିବ ।

(ଘ) ମନୋନୟନ ପତ୍ରଗୁଡିକ ନିମ୍ନ ସ୍ୱାକ୍ଷରକାରୀଙ୍କ ଦ୍ୱାରା ତା ..... ଦିବା ..... ଘଟିକା ସମୟରେ ..... ଠାରେ ଯାଞ୍ଚ କରାଯିବ ।

(କାର୍ଯ୍ୟାଳୟ ସ୍ଥାନ)

(ଙ) ପ୍ରାର୍ଥୀମାନେ ଇଚ୍ଛାକଲେ ସେମାନଙ୍କ ପ୍ରାର୍ଥୀ ପତ୍ର ତା ..... ଅପରାହ୍ନ ୩ ଘଟିକା ପୂର୍ବରୁ ପ୍ରତ୍ୟାହାର କରିପାରିବେ ।

(ଚ) ଆବଶ୍ୟକସ୍ଥଳେ ତା ..... ରେ ପୂର୍ବାହ୍ନ ..... ଘଟିକାରୁ ଅପରାହ୍ନ ..... ଘଟିକା ମଧ୍ୟରେ ଭୋଟ ଗ୍ରହଣ ନିମ୍ନସ୍ଥ ତଫସିଲଭୁକ୍ତ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ର/ ବୁଥ୍‌ରେ ଅନୁଷ୍ଠିତ ହେବ ।

(ଛ) ଭୋଟ ଗଣତି ତା .....ରେ ..... ଘଟିକା ସମୟରେ ..... ଠାରେ ଆରମ୍ଭ ହେବ । (ସ୍ଥାନ)

ତାରିଖ .....

ସ୍ଥାନ .....

ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

(ମୋହର)

ତଫସିଲ

ପୌରପାଳିକାର ନାମ .....

ୱାର୍ଡ ନମ୍ବର	ଆରକ୍ଷଣ ସ୍ଥିତି	ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ର/ବୁଥ୍‌ର ଅବସ୍ଥିତି	ମନ୍ତବ୍ୟ
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ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

ତାରିଖ.....

(ମୋହର)

ଜ୍ଞାପକ ସଂଖ୍ୟା ..... ତାରିଖ .....

ଏହାର ନକଲ ..... ମ୍ୟୁନିସିପାଲିଟି / ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ ନୋଟିସ୍ ବୋର୍ଡ,ୱାର୍ଡର ସ୍ପଷ୍ଟ ଦୃଶ୍ୟମାନ ସ୍ଥାନରେ ..... ସର୍ବସାଧାରଣଙ୍କ ଅବଗତି ନିମନ୍ତେ ପ୍ରକାଶନ ପାଇଁ ପଠାଗଲା ।

(ସ୍ଥାନର ନାମ)

ନିର୍ବାଚନ ଅଧିକାରୀ

ଜ୍ଞାପକ ସଂଖ୍ୟା ..... ତାରିଖ .....

ଏହାର ନକଲ ସଚିବ, ରାଜ୍ୟ ନିର୍ବାଚନ କମିଶନ, ଓଡିଶା, ତୋଷାଳି ଭବନ, ବ୍ଲକ୍ ବି-୨, ପ୍ରଥମ ମହଲା, ସତ୍ୟନଗର, ଭୁବନେଶ୍ୱରଙ୍କ ଅବଗତି ଓ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ନିମନ୍ତେ ପଠାଗଲା ।

ନିର୍ବାଚନ ଅଧିକାରୀ

APPENDIX III

FORM OF LETTER FOR ISSUE BY ELECTION OFFICER FOR MAINTENANCE OF ACCOUNTS OF ELECTION EXPENSES AND LODGING THEREOF BY CANDIDATE

To

(Name & Address of the Candidate)

Madam/Sir,

Sub. : Maintenance of account of election expenses and lodging thereof.

Your attention is invited to Section 17A of the Odisha Municipal Act, 1950 which stipulates that every candidate at an election shall, either by himself or by his election agent, keep a separate and correct account of all expenditure in connection with the election incurred or authorised by him or by his election agent between the date on which he has been nominated and the date of declaration of the result thereof, both dates inclusive.

2. Your attention is also invited to sub-section 5 of the said Section which further stipulates that every contesting candidate at an election shall, within one month from the date of declaration of results of election, lodge with the Election Commission an account of the election expenses maintained by him. The Commission has directed that such account shall be lodged with the Election Officer.

3. A contesting candidate who fails to comply with the requirements of law regarding the lodging of account of election expenses shall be deemed to have committed corrupt practice within the meaning of Section 28 of the O. M. Act, 1950.

4. The account of election expenses to be kept by a candidate or his election agent under Section 17A of the Odisha Municipal Act, 1950 shall be in the format and contain the particulars of expenditure as prescribed by the Election Commission.

5. A copy of each of the Notification No. 2275, dated the 2nd June 2008 on the maintenance of accounts of election expenses and lodging of complete accounts are enclosed for your information and strict compliance.

6. A sample copy of the format prescribed in the Commission's Order cited above is also being furnished to you herewith. You are required to maintain your day to day account of election expenses under the Heads prescribed in the said format in a bound register of size 36 cm X 30 cm and in no other manner. All supporting vouchers, bills, etc., should also be kept and arranged in proper chronological order at all times.

7. You should make the above register and the supporting documents available for inspection if demanded at any time during the process of election by the Election Officer, and Election Observer appointed by the Election Commission or any other authority authorised by the Commission in this behalf. Failure to produce this register when demanded will be considered as a major default on your part in maintaining your day to day account and you may render yourself liable to penal action under Section 171-I of the India Penal Code.

8. Ceiling limit on election expenditure prescribed by the Commission is also enclosed for information and guidance.

9. If you contest election from more than one Ward you are required to maintain and lodge separate accounts of your election expenditure in respect of each such Ward.

10. Kindly acknowledge receipt of this letter alongwith its enclosures immediately in the enclosed Acknowledgement Form.

Yours faithfully,

Election Officer

..... Municipal Corporation
Municipality / N. A. C.

ACKNOWLEDGEMENT FORM

To

The Election Officer for
..... Municipality

Sir,

I acknowledge receipt of your letter No..... , Dtd. ..... along with its enclosures. I have noted requirements of law for maintenance of account of election expenses and lodging of the copy of that account with the Election Officer.

Yours faithfully,

Signature of the Candidate
with date

LISTS OF NATIONAL PARTIES, STATE PARTIES AND SYMBOLS RESERVED FOR THEM

(Notification No.56/2021/PPS-III Dated 23-09-2021 of Election Commission of India)

TABLE-1
NATIONAL PARTIES

Sl.No.	Name of Party	Symbols reserved
(1)	(2)	(3)
1.	All India Trinamool Congress	Flower and Grass 
2.	Bahujan Samaj Party	Elephant 
3.	Bharatiya Janata Party	Lotus 
4.	Communist Party of India	Ears of Corn and Sickle 
5.	Communist Party of India (Marxist)	Hammer, Sickle and Star 
6.	Indian National Congress	Hand 
7.	Nationalist Congress Party	Clock 
8.	National People's Party	Book 

TABLE-II
STATE PARTIES

Sl. No.	Name of the State	Name of the State Party	Symbol Reserved
(1)	(2)	(3)	(4)
18.	Odisha	Biju Janata Dal	Conch 

APPENDIX V

LIST OF SYMBOLS FOR INDEPENDENT CANDIDATES



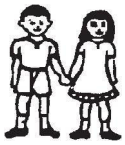
1. Aeroplane



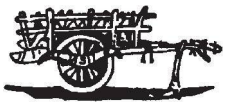
2. Boat



3. Bicycle



4. Boy and Girl



5. Cart



6. Coconut Tree bearing fruits



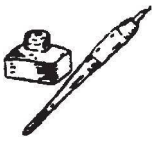
7. Drum



8. Electric Bulb



9. Hurricane Lamp



10. Inkpot and pen



11. Jug



12. Ladder



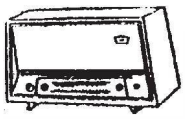
13. Lock and Key



14. Pot



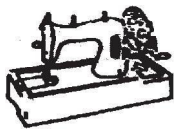
15. Railway Engine



16. Radio



17. Ship



18. Sewing Machine



19. Table Lamp



20. Top



21. Umbrella



22. Violin



23. Wool

APPENDIX VI

Diary of Presiding Officer

(Prescribed by State Election Commission, Odisha)

1. Name of the Municipality/Municipal Corporation/N.A.C. (in block letters) :
2. Date of Poll :
3. Ward No. :
4. Number of the Polling Station whether located in— :
   - (i) Government or Quasi-Government building :
   - (ii) Private building :
   - (iii) Temporary structure :
5. Number of Polling Officers in the Party :
6. Voting Machine—
   - (i) Number of Control Units used :
   - (ii) Sl.No.(s) of Control Units used :
   - (iii) Number of Balloting Units used :
   - (iv) Sl.No. of Balloting Units used :

7. (i) Number of Paper Seals used :
   (ii) Sl. No. of Papers Seals used :

7A. (i) Number of Special tags supplied :
   (ii) Number of Special tags used :
   (iii) Number of Special tags returned as unused :

7B. (i) Number of Strip Seals supplied :
   (ii) Sl. No. (s) of Strip Seals supplied :
   (iii) Number of Strip Seals used :
   (iv) Sl. No. (s) of Strip Seals used :
   (v) Sl. No.(s) of Strip Seals returned as unused :

8. Number of Candidates :

9. Number of Polling Agents and the number who arrived late. :

10. (i) Total No. of Voters assigned to the Polling Station. :

(ii) Number of electors allowed to vote according to marked copy of the Electoral Roll. :

(iii) Number of electors who actually voted as per the Register of Voters. :

(iv) Number of votes recorded as per the voting machine. :

Signature of Presiding Officer

Signature of Polling Officer incharge of Register of Voters

11. Number of electors who voted–

Men :

Women :

Total :

12. Challenged vote

Number allowed :

Number rejected :

13. Number of persons who voted on production of Election Duty Certificate (E.D.C.). :

14. Number of electors who voted with the help of companions. :

15. Number of tendered votes :

16. Whether it was necessary to adjourn the poll and if so, the reason for such adjournment. :

17. No. of votes cast—

From 8 A.M. to 10 A.M. :

From 10 A.M. to 12 Noon :

From 12 Noon to 2 P.M. :

From 2 P.M. to 5 P.M. :

18. Number of slips issued at the closing hour of the poll. :

19. Electoral offence with details— :

Number of cases of—

(a) canvassing within one hundred meters of Polling Station :

(b) impersonation of voters :

(c) fraudulent defacing, destroying or removal of a list or notice or other document at a polling station :

(d) bribing of voters :

(e) intimidation of voters and other persons :

(f) any other ground :

20. Was the poll interrupted or obstructed by—

(a) riot :

(b) open violence :

(c) natural calamity :

(d) failure of Voting Machine :

(e) any other cause :

21. Was the poll vitiated by any Voting Machine used at the Polling Station having been—

(a) unlawfully taken out of the custody of the Polling Officer :

(b) accidentally or intentionally lost or destroyed :

(c) damaged or tampered with :

(Please give details)

22. Serious complaints, if any, made by the candidate/agents. :

23. Number of cases of breach of law and order :

24. Report of mistakes and irregularities committed, if any, at the Polling Station. :

25. Any other event(s) of importance :

Place: Full Signature of Presiding Officer

Date:

This diary should be forwarded to the Election Officer along with the Voting Machine and other sealed papers/packets.

APPENDIX VII

SUMMARY REPORT ON MUNICIPAL ELECTION BY THE ELECTION OFFICER

(Prescribed by State Election Commission, Odisha)

1. Name of the Corporation/Municipality/N.A.C. :
2. Name & Designation of the Election Officer :
3. Total number of Wards in the Municipality :
4. (a) No. of Wards for which election were held :
   (b) No. of Wards which are uncontested :
5. Date (s) of Poll :
6. Number of Polling Parties deployedincluding Police personnel and the composition ofthe polling party. :
7. Number of Electronic Voting Machines (E.V.Ms.) used—
   (i) Number of Control Units :
   (ii) Number of Ballot Units :
8. Number of Green Paper Seals used :
9. Number of Strip Seals (ABCD Seals) used :
10. Total number of electors—
    (i) Men :
    (ii) Women :
    Total :
11. No. of electors voted in E.V.M.—
    (i) Men :
    (ii) Women :
    Total :
12. No. of persons who voted on productionof Election Duty Certificate (E.D.C.).
13. No. of votes polled (for all Wards taken together)
    Votes as per E.V.M. :
    Votes as per E.D.C. :
    Total :

14. Percentage of votes polled in relation tototal electors. :

15. Challenged vote—

    Total :

    Number allowed :

    Number rejected :

    Amount forfeited :

16. Tendered votes— Total :

17. Total No. of candidates and total No. of nomination papers filed. :

18. No. of nomination papers rejected :

19. No. of candidates who withdrew their nomination. :

20. (a) No. of candidates in the election :

    (b) No. of candidates elected uncontested :

    (c) No. of wards where there were no nomination. :

    (d) Nominations filed but allwithdrawn leading to no contest. :

21. Names/symbols of the finally contesting candidates (wardwise) and No. ofvotes polled by each etc. (to be prepared ina separate sheet as per *pro forma* enclosed). :

22. No. of polling stations located in—

    (a) Government/quasi-Government buildings. :

    (b) Private buildings :

    (c) Temporary sheds :

23. Name(s) of the polling stations where thepoll was interrupted or obstructed by—

    (1) riot :

    (2) open violence :

    (3) natural calamity :

    (4) failure of voting machine :

    (5) any other cause :

    Please give details of the above.

24. Name(s) of the polling station where poll was vitiated by—

    (a) any E.V.Ms. used at the polling stations have been unlawfully taken out of the custody of the Presiding Officer. :

    (b) any E.V.M. accidentally orintentionally destroyed or lost. :

    (c) any E.V.M. damaged or tampered with :

    (d) booth capturing :

25. Number of booths where poll adjournedor number of booths where repoll ordered.

26. Date of counting :

27. Date and time of declaration of the result :

28. No. of polling agents appointed by the candidates. :

29. No. of counting agents appointed by the candidates. :

30. No. of ballot papers(Tendered & E.D.C.) supplied/used/unused/Remarks. :

31. No. of indelible ink phials supplied to the polling parties. :

32. Any other special features like breach oflaw and order, interruption in polling, etc. :

Name/Designation/Signature
of the Election Officer

This report should be submitted through the District Magistrate concerned within seven days of completion of election.

PRO FORMA

(to be filled up Wardwise)

*(*See *item 21 of the Summary report* pro forma*)*

Name of the Municipal Corporation/Municipality/N.A.C. .....

District .....

Ward No. .....

Status of reservation .....

Total No. of candidates .....

Total No. of electors .....

Total No. of votes cast .....

Total votes polled by all candidates .....

Name of the candidate	To which party (if any) he belongs	Symbol allotted	Total No. of votes polled	REMARKS (also indicate who get elected)

Signature of the Election Officer

EXTRACTS

FROM

THE CONSTITUTION

OF

INDIA

EXTRACTS FROM THE CONSTITUTION OF INDIA

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EXTRACTS FROM THE CONSTITUTION OF INDIA

PART IXA
THE MUNICIPALITIES

243-P. In this Part, unless the context otherwise requires,—

(a) "Committee" means a Committee constituted under Article 243-S;

(b) "district" means a district in a State;

(c) "Metropolitan area" means an area having a population of ten lakhs or more comprised in one or more districts and consisting of two or more Municipalities or Panchayats or other contiguous areas, specified by the Governor by public notification to be a Metropolitan area for the purposes of this Part;

(d) "Municipal area" means the territorial area of a Municipality as is notified by the Governor;

(e) "Municipality" means an institution of self-Government constituted under Article 243-Q;

(f) "Panchayat" means a Panchayat constituted under Article 243-B;

(g) "Population" means the population as ascertained at the last preceding census of which the relevant figures have been published.

243-Q. (1) There shall be constituted in every State,—

(a) a Nagar Panchayat (by whatever name called) for a transitional area, that is to say, an area in transition from a rural area to an urban area ;

(b) a Municipal Council for a smaller urban area; and

(c) a Municipal Corporation for a larger urban area, in accordance with the provisions of this Act :

Provided that a Municipality under this clause may not be constituted in such urban area or part thereof as the Governor may, having regard to the size of the area and the Municipal services being provided or proposed to be provided by an industrial establishment in that area and such other factors as he may deem fit, by public notification, specify to be an industrial township.

(2) In this Article, "a transitional area" a "smaller urban area" or a "larger urban area" means such area as the Governor may, having regard to the population of the area, the density of the population therein, the revenue generated for local administration, the percentage of employment in non-agricultural activities, the economic importance or such other factors as he may deem fit, specify by public notification for the purposes of this Part.

243-R. (1) Save as provided in clause (2), all the seats in a Municipality shall be filled by persons chosen by direct election from the territorial constituencies in the Municipal area and for this purpose each Municipal area shall be divided into territorial constituencies to be known as wards.

(2) The Legislature of a State may, by law, provide,—

(a) for the representation in a Municipality of—

(i) persons having special knowledge or experience in Municipal administration;

(ii) the members of the House of the people and the members of the Legislative Assembly of the State representing constituencies which comprise wholly or partly the Municipal area;

(iii) the members of the Council of States and the members of the Legislative Council of the State registered as electors within the Municipal area;

(iv) the Chairpersons of the Committees constituted under clause (5) of Article 243-S :

Provided that the persons referred to in paragraph (i) shall not have the right to vote in the meeting of the Municipality:

(b) the manner of election of the Chairperson of a Municipality.

243-S. (1) There shall be constituted Wards Committees, consisting of one or more wards, within the territorial area of a Municipality having a population of three lakhs or more.

(2) The Legislature of a State may, by law, make provision with respect to,—

(a) the composition and the territorial area of a Wards Committee;

(b) the manner in which the seats in a Wards Committee shall be filled.

(3) A member of a Municipality representing a ward within the territorial area of the Wards Committee shall be a member of that Committee.

(4) Where a Wards Committee consists of,—

(a) one ward, the member representing that ward in the Municipality; or

(b) two or more wards, one of the members representing such wards in the Municipality elected by the members of the Wards Committee shall be the Chairperson of that Committee.

(5) Nothing in this Article shall be deemed to prevent the Legislature of a State from making any provision for the constitution of Committees in addition to the Wards Committees.

243-T. (1) Seats shall be reserved for the Scheduled Castes and the Scheduled Tribes in every Municipality and the number of seats so reserved shall bear, as nearly as may be, the same proportion to total number of seats to be filled by direct election in that Municipality as the population of the Scheduled Castes in the Municipal area or of the Scheduled Tribes in the Municipal area bears to the total population of that area and such seats may be allotted by rotation to different constituencies in a Municipality.

(2) Not less than one-third of the total number of seats reserved under clause (1) shall be reserved for women belonging to the Scheduled Castes or, as the case may be, the Scheduled Tribes.

(3) Not less than one-third (including the number of seats reserved for women belonging to the Scheduled Castes and the Scheduled Tribes) of the total number of seats to be filled by direct election in every Municipality shall be reserved for women and such seats may be allotted by rotation to different constituencies in a Municipality.

(4) The offices of Chairpersons in the Municipalities shall be reserved for the Scheduled Castes, the Scheduled Tribes and women in such manner as the Legislature of a State may, by law, provide.

(5) The reservation of seats under clauses (1) and (2) and the reservation of offices of Chairpersons (other than the reservation for women) under clause (4) shall cease to have effect on the expiration of the period specified in Article 334.

(6) Nothing in this Part shall prevent the Legislature of a State from making any provision for reservation of seats in any Municipality or office of Chairpersons in the Municipalities in favour of backward class of citizens.

243-U. (1) Every Municipality, unless sooner dissolved under any law for the time being in force, shall continue for five years from the date appointed for its first meeting and no longer :

Provided that a Municipality shall be given a reasonable opportunity of being heard before its dissolution.

(2) No amendment of any law for the time being in force shall have the effect of causing dissolution of a Municipality at any level, which is functioning immediately before such amendment, till the expiration of its duration specified in clause (1).

(3) An election to constitute a Municipality shall be completed,—

(a) before the expiry of its duration specified in clause (1);

(b) before the expiration of a period of six months from the date of its dissolution :

Provided that where the remainder of the period for which the dissolved Municipality would have continued is less than six months, it shall not be necessary to hold any election under this clause for constituting the Municipality for such period.

(4) A Municipality constituted upon the dissolution of a Municipality before the expiration of its duration shall continue only for the remainder of the period for which the dissolved Municipality would have continued under clause (1) had it not been so dissolved.

243-V. (1) A person shall be disqualified for being chosen as, and for being, a member of a Municipality—

(a) If he is so disqualified by or under any law for the time being in force for the purposes of elections to the Legislature of the State concerned :

Provided that no person shall be disqualified on the ground that he is less than twenty-five years of age, if he has attained the age of twenty-one years;

(b) if he is so disqualified by or under any law made by the Legislature of the State.

(2) if any question arises as to whether a member of a Municipality has become subject to any of the disqualification mentioned in clause (1), the question shall be referred for the decision of such authority and in such manner as the Legislature of a State may, by law, provide.

243-W. Subject to the provisions of this Constitution, the Legislature of a State may, by law, endow,—

(a) the Municipalities with such powers and authority, as may be necessary to enable them to function as institutions of self-Government and such law may contain provisions for the devolution of powers and responsibilities upon Municipalities, subject to such conditions as may be specified therein, with respect to—

(i) the preparation of plans for economic development and social justice;

(ii) the performance of functions and the implementation of schemes as may be entrusted to them (including those in relation to the matters listed in the Twelfth Schedule);

(b) the Committees with such powers and authority as may be necessary to enable them to carry out the responsibilities conferred upon them including those in relation to the matters listed in the Twelfth Schedule.

243-X. The Legislature of a State may, by law,—

(a) authorise a Municipality to levy, collect and appropriate such taxes, duties, tolls and fees in accordance with such procedure and subject to such limits;

(b) assign to a Municipality such taxes, duties, tolls and fees levied and collected by the State Government for such purposes and subject to such conditions and limits;

(c) provide for making such grants-in-aid to the Municipalities from the Consolidated Fund of the State; and

(d) provide for constitution of such Funds for crediting all moneys received, respectively, by or on behalf of the Municipalities and also for the withdrawal of such moneys therefrom, as may be specified in the law.

243-Y. (1) The Finance Commission constituted under Article 243-I shall also review the financial position of the Municipalities and make recommendations to the Governor as to—

(a) the principles which should govern—

(i) the distribution between the State and the Municipalities of the net proceeds of the taxes, duties, tolls and fees leviable by the State, which may be divided between them under this Part and the allocation between the Municipalities at all levels of their respective shares of such proceeds;

(ii) the determination of the taxes, duties, tolls and fees which may be assigned to, or appropriated by, the Municipalities;

(iii) the grants-in-aid to the Municipalities from the Consolidated Fund of the State;

(b) the measures needed to improve the financial position of the Municipalities;

(c) any other matter referred to the Finance Commission by the Governor in the interests of sound finance of the Municipalities.

(2) The Governor shall cause every recommendation made by the Commission under this Article together with an explanatory memorandum as to the action taken thereon to be laid before the Legislature of the State.

243-Z. The Legislature of a State may, by law, make provisions with respect to the maintenance of accounts by the Municipalities and the audit of such accounts.

243-ZA (1) The superintendence, direction and control of the preparation of electoral rolls for, and the conduct of, all elections to the Municipalities shall be vested in the State Election Commission referred to in Article 243-K.

(2) Subject to the provisions of this Constitution, the Legislature of a State may, by law, make provision with respect to all matters relating to or in connection with, elections to the Municipalities.

243-ZB. The provisions of this Part shall apply to the Union Territories and shall, in their application to a Union Territory, have effect as if the reference to the Governor of a State were references to the Administrator of the Union Territory appointed under Article 239 and references to the Legislature or the Legislative Assembly of a State were references in relation to a Union Territory having a Legislative Assembly, to that Legislative Assembly :

Provided that the President may, by public notification, direct that the provisions of this Part shall apply to any Union Territory or part thereof subject to such exceptions and modifications as he may specify in the notification.

243-ZC (1) Nothing in this Part shall apply to the Scheduled areas referred to in clause (1) and the tribal areas referred to in clause (2), of Article 244.

(2) Nothing in this Part shall be construed to affect the functions and powers of the Darjeeling Gorkha Hill Council constituted under any law for the time being in force for the hill areas of the district of Darjeeling in the State of West Bengal.

(3) Notwithstanding anything in this Constitution, Parliament may, by law, extend the provisions of this Part to the Scheduled areas and the tribal areas referred to in clause (1) subject to such exceptions and modifications as may be specified in such law, and no such law shall be deemed to be an amendment of this Constitution for the purposes of Article 368.

243-ZD (1) There shall be constituted in every State at the district level a District Planning Committee to consolidate the plans prepared by the Panchayats and the Municipalities in the district and to prepare a draft development plan for the district as a whole.

(2) The Legislature of a State may, by law, make provision with respect to—

(a) the composition of the District Planning Committee;

(b) the manner in which the seats in such Committees shall be filled :

Provided that not less than four-fifths of the total number of members of such Committee shall be elected by, and from amongst the elected members of the Panchayat at the district level and of the Municipalities in the district in proportion to the ratio between the population of the rural areas and of the urban areas in the district;

(c) the functions relating to district planning which may be assigned to such Committees;

(d) the manner in which the Chairpersons of such Committees shall be chosen.

(3) Every District Planning Committee shall, in preparing the draft development plan,—

(a) have regard to—

(i) matters of common interest between the Panchayats and the Municipalities including spatial planning, sharing of water and other physical and natural resources, the integrated development of infrastructure and environmental conservation;

(ii) the extent and type of available resources whether financial or otherwise;

(b) consult such institutions and organisations as the Governor may, by order, specify.

(4) The Chairperson of every District Planning Committee shall forward the development plan, as recommended by such Committee, to the Government of the State.

243-ZE. (1) There shall be constituted in every Metropolitan area, a Metropolitan Planning Committee to prepare a draft development plan for the Metropolitan areas as a whole.

(2) The Legislature of a State may, by law, make provision with respect to,—

(a) the composition of the Metropolitan Planning Committees;

(b) the manner in which the seats in such Committees shall be filled :

Provided that not less than two-thirds of the members of such Committee shall be elected by, and from amongst the elected members of the Municipalities and Chairpersons of the Panchayats in the Metropolitan area in proportion to the ratio between the population of the Municipalities and of the Panchayats in that area;

(c) the representation in such Committees of the Government of India and the Government of the State and of such organisations and institutions as may be deemed necessary for carrying out the functions assigned to such Committees;

(d) the functions relating to planning and co-ordination for the Metropolitan areas which may be assigned to such Committees;

(e) the manner in which the Chairpersons of such Committees shall be chosen.

(3) Every Metropolitan Planning Committee shall, in preparing the draft development plan,—

(a) have regard to,—

(i) the plans prepared by the Municipalities and the Panchayats in the Metropolitan area;

(ii) matters of common interest between the Municipalities and the Panchayats, including co-ordinated spatial planning of the area, sharing of water and other physical and natural resources, the integrated development of infrastructure and environmental conservation;

(iii) the overall objectives and priorities set by the Government of India and the Government of State;

(iv) the extent and nature of investments likely to be made in the Metropolitan area by agencies of the Government of India and of the Government of the State and other available resources whether financial or otherwise;

(b) consult such institutions and organisations as the Governor may, by order, specify.

(4) The Chairperson of every Metropolitan Planning Committee shall forward the development plan, as recommended by such Committee, to the Government of the State.

243-ZF. Notwithstanding anything in this Part, any provision of any law relating to Municipalities in force in a State immediately before the commencement of the Constitution (Seventy-fourth Amendment) Act, 1992, which is inconsistent with the provisions of this Part, shall continue to be in force until amended or repealed by a competent Legislature or other competent authority or until the expiration of one year from such commencement, whichever is earlier:

Provided that all the Municipalities existing immediately before such commencement shall continue till the expiration of their duration, unless sooner dissolved by a resolution passed to that effect by the Legislative Assembly of that State or, in the case of a State having a Legislative Council, by each House of the Legislature of that State.

243-ZG. Notwithstanding anything in this Constitution,—

(a) the validity of any law relating to the delimitation of constituencies or the allotment of seats to such constituencies, made or purporting to be made under Article 243-ZA shall not be called in question in any court ;

(b) no election to any Municipality shall be called in question except by an election petition presented to such authority and in such manner as is provided for by or under any law made by the Legislature of a State.

"TWELFTH SCHEDULE

(ARTICLE 243-W)

1. Urban planning including town planning.
2. Regulation of land use and construction of buildings.
3. Planning for economic and social development.
4. Roads and bridges.
5. Water supply for domestic, industrial and commercial purposes.
6. Public health, sanitation conservancy and solid waste management.
7. Fire services.
8. Urban forestry, protection of the environment and promotion of ecological aspects.
9. Safeguarding the interest of weaker sections of society, including the handicapped and mentally retarded.
10. Slum improvement and upgradation.
11. Urban poverty alleviation.
12. Provision of urban amenities and facilities such as parks, gardens, playgrounds.
13. Promotion of cultural, educational and aesthetic aspects.
14. Burials and burial grounds; cremations, cremation grounds and electric crematoriums.
15. Cattle ponds; prevention of cruelty to animals.
16. Vital statistics including registration of births and deaths.
17. Public amenities including streetlighting, parking lots, bus stops and public conveniences.
18. Regulation of slaughter houses and tanneries.

EXTRACTS
FROM
THE ODISHA MUNICIPAL ACT, 1950

EXTRACT FROM THE ODISHA MUNICIPAL ACT, 1950

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EXTRACTS FROM THE ODISHA MUNICIPAL ACT, 1950

ODISHA ACT 23 OF 1950

CHAPTER I

Preliminary

Short title, extent, Commencement and application.

1. (1) This Act may be called the Odisha Municipal Act, 1950.

(2) It shall extend to the whole of the State of Odisha.

(3) It shall come into force in such area or areas on such date or dates as the State Government may appoint from time to time.

(4) Notwithstanding anything contained in sub-section (3) it shall take effect in any Cantonment or part of a Cantonment.

(5) Any notification, order or rule and any appointment to an office, may be made or election held under this Act, after it shall have received the assent of the Governor and shall take effect on this Act coming into force.

(6) Nothing in this Act shall apply to the scheduled areas referred to in clause (1) of Article 244 of the Constitution.

Definitions

3. In this Act, unless there is anything repugnant in the subject or context,

(1) 'Assembly Constituency' shall have the same meaning as has been assigned to it in Representation of the People Act, 1950.

(7-a) 'Director' means the Director of Municipal Administration appointed under Section 393-A;

(8-a) 'Election Commission' means the State Election Commission consisting of a State Election Commissioner appointed by the Governor under Article 243-K of the Constitution;

(9-a) 'Finance Commission' means the Finance Commission constituted by the Governor under Article 243-I of the Constitution;

(17-a) 'Municipal area' means the territorial area of a Municipality;

(17-b) 'Municipality' means a Notified Area Council or a Municipal Council or a Municipal Corporation;

(21-a) 'Panchayat' means a Grama Panchayat as defined in the Odisha Grama Panchayats Act, 1964, or Panchayat Samiti as defined in the Odisha Panchayat Samiti Act, 1959, or a Zilla Parishad as defined in the Odisha Zilla Parishad Act 1991, and

(23-A) 'Population' means the population as ascertained at the last preceeding census of which the relevant figures have been published;

(24) 'Prescribed' means prescribed by rules made under this Act;

(32) "Residence" - 'reside'- a person is deemed to have his 'residence' or to 'reside' in any house if he sometimes uses any portion thereof as a sleeping

apartment; and a person is not deemed to cease to reside in any such house merely because he is absent from it or has elsewhere another dwelling in which he resides if he is at liberty to return to such house at any time and has not abandoned his intention of returning:

CHAPTER II

Constitution of Municipalities

Constitution of Municipalities

4. (1) There shall be constituted by the State Government-

(a) a Notified Area Council for every transitional area;

(b) a Municipal Council for every smaller urban area; and

(c) a Municipal Corporation for every larger urban area, in accordance with the provisions of this Act:

Provided that no such Municipality or Corporation shall be constituted in any urban area or part thereof which the Governor may, having regard to the size of the area and the municipal services being provided or proposed to be provided by an industrial establishment in that area and such other factors as he may deem fit, by notification, specify to be an industrial township.

(2) In this section, "a transitional area", "a smaller urban area" or "a larger urban area" means such area as the Governor may, having regard to the population of the area, the density of the population therein, the revenue generated for local administration, the percentage of employment in non- agricultural activities, the economic importance or such other factors as he may deem fit, specify by notification under clause (2) of Article 243-Q of the Constitution:

Provided that before publication of the notification under this sub-section, the State Government shall publish in the prescribed manner a draft of such notification inviting objections and suggestions from all persons likely to be affected thereby within such period as may be prescribed, and shall consider the objections and suggestions, if any, as may be received on the said draft.

Explanation - For the purposes of this Section—

(a) save as may otherwise be deemed fit by the Governor, a population of not less than ten thousand, twenty five thousand and three lakhs, respectively, may be taken as sufficient population for the purpose of specifying respectively "a transitional area", "a smaller urban area" and "a larger urban area";

(b) the factors relating to density of population, percentage of employment in non-agricultural activities, generation of revenue for local administration economic importance and such other factors for the purpose of specifying "a transitional area", "a smaller urban area" and "a larger urban area" shall be such as the Governor may, from time to time, determine.

(3) Notwithstanding anything contained in this Section,—

(a) the territorial area of every Notified Area Council and that of the every Municipal Council constituted prior to, and existing at, the commencement of the Odisha Municipal (Amendment) Act, 1994 shall respectively be deemed to be a transitional area and a smaller urban area within the meaning of sub-section (2) of Section 4; and

(b) every Notified Area Council (including its Chairman and Vice-Chairman) and every Municipality (including its Chairperson, Vice- Chairperson and Additional Vice-Chairperson), continuing in office at the commencement of the Odisha Municipal (Amendment) Act, 1994 shall continue till the expiration of the term as provided in sub-section (1) of Section 41 as it stood prior to such commencement, unless sooner dissolved by resolution passed to that effect by the Legislative Assembly.

(4) When any transitional area or smaller urban area within the meaning of sub-section (2) is subsequently specified to be—

(a) a smaller urban area in the case of a transitional area, or

(b) a larger urban area in the case of a smaller urban area, then, notwithstanding anything contained in this Act,—

(i) the Notified Area Council for the existing transitional area shall be deemed to be the Municipal for the smaller urban area so subsequently specified;

(ii) the Municipality for the existing smaller urban area shall be deemed to be the Municipal Corporation for the larger area so subsequently specified;

(iii) the Chairperson, Vice-Chairperson and other Members of the existing Notified Area Council or Municipality shall be deemed to be Chairperson, Vice-Chairperson and other Members of the deemed Municipality or, as the case may be, of the deemed Municipal Corporation;

(iv) all the assets and liabilities of the existing Notified Area Council shall devolve upon the deemed Municipal or, as the case may be, that of the existing Municipal shall devolve upon the deemed Municipal Corporation;

(v) the provisions of this Act and of the rules, bye-laws, notifications or orders made there under which were in force throughout such transitional area or, as the case may be, the Municipal area shall apply to the territorial of such deemed Municipality or, as the case may be, deemed Municipal Corporation;

(vi) the proceeding commenced, if any, for reconstitution of the existing Notified Area Council or, as the case may be, existing Municipal shall continue as if such proceedings were commenced in relation to the deemed Municipal or, as the case may be, deemed Municipal Corporation,

Application of Act and Subsidiary orders in areas included within a Municipality

5. When any local area is included in a Municipal area by a notification referred to in sub-section (2) of Section 4, all the provisions of this Act and of the rules, bye-laws, notifications or orders made, there under which, immediately before such inclusion were in force throughout such Municipal area shall be deemed to apply to such local area, unless it is otherwise directed in and by the said notification.

Continuance of Act and subsidiary orders in Municipalities formed by division

6. When any Municipal area is divided into two or more such areas by a notification referred to in sub-section (2) of Section 4 then, notwithstanding anything contained in this Act, all the provisions of this Act and of the rules, bye-laws, notifications or orders made there under which, immediately before such division, were in force in any part of the original Municipal area shall be deemed to be in force in the same part of the Municipal areas formed by such division unless it is otherwise directed in and by the said notification

Abolition of Municipalities

7. (1) The Governor may, by notification, abolish any Municipality to which this Act, applies:

Provided that—

(a) the Governor shall, before they issue such notification, communicate to the Municipality the grounds on which they propose to do so, fix a reasonable period for the Municipality to show cause against the proposal and consider its explanations and objections, if any;

(b) the notification shall contain a statement of the Governor's reason.

(2) From such date, as may be specified in such notification this Act and all notifications, rules, bye-laws, regulations, orders, directions and powers issued, made or conferred under this Act, shall cease to apply to the area previously comprised in the Municipality; the balance of the Municipal fund and all other property vested in the Municipality shall vest in the State Government and the liabilities of the Municipality shall be transferred to the State Government.

(3) All property vested in the State Government under sub-section (2) shall be applied, under the orders of the State Government, to discharge the liabilities imposed on the State Government by that sub-section or for the promotion of the safety, health, welfare and convenience of the inhabitants of the area previously comprised in the Municipality.

Composition of Municipalities

8. *Every Municipality shall be composed of—*

(a) *a Chairperson directly elected by the electors of the Municipal area;*

(a-1) one Councillor elected directly from every ward within the Municipal area; [1]

(b) a person having special knowledge or experience in Municipal Administration as may be nominated by the State Government:

Provided that the Councillor so nominated shall not have the right to vote at any meeting of the Municipality but shall have the right to attend every meeting thereof except the meetings convened under Sections 47,49 and 54;

(c) every Member of the House of the People and of the Legislative Assembly of the State representing constituencies which comprise wholly or partly the Municipal area and every Member of the Council of States registered as elector within the Municipal area :

Provided that no such Member shall have right to attend any meeting of the Municipality convened under Sections 47, 49 or 54:

Provided further that where any such Member is unable to attend any meeting of the Municipality (except as aforesaid) for any reason, he may authorize a person to attend such meeting as his representative but, in no case, the representative so authorized shall have the right to vote at such meeting.

Incorporation of Municipality

9. Every Municipality shall be a body corporate by the name of the Municipality by reference to which it is known, shall have perpetual succession and a common seal and subject to any restriction and qualification imposed by or under this or any other enactment shall have power to acquire and hold property, both movable and immovable, and subject to any rules prescribed to transfer any such property held by it, to enter into contracts and to do all other things necessary, proper or expedient for the purposes of this Act and may sue and be sued in its corporate name.

Manner of Election of Chairperson and Councillors [2]

10. (1) *The election to the office of the Chairperson and Councillors, respectively, specified in clause (a) and (a-1) of Section 8 election of shall be held in the prescribed manner:* [3]

Provided that where such election is contested on political party basis, the candidates contesting such election shall use their respective party ' symbols.

Explanation-For the purposes of this Section—

(a) "Candidates" means candidates duly sponsored by respective political parties;

(b) "Party Symbol" means the symbol allotted to a particular political party under the Elections Symbols (Reservation and Allotment) Order, 1968; and

(c) "Political Party" means a National Party or as the case may be 'State Party within the meaning of paragraph 7 of the order referred to in clause (b).

(2) the names of the *elected Chairperson and Councillors*[4] shall be published by the Election Commission in the Gazette.

Reservation of seats for Scheduled Castes, Scheduled Tribes, Women and Backward Class of Citizens

11. (1) There shall be reserved by the District Magistrate, seats in every Municipality for the Scheduled Castes and Scheduled Tribes and the number of seats so reserved shall bear, as nearly as may be, the same proportion to the total number of seats to be filled by direct election in that Municipality as the population of the Scheduled Castes in the concerned Municipal area or of the Scheduled Tribes in that area bears to the total population of that area and such seats shall be allotted by rotation to different Wards in a Municipal area at every General election.

Provided that where the population of the Scheduled Castes or, as the case may be, Scheduled Tribes in a Municipal area is not sufficient for reservation of any seat, one seat for the, Scheduled Castes or, as the case may be, one seat for the Scheduled Tribes shall be reserved in that Municipal area.

(2) As nearly as may be but not less than, one-half of the total number of seats reserved under sub-section (1) shall be reserved for women belonging to the Scheduled Castes or, as the case may be, the Scheduled Tribes:

(3) *Seats shall be reserved in favour of Backward Class of citizens as referred to in clause (6) of Article, 243-T of the Constitution in every Municipality, by the District Magistrate, to such extent not exceeding twenty seven percentum subject to ceiling limit of fifty percentum of total number of seats of such Municipality including seats so reserved for Scheduled Castes, Scheduled Tribes under sub-section(1) and backward class of citizen taken together and such seats shall be allotted by rotation to different wards in Municipal area at every general election.*[63]

(3A) As nearly as may be, but not less than one-half of the total number of seats reserved under sub-section (3) shall be reserved for women belonging to the backward class of citizens :

(4) As nearly as may be, but not less than, one-half including the number of seats reserved for women belonging to the Scheduled Castes, the Scheduled Tribes and the backward class of citizens of the total number of seats to be filled by direct election in every Municipality shall be reserved for women and such seats shall be allotted by rotation to different Wards in a Municipal area after every one terms of General Election.

(5) Where a particular Ward is reserved for the Scheduled Castes or the Scheduled Tribes or the backward class of citizens, or for women whether or not belonging to the Scheduled Castes or Scheduled Tribes, and no eligible candidate is available or comes forward to contest the election in relation to that Ward, the State Government shall nominate a person who is otherwise eligible to contest such election, as the Councillor for the Ward.

(6) The procedure regarding reservation of seats for the purposes of subsections (1), (2), (3) and (4) shall be such as may be prescribed.

(7) The reservation of seats under sub-sections (1) and (2) shall cease to have effect on the expiration of the period specified in Article 334 of the Constitution.

CHAPTER-III

Election and Election Petition

Superintendence direction and control of elections to vest in the Election Commission

11-A. The Superintendence, direction and control of the preparation of electoral rolls for, and the conduct of, all Elections to Municipalities shall be vested in the Election Commission.

Election Officer, Presiding Officer, Polling Officer, etc deemed to be on deputation to Election Commission

11-B. Any Officers and employees of the State Government made available to the Election Commission pursuant to clause (3) of Article 243-K of the Constitution for the discharge of the functions conferred on the Election Commission by clause (1) of that Article, when appointed by the Election Commission as the Election Officer, Presiding Officer, Polling Officer or any other Officer, or otherwise designated for the time being, for the conduct of any election under this Act, shall be deemed to be on deputation to the Election Commission for the period commencing on the date of notification calling for such election and ending with the date of declaration of the result of such election and, accordingly, such Officers and employees shall, during that period, be subject to the control, superintendence and discipline of the Election Commission.

General Election of *Chairperson and Councillors* [5] and formation of wards

12. (1) A general election of *the Chairperson and the Councillors respectively, specified in clause (a) and (a-1) of Section 8* [6] shall be completed :—

(a) for the purpose of constituting new Municipality, as soon as may be, but not later than six months, after the publication of the notification referred to in sub-section (2) of Section 4 ;

(b) for the purpose of reconstituting a Municipality, before the expiry of a period of five years from the date appointed for its first meeting referred to *sub-section (2) of Section 47*.[7]

(2) For the purpose of election under sub-section (l), the State Government shall, by one or more notifications published on such date or dates as may be recommended by the Election Commission, call upon all Wards in the Municipal area *to elect a Chairperson and Councillors* [8] in accordance with the provisions of this Act and of the rules and orders made thereunder.

(3) *For the purpose of election of Chairperson and Councillors* [9] to a Municipality, the District Magistrate shall, in the case of a new Municipality, of his own motion and, in the case of a Municipality already in existence at the time the notification is made, after consulting the concerned Municipality, by notification;

(a) divide the Municipal area into Wards;

(b) determine, subject to other provisions of this Act, the Wards in which the seats reserved under Section 11 shall be set assigned :

Provided that-(i) in dividing a Municipal area into Wards, equitable distribution of population among the various Wards and the compactness of area forming each Wards shall be taken into consideration; and

(ii) the number of Wards in any Municipal area shall not be less than eleven and more than forty:

Provided further that notwithstanding anything contained in this Section, if any person is aggrieved by the decision as to the division of the Municipal area into wards or the assignment of wards, as referred in clauses (a) and (b), he may prefer an appeal to the State Government within fifteen days from the date of publication of the notification which shall be disposed of by the appellate authority within thirty days from the date of its filing, after giving the person concerned an opportunity of being heard, and the decision of the appellate authority shall be final.

(3-A) (a) The District Magistrate shall before making the notification under sub-section (3), publish in the prescribed manner a draft thereof containing a statement showing the number of Wards into which the Municipal area shall be divided, the extent of each such Ward and the Wards in which the seats reserved under Section 11 shall be set assigned, with a notice inviting objections and suggestions from all persons interested within the prescribed period.

(b) The District Magistrate shall consider the objections and suggestions so received, and, for that purpose, he may make such further enquiry as he may consider necessary.

(4) All the electors of a Ward shall irrespective of their community, be entitled to vote at an election in respect of that Ward.

(4-a) All the electors of a Municipality, irrespective of their community shall be entitled to vote at an election in respect of the Chairperson of that Municipality.[10]

(5) When a new Ward is formed or when an existing Ward is abolished, the State Government shall, after consulting the Municipality concerned, determine—

(a) the Ward which each Councillor then in the Municipality shall be deemed to represent; and

(b) the Ward or Wards in which election shall be held to fill up the vacancies, if any, in the Municipality.

Electoral Roll

13. (1) Unless the Election Commission by order published in the Gazette directs, otherwise all persons registered by virtue of the Representation of the People Act of 1950 in so much of the electoral roll for any Assembly Constituency for the time being in force as relates to the Municipality shall be entitled to cast their votes at an election to the Municipality and the said portion of the roll shall be deemed to be the electoral roll of the Municipal area.

(2) So much of the electoral roll of the Municipality as relates to the area comprised within a Ward thereof shall be embodied in a register to be maintained for the Ward and such register shall be deemed to be the electoral roll for the Ward for the purposes of this Act.

(3) The manner of splitting up of the electoral roll for the purpose of preparation of the aforesaid register, the manner of the revision of such register from time to time and the Officer or authority by whom such splitting up or revision is to be carried out shall be as may be prescribed.

(4) Nothing in this section shall debar the Election Commission to adopt, or provide for, any other mode for the preparation of electoral rolls for the purpose of elections to Municipalities.

Electors

14. (1) *No person who is not for the time being in the electoral roll of a Municipality, shall be entitled to vote at an election for the office of the Chairperson of that Municipality.*[11]

(2) No person who is not for the time being on the electoral roll of the Ward shall be entitled to vote at an election in respect of the Ward.

Removal of the name from electoral roll

15. (1) Omitted

(2) If any person is convicted of an offence, under Chapter IX-A of the Indian Penal Code, punishable with imprisonment for a term exceeding six months, his name, if on the electoral roll, shall be removed therefrom and shall not be registered thereon for a period of three years from the date of conviction or, if not on the electoral roll, shall not be so registered for a like period:

Provided that the Governor may direct that the name of any person to whom this sub-section applies shall register on the electoral roll:

Provided further that conviction for offences of a political character shall not operate as a disqualification under this sub-section.

Disqualification of Candidates for election

16. (1) No person shall be qualified for election *as the Chairperson or a Councillor of a Municipality*[12] if such person-

(i) is not included in the electoral roll of that Municipality; or

(ii) is less than twenty-one years of age; or

(iii) is unable to read and write either English, Hindi or the language of state; or

(iv) *has been adjudged by a competent court to be of unsound mind; or*[13]

(v) is an undischarged insolvent or being a discharged insolvent has not obtained from the Court a certificate that insolvency was caused by misfortune without misconduct on his part; or

(vi) is in arrear or any dues payable to the Municipality without sufficient cause shown to the satisfaction of the Election Officer, for a period of one year immediately preceding the year in which the election is held; or

(vii) is a person against whom an order of surcharge for willful negligence or misconduct has either been certified for payment or confirmed in case of an appeal

in respect of any money or property of a Municipality, under the provisions of the Orissa Local Fund Audit Act, of 1948 or a person against whom a decree has been passed under Section 375; or

(viii) is interested in a subsisting contract, either directly or indirectly made with or any work being done for the Municipality, except as a shareholder in a registered joint stock Company or Co-operative Society, constituted under the laws for the time being in force :

Provided that a person shall not be deemed to have any interest in such contract or work by reason only of his haying a share or interest in—

(a) any lease, sale or purchase of immovable property or any agreement for the same; or

(b) any agreement for the loan of money or any security of the payment of money only; or

(c) any newspaper in which any advertisement relating to the affairs of the Municipality is or may be inserted; or

(d) the sale to the Municipality of any articles in which he regularly trades or the purchase from the Municipality of any article to a value in either case, not exceeding fifteen hundred, rupees in the aggregate, in any year during the period of the contractor work; or

(ix) is employed as a paid legal practitioner on behalf of the Municipality or as legal practitioner against the Municipality; or

(x) is an Officer or servant holding office under the Municipality or a Honorary Magistrate with jurisdiction over any part of the area of the Municipality; or

(xi) is a Government servant either whole time or part-time or has been dismissed from Government service for corruption or disloyalty to the State, unless a period of five years has elapsed since his dismissal:

Provided that if any question arises, either before or after an election whether any person is or not disqualified under this clause, the question shall be referred to the State Government whose decision shall be final; or

(xii) has been sentenced by a Criminal Court to transportation or to imprisonment for a period of more than six months for any offence, other than an offence of a political character, or an offence not involving moral delinquency (such sentence not having been reversed or the offence pardoned) so long as he is undergoing the sentence and for three years from the date of the expiration of the sentence :

Provided that notwithstanding anything contained above the Governor may direct that such sentence shall not operate as a disqualification and upon such a direction being given or if and when the sentence is superseded on appeal or revision he shall be restored to office for such portion of the period for which he was

elected, as may remain unexpired at the date if such restoration and any person elected to fill the vacancy in the interim shall on such restoration, vacate office; or

(xiii) has been convicted or found to have been guilty of offence of corrupt or legal practice relating to election, which has been declared by the State Government under prescribed rules, to be an offence or practice entailing disqualifcation of membership unless such period has elapsed as may be prescribed in that behalf; or

(xiv) is disqualified by or under any law for the time being in force for the purposes of elections to the Legislature of the State; or

(xv) is disqualified by or under any law made by the Legislature of the State; or

(xvi) has more than one spouse living; or

(xvii) has more than two children :

(xviii) has given appointment to any person in contravention of the provisions of this Act and the rules made thereunder during his tenure in the Municipality immediately preceding the election;

(xix) has been removed under Section 53 during the term of his office as the Chairperson or the Vice-Chairperson of the Municipality immediately preceding the election :

provided that the disqualifications under clause (xvii) shall not apply to a person who has more than two children on the date of commencement of the Odisha Municipal (Amendment) Act, 1994, or as the case may be, within a period of one year of such commencement, unless he begets an additional child after the said period of one year; and

(2) Subject to the provisions of Sec. 38 where a person, who becomes disqualified by virtue of clause (xii) of sub-section(1) is at the date of the disqualification *a Chairperson or a Councillor,*[14] his seat shall, notwithstanding anything contained in this section, not become vacant by reason of the disqualification until three months have lapsed from the date thereof or if within those three months, an appeal or petitions for revision is brought in respect of the conviction or the sentence, until that appeal or petition is disposed of but during any period during which *his Chairpersonship or Councillorship*,[15] as the case may be is preserved under this section, he shall not sit or vote in the council.

Disqualification of *Chairperson and Councillor*[16]

17. (1) Subject to the provisions of Section 38, *a Chairperson or*[17] Councillor shall cease to of hold his office, if he-

(a) subject to the proviso to clause (xii) of sub-section (1) of Section 16 is sentenced by Criminal Court to such punishment and for such offence, as is prescribed in that clause; or

(b) *has been adjudged by a competent court to be of unsound mind; or*[18]

(c) applies to be adjudicated or is adjudicated an insolvent; or

(d) subject to the proviso to clause (viii) of sub-section (1) of Section 16 acquires any interest in any subsisting contract, either directly or indirectly made with or work being done for, the Municipality except as share-holder in a registered joint stock company or a Co-operative Society, constituted under the laws for the time being in force; or

(e) is employed as a paid legal practitioner on behalf of the Municipality or accepts employment as a legal practitioner against the Municipality; or

(e-1) has failed to pay any arrears of Municipal dues within six months from the date of service of a notice demanding payment of the same; or

(f) is appointed as an officer or servant under Municipality or as an Honorary Magistrate with jurisdiction over any part of the Municipality; or

(g) is a salaried Government servant either whole time or part-time:

Provided that if any question arises, whether any person is or not disqualified under this clause, the question shall be referred to the State Government, whose decision shall be final; or

(h) ceases to be resident within the Municipality; or

(i) in the case of a Councillor absents himself from four consecutive meetings without obtaining previous permissions from the Chairperson or without an excuse sufficient in the opinion of the Municipality:

Provided that no meeting room which a Councillor absents himself shall be counted against him under clause, if due notice of that meeting was not given to him;

Explanation - Emergent or special meetings shall not be deemed to be meetings within the meaning of this clause; or

(j) has been convicted or found to have been guilty of any offence or corrupt or illegal practice relating to elections which has been declared by State Government under prescribed rules to be an offence or practice entailing disqualification for Counciilorship, unless such period has elapsed as may be prescribed in that behalf;

(k) incurs any of the disqualifications specified in clauses (xiv) to (xvii) of sub-section (1) of Section 16.

(l) A Chairperson or Councilor shall case to hold office if he is disqualified under the provisions contained in the chapter IV-A of this Act.

Limitation on election expenditure, and accounts thereof

17-A. (1) No candidate for an election *as a Chairperson or as a Councillor*[19] to a Municipality shall, either by himself or through any person authorised by him, incur expenditure in connection with such election an amount exceeding twenty-five thousand rupees:

Provided that the Election Commission may, by-notification from time to time and in consultation with the State Government, enhance the limit of such expenditure.

(2) For the purposes of this section, every candidate referred to in sub-section (l) shall maintain, or cause to be maintained, a true and separate account of all expenditure incurred or authorised by him in connection with the election between the date on which he has been nominated as a candidate and the date of declaration of the result of the election.

(3)Any person who contravenes any of the provisions of this sections shall be deemed to have committed corrupt practice within the meaning of ^Section 28.

(4)The account shall contain such particulars as may be notified by the Election Commission.

(5)Within one month from the date of declaration of the result of the election, every candidate, either personally or through his agent, shall lodge, or cause to be lodged, with the Election Commission the account of the election expenditure maintained under sub-section(2).

Power to question election by petition

18. (1) The election of any person *as a Chairperson or*[20] Councillor may be questioned by election petition on the ground-

(a) that such person committed, during or in respect of the election proceedings, a corrupt practice as defined in Section 28; or

(b) that such person was declared to be elected by reason of the improper rejection or admission of one or more votes, or for any other reason was not duly elected by a majority of lawful vote; or

(c) that such person though enrolled as an elector was disqualified for election under the provisions of Sections 15,16 and 29.

(2) The election of any person *as a Chairperson or*[21] a Councillor shall not be questioned-

(a) on the ground that the name of any person qualified to vote has been omitted from or the name of any person not qualified to vote has been inserted in the electoral roll;

(b) on the ground that any non-compliance with this Actorany rule or of any mistake in the forms required thereby or of any error, irregularity or informality on the part of the officer or officers charged with carrying out the provisions of this Actor any rules, unless such non-compliance mistake, error, irregularity or informality has materially affected the result of the election.

Form and presentation of petition

19. (1) The petition shall be presented before the District Judge, together with a deposit of two hundred rupees as security for cost within fortyfive* days, after the day on which the result of the election was announced and shall specify the ground

or grounds on which the election of the opposite party is questioned and shall contain a summary of the circumstances alleged to justify the election being questioned on such grounds.

(2) The petition may be presented by any candidate in whose favour votes have been recorded and who claims to be declared elected in place of the person whose election is questioned, or by twenty-five or more electors of the ward.

(3) A person whose election is questioned and when the petition state that any other candidate shall be declared elected in place of such person, every successful candidate, who has polled more votes than such candidate, shall be made opposite party to the petition.

Right of candidates whose election is questioned

20. Every opposite party may give evidence to prove that any person in respect of whom a claim is made that such person be declared elected in his place or in priority to him should not be elected in the same manner as if he had presented a petition against the election of such person.

Tribunal

21. (1) An election petition shall be heard by the District Judge within whose jurisdiction the Municipality is situated.

(2) Such District Judge (hereinafter referred to as 'Tribunal') shall be deemed to exercise jurisdiction as persona designata and not acting in capacity of a judge or Civil Court.

Procedure

22. Except so far as may be otherwise provided by this Act or by rule, the procedure provide in the Code of Civil Procedure, 1908 in regard to suits, shall so far as it is not inconsistent with this Act or any rule and so far as it can be made applicable be followed in the hearing of election petitions :

(a) Provided that any two or more election petitions relating to the election of the same persons may be heard together;

(b) the Tribunal shall not be required to record or to have recorded the evidence in full but shall make a memorandum of the evidence sufficient in its opinion for the purpose of deciding the case;

(c) the Tribunal may at any stage of the proceedings, require the petitioner to give further security for the payment of all cost incurred or likely-* to be incurred by any opposite party and is within the time fixed by it or within such further time, as it may allow such security is not furnished may dismiss the petition;

(d) the Tribunal for the purpose of deciding any issue shall only be bound to require the production of or to receive so much evidence, oral or documentary, as it considers necessary;

(e) there shall be no appeal either on a question of law or fact and no application in revision against or in respect of the decision of the Tribunal;

(f) the Tribunal may review its decision on any point on the application of any person, considering himself aggrieved thereby, if the application is presented within one month from the date of decision.

Power of the Tribunal

23. (1) Unless it is otherwise prescribed, the Tribunal shall have the same powers and privileges as the judge of Civil Court, and may for the purpose of serving any notice or issue of any, process or doing any other such thing, be entitled to employ, with the consent of the Magistrate of the district, any peon or other officer or clerk, attached to the Court of the Magistrate of the district.

(2) An order for costs, or an order for the realization of security bond for costs passed by the Tribunal may be sent by that Tribunal for execution to the Collector of a District within which the Municipality concerned is situated and an orders sent shall be executed by the Collector in the same manner as if it was an order passed by the Collector under the Tenancy Law in force in the district or part of the district, as the case may be.

Finding of the Tribunal Court

24. (1) If the Tribunal, after making such inquiry, as it deems necessary finds in respect of any person whose election is called in question by a petition that his election was valid, it shall dismiss the petition as against such person and may award cost at its discretion.

(2) If the Tribunal finds that the election of any person was invalid, it shall either—

(a) declare a casual vacancy to have been created; or

(b) declare another candidate to have been duly elected, whichever course appears in the particular circumstances of the case, the mere appropriate and in either case, may award costs at its discretion.

(3) In the event of the Tribunal declaring a casual vacancy to have been created, it shall direct the Magistrate of the district or other authority prescribed in this behalf to take proceedings for filling the vacancy.

Avoidance of election proceedings

25. Notwithstanding anything contained in the preceding sections, if the Tribunal, in the course of hearing of an election petition, is of opinion that the evidence discloses—

(i) that corrupt practices have prevailed at the election proceeding in question to such an extent as to render it advisable to set aside the whole proceedings; or

(ii) the result of election has been materially affected by any non-compliance with this Act or any rules made thereunder or by any mistake in the forms required thereby or by any error, irregularity or informality on the part of any officer charged with or carrying out any duty under this Act or rules made thereunder; or

(iii) the result of election has been materially affected by improper acceptance or refusal of a candidate's nomination; it shall set aside the whole proceedings and pass an order to this effect and shall direct the Magistrate of the district or other authority prescribed in' this behalf to take measure for holding fresh election proceedings and if the election is set aside for any cause which is the result of acts of a candidate or his agent, may declare that the candidate to be disqualified for the purpose of such fresh election .

Explanation-In this section the expressions "the election proceedings in question" and "the whole proceedings" shall mean all proceedings (inclusive of nomination and declaration of election) taken in respect of a single poll in any Municipality.

Disqualification for corrupt practice

26. The Tribunal may declare any candidate found to have committed any corrupt practice under the preceding section, to be incapable for any period not exceeding five years of being elected as a member of the Municipality or of being appointed or retained in any office or place in the gift, disposal, pay or service of the Municipality:

Provided that disqualification under this section may be removed by an order of the Governor in this behalf.

Savings of acts by *a Chairperson or*[22] *Councillor* before his election is set aside

27. Where a candidate, who has been elected to be *a Chairperson or*[23] Councillor of a Municipality, is declared by the Tribunal not to have been duly elected, acts done by him in execution of the office, before the time when the decision is certified to the Municipality, shall not be invalidated by reason of that declaration.

Corrupt practices

28. A person shall be deemed to have committed a corrupt practice who directly or indirectly by himself or by any other person—

(a) induces, or attempts to induce by fraud, intentional misrepresentation, coercion or threat of injury, any voter to give or to refrain from giving a vote in favour of any candidate;

(b) with a view to inducing any voter to give or to refrain from giving a vote in favour of any candidate or in consideration of any voter having voted or refrained from voting for any candidate, offers or gives any money or valuable consideration or any place or employment or holds out any promise of individual advantage or profit to any person including a promise of spiritual salvation;

(c) induces or attempts to induce candidates or voter to believe that he or any person in whom he is interested will become or will be rendered an object or divine displeasure or of spiritual censure with a view to influencing him in any way in connection with the election;

(d) employs, instigates or threatens any form of social boycott of any voter or candidate or of any one in whom such voter or candidate is interested;

(e) gives or procures the giving of a vote in the name of a voter who is not the person giving such vote;

(f) makes or promises to make any payment to any person whomsoever on account of the conveyance of any elector to or from any place for the purpose of recording his vote or hires, employs, borrows or uses for the purpose of election any boat, vehicle or animal usually kept for letting on hire or for convenience of the passengers by hire except for carrying himself or his agents and messengers:

Provided that nothing contained in this clause shall prevent a conveyance being hired by a voter or several voters at their joint cost for the purpose of conveying him or them to or from the poll;

(g) offers any money or valuable consideration to any person to induce him to withdraw from being a candidate at an election or being a candidate accepts any money or valuable consideration so offered;

(h) abets within the meaning of the Indian Penal Code XLV of 1860 the doing of any of the acts specified in clauses (a), (b), (c), (d), (e), (f) and ; (g)- ;

Explanation-*(I)* "A promise of individual advantage or profit to a person includes a promise for the benefit of the person himself or of any one in whom he is interested, but does not include a promise to further propose or to vote for or against any particular municipal measure or work;

(ii) No agent, clerk, messenger or other person, who may in accordance with prescribed rules, be employed for remuneration by a candidate at an election shall, by reason of such employment alone, be deemed to come within the provisions of the section;

(iii) A corrupt practice shall be deemed to have been committed by a candidate if it has been committed with his knowledge or consent or by a person who is acting under the general or special authority of such candidate with reference to the election;

(iv) Every person, who is guilty of a corrupt practice at, or in connection with an election held under the provisions of this Act shall be punishable with imprisonment which may extend to six months or with fine or with both.

Person convicted of election offences disqualified for voting and for being elected

29. Every person convicted of an offence punishable under this Chapter of under Chapter IX-A of the Indian Penal Code XLV of 1860 shall be disqualified from voting or from being elected in any election to which this Act applies or from holding the office of *the Chairperson or*[24] Councillor of a Municipality for a period of four years from the date of his conviction or for such shorter period as the Court may by order determine.

Offences in respect of electoral rolls

30. (1) Every person who by claiming a qualification which he knows that he does not possess to vote at a municipal election or by using false document or by a false declaration or by any other deceitful means, procures or attempts to procure, the improper entry of the name whether of himself or of any other person in the electoral

roll or the improper omission of any name therefrom shall be punishable with imprisonment which may extend to three months or with fine or with both.

(2) Every Municipal Officer or servant or Polling Officer, or any other Officer, whether designated as Election Officer or otherwise, engaged in or associated with the work of preparation of electoral rolls pursuant to Section 13 of this Act who willfully makes or procures or attempts to make or procure any improper entry in the electoral roll or any improper omission therefrom shall be punishable with imprisonment which may extend to six months or with fine or with both.

Falsifying result of election

31. Every person, who in the course of electoral operations falsifies or attempts to falsify the record of an election by removing, destroying, altering or fabricating nomination papers or voting papers or by any other act or by an omission, shall be punishable with imprisonment which may extend to one year or with fine or with both.

Fraudulent voting & personation

32. (1) Every person, who applies for a ballot paper at an election having already voted once at the same election and in any electoral ward on knowing that his name is not included in the electoral roll shall be punishable with imprisonment which may extend to six months or with fine or with both.

(2) Every person who applies for a ballot paper in the name of any other person, living or dead, or of fictitious person shall be punishable with punishment provided in sub-section (1).

Infringement of secrecy of election

33. Every Presiding Officer, Polling Officer, clerk or other person, in attendance at the polling station who, except for some purpose authorised by law, communicates to any person information, showing directly for which candidate any voter as voted, and every person who by improper means procure any such information, shall be punishable with imprisonment of either description for a term which may extend to six months or with fine or with both.

Offences by Presiding Officer & Polling Officer

34. Every Presiding Officer or Polling Officer, who permits a person to vote knowing that such person is not entitled to vote or who prevents a person from voting, knowing that such person is entitled to vote, shall be punishable with imprisonment which may extend to six months or with fine or with both.

Procedure before Magistrate

35. No Magistrate, other than a Magistrate of the first class, shall take cognizance of any offence punishable under Sections 28,30,31,32,33 and 34 nor shall any Magistrate take cognizance of such—

(a) except on the complaint of a person whose name is on the electoral roll;

(b) unless such complaint has been made within fourteen days of the date of the declaration of the result of any election to which the offence relates or within seven days of the date on which the offence is alleged to have been committed; and

(c) except in the case of an offend punishable under Sections 31,33 and 34 unless the person complaining shall have deposited fifty rupees.

The deposit mentioned in clause (c) shall be refunded to the complainant, if the complaint is found to be true or if for any other reason, the Magistrate so directs.

Bar to interference by courts in election matter

37. No election of *a Chairperson or*[25] a Councillor shall be called in question in any Court except under the procedure provided by this Act and the rules, if any, made thereunder and no orders passed by the Tribunal in any proceeding under this Chapter for hearing of an election petition shall be called in question in any Court and no Court shall grant an injunction—

(i) to postpone an election of *a Chairperson or*[26] a Councillor; or

(ii) to prohibit a person, declared to have been duly elected under this Act, from taking part in the proceedings of the Municipality of which he has been elected *a Chairperson or*[27] a Councillor ; or

(iii) to prohibit *a Chairperson or*[28] a Councillor formally elected to a Municipality from entering upon his duties.

Protection of action taken in good faith

37-A. No suit, prosecution or other legal proceeding shall lie against the Election Commission or any person acting under the direction of the Election Commission in respect of any thing which is in good faith done or intended to be done in pursuance of the foregoing provisions of this chapter or of any order made thereunder or in respect of tendering of any opinion by the Election Commission to the Governor or in respect of the publication, by or under the authority of the Election Commission, of any such opinion, or any paper or proceedings.

District Judge to decide question of disqualification of *Chairperson and*[29] *Councillors*

38. (1) Whenever it is alleged that any person, who has been elected as **a** Chairperson or Councillor[30] is disqualified under Sections 16 or 17 and such person does not admit the allegation or whenever any a *Chairperson or Councillor*[31] himself is in doubt, whether or not he has become disqualified for office under Sections 16 or 17, such a *Chairperson or Councillor*[32] or any other Councillor may, and the Chairperson at the request of the Council shall apply to District Judge of the district in which the Municipality is situated,

(2) The said Judge after making such inquiry as he deems necessary shall determine whether or not such person is disqualified under Sections 16or 17 and his decision shall be final.

(3) Pending such decision, *the Chairperson or the Councillor, as the case may be*[33] shall be entitled to act as if he were not disqualified.

CHAPTER-IV

REMOVAL, RESIGNATION AND TERM OF COUNCILLORS

Removal of *Chairperson or*[34] *Councillor* by Government

38-A (1) Without prejudice to the provisions contained in the foregoing section, the State Government may remove any *a Chairperson or*[35] Councillor, if they are satisfied he has become subject to any of the disqualifications specified in Section 17:

Provided that no order for removal shall be made without giving *Chairperson or*[36] Councillor an opportunity of showing cause against proposed removal: Provided further that no such order shall be made in cases where an application in respect of the said Chairperson or[37] Councillor made under Section 38 on the same ground as aforesaid, is pending or where any such application having been made has been finally disposed of under the said section.

(2) Any Chairperson or Councillor[38] against whom an order of removal is made under sub-section (1) may within thirty days of such order, prefer an appeal before the District Judge of the district in which the Municipality is situated.

Publication of names

39. *The names of the Chairperson and of the Councillors of every Municipality including its Vice-Chairperson shall be published in the Gazette.*[39]

No Councillor to receive remuneration

40. No Councillor shall receive or be paid from the funds at the disposal of or under the control of such Municipality any salary or other remuneration for services rendered by him in any capacity whatsoever but shall be allowed travelling allowance as prescribed:

Provided that the Chairperson and Vice-Chairperson may receive such monthly allowances as may be prescribed :

Provided further that the Councillors, Chairperson and the Vice- Chairperson may receive such sitting allowances as may be prescribed.

Terms of office of *Chairperson and* Councillors[40]

41. (1) Save as otherwise provided in this Act,—

(i) *a Chairperson or*[41] a Councillor whether elected at a general election, or nominated, to a Municipality shall hold office for five years from the date appointed for the first meeting of the Municipality as referred to sub-section(2) of Section 47;

(ii) *a Chairperson or*[42] Councillor elected at a by-election or elected or nominated against a casual vacancy in a Municipality shall hold office for the unexpired period of the term of office of *a Chairperson or*[43] Councillor in whose place he has been so elected or, as the case may be, nominated.

(2) An outgoing *Chairperson or* [44] Councillor, if otherwise qualified, shall be eligible for re-election.

(3) Whenever the number of Councillors of an existing Municipality is increased as a result of increase in the number of wards thereof, the additional Councillor or Councillors elected for the purpose shall, save as otherwise provided,

continue till the expiry of the term of office of the other Councillors of the Municipality as provided in sub-section(l).

Procedure when no Councillor is elected at an election

42. (1) If at a general election or by-election to a Municipality referred to in Section 41 no Councillor is elected, a fresh election shall be held by such authority on such date and in such manner as may be prescribed in that behalf.

(2) If at such fresh election no Councillor is elected, the State Government shall nominate a person or persons to fill the vacancy.

(3) The term of office of a Councillor elected or nominated under this section shall expire at the time at which it would have expired if he would have been elected at the general election or by-election, as the case may be.

Resignation of Councillor

43. (1) A Councillor not being the Vice-Chairperson may resign his office by writing under his hand addressed,—

(a) if he is an elected Councillor, to the Chairperson who shall place the letter of resignation before the Municipality at its next meeting of which notice shall be given to the Councillor; and

(b) if he is a nominated Councillor; to the State Government

(2) On the resignation being accepted,—

(a) by the Municipality, in the case of an elected Councillor; and

(b) by the State Government, in the case of a nominated Councillor . the Councillor shall cease to hold office with effect from the succeeding date of such acceptance:

Provided that the Councillor may, at any time before the acceptance of the resignation, withdraw the same by writing under his hand.

Vacation of office by Councillor

44. A Councillor of a Municipality shall be deemed to have vacated his office on the expiry of his term of office as, or on his otherwise ceasing to be, a Councillor of that Municipality or on being elected or nominated as a Councillor of any other Municipality.

Casual Vacancies

45. If a Councillor, elected or nominated ceases to be a Councillor of Municipal area by reason of his death, resignation, removal or otherwise the vacancy so caused shall be filled by the election or nomination, as the case may be of another Councillor in the manner prescribed.

Power to leave casual vacancies unfilled in certain areas

46. Where a vacancy occurs in the office of a Chairperson or Councillor by reason of death, resignation, removal or otherwise and the term of office of that Councillor would, in the ordinary course of events, have terminated within six months of the occurrence of the vacancy, the State Government may direct that the vacancy be left unfilled until the next general election.

CHAPTER IV-A

DISQUALIFICATION ON THE GROUND OF DEFECTION

Disqualification on the grond of defection

46A. (1) Subject to the provisions of sections 46B, 46C and 46D *a Chairperson or Councillor*,[45] belonging to any political party, shall be disqualified for being such *a*

Chairperson or[46] Councillor,—

a) if he has voluntarily given up his membership of such political party; or

b) *if the Councillor*[47] votes or abstains from voting in, or intentionally remains absent from, any meeting of the Municipality *in an election of its Vice Chairperson*[48] or a vote of no confidence, under section 54, contrary to any direction issued by the Political Party to which he belongs or by any person or authority authorised by such political party in this behalf, without obtaining, in either case, the prior permission of such party, person or authority and such voting, abstention or absence has not condoned by such political party, person or authority, as the case may be, within fifteen days from the date of such voting, abstention or absence.

Explanation:- For the purpose of the sub-section,-

(a) a person elected as *Chairperson or Councillor*[49] shall be deemed to belong to the political party, if any, by which he was set up as a candidate for election as such *Chairperson or Councillor*;[50]

(b) a person elected as *Chairperson or Councillor*[51] otherwise than as a candidate set up by a political party shall be deemed to belong to the political party of which he becomes a member before the expiry of six months from the date of commencement of his term of office;

(2) An elected *Chairperson or Councillor*[52] who has been elected as such, otherwise than as a candidate set up by a political party shall be disqualified for being a *Chairperson or Councillor*[53] if he joins a political party after expiry of six months from the date of commencement of his term.

(3) Notwithstanding anything contained in the foregoing provisions of this section, a person who on the date of commencement of the Odisha Municipal Law (second Amendment) Act, 2015 is *a Chairperson or Councillor*[54] shall,-

(a) Where he was a member of a political party immediately before such commencement, be deemed for the purpose to have been elected as a *a Chairperson or Councillor*[55] as a candidate set up by such political party;

(b) In any other case, be deemed to be an elected councillor who has been elected as such otherwise than as a candidate set up by any political party for the purpose of sub-section(2).

Disqualification not to apply in case of split

46B. Where a councillor makes a claim that he and any other Councillors of his political party constitute the group representing a faction which has arisen as a result of a split in his political party and such group consist of not less than two thirds of the members of such political party ,-

(a) He shall not be disqualified under sub-section(1) of section 46A on the ground ,-

(i) that he has voluntarily given up his membership of his political party; or

(ii) that he has voted or abstained from voting in or Intentionally remained absent from, any meeting of the Municipality *in an election of its Vice-Chairperson*[56] or a Vote of no confidence under section 54,contrary to any direction issued by the political party to which he belongs or by any person or authority authorized by such political party in this behalf, without obtaining in either case, the prior permission of such political party, person or authority and such voting ,abstention or absence has not been condoned by such political party, person or authority as the case may be ,within fifteen days from the date of voting or such abstention or absence; and

(b) from the time of such split, such faction shall be deemed to be the political party to which he belongs for the purpose of sub-section(1) of section 46A and to be his political party for the purpose of this section.

Decision as to disqualification on the ground of defection

46C. (1) *Chairperson or a Councillor*[57] shall not be disqualified under sub-section (1) of section 46A where his political party merges with another political party,-

(a) have become members of such other political party, or as the case may be, of a new political party formed by such merger; or

(b) have not accepted the merger and opted to function as a separate group and from the time of such merger, such other political party or new political party or group, as the case be, shall be deemed to be the political party to which he belongs for the purposes sub-section (1) of section 46A and to be this political party for the purpose of the section.

(2) For the purposes of sub-section (1) of this section, the merger of the political party of a *Chairperson or a Councillor*[58] shall be deemed to have taken place if, and only if, not less than two- thirds of the members of the political party concerned have agreed to such merger.

Explanation- The expressions “such other political party” and “new political party” shall include a political party whether such political party has been recognized or not by the Election Commission of India as a National Party of a State Party in the State of Odisha under the Election Symbols(Reservation and Allotment) Order, 1968.

Disqualification not to apply in case of merger

46D. (1) A Complaint that a *Chairperson or Councillor*[59] has become subject to the disqualification under section 46A, may be made by the Councillor or political party to the Election Commission;-

(a) in a case falling under clause (a) of sub-section(1) of section 46A, within fifteen days from the date the *Chairperson or the Councillor*[60] gives up the membership of his political party;

(b) in a case falling under clause(b) of sub-section (1) of section 46A within fifteen days after expiry of period of fifteen days as specified therein.

(c) in a case falling under sub-section(2) of section 46A,fifteen days after he joins the political party.

(2) where complaint is received under sub-section(1), the Election Commission shall decide the question of disqualification within thirsty days from the date of such receipt and his decision shall be final.

46E. Notwithstanding anything contained in any law, no court shall be jurisdiction in respect of matters connected with disqualification under this chapter.

CHAPTER-V

ELECTION OF CHAIRPERSON AND VICE-CHAIRPERSON

Election of Chairperson and Vce-Chairperson

47. (1) *Every Municipality shall have a Chairperson who shall be elected at a general election under section 12 by the electors of the Municipality; and*

(2)Every Municipality shall have a Vice Chairperson who shall be elected by the Councillors from among themselves at the first meeting of the Municipality which shall be convened by the District Magistrate soon after the publication of the names of the Chairperson and the Councillors under sub-section(2) of section 10 and such meeting shall be presided over by the Chairperson and in his absence by an officer not below the rank of an Additional District Magistrate authorized by the District Magistrate.;[61]

Provided that where the office of the Chairperson of a Municipality is not reserved under sub-section (3) for women or where the Chairperson elected under this Act is not a woman, the office of the Vice-Chairperson of the Municipality shall be reserved for woman.

(3) Notwithstanding anything to the contrary in sub-section (1),—

(a) offices of Chairperson in the Municipalities shall be reserved for the Scheduled Castes and the Scheduled Tribes and the number of offices so reserved for the Scheduled Castes and the Scheduled Tribes shall bear, as nearly as may be, the same proportion to the total number of such offices as the population of the Scheduled Castes and the Scheduled Tribes respectively in the Municipal areas of State bears to the population of such Municipal areas;

(b) as nearly as may be but not less than one-half of the total number of seats reserved under clause (a) shall be reserved for women belonging to the Scheduled Castes or, as the case may be, the Scheduled Tribes; and

(c) as nearly as may be but not less than one-half including the number of offices reserved for women belonging to the Scheduled Castes, the Scheduled Tribes and the backward class of citizens of the total number of offices of Chairperson in the Municipalities shall be reserved for women ; and

(d) *the offices of Chairperson of Municipalities shall also be reserved in favour of Backward Class Citizens as referred to in clause (6) of article 243T of*

the Constitution, to such extent not exceeding twenty seven percentum subject to ceiling limit of fifty percentum of total number of offices of Chairperson of such Municipalities including the offices so reserved for Scheduled Castes and Scheduled Tribes under clause(a) and Backward Class Citizens taken together.[64]

(e) as nearly as may be, but not less than one-half of the total number of seats reserved under clause (d) shall be reserved for women belonging to the backward class of citizens.

(4) Reservation of offices of Chairperson under sub-section (3) shall be made by the State Government by rotation among different Municipalities at every General Election in the prescribed manner and shall be published in the Gazette:

Provided that the procedure provided in sub-section (3-A) of Section 12 relating to reservation of seats in the Municipalities for the Scheduled Castes, Scheduled Tribes, Backward Class of Citizens and Women shall, as far as may be, be applicable for the purpose of reservation of offices of Chairpersons to be made by the State Government under this sub-section; and

(5) The reservation of offices of Chairpersons (other than reservation for women and backward class of citizens) under sub-section (3) shall cease to have effect on the expiration of the period specified in Article 334 of the Constitution.

(6) *If at an election, no Chairperson is elected under sub-section(1) or no Vice-Chairperson is elected under sub-section (2), a fresh election shall be held within thirty days from the date of its first election;*[62] *and*

(7) If at the subsequent election held under sub-section (6) no Chairperson or Vice-Chairperson, as the case may be, is elected, the State Government shall nominate a person who is otherwise eligible to hold the office, to fill the office, and the person so nominated shall, subject to other provisions of this Act, hold office till the expiry of five years from the date appointed for the first meeting referred to sub-section (2) of Section 47.

Vacation of the office by Chairperson and Vice-Chairperson

48. The Chairperson or the Vice-Chairperson of a Municipality shall be deemed to have vacated his office,—

(a) on the expiry of his term of office as, or on his otherwise ceasing to be a Councillor of that Municipality; or

(b) on his election or nomination as a Councillor of any other Municipality.

Filling up casual vacancies

49. On a vacancy occurring in the office of the Chairperson or Vice Chairperson of Municipality by reason of death, resignation, removal or otherwise, it shall be filled up by election as soon as may be after the occurrence of the vacancy in the prescribed manner:

"Provided that where a vacancy occurs in the office of Vice-Chairperson which was held by a woman, such vacancy shall be filled up by a woman, unless the Chairperson continuing in the office as such is a woman".

49-A. Omitted.

Grant of leave to Chairperson or Vice Chairperson

51. The Municipal Council may grant leave of absence to its Chairperson or Vice-Chairperson for any period not exceeding three months in any one year.

Resignation of Chairperson or Vice- Chairperson

52. (1) A nominated Chairperson or Vice-Chairperson of a Municipality may resign his office by writing under his hand addressed to the State Government and, on such resignation being accepted, shall be deemed to have vacated his office.

(2) An elected Chairperson may resign his office by writing under his hand addressed to the Municipality.

(3) An elected Vice-Chairperson may resign his office by writing under his hand addressed to the Chairperson of the Municipality who shall forthwith lay the letter of resignation before the Municipality.

(4) On a resignation under sub-sections (2) or (3) being accepted by the Municipality the Chairperson or, as the case may be, the Vice-Chairperson shall be deemed to have vacated his office.

(5) A resignation tendered under this section may, at any time before its acceptance, be withdrawn by the person tendering the same by writing.

Removal of Chairperson or Vice-Chairperson

53. (1) If at any time during the term of office of the Chairperson or a Vice-chairperson it comes to the notice of the State Government that such chairperson Chairperson or Vice-Chairperson willfully omits or refuses to carry out, or disobeys the provisions of this Act or any rules, bye-laws, regulations or lawful orders issued there under, they may cause an enquiry to be made by the Director or by an officer not below the rank of a Deputy Secretary of the State Government, as the Government may, by notification, direct.

(2) On receipt of the report from the enquiring officer, the State Government shall give an opportunity to the concerned Chairperson or Vice-Chairperson to submit his explanation within a period of three weeks through the enquiring officer.

(3) The State Government after considering the report and the explanation together with the comments, if any, of the enquiring officer and on being satisfied that the Chairperson or the Vice-Chairperson has failed to discharge the duties of his office or has acted illegally or in contravention of any of the provisions of this Act or any rules, regulation or bye-laws, shall, by notification issued as far as practicable, within six weeks from the date of receipt of the explanation ,remove the Chairperson or as the case may be, the Vice-Chairperson.

Vote of no confidence against Chairperson or Vice- Chairperson

54. (1) Where at a meeting of the Municipality specially convened by the District Magistrate in that behalf a resolution is passed, supported by not less than two-thirds of the total number of Councillors recording want of confidence in the Chairperson or Vice-Chairperson the resolution along with the records of the proceedings at such meetings shall forthwith be forwarded to the State Government

who shall publish the same in the Gazette and with effect from the date of passing of the resolution the person holding the office of the Chairperson, or Vice-Chairperson as the case may be, shall be deemed to have vacated such office. In the event of both Chairperson and Vice-Chairperson vacating office the District Magistrate or his nominee shall discharge the responsibilities of the Chairperson till a new Chairperson is elected:

"Provided that no such resolution recording want of confidence in the Chairperson or the Vice-Chairperson''—

(i) shall be passed within two years from the date of his election or nomination as the case may be;

(ii) shall be moved more than once during a calendar year.

(2) In convening a meeting under sub-section (1) and in the conduct of business at such meeting the procedure shall be in accordance which the rules, made under this Act, subject however to the following provisions, namely:—

(a) no such meeting shall .be convened except on a requisition signed by at least one-third of the total number of Councillors along with a copy of the resolution proposed to be moved at the meeting;

(b) the requisition shall be addressed to the District Magistrate;

(c) the District Magistrate shall, within 10 days of receipt of such requisition, fix the date, hour and place of such meeting and give notice of the same to all the Councillors holding office on the date of such notice along with a copy of the resolution and of the proposed resolution, at least three clear days before the date so fixed ;

(d) the District Magistrate or if he is unable to attend, any Gazetted Officer above the rank to which the Executive Officer of the Municipality belongs who is specially authorised by him in that behalf shall preside over, conduct and regulate the proceedings of the meeting ;

(e) the voting at all such meeting shall be by secret ballot;

(f) no such meeting shall stand adjourned to a subsequent date and no item of business other than the resolution for recording want of confidence in the Chairperson or Vice-Chairperson, as the case may be, shall be taken up for consideration at the meeting;

(g) if the number of Councillors present at the meeting is less than two-third of the total number of Councillors the resolution shall stand annulled;

(h) if the resolution is passed at the meeting supported by the requisite number of Councillors as specified in sub-section (1) the Presiding Officer shall immediately forward the same in original along with the records of the proceedings to the State Government who shall forthwith publish the resolution in accordance

with the provisions of sub-section (1); and

(i) Where any Gazetted Officer presides at the meeting he shall, without prejudice to the provisions of clause (h) also send a copy of the resolution along with a copy of the proceedings to the District Magistrate for information and such action as may be necessary.

Officiation in case of vacancy in the office of Chairperson and Vice-Chairperson

55. (1) When the office of the Chairperson is vacant or the Chairperson has been temporarily absent including absence on leave availed under Section 51 or is incapacitated and also there is a vacancy in the office of the Vice-Chairperson or the Vice-Chairperson has been temporarily absent including absence on leave availed under Section 51 or is incapacitated, the powers and functions of the Chairperson shall devolve on a Councilor of the Municipality from out of a panel of three such Councillors in order of priority nominated by the Chairperson in that behalf who Shall be the officiating Chairperson and shall exercise the powers and perform the functions of the Chairperson, subject to such restrictions and condition's as may be prescribed, until the Chairperson or Vice-Chairperson assumes office on being duly elected or as the case may be, takes charge of his office.

(2) The Chairperson shall nominate the panel as referred to in sub-section (1) within a period of one month from the date of the first meeting of the Municipality, failing which the Municipality shall nominate the panel in its first meeting held after the expiry of the aforesaid period of one month.

(3) Where the Chairperson of a Municipality existing immediately before the commencement of the Orissa Municipal (Amendment) Act, 2007 has not nominated the panel, he shall nominate it within a period of one month from the date of commencement of the said amendment Act, failing which the Municipality shall nominate the panel in its first meeting held after the expiry of the aforesaid period of one month.

Proceedings not to be invalidates by casual vacancies

56. No act of a Municipal Council shall be deemed to be invalid only by invalidated by reason of the existence of a casual vacancy in such Council.

Civil Court not to grant temporary injunctions in certain cases

57. No Civil Court shall, in the course of any suit, grant any temporary injunction or make any interim order,—

(a) restraining any person from exercising the power of performing the functions or duties of a Member, Chairperson, Vice-Chairperson, Officer or servant of a Municipality or of a Committee or Sub-Committee of Municipality on the ground that such person has not been duly elected or appointed as such Member, Chairperson, Vice-Chairperson, Officer or servant; or

(b) restraining any person or persons or any such Council or Committee or Sub-Committee of a Municipal Council from holding any election, or from holding any election in any particular manner.

CHAPTER-IX

FUNCTIONS OF THE MUNICIPALITY AND ITS EXECUTIVE

Exercise of Chairperson's functions by Vice-Chairperson during vacancy in office

89. A Vice-Chairperson shall—

(a) during the vacancy of office of the Chairperson or incapacity or temporary absence of the Chairperson perform any of the duties and when occasion arises, exercise any of the powers of the Chairpersons;

(b) at any time perform any duty and exercise when occasion arises, any power delegated to him by the Chairperson under Section 90:

Provided that the Chairperson shall have power to control and revise the exercise or discharge of any of the powers and functions by the Vice- Chairperson:

Provided further that the Vice-Chairperson, exercising powers and performing duties, during the vacancy of the office of Chairperson or incapacity or temporary absence of the Chairperson, shall be responsible to the Municipality for exercising such powers and performing such duties.

CHAPTER-XXVII

PENALTIES

Penalty for acting as Councillor, Chairperson or Vice-Chairperson of a Municipality when disqualified

384. (1) Whoever acts as a Councillor, knowing that under this Act or the rules and regulations made thereunder, he is not entitled or has ceased to be entitled to hold such office, shall be punishable with fine which may extend to fifty rupees for every' such offence.

(2) Whoever acts as the Chairperson or Vice-Chairperson of a Municipality or exercises any of his functions knowing that under this Act or the rules or regulations made thereunder he is not entitled or has ceased to be entitled to hold such office or to exercise such functions shall be punishable with fine which may extend to one hundred rupees for every such offence.

(3) If the Chairperson or Vice-Chairperson of a municipality intentionally omits to deliver up or to hand over any documents of, or any moneys or other properties vested in, or belonging to the Municipality which are in or have come into his possession or control, to his successor in office or*other prescribed authority in every cases as soon as his term of office as such Chairperson or Vice-Chairperson expires and in the case of the Vice- Chairperson also on demand by the Chairperson; such Chairperson or Vice- Chairperson shall punishable with fine which may extend to five hundred rupees for every such offence.

CHAPTER-XXVIII

RULES, REGULATIONS, BYE-LAWS AND SCHEDULE

Power of State Government to make rules

387. (1) The State Government may make rules to carry out all or any of the purpose of this Act and prescribe forms for any proceeding for which they consider that a form should be provided:

(2) In particular and without prejudice to the generality of the foregoing power, they shall have power to make rules-

(i) with reference to all matters expressly required or allowed by this Act to be prescribed;

(ii) with reference to all matters not expressly provided for in this Act, which relate to elections of Chairperson, Vice-Chairperson or councillors including deposits to be made by candidates standing for election as councillors and the condition under which such deposits may be forfeited and generally determining the mode and time of election of councillors and members of committees, term of office and qualification of such members and the registration of voters and candidates and for regulating all elections under this Act;

Procedure for making rules, regulations and bye-laws

392. The State Government, before making any rules under subsection (2) of Section 81 and Section 387, and a Municipality, before making any regulation or bye-laws under Section 388, shall publish, in such manner as the State Government deems sufficient for giving information to person interested, the proposed rules or regulations or bye-laws together with a notice specifying a date on or after which the same will be taken into consideration; and shall before making such rules or regulations or bye-laws, receive and consider any objection or suggestion which may be made by any person with respect to the same before the date so specified.

Every such rule or regulation or bye-law shall be published in the Gazette in English and in Oriya and such publication shall be evidence that the rule or regulation or bye-law has been made as required by this Section.

CHAPTER-XXIX

CONTROL AND DELEGATION OF POWERS

Dissolution and reconstitution of Municipality

401. (1) If in the opinion of the State Government a Municipality is incompetent to perform or persistently makes default in performing the duties imposed on it by law or exceeds or abuses its powers, they may, by notification published in the prescribed manner, direct that the Municipality be dissolved.

(2) Before publishing a notification under sub-section(l), the State Government shall communicate to the Municipality the grounds on which they propose to do so, fix a reasonable period for the Municipality to show cause against the proposal and consider the explanations and objections, if any, of the Municipality.

(3) On and with effect from the date of publication of such notification, all the Councillors including the Chairperson and Vice-Chairperson of the Municipality shall be deemed to have vacated their office as such and the election to constitute the Municipality in accordance with the provisions of this Act shall be completed before the expiration of a period of six months from the said date :

Provided that where the remainder of the period for which the dissolved Municipality would have continued is less than six months, it shall not be necessary to hold any election under this sub-section for constituting the Municipality for such period.

(4) The Councillors including the Chairperson and Vice-Chairperson of the Municipality constituted on such dissolution shall continue only for the remainder of the period for which the Councillors including the Chairperson and Vice-Chairperson of the dissolved Municipality would have continued had there been no such dissolution.

(5) During the interval between the dissolution of a Municipality and the reconstitution thereof, all or any of the powers and duties of the Municipality and its Chairperson may be exercised and discharged, as far as may be, and subject to such extent, as the State Government may determine, by a person to be appointed by the State Government as the Administrator, and the Administrator so appointed may, if the State Government so direct, receive such payment for his services from the Municipal Fund as may be determined by them.

CHAPTER-XXXI

SUPPLEMENTARY & TRANSITIONAL PROVISIONS

Special Provision in the case of a newly constituted and reconstituted Municipality

423. (1) Notwithstanding anything contained in this Act, when any area is specified as a transitional area, smaller urban area or larger urban area as referred to in sub-section (2) of Section 4, for the first time, until a Municipality is constituted for that area in accordance with the provisions of this Act ,a person appointed by the State Government as Administrator shall exercise the powers, discharge the duties and perform the functions of Municipality for that area including that of its Chairperson.

(2) The Administrator appointed under sub-section (1) may, if the State Government so direct, receive such payment for his services from the Municipal Fund that may be constituted for such Municipality, as may be determined by the Government.

Power of State Government in case of doubts and difficulties.

425. If any difficulty arises in giving effect to the provisions of this Act, the State Government may by order as occasion may require, do anything which appears to them to be necessary to remove the difficulty.

1-62: Amended vide Notification No. 10775 dated 28.09.2018 published in Extraordinary issue of Odisha Gazette No. 1859 dated 28.09.2018 .

63-64: Amended vide Notification No. 10346 dated 08.09.2021 published in Extraordinary issue of Odisha Gazette No. 1643 dated 08.10.2021 .

THE
ODISHA MUNICIPAL
(DELIMITATION OF WARDS,
RESERVATION OF SEATS
AND
CONDUCT OF ELECTION)
RULES, 1994

THE ODISHA MUNICIPAL (DELIMITATION OF WARDS, RESERVATION OF SEATS AND CONDUCT OF ELECTION) RULES, 1994

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THE ODISHA MUNICIPAL (DELIMITATION OF WARDS, RESERVATION OF SEATS AND CONDUCT OF ELECTION) RULES, 1994.

CHAPTER-I

Preliminary

1. **Short title and Commencement** – These rules may be called the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994.

2. **Definitions** - In these rules, unless the context otherwise requires,—

(a) "Act" means the Odisha Municipal Act, 1950 ;

(a-1) "Backward Class of Citizens" means the backward class of citizens other than the Scheduled Castes and Scheduled Tribes as may be specified by the State Government from time to time in the lists under the Odisha State Commission for Backward Class Act, 1993.

(b) "Ballot Box" includes any box, bag or any other receptacle used fo receiving , ballot papers in the course of polling at a polling station ;

(c) "Election" means an election to fill a seat or seats in a Municipality;

(d) "Election Commission" means the State Election Commission consisting of a State Election Commissioner appointed by the Governor under Article 243-K of the Constitution;

(e) "Election Officer" means any officer of the State Government appointed as Election Officer by the Election Commission;

(f) "Form" means a form appended to these rules

(g) "Municipality" includes a Notified Area Council or a Municipal Council or a Municipal Corporation;

(h) "Polling Agent" means a person duly authorised by a contesting candidate for whom votes are polled during the election in respect of one or more polling stations or places specified for counting of votes;

(i) "Presiding Officer means any person appointed as such by the Election Officer to preside over the conduct of elections at one or more polling stations within the ward";

(j) "Polling Officer" means the person appointed-by the Election Officer to assist him for conducting the elections at one or more polling station within Ward ;

(k) "Polling Station" means the place fixed by the Election Officer for conduct of the poll in respect of election of Councillors of the Municipality;

(l) "Section" means a Section of the Act;

(m) "Ward" means the area notified as such under clause (a) of sub-section (3) of Section 12 of the Act;

(n) All other words and expressions, used but not defined herein shall have the same meaning as respectively assigned to them in the Act.

CHAPTER-II

Division of Municipal Area into Wards, Assignment of Wards and Electoral Roll

2-A (1) **Procedure for publication of notification for delimitation of Wards and reservation of seats-**The District Magistrate shall prepare a draft of the notification as required under clause (a) of sub-section (3-A) of Section 12 showing the division of the area of the Municipality into Wards and reservation of seats in Form XXI and publish the same in the notice board (s) of his office and of the office of the concerned Municipality inviting objections and suggestions from all persons interested within a period of ten days from the date of such publication.

(2) Any person may submit his objection or suggestion in writing within the period specified in sub-rule (1) either in person or by messenger to the District Magistrate.

(3) Objection or suggestion received after expiry of the period prescribed in sub-rule (1) shall be rejected summarily.

(4) Objections and suggestions received under Rule (2) shall be consolidated Wardwise and after considering the same and making such further enquiry as may be necessary, the District Magistrate shall pass such orders as he may deem appropriate.

(5) The District Magistrate, after making such alterations as may be necessary, shall publish in the notice board (s) of his office and office of the concerned Municipality, the provisional notification in Form XXII showing the division of area of the Municipality into Wards and reservation of seats therein as required under sub-section (3) of Section 12 and shall forward forthwith a copy of each such notification to-the Election Commission, to the Government and to the concerned Municipality.

(6) Any person aggrieved by the orders passed by the District Magistrate under sub-rule(4) and upon publication of the provisional notification in Form XXII may file an appeal before the State Government under the second proviso to sub-section (3) of section 12 within fifteen days from the date of publication of the notification in Form XXII , which shall be disposed of by the Appellate Authority within the period of thirty days from the date of its filing and if no appeal is filed before the State Government after expiry of the stipulated period the State Government shall intimate to the District Magistrate concerned accordingly

(7) The District Magistrate, after making such alternations as per the order of the Appellate Authority, if any, as may be necessary, shall publish in the notice board(s) of his office and office of the concerned Municipality, the final notification in Form XXII-A showing the division of area of the Municipality into wards and reservation of seats therein as required under

sub-section(3) of section 12 and shall forward forthwith a copy of such notification to the Election Commission, to the Government and to the concerned Municipality.

3. **Assignment of Wards by rotation**-(I) Reservation of seats for Scheduled Castes, Scheduled Tribes and their Women shall be made in accordance with provisions of Section 11 of the Act in descending order of the numerical strength of their respective population for the purpose of election to the Municipalities held for the first time subsequent to the coming into force of the Odisha Municipal (Amendment) Act, 1994 (Odisha Act II of 1994).

(1-a) Reservation of seats for the Backward Class of citizens and for their women shall be made in a Municipality in accordance with the provisions of Section 11 of the Act.

(2) In subsequent elections, reservation of Wards for the Scheduled Castes, Scheduled Tribes, Backward Class of citizens and Women shall be made on the principle laid down under sub-rules (1) and (1-a) by rotation.

(3) Subject to the directions, if any, issued by the Governor of Odisha under sub-paragraph (1) of paragraph 5 of the Fifth Schedule to the Constitution of India, out of the Wards of a Municipality left after reservation of seats for Scheduled Castes and Scheduled Tribes the reservation of seats for the members of the Backward Class of citizens as provided under sub-sections (3) and (3-A) of Section 11 shall be made in respect of the Wards where concentration of such class of citizens is found to the satisfaction of the District Magistrate.

(4) The District Magistrate shall reserve the required number of Wards in the Municipality for Women in the following manner, namely:—

(i) In computing the total number of Wards for reservation of Women required under sub-section (4) of Section 11 of the Act, the Wards reserved for Women belonging to the Scheduled Castes, Scheduled Tribes and Backward Class of citizens shall be taken into account;

(ii) Reservation of Wards for Women belonging to Scheduled Castes shall be made at the first instance and then for the Scheduled Tribes;

(iii) Out of the Wards reserved for the Backward Class of citizens, the reservation of required number of seats for their Women shall be made in respect of the Wards where women population is more in descending order; and

(iv) Out of the Wards left after reservation for the Scheduled Castes, Scheduled Tribes and Backward Class of citizens including their Women, reservation of Wards for women shall be made according to the descending order of their population until the required quota is completed; and

Explanation-For the purpose of this rule, the numerical strength of population in relation to the Scheduled Castes, Scheduled Tribes and their Women shall mean the strength of such

population as nearly as can be ascertained from the last preceding Census of which the relevant figures have been published.

4. **Preliminary electoral roll for the Municipal Ward for each Ward**- the Election Officer shall prepare in Form I an electoral roll comprising of the names of voters included in the electoral roll of the Assembly Constituency relatable to the area of that Ward.

5. **The unit for registering voters**-The unit for registration of electors shall be the ward. Every person whose name appears in the electoral roll of Assembly Constituency representing the area covered by the Ward shall be registered in that Ward. No person shall be entitled to be registered in the electoral roll for more than one Ward of any Municipality.

6. **Language of the electoral roll**-The electoral roll shall be kept in Odia provided that the Election Officer may direct that the electoral roll or any portion of it shall also be kept in any other language or languages spoken in a particular Municipality.

7. **Preliminary electoral roll and its publication**—(1) The preliminary electoral roll of the Wards of the Municipality shall be published by the Election Officer by affixing it to the noticeboard of his office. Copies of the complete preliminary electoral roll together with the notice referred to in sub-rule (2) shall also be published in the Municipal Office. The electoral roll of each electoral Ward shall also together with the notice referred to in sub-rule (2), be posted at a conspicuous place in the Ward.

(2) Within the preliminary electoral roll or extract therefrom, as the case may be, the Election Officer shall publish a notice in Form II specifying the mode in which and the time within which claims and objections are to be preferred and date on which the place at which he will begin to sit for their disposal. The date fixed for the sitting shall not be less than ten days from the date of publication of the notice.

(3) Copies of the preliminary electoral roll or of the portion thereof, as the case may be, relating to each Ward shall be opened to inspection by the public for a period of five days from the date of publication of the roll.

(4) The Election Officer shall also notify the fact of publication of the electoral roll as required under sub-rule (1) in one or more Oriya newspaper circulating in the district.

8. Claims and objections—(1) Any person who is qualified under the provisions of the Representation of the People Act, 1950 and the Odisha Municipal Act, 1950 to be enlisted voter, shall be eligible to be registered in the electoral roll of the Municipality and the name of any person who is disqualified under the provisions of the said Acts to be so enlisted shall be liable for removal from the electoral roll of the Municipality. The name of a voter shall be registered in the electoral roll of the Ward to which he belongs.

(2) Any person who claims to be entitled to be registered as an elector and whose name is not entered or is entered in an incorrect place or manner or with incorrect particulars on the preliminary electoral roll and any person whose name is on the roll, and who objects to the inclusion of his own name or the name of any other person, whose name is on the electoral roll, may prefer a claim or an objection to the Election Officer. Such claims or objections shall be sent in Form III or Form IV, as the case may be, to the Electron Officer so as to reach him within six days from the date of publication of the preliminary electoral roll at the Municipal Office.

(3) Claims and objections may be presented in person or sent by post or by messenger.

(4) Claims and objections received after the said period shall be rejected.

(5) The Election Officer or any other Officer whom he may authorise on his behalf shall, on the application of any person, supply him forms free of cost for preferring claims and objections.

9. Inquiries and correction before hearing under Rule 10—Before the date fixed for the hearing of claims and objections, the Election Officer shall make all necessary inquiries relating to such claims and objections or cause such inquiries to be made and may, of his own motion, remove from the list of name the persons whom he knows or has reason to believe to be dead and may also correct purely clerical or accidental mistakes.

10. Preparation to hear claims and objections—The Election Officer shall not less than three days before the date of commencement of hearing claims and objections—

(a) post in his own office and in the office of the Municipality lists in Form V of all claims and objections received in time and of all corrections made by him of his own motion;and

(b) send a copy of every notice of objection to the person to whose registration objection has been taken and wherever possible give intimation to the person concerned of the correction made by him on his own motion.

Explanation—In the lists referred to in clause (a) and in the copy and intimation sent under clause (b), the Election Officer shall give notice that the claims, objections and corrections will be taken into considerations by him at a place and on a date to be specified therein.

11. Hearing of claims and objections—The Election Officer shall sit in open office at the place and on the day fixed and shall hold a summary enquiry from day-to-day until all the claims and objections are disposed of. He shall have power to adjourn the proceedings at any stage to such other date and place as he may fix. Notice of the adjourned date shall also be given to each of the parties whose claims and objections have not been disposed of. The Election

Officer shall make such further inquiry as he thinks fit in regard to each claim or an objection contested. He shall also pass final orders in writing on the list of corrections made of his own motion. The Election Officer shall complete all work under this rule and under Rule 13 by a period not exceeding four days. The orders passed by the Election Officer subject to appeal shall be final and shall not be liable to be questioned in any legal proceeding.

11-A. Any person aggrieved by the orders passed by the Election Officer under Rule 11 shall file an appeal petition before the District Magistrate within five days from the date of completion of all works under Rules 11 and 13 by the Election Officer. The District Magistrate shall within seven days from the last date of receipt of the appeal dispose of the appeal by conducting a summary enquiry, either by himself or by an officer authorized by him not below the rank of Additional District Magistrate. The order passed by the District Magistrate as Appellate Authority shall be final.

12. Presumption about sending notice-Any notice which is required to be sent by the Election Officer under these rules to any person shall be deemed to have been sufficiently sent, if sent by post to the address of that person as given by him for the purpose, or as appearing on the electoral roll, or if there is no such address, to his last known place of abode,

13. Appearance during hearing-On the consideration of any claim or objection or other matter by the Election Officer, any person interested therein may appeal and be heard either in person or by an agent duly authorised in writing.

14. Evidence on oath-The Election Officer may, in his discretion or at the request of any person interested, require that the evidence tendered by any person shall be on oath and may administer oath for the purposes.

15. Final electoral roll—(1) The Election Officer shall correct, the roll in accordance with his order under Rules 11 and 11 -A. The roll as thus corrected shall be the final electoral roll for the ward and shall be signed by the Election Officer. It shall be published for not less than three days by posting it in his office, in the office of the Municipality and at a conspicuous place in the ward. If it is more convenient, the preliminary roll together with lists of additions and corrections may be published as the final roll.

(2) Notwithstanding anything contained in these rules any person may apply to the Election Officer for the correction of an existing entry in the final electoral roll and if the Election Officer is satisfied that the entry relates to the applicant and is erroneous or defective in any particular, he may correct the roll accordingly and publish such correction in the same manner as the final roll.

(3) At any given time, the final roll as published by the Election Officer read with addition and corrections published as aforesaid up to such time shall be conclusive proof of the title of every person included therein to vote.

15-A. Notwithstanding anything contained in rules 7 to15, Election Commission may prescribe different periods while drawing up detailed schedule for preparation of electoral roll for the Municipal Ward.

16. Preservation of electoral roll—Two copies of the final electoral roll for each ward and any additions hereto or corrections thereof shall be signed by the Election Officer. Of these, one copy shall be kept in his office and the other copy shall be sent to the Chairperson of the Municipality.

17. Conclusiveness of the electoral roll—On failure to observe, the date prescribed by these rules or to observe other directions regarding the preparation or publication of any electoral roll shall entitle anyone to question the validity and conclusiveness of the roll in election proceedings.

18. Final electoral rolls of Municipality—The final electoral rolls of all the Wards in a Municipality shall together form the complete electoral roll of Municipality. The final electoral roll of each Ward shall be divided into parts for each polling areas before the date of poll.

19. Exemption from damages—None of the officers entrusted with the preparation or publication of any electoral roll shall be held legally liable for damages by the reason only of any omission or inaccuracy in respect of such roll or any non-compliance with the dates prescribed by or with the other directions regarding the preparation or publication of such roll contained in these rules.

20. Inspection, sale and supply of electoral roll—For the purpose of inspection buy and sale to the public and supply to Polling Officer, the Election Officer shall keep copies of the electoral rolls or of the relevant portions thereof as well as of the lists of addition and corrections, if any.

21. (Omitted).

22. Publication of lists of amendments—When any list of amendment has been published under Rule 20 or where any name is entered or any entry or correction is made in a material particulars relating to any name on the roll, the electoral roll concerned shall be deemed to have been amended accordingly.

CHAPTER-III

Nomination of Candidates for Election of *the Chairperson and Councillors*[1]

23. (1) As soon as notification by the State Government under Sub-Section 2 of Section 12 is published, the Election Commission shall, by notification in the official gazette, appoint:—

(a) *the last date for making nomination for the office of the Chairperson and the Councillors*[2] ;

(b) the date for the scrutiny of the nominations which shall be the second day after the last date for making nominations or, if that day is a public holiday, the next succeeding day which is not a public holiday;

(c) the last date for the withdrawal of the candidature which shall be the third day after the date for the scrutiny of nominations or, if that day is a public holiday, the next succeeding day which is not a public holiday;

(d) the date or dates on which and the hours during which a poll shall, if necessary, be taken which or the first of which shall be a date not earlier than the tenth day after the last date appointed for withdrawal of candidature.

Explanations—In this Section, 'Public holiday' means any day which is a public holiday for the purposes of Section 25 of the Negotiable Instruments Act, 1881 or any day which has been notified by the State Government to be a holiday for the government offices in the State.

(2) Notwithstanding anything contained in sub-rule (1), the Election Commission shall, by notification, appoint the date for the stages of the election proceeding as contained in clauses (a) to (d) of sub-rule (1) for the purpose of election to fill up the vacancy in the office of the *Chairperson and Councillor*[3] due to death, resignation, removal or otherwise, soon after the occurrence of the vacancy so caused.

24. Election notices and dates—(1) On the issue of a notification under Rule 23, the Election Officer appointed for the Municipality shall, in accordance with the said notifications, give public notice *for the election to the offices of the Chairperson and Councillors*[4] in English and in Oriya languages stating –

(a) the offices in respect of which the election is to be held ;

(a-1) the Municipality for which a Chairperson to be elected [5];

(b) the Wards for which the Councillors to be elected ;

(b-1) the number of offices of the Chairpersons in the Municipalities reserved for Scheduled Castes or Scheduled Tribes or Backward Class of Citizens or Women[6];

(c) number of Wards reserved for Scheduled Tribes or Scheduled Castes or Backward Class of citizens or Women ;

(d) the place at which, the date on which and the hours between which forms of nomination paper may be obtained by the persons;

(e) the dates on which, the place at which and the hours between which nomination paper should be presented.

Explanation—The dates shall be the dates as notified by the Election Commission under Rule 23;

(f) the date on which the nomination papers will be taken up for scrutiny;

Explanation—This date shall be the date as notified by the Election Commission under Rule 23;

(g) the date by which a candidate may withdraw his candidature ;

Explanation—This date shall be the date as notified by the Election Commission. The hour of such withdrawal shall be before 3 O'clock in the afternoon on date appointed for withdrawal of candidature;

(h) the date on which and the place or places at which the votes of the electors will be taken should there be a poll and the hours during which the poll will be opened.

Explanation—The date and hours shall be the date and hours as notified by the Election Commission under Rule 23; and

(i) the date on which and place and hour at which the Election Officer will commence the counting of the votes.

(2)The notice shall be published by affixing it at the office of the Municipality concerned, office of the Election Officer and at a conspicuous place in the Ward for which an election is to be held.

(3)The Election Officer shall after publication of the notice forward a copy of the same to the office of the Election Commission.

25. **Presenting nomination paper**—(1) The nomination of every candidate for the office of a Councillor shall be made by means of a nomination paper in Form VIII *and in case of office of the Chairperson in Form VIIIA*[7], which shall, on application, be supplied free of cost by the Executive Officer of the Municipality concerned, if he is so authorised by the Election Officer to any elector whose name is registered in the electoral roll of any Ward:

Provided that (a) any elector registered in any Ward of the Municipality shall be eligible to stand as a candidate for the office of *the Chairperson and of a Councillor*[8] from any Ward of the Municipality;

(b) no elector who is less than twenty-one years of age as on the date of publication of the preliminary electoral roll referred to in Rule 7 shall be eligible to stand as a candidate for the *office of the Chairperson and of a Councillor*[9].

(2) *Every nomination paper shall be signed by two electors of the Municipality concerned in case of office of Chairperson and in case of office of Councillor by two electors of the Ward concerned as proposer and seconder and the candidate shall sign a declaration on it expressing his willingness to stand for election for the office proposed*[10]*;*

(3) An elector shall not sign for more than one candidate.

(4) Every nomination paper shall be presented by the candidate in person or by his proposer and seconder together on the date, at the place and during the hour appointed by the Election Officer or by such other person as may be authorised by him on his behalf.

(5) The Election Officer or such other authorised person shall forthwith number the nominations papers serially in the order in which they are presented to in respect of *office of the Chairperson as well as each office of Councillor, separately*[11] and enter on each nomination paper the time at which and the person or persons by whom it is presented.

(6) Where a person has signed, whether as proposer or seconder, more than one nomination paper, the paper received first only shall be deemed to be valid nomination paper.

(7) The nomination paper submitted by every candidate shall contain the name of the party symbol, if-any, allotted by the Election Commission of. India to the Political Party by which the candidate has been sponsored.

(8) (i) The nomination paper submitted by an independent candidate shall contain the name of the symbol, which such candidate proposes to adopt from among the symbols specified in Appendix:

Provided that the Election Commission may issue directions to the Election Officers of the Municipalities sufficient before the date of presentation of nomination papers in the matters of giving preference of allotment of symbols out of those specified in the Appendix or any other symbol to a candidate set-up by a political party which is a State Party or a candidate of the registered unrecognised political parties in accordance with the provision contained in the Election Symbols (Reservation and Allotment) Order, 1968.

(ii) Where more than one contesting independent candidate have indicated their choice for the same symbol, the Election Officer shall with due regard to the order of nomination papers received by him, allot the symbol, and any such candidate who does not get the symbol of his choice, shall be allotted with another symbol specified in the said Appendix as may be decided by the Election Officer with due consideration of choice of the candidate.

(iii) The decision of the Election Officer in allotment of symbols under this sub- rule subject to directions of Election Commission shall be final.

(9) For the purposes of election contested in political party basis, a candidate shall be deemed to have been duly sponsored by a political party, if—

(i) the candidate has made a declaration in his nomination paper to that effect; and

(ii) a notice in Form X has been delivered to the Election Officer by the time and date indicated in the said form.

NOTE I—The notice in Form X is to be signed by the President or the Secretary of the State Level Organisation of the Political Party or any other office bearer authorised in Form IX by the political party to send such notice; and

NOTE II—The name and specimen signature of such authorised person are to be communicated to the Election Officer at least two days before the date fixed for scrutiny of nomination papers.

(10) The rejection of nomination paper of any candidate on the ground of any irregularity in respect thereof shall not affect the validity of the nomination of the candidate, if the candidate has been duly nominated by means of another nomination paper in respect of which no irregularity has been committed.

(11) The nomination papers received after the date and time appointed shall be rejected.

26. Correcting nomination papers-On the presentation of a nomination paper, the Election Officer or other authorised person referred to in sub-rule (4) of Rule 25 may require the person or persons presenting the same to produce a copy of the electoral roll on which the candidate and his proposer and seconder are registered or of the necessary entries therein and shall satisfy himself that the name and number of the candidate and his proposer and seconder as entered in the nomination paper are the same as those entered in the electoral roll. Where necessary, he shall direct the former be amended so as to be in accordance with the latter.

27. Candidate depositing money—(1) On or before the date appointed for the presentations of nomination papers, each candidate, *wishing to stand for election to the office of Chairperson or to the office of Councillor of a Municipality, as the case may be*[12] shall deposit or cause to be deposited with the Election Officer in cash a sum of rupees fifty in case of a Member of the Scheduled Tribe and Scheduled Caste if he proves himself to be the member of such Tribe/Caste by producing a certificate to that effect from the competent authority before the Election Officer and rupees one hundred in case of others. No candidates shall be deemed to be *duly nominated for the office of Chairperson or for any ward, as the case may be*[13] in respect of which such deposit has not been made. A candidate is required to deposit separately in respect of each Ward he wishes to stand.

Explanation—The delivery to the Election Officer of a receipt from a Government treasury in the district evidencing the payment by or on behalf of a candidate to the credit of the Municipality of the amount required to be deposited under this sub-rule shall be deemed to be a deposit of such amount within the meaning of this sub-rule made by or on behalf of such candidates at the time of such delivery.

(2) If a candidate by whom or on whose behalf the deposit referred to in sub-rule (1) has been made, withdraws his candidature in the manner and within the time specified in sub-rule (1) of Rule 31 or if the nomination of any such candidate is rejected, the deposit shall be returned to the person by whom it was made and if any candidate dies before the commencement of the poll any such deposit, if made by him, shall be returned to his legal representative or if not made by the candidate, shall be returned to the person, by whom it was made.

(3) If a candidate by whom or on whose behalf the deposit referred to in sub-rule (1) has been made is not elected and the number of votes polled by him does not exceed one-eighth of the total number of votes polled, the deposit shall be forfeited to the Municipality.

Explanation—For the purpose of this sub-rule (3) the number of votes polled shall be deemed to be the number of ballot paper other than spoiled ballot papers, counted.

(4) The deposit made in respect of a candidate who is elected shall be so returned as soon as may be after the candidate has taken his seat in the Municipal Council or in pursuance of a direction by the State Government for the return of the deposit the fact that the seat has not been so taken by the candidate.

(5) Notwithstanding anything contained in sub-rule(2) and (4) where a candidate is duly nominated in more than one Ward, *or in any ward as also Chairperson of the Municipality*[14] not more than one of the deposits made by him or on his behalf shall be returned and the remainder shall be forfeited to the Municipality.

Explanation—A candidate is said to be duly nominated, 'within the meaning of this sub-rule, in any Ward if his nomination therefore is not rejected under sub-rule(2) of Rule 29 notwithstanding the fact that he withdraws his candidature for such ward within the time specified in sub-rule(1) of Rule 31 or dies before the commencement of the poll therein.

(6) A deposit required to be returned to any person under sub-rule (2) or sub-rule (4) shall, if such person is dead, be returned to his legal representative.

(7) Notwithstanding anything contained in this Rule, a deposit made under sub-rule (1) shall not be returned unless a claim therefor is preferred by the person who made the deposit or by his legal representative as the case may be, within six month of the date of the declaration of

the results of the election by the Election Officer or where such declaration is made on two different dates within six months of the later of such dates.

28. List of received nomination papers- (1) On the day appointed for the receipt of nomination papers and immediately after the hour for their receipt is past, the Election Officer or other authorised person referred to in sub-rule (4) of Rule 25 shall publish at his office in Odia a list in Form XI of all nominations received with a notice that the nomination paper will be taken up by the Election Officer for scrutiny at his office or other specified place on the date, appointed and at the hour specified under Rule 24.

(2) On the day appointed for the receipt of nomination papers in respect of the office of the Chairperson and immediately after the hour for their receipt is past, the Election Officer or other authorized person referred to in sub-rule (4) of rule 25 shall publish at his office in Odia a list in Form XIA of all nominations received with a notice that the nomination paper will be taken up by the Election Officer for scrutiny at his office or other specified place on the date, appointed and at the hour specified under rule 24.

29. Scrutiny of nomination papers—(1) On the date appointed for the scrutiny of nomination, the candidates, one proposer and one seconder of each candidate and any other person duly authorised in writing by each candidate, and except for the purpose of assisting the Election Officer, no other person, may attend at such time and place as may be specified under Rule 28 and the Election Officer shall give such person all reasonable facilities to examine the nomination papers of all candidates which have been received as aforesaid.

(2) The Election Officer shall then examine the nomination papers and shall decide all objections which may be made at the time to any nominations and may, either on such objections or on his own motion after such summary enquiry, if any, as he thinks necessary, reject any nomination on any of the following grounds:

(i) that the candidate is ineligible for contesting election under Sections 16 of the Act;

(ii) that the candidate is unable to produce an affidavit from the competent authority to the effect that he has not more than one spouse living and not more than two children ;

(iii) that the proposer or seconder is a person whose name is not registered on the electoral roll for the Ward of the Municipality;

(iv)that there has been any failure on the part of the candidate or his proposer or seconder to comply with any of the provisions of Rule 25 or 27; or

(v) that in case the election is solely for a seat reserved for the Scheduled Tribes or for Scheduled Castes or for women or for the backward class of citizens, the candidate does not belong to the Scheduled Tribes, or Scheduled Castes or woman or to the backward class of

citizens, as the case may be. In the case of a member of the Scheduled Castes or Scheduled Tribes or backward class of citizens, the candidate is to prove himself to be a member of such Caste/Tribe/Backward class of citizens by producing a certificate to that effect from the competent authority before the Election Officer.

(3) The Election Officer shall endorse on each nomination paper his decision accepting or rejecting the same and, if the nomination paper is rejected shall record in writing a brief statement of his reasons for such rejection. The scrutiny shall be completed on the date appointed on this behalf under Rule 24 and no adjournment of the proceeding shall be allowed.

(4) The decision of the Election Officer shall be final.

30. Publication of valid nomination papers and final list of contesting candidates—(1) (a) On completion of the scrutiny of nomination, the Election Officer shall prepare a list of validly nominated candidates *in Form No. XIB in case of the Chairperson and in Form XII for each ward in case of Councillor*[16] *and* arrange them in alphabetical order in oriya and published on the notice board of this office.

(b) After expiry of the period, within which candidature may be withdrawn under sub-rule(1) of Rule 31, the Election Officer shall in Odia, prepare a final list of contesting candidates for each ward in Form XIIA for the Councillors and in form XIIB for the office of the Chairperson[17] whose nominations have not been rejected and who have not withdrawn their candidature and publish the same[18] on the notice board of his office not later than two days after the expiry of the period within which candidature may be withdrawn and at least four days before the date fixed for the polling.

(2) The list shall contain the names of the candidates in alphabetical order and shall describe them in their nomination papers and also specify the symbols assigned to them under sub-rules (7) and (8) of Rule 25.

(3) Copies of the final list prepared under clause (b) of sub-rule (1), shall forthwith be sent to be posted in the offices of the Municipality, and the concerned Sub-Collector.[19]

(4) A copy of such list relating to the office of the Chairperson and relating to a ward shall also be posted at a conspicuous place in each Ward[20].

31. Withdrawal of candidature—(1) Any candidate may withdraw his candidature- by giving notice in writing signed by him and delivered to the Election Officer before 3 O'clock in the afternoon on the date appointed by the Election Officer under Rule 24. Unless the notice is delivered by the candidate himself to the Election Officer the candidate's signature on the notice shall be attested by a person empowered to attested Vakalat. A candidate who has withdrawn his candidature shall not be allowed to cancel the withdrawal or to be renominated as a candidate for the same election.

(2) The Election Officer on receiving a notice of withdrawal shall as soon as may be cause a notice of the withdrawal to be published on the noticeboard of his office.

32. Procedure after nomination -(1) The following provisions shall apply in respect of candidates who have been duly nominated and have not withdrawn their candidature in the manner and within the time specified in sub-rule(1) of Rule- 31.

(a) If there is only one candidate duly nominated for the office of Councillor for any ward or only one candidate duly nominated for the office of Chairperson of the Municipality[21], the Election Officer shall declare such candidate to be duly elected.

(b) If there is no candidate duly nominated election proceedings shall be started afresh for filling up-the vacancy, in all respects as if for a new election

Provided that if in respect of a particular Ward reserved for the candidate belonging to the Scheduled Castes or to the Scheduled Tribes or for woman or for backward class of citizens no nomination is filed by any such candidate to contest the election in respect of that Ward the Election Officer shall forthwith report the fact through the Election Commission to the State Government for appropriate action under sub-section (5) of Section 11 of the Act.

(c) If the number of candidates duly nominated exceeds that of the vacancy, a poll shall be taken.

(2) The Election Officer shall forthwith report the names of all candidates declared to be elected under sub-rule (1) to the Election Commission.

33. Deleted.

34. Death of a candidate-If before the poll is taken, candidate who has been duly nominated, dies and the Election Officer shall upon being satisfied of the fact of death of the candidate, countermand the polls and report the fact to the Election Commission and the election proceeding shall be started afresh in all respects as if for a new election :

Provided that no fresh nomination shall be necessary in the case of a candidate who stood nominated at the time of the countermanding of the poll.

CHAPTER -IV

Polling

35. Appointment of Presiding Officer, Polling Officers and Agents—(T) If a poll has to be taken the Election Officer shall appoint forthwith Presiding Officer and one or more polling Officers for each polling station.

(2) The Election Officer shall provide for each Presiding Officer and Polling Officer such number of clerks as may be necessary and may, if necessary appoint one or more persons to assist the Polling Officer in identifying the electors. Polling Officers shall neither be councillors nor employees of the Municipality concerned.

(3)The Presiding Officer shall keep order at the polling station, shall see that the election is fairly conducted, shall regulate the number of electors to be admitted at one time and shall not allow any other persons except—

(a) the candidate and at each booth one agent of each candidate at a time (hereinafter referred to as the Polling Agent) appointed in writing by the candidate with the prior approval of the Election Officer.

(b)The police or other public servants on duty; and

(c)his own clerks and such persons as the Polling Officer may from time to time admit for the purpose of identifying electors.

36. Provision of polling station—The Election Officer of every Municipality shall with the previous approval of the Election Commission, provide sufficient number of polling stations for each Ward and shall publish in such manner as the Election Commission may direct, a list showing the polling stations so provided and the polling areas for which they have been provided:

Provided that if there is any inconvenience to have polling station in the particular ward the Election Commission may direct to establish the polling station in the neighbouring Ward, but no polling station of any Ward of any Municipality shall be located outside the limits of that Municipality;

Provided further that for good and sufficient reason the Election Commission may allow the Election Officer to change the location of the polling station at any time before the commencement of poll and it shall be the duty of the Election Officer to give wide publicity of such change in the polling area.

37. Polling Booth—Each polling station and at a polling station having more than one polling booth each such booth shall contain a separate compartment in which electors can record their votes screened from observation except in so far as it may be necessary to ensure that the ballot papers are duly placed in boxes. As far as possible separate compartments and separate entrances and exits shall, where action is not taken under Rule 38 be provided for women electors.

38. Deleted

39. Ballot box—(1) The Election Officer shall provide at each polling station sufficient number of ballot boxes according to the requirement and every such ballot box shall be of such design as may be approved by the Election Commission.

(1-a) Separate ballot boxes, one for election of the Chairperson and another for election of Councillor of the ward shall be provided at each Polling Station and shall be commonly used for all candidates who may be contesting the respective election.

(1-b) The ballot boxes shall be so made as to contain a slit for insertion of ballot paper and shall bear labels, both inside and outside, marked with,-

(a) the name or number of the ward,

(b) the name of the polling station,

(c) the serial number of the ballot box used in that polling station (to be filled in at the end of the poll on the label outside the ballot box only) and

(d) the date of poll[22].

(2) Every ballot box shall be so constructed that ballot papers can be introduced , therein but cannot be withdrawn there from without the box being unlocked.

40. Arrangements at polling stations—(1) Outside each polling station there shall be displayed prominently-

(a) a notice specifying the polling area, the electors who are entitled to cast their votes at the polling stations and, when the polling area has more than one polling station the particulars of the electors so entitled; and

(b) copies of the lists in Form XIIA and Form XIIB of the contesting candidates[23].

(c) At each polling station there shall be set up one or more voting compartments in which electors can record their votes screened from observation.

(d) The Presiding Officer shall keep at each polling station sufficient number of ballot boxes, copies of the relevant part of the electoral roll, ballot papers, instruments for stamping the distinguishing mark on ballot papers and articles necessary for elector to mark the ballot papers.

41. Prohibition of public meetings and canvassing—(1) No person shall convene hold or attend any public meeting in any polling area during the period of forty-eight hours preceding the hour fixed for the closure of the poll for any election in that polling area.

(2) No person shall, on the date or dates on which a poll is taken, commit any of the following acts within the polling stations, or in any public or private place within a distance of one hundred meters of the polling station, namely:—

(a) canvassing for votes; or

(b) soliciting the vote of any elector; or

(c) persuading any elector not to vote for any particular; candidate; or

(d) persuading any elector not to vote at the election; or

(e) exhibiting any notice or sign (other than official notice) relating to election.

(3) Any person who contravene the provision of sub-rules (1) and (2) shall be punished with fine which may extend to one hundred rupees.

(4) An offence under this rule shall be cognizable.

42. Placing of ballot boxes—(1) The Presiding Officer at any polling station, immediately before commencement of the poll, shall demonstrate to the polling agents and other persons present at such station that the ballot box is empty and bears the labels referred to in sub-rule (1) of Rule 39 and shall then lock it up and place his seal upon it in such manner as to prevent its being opened without breaking such seal and allow such polling agents, as may be present and willing to give their seals in the box and thereupon shall place the box so locked and sealed on table in full view of all present.

(2) Before the polling station is opened for the recording of votes, the Presiding Officer shall read before such persons as may be present the provisions of Section 128 of the Representation of the People Act, 1951 and shall explain the substance thereof.

43. Ballot Papers—(1) Separate ballot papers for different colours printed in ink shall be used for election of Councillor in Form XIII and for election of Chairman in Form XIIIA.

(1-a) Every ballot paper form shall have a counterfoil attached thereto and shall be serially numbered separately[24].

(2) Every ballot paper shall be in such size as the Election Commission may direct and the particulars therein shall be written in Oriya.

(3) *The names of the candidates for the office of the Councillor and the Chairperson shall be arranged on the respective ballot papers in the order in which they appear in the list prepared in Form XIIA and Form XIIB"*[25].

(4) At the time of issuing a ballot paper to an elector, the Polling Officer shall mark the name of the elector against the entry relating to the elector in the copy of electoral roll set apart for the purpose.

(5) Save as provided in sub-rule (4), no person in the polling station shall note down the serial number of the ballot paper, issued to particular electors.

(6) If two or more candidates bear the same name, they shall be distinguished by the addition of their fathers name or residence or in some other manner.

44. Issue of ballot papers to electors—(1) Immediately before any ballot paper is delivered to an elector the number, name and description of the elector as stated in the electoral roll shall be called out. The Polling Officer shall stamp the ballot paper with such distinguishing mark as the Election Commission may direct and deliver the same to the elector.

45. Voters Procedure—(1) The elector on receiving one ballot paper in respect of election of Chairperson shall forthwith proceed into the polling compartment, make a mark on the ballot paper with the instrument supplied for the purpose on or against the symbol of the candidate for

whom he intends to vote, fold the ballot paper so as to conceal his mark and insert the same into the ballot box which is meant for the election of Chairperson and come back to the Presiding Officer for receiving another ballot paper in respect of the office of Councillor and shall forthwith proceed into the polling compartment, make a mark on the ballot paper with the instrument supplied for the purpose on or against the symbol of the candidate for whom he intends to vote, fold the ballot paper so as to conceal his mark and insert the same into the ballot box which is meant for the election of Councillor and then quit the polling station[26].

(2) Every elector shall vote without undue delay.

(3) No elector shall be allowed to enter a voting compartment when another elector is present inside it.

(4) The Presiding Officer shall ensure that the ballot paper is duly and properly inserted by the elector in the ballot boxes which are placed for the election of Chairperson and Councillor[27].

46. Recording of votes of blind and or infirm elector—(1) If the Presiding Officer is satisfied that owing to blindness or other physical infirmities an elector is unable to recognize the symbol on the ballot paper or to make a mark thereon without assistance, the Presiding Officer shall permit the elector to take with him a companion of not less than 18 years of age to the voting compartment for recording the vote on the ballot paper on his behalf and in accordance with his wishes who would also then fold the said ballot paper so as to conceal the vote and insert it into the ballot box :

Provided that no person shall be permitted to act as the companion of more than one elector at any polling station on the same day:

Provided further that before any person is permitted to act as the companion of an elector on any day under this rule, the person shall be required to declare that he will keep secret the vote recorded by him on behalf of the elector and that he has not already acted as the companion of any other elector at any other polling station on that day.

(2) The Presiding Officer shall keep a record in Form XIV-A of all such cases under this Rule.

47. Special facility to women voters—Special facilities in accordance with instruction, if any, issued by the Election Commission in that behalf, may be accorded to women electors.

48. Questioning voters—(1) When a person presents himself to cast his vote and at any time before a ballot paper is supplied to him the Polling Officer may, of his own accord and shall if so required by a candidate or polling agents, put such person either or both, of the following questions :—

(i) Are you the person enrolled as follows (reading the whole entry from the roll) ?

(ii) Have you already voted at the present election at this polling station or at any other polling station?

(2) The person shall not be supplied with a ballot paper unless he gives an unqualified answer to the question/or questions put to him and unless his answer to the first question is in the affirmative and the second in the negative. Except as mentioned here in every person whose name is found on the electoral roll shall be entitled to be supplied with a ballot paper.

49. Safeguards against personation—(1) Every elector about whose answers to the questions put under rule 48 the Polling Officer is satisfied shall allow his left forefinger to be inspected by the Polling Officer and an indelible ink mark to be put on it.

(2) If any elector refuses to allow his left forefinger to be inspected or marked in accordance with sub-rule (i) or has already such a mark on his left forefinger or does any act with a view to removing the ink mark, he shall not be supplied with any ballot paper or allowed to cast his/her vote.

(3) Any reference in this rule to the left forefinger of an elector shall, in the case where the elector has his left forefinger missing, be construed as a reference to any other finger of his left hand, and shall, in the case where all the fingers of his left hands are missing, be construed as a reference to the forefinger or any other finger of his right hand, and shall in the case where all his fingers of both the hands are missing, be construed as a reference to such extremity of his left or right arm as he possesses.

50. Tendered ballot paper—(1) If a person representing himself to be a particular elector named on the electoral roll applies for a ballot paper after another person has voted as such elector, the applicant shall, after satisfactorily answering such questions as the Polling Officer may ask, be entitled to receive a ballot paper in the same manner as any other elector.

(2) The Presiding Officer shall write the word "Tendered" in bold characters on the back of the ballot paper before it is handed over to such person. On receipt of such ballot paper (hereinafter referred to as tendered ballot paper) the elector shall proceed into the compartment for recording his vote and after recording his vote place it in an envelope, specially meant for tendered ballot papers. Thereafter the same shall be handed over by the elector to the Presiding Officer. The Presiding Officer shall make an endorsement containing the name of the elector and his number on the electoral roll and the name or number of the ward for which the election is held, and shall set aside the envelope in a separate packet, alongwith the ballot papers in which shall not be counted by the Election Officer. The name of the elector and his number in the electoral roll and the name or distinctive number of the polling station to which the roll relates shall be entered in a list in Form XIV which shall bear the heading, "Tendered votes

list". The person tendering such ballot paper or papers shall sign his name and address on that list or affix his thumb impression thereto.

Explanation-In cases falling under this rule to which rule 51 is also applicable the provisions of this rule as well as of rule 51 shall be followed.

51. Challenged ballot paper—(1) If any candidate or polling agent, declares and undertakes to prove that any person by applying for a ballot paper has committed the offence of personation, the Presiding Officer shall call upon the candidate or agent bringing forward the charge of personation to deposit with him a sum of rupees twenty in cash. A separate deposit of a sum of rupees twenty in cash shall be required for proceeding with each charge of personation. If such deposit is not made the Presiding Officer shall ignore the challenge. Such deposits shall be credited to such funds as may be directed by the Election Commission.

(2) Immediately after the deposit required by sub-rule (i) has been made the Presiding Officer shall obtain a written statement in Form XV which shall be signed by the candidate or agent, as the case may be, and attested by two credible witnesses, in the presence of the Presiding Officer.

(3) The Presiding Officer shall then require the applicant for the ballot paper to write in the list of challenged votes (which shall be in Form XVI) his name and address or if he is unable to write affix his thumb impression thereto and may further require such person to produce evidence of identification.

(4) If the applicant for the ballot paper on being questioned in the manner provided in rule 48 gives unqualified answers to the first question in the affirmative and to the second in the negative he shall be allowed to cast his vote after he has been informed of the penalty for personation. The Presiding Officer shall make a note of the circumstances and of his decision on the list of challenged votes.

(5) The Presiding Officer shall at the close of the poll forward to the Election Officer the statement mentioned in sub-rule (2) enclosed in two separate packets, one for the Chairperson and another for the Councillor[28].

(6) The Election Officer, after instituting such inquiries as may be necessary, shall take steps to prosecute the persons or person whom he believes to be guilty of the offence of personation. If it is found as a result of the judicial trial that the offence of personation has not been proved the Election Officer shall decide whether the whole or part of the deposit shall be declared forfeited and the amount so forfeited shall be credited to such funds as may be directed by the Election Commission. In coming to a decision on this point the Election Officer shall be guided by the fact and conclusions recorded at the trial. The deposit or such portion

thereof as has not been declared forfeited shall be returned to the person who made the deposit.

52. Voting by a voter on duty at another polling station—(1) A Polling Officer, Public Servant or Polling Agent who being entitled to cast his vote in the ward is duly appointed or authorized for duty at a polling station at which he is not ordinarily entitled to record his vote may apply to the Election Officer concerned for a certificate entitling him to record his vote at the polling station where he is employed. The said certificate shall be in Form XVII:

Provided that if the Presiding Officer, a Polling Officer, Public Servant or Polling Agent is on duty at a polling station which is not in the ward in which he is entitled to record his vote, the Election Officer shall in addition to the certificate mentioned above furnish the Presiding Officer concerned with particulars regarding the number of votes which as elector is entitled to give and the names, serial numbers and symbols assigned to the candidates standing for such election and also with ballot paper relating thereto[29].

(2) A person in possession of a certificate in the form provided under sub-rule (1) shall deliver the certificate to the Polling Officer, who shall thereupon issue ballot papers[30] to the person. Such ballot papers[31] shall be dealt with in the following manner:—

(i) If the polling station at which the person is on duty be in the same ward or as the one in which he is entitled to vote, then the provisions contained in Rule 45 shall apply. The Presiding Officer, shall at the end of the poll, send the certificate to the Election Officer alongwith the statement mentioned in Rule 57.

(ii) If the polling station at which the person is on duty is not in the ward in which he is entitled to vote, the Presiding Officer shall issue the ballot papers[32] and allow the elector to record his vote in accordance with the certificate issued by the Election Officer. The ballot papers[33] shall then be kept in an envelope meant for that purpose and handed over to the Presiding Officer.

(iii) The Presiding Officer shall make separate packets for each ward putting inside it the envelope containing the ballot papers[34] in which votes have been so recorded, the connected certificates being fastened to the envelopes, seal up each such packet in the manner specified in rule 56 and forward the same to the Election Officer.

53. Closing of Poll—(1) The Presiding Officer shall so regulate the entry of voters that polling proceeds in an orderly manner. All registered voters who appear between the hours fixed for the poll within the polling station shall be allowed to cast his vote. No voter shall be admitted inside the polling station after the time fixed for the closure of the poll.

(2) If any question arises whether any elector was present at the polling station before it

was closed, shall be decided by the Presiding Officer and his decision shall be final.

(3) A poll stopped under rule 54 shall also be held in the manner specified in sub-rules (1) and (2) above.

54. Procedure where voting is obstructed and subsequent voting—(1) Where the proceedings at any polling station are seriously interrupted or obstructed by any riot or even violence or otherwise or where a large number of electors are unable to attend the poll at a polling station by reason of any act of God such as flood or fire the Presiding Officer shall stop the poll pending the receipt of the orders of the Election Commission. The fact that the poll has been so stopped shall be immediately announced by the Presiding Officer to the persons present at the polling station.

(2) Where a Presiding Officer stops a poll under sub-rule (1) he shall observe the procedure laid down in Rules 56 and 57 and forthwith make a full report of the circumstances to the Election Officer who shall forward the same expeditiously with his remarks thereon, if any, to the Election Commission.

(3) The Election Commission shall thereupon order—

(a) that the poll be continued at the polling station for the number of hours for which it was not held on the previous occasion; or

(b) that the proceedings at the poll held at the polling station on the previous occasion be ignored and that a fresh poll be held at such polling station for the full number of hours for which it should have been held on the previous occasion.

(4) Any order passed by the Election Commission under this sub-rule shall be final.

(5) Any order passed under sub-rule (3) shall,—

(a) state—

(i) the date on which and hours between which the continuation poll or the fresh poll as the case may be, shall be held; and

(ii) the date on which and the place and hours at which the Election Officer will commence the counting of the votes under the Rule 58, and

(b) be published in the manner laid down in sub-rule (2) of Rule 24, not less than seven days before the date fixed for the continuation poll or for the fresh poll, as the case may be.

(6) (a) Where an order is passed under clause (a) of sub-rule (3) for the continuation of the poll the Election Officer shall proceed, afresh under sub-rule (1) of Rule 35 and return to the Presiding Officer appointed under that sub-rule all the packets received by him under sub-rule (2) of this rule.

(b) The Presiding Officer shall open the packets just before the commencement of the continuation poll in the presence of such persons as may be present at the polling station and commence such poll precisely at the hour fixed therefor in the order passed by the Election Commission under clause (b) of sub-rule (3).

(c) At the continuation poll the Presiding Officer shall allow only such elector to cast his vote who did not cast his vote on the previous occasion.

(7) Where an order is passed under clause (b) of sub-rule (3) for holding a fresh poll the Election Officer shall proceed afresh under sub-rule (1) of Rule 35 and a fresh poll shall be held at the polling station concerned in accordance with the provision of these rules in all respects as if it were being held at such polling station for the first time.

Explanation—There shall be no fresh nomination in cases falling under this sub-rule.

(8) Notwithstanding anything contained in the rule, if a candidate dies at anytime before orders are passed by the Election Commission under sub-rule (3) or at anytime after the passing of such order but before the commencement of the continuation poll or of the fresh poll as the case may be, the Election Officer shall upon being satisfied of the fact of the death of the candidate intimate such fact to the Election Commission, stop all further proceedings in connection with the election, and start election proceedings afresh in all respects as if for a new election :

Provided that no fresh nomination shall be necessary in the case of the remaining candidate who stood nominated at the time when the poll was stopped.

55. Spoilt and returned ballot papers—(1) An elector, who has inadvertently dealt with his ballot paper in such a manner that it cannot conveniently be used as a ballot paper may, on delivering it to the Presiding Officer and after satisfying him of the inadvertence, be given another ballot paper and the ballot paper returned by the elector shall be marked "Spoilt Cancelled" by the Presiding Officer.

(2) If an elector after obtaining a ballot paper decides not to use it he shall return it to the Presiding Officer and ballot paper so returned shall be marked as "Returned Cancelled" by the Presiding Officer.

(3) If any ballot paper which has been issued to an elector has not been inserted by him into the ballot box but is found anywhere in or near the polling station, whether within or outside the voting compartment it shall be deemed to have been returned to the Presiding Officer under sub-rule (2) and shall be dealt with accordingly.

56. Sealing ballot boxes, keys, ballot papers, etc.—(1) Subject to rule 53 the Presiding Officer shall close the polling station at the hour appointed for closing under rule 24 or sub-rule (4) of

rule 54 as the case may be, so as to prevent the admission thereto of any elector after that hour.

(2) The Presiding Officer of each polling station as soon as practicable after the close of the poll shall in the presence of any candidate or polling agents who may be present make separate packets and seal with his own seal and the seals of such candidates or agents as may decide to affix their seals—

(i) each ballot box in use at such station unopened but with the key (which should also be sealed in the same manner as the ballot box) attached;

(ii) the tendered ballot papers;

(iii) the unused ballot papers;

(iv) the cancelled ballot papers;

(v) the copy of the electoral roll referred to in sub-rule (4) of Rule 43;

(vi) the tendered votes list;

(vii) the list of challenged votes with the statement or statements mentioned in sub-rules (2) and (5) of Rule 51; and

(viii)the envelopes referred to clause (ii) of sub-rule (2) of Rule 52 and shall forward such packets to the Election Officer.

(3) Each packet shall be numbered and shall bear a note as to its contents the name of the polling station and the name or number of the ward. Where no vote has been recorded at any polling station the Presiding Officer shall submit a nil report together with statement in Form XVIII referred to in Rule 57.

57. Forwarding packets to Election Officer—The packets shall be accompanied by a statement in a separate cover in Form XVIII in case of election of a Councillor and Form XVIIIA in case of election of the Chairperson of the Municipality[35] and made by the Presiding Officer showing the number of ballot papers entrusted to him and accounting for them under the heads of ballot papers in the ballot boxes, unused spoilt and tendered ballot papers.

57A. Voting by Electronic Voting Machines—(1) Notwithstanding anything contained in these rules, the giving and recording of votes by voting machines in the manner specified hereunder may be adopted *for election in such office of Chairperson or in such ward or wards"*[36] as the Election Commission may having regard to the circumstances of each case, specify.

(1-a) Separate Electronic Voting machine one for election of the Chairperson and another for election of the Councillor of the ward shall be provided at each Polling Station[37].

Explanation—For the purpose of these rules "Voting Machine" means any machine or apparatus whether operated electronically or otherwise used for giving or recording of votes and any reference to any ballot box or ballot paper in these rules save as otherwise provided being

construed as including a reference to such voting machine whenever such voting machine is used at any election.

(2) Every Electronic Voting Machine (hereinafter referred to as the voting machine) shall have a control unit and a balloting unit and shall be of such design as may be approved by the Election Commission.

57B. **Preparation of Voting Machine by the Election Officer**—(1) The balloting unit of the voting machine shall contain such particulars and in such language or languages as the Election Commission may specify.

(2) The names of the candidates shall be arranged on the balloting unit in the same order in which they appear in the list of valid nomination for Chairperson in Form XIB and for[38] each ward in Form XII.

(3) If two or more candidates bear the same name they shall be distinguished by the addition of their fathers' name or residence.

(4) Subject to the foregoing provisions of this rule the Election Officer shall—

(a) fix the label containing the names and symbols of the contesting candidates of the Chairperson and of the Councillors[39] in the balloting unit and secure that unit with his seal and seals of such of the contesting candidates or their polling agents present as are desirous of affixing the same.

(b) set the number of contesting candidates and close the candidate set section the control unit and secure it with his seal and seals of such of the contesting candidates or their polling agents present as are desirous of affixing the same.

57C. **Preparation of Voting Machine for poll**—(1) The Control unit and the balloting unit of every voting machine used at polling station shall bear a label marked with—

(a) the name or the number of the ward,

(b) the serial number and name of the polling station or stations as the case maybe.

(c) the serial number of the unit, and

(d) the date of poll.

(2) Immediately before the commencement of the poll the Presiding Officer shall demonstrate to the polling agents and other persons present that no vote has been already recorded in the voting machine and it bears the label referred to in the foregoing sub-rule.

(3) A paper seal shall be used for securing the control unit of the voting machine and the Presiding Officer shall affix his own signature on the paper seal and obtain thereon the signature of such of the polling agents present as are desirous of affixing the same.

(4) The Presiding Officer shall thereafter fix the paper seal so signed in the space meant

therefore in the control unit of the voting machine and shall secure and seal the same.

(5) The seal used for securing the control unit shall be fixed in such manner that after the unit has been sealed it is not possible to press the "result button" without breaking the seal.

(6) The control unit shall be closed and secured and placed in full view of the Presiding Officer and the Polling Agents and the balloting unit placed in the voting compartment.

57D. **Procedure for voting by Voting Machine**—(1) Before permitting an elector to vote, the Presiding Officer shall—

(a) record the electoral roll number of the elector as per the entry made in the copy of the electoral roll set apart for the purpose in a register of voters in Form XVII A;

(b) obtain the signature or the thumb impression of the elector on the said register of voters; and

(c) mark the name of the elector in the copy of the electoral roll set apart for the purpose to indicate that he has been allowed to vote :

Provided that no elector shall be allowed to vote unless he puts his signature or thumb impression on the register of voters.

(2) It shall be necessary for any Presiding Officer or any other officer to attest the thumb impression of the elector on the register of voters.

(3) Every elector shall vote without undue delay.

(4) No elector shall be allowed to enter the voting compartment when another elector is inside it.

57E. **Recording of votes of blind or infirm electors**—(1) If the Presiding Officer is satisfied that owing to blindness or other physical infirmities an elector is unable to recognize the symbol on the balloting unit of the voting machine or unable to record his vote by pressing the appropriate button thereon without assistance, the Presiding Officer shall permit the elector to take, with him a companion of not less than 18 years of age to the voting compartment for recording the vote on his behalf which shall be in accordance with his wishes:

Provided that no person shall be permitted to act as the companion of more than one elector any polling station on the same day:

Provided further that before any person is permitted to act as the companion of an elector on any day under this rule that person shall be required to declare that he will keep secret the vote recorded by him on behalf of the elector and that he has not already acted as the companion of any other elector at any other polling station on that day.

(2) The Presiding Officer shall keep a record in Form XIVA of all cases under this rule.

57F. Tendered votes—(1) If a person representing himself to be a particular elector named on the electoral roll seeks to vote after another person has voted as such elector, the elector shall, after satisfactorily answering such questions as the Presiding Officer may ask be instead of, being allowed to vote through balloting unit be supplied with a tendered ballot paper which shall be of such design and the particulars of which shall be in such language or languages as the Election Commission may specify.

(2) Every such elector shall before being supplied with tendered ballot paper write his name against the entry relating to him in Form XVIIB.

(3) On receipt of such ballot paper (hereinafter referred to as tendered ballot paper) the elector shall proceed into the compartment for recording his vote and after recording his vote place it in an envelope, specially meant for tendered ballot papers. Thereafter the same shall be hand over by the elector to the Presiding Officer.

(4) The Presiding Officer shall make an endorsement containing the name of the elector and his number on the electoral roll and the name or number of the ward or the Chairperson, as the case may be[40] for which the election is held, and shall set aside the envelope in a separate packet, along with the ballot paper which shall not be counted by the Election Officer.

57G. Voting by a voter on duty at another polling station—(1) A Presiding Officer, or Polling Agent who being entitled to cast his vote in the Ward is duly appointed or authorised for duty at a polling station at which he is not ordinarily entitled to record his vote may apply to the Election Officer concerned for a certificate entitling him to record his vote at the polling station where he is employed. The said certificate shall be in Form XVII:

Provided that if a Presiding Officer, or Polling Agent is on duty at a polling station which is not in the ward in which he is entitled to record his vote, the Election Officer shall, in addition to the certificate mentioned above, furnish the Presiding Officer concerned with particulars regarding the number of votes which as elector as entitled to and the name, serial number and symbol assigned to the candidates standing for such election and with ballot papers[41] which shall be of such design and the particulars of which shall be in such language or languages as the Election commission may specify.

(2) A person in possession of a certificate in the form provided under sub-rule (1) shall deliver the certificate to the Presiding Officer, who shall—

(i) if the polling station at which person is on duty be in the same ward or as the one in which he is entitled to vote permit him to record his vote in the same manner as for elector entitled to vote at the polling station.

(ii) if the polling station at which the person is on duty is not in the ward in which he is entitled to vote, the Presiding Officer shall issue the ballot papers[42] and allow the elector to record his vote in accordance with the certificate issued by the Election Officer.

(iii) the Presiding Officer shall make separate packets for each ward putting inside it the envelope containing the ballot papers in which votes have been so recorded, the connected certificates being fastened to the envelopes, seal up each such packet in the manner specified in rule 57K and forward the same to the Election Officer.

57H. Account of Votes recorded: (1) The Presiding Officer shall at the close of the poll prepare separate accounts of votes recorded, one for Councillor in Form XVI1C and another for Chairperson in Form XVIID and enclosed the same in a separate cover with the words" Accounts of Votes Recorded for Councillor" and "Accounts of Votes Recorded for Chairperson" superscribed on each such cover[43].

(2)The Presiding Officer shall furnish to every polling agent present at the close of the poll a true copy of the entries made in Form No. XVIIC and Form XVIID[44] after obtaining a receipt from the said polling agent there for and shall attest it as a true copy.

57I. Sealing of Voting machine after the poll: (1)As soon as practicable after the-closing of the poll, the Presiding Officer shall close the control unit to ensure that no further vote can be recorded and shall detach the balloting unit from the control unit.

(2) The control unit and the balloting unit shall thereafter be sealed and secured separately in such manner as the Election Commission may direct and the seal used for securing them shall be so affixed that it will not be possible to open the unit without breaking the seals.

(3) The Polling Agents present at the polling station who desire to affix their seals shall also be permitted to do so.

57J.Sealing of other packets :.(1) The Presiding Officer shall then make into separate packet:—

(a) the marked copy of the electoral roll;

(b) the register of voters in Form XVIIA;

(c) the cover containing the tendered ballot papers and the list in Form XVIIB

(d) the list of challenged votes;

(e) any other papers directed by the Election Commission to be kept in a sealed packet, and

(f) the envelopes referred to clause(ii) of sub-rule (2) of rule 57G and shall forward such packets to the Election Commission.

(2) Each packet shall be sealed with the seal of the Presiding Officer and with the seal

either of the candidate or of his election agent or of his polling agent who may be present at the polling station and may desire to affix his seal thereon.

(3) Each packet shall be numbered and shall bear a note as to its contents, the name of the polling station and the name or the number of the ward where no vote has been recorded at any polling station the Presiding Officer shall submit a nil report.

57K. **Transmission of voting machines, etc. to the Election Officer**—(1) The Presiding Officer shall then deliver or cause to be delivered to the Election Officer at such place as the Election Officer may direct—

(a) the voting machine;

(b) the account of votes recorded in Form XVIIC and in Form XVIID[45];

(c) the sealed packet preferred to in Rule 57J; and

(d) all other papers used at the poll.

(2) The Election Officer shall make adequate arrangements for the safe transport of the voting machine, packets and other papers for their safe custody until the commencement of the counting of votes.

(3) The provisions of Rules 35 to 37,40,41,47 to 49,51,53 and 54 shall, so far as may be, apply in relation to voting by voting machine and any reference in those rules to:

"ballot box" or "ballot paper" shall be construed as including a reference to such "voting machine".

CHAPTER V

Counting of votes and declaration of result

58. Counting of ballot papers—(1) The counting of votes shall commence on the day and at the place and hour fixed under Rule 24, votes shall be counted by or under the supervision of the Election Officer and each candidate, the election agent of each candidate and one representative of each candidate, authorised in writing by the candidate shall have a right to be present at the time of counting. No other person shall be allowed to be present except such persons as the Election Officer may appoint to assist him in counting votes and no person shall be appointed to assist in counting the votes who has been employed by or on behalf of any candidate for any purpose whatsoever connected with the election.

(2) The Election Officer shall, before he commences to count the votes, read the provision of Section 128 of the Representation of the People Act, 1951 to such person as may be present, and shall then proceed as follows:—

(a) Before any ballot box is opened at a counting table, the counting agents present at the table shall be allowed to inspect the paper seal or such other seal as might have been affixed thereon and to satisfy themselves that it is intact. The Election Officer shall satisfy himself that none of the ballot boxes has in fact been tampered with.

(b) The ballot box or boxes and all envelopes which may have been received under Rule 52 for a particular ward shall be opened one after another. The Election Officer shall take out the ballot papers therefrom and count them in order of the serial number of names of candidates appearing in the ballot paper.

(b-1) *the ballot boxes and all envelopes which may have been received under rule 52 relating to election of Chairperson from the Polling Booths, shall be opened one after another and the election officer shall take out the ballot papers therefrom and count them in order of serial numbers of names of candidates appearing in the ballot paper."*[46]

(c) Ballot papers of a ward, where there are more than one polling booth, shall be mixed up in a separate container after verification of ballot paper account of each such polling booth, before counting of votes.

(d) If any candidate or, in his absence, his election agent, before declaration of the result of election, requests in writing to the Election Officer to re-examine and recount the votes, the Election Officer shall upon such request re-examine and recount the same without delay. The Election Officer, may, however, re-examine and recount the votes suo motu either once or more than once in any case in which he is not satisfied as the accuracy of any previous count:

Provided that nothing in this clause shall make it obligatory on the Election Officer to re-examine or recount the same votes more than once.

(3) (a) The Election Officer shall allow the candidates and their agents reasonable opportunities to inspect without handling all ballot papers which in his opinion are liable to be rejected. He shall endorse the ward "rejected" on every ballot paper which is rejected. If any candidate or agent present questions the correctness of the rejection he shall also record on the ballot paper the grounds for the rejection.

(b) Each ballot paper not rejected under Rule59 shall be deemed as a valid vote and shall be counted as one valid vote.

(c) The votes polled by each candidate shall be registered in Form No.XIX for Councillor and in Form XIXA for Chairperson[47] and any candidate or his agent after the result of election has been declared by the Election Officer under Rules 60 shall on application be permitted to take a copy of the return.

(d) The valid ballot paper found in each ballot box shall thereafter be bundled together

and kept along with the bundle of rejected ballot papers, if any found in that box in a separate packet which shall be sealed and on which shall be recorded the name of the Municipality, ward number and the date of counting.

58A. **Counting of votes where electronic voting machine have been used**-(1) The Election Officer may have the control units of the voting machines used at more than one polling station taken up for scrutiny and inspection and votes recorded in such units counted simultaneously.

(2) Before the votes recorded in any control unit of a voting machine are counted under sub-rule (1), the candidate or his election agent or his counting agent present at the counting table shall be allowed to inspect the paper seal and such other vital seals as might have been affixed on the unit and satisfy themselves that the seals are intact.

(3) The Election Officer shall satisfy himself that none of the voting machine has been tampered with.

58B. **Counting of votes**— (1) After the Election Officer is satisfied that a voting machine has in fact not been tampered with, he shall have the vote recorded therein counted by pressing the appropriate button marked "Result" provided in the control unit whereby the total votes polled and votes polled by each candidate shall be displayed in respect of each such candidate on the display panel provided for the purpose in the unit.

(2) As the votes polled by each candidate are displayed on the control unit the election officer shall have—

(a) the number of such votes recorded separately in respect of each candidate in Part-II of Form XVIIC and in Part-II of Form XVIID[48] ;

(b) Part-II of Form XVIIC *and* Form XVIID[49] completed in other respects and signed by the counting supervisor and also by the candidates or their election agents present; and

(c) corresponding entries made in a result sheet in Form XIX and in Form XIXA[50].

58C. Sealing of voting machines—(1) After the result of voting recorded in a control unit has been ascertained candidatewise and entered in Part-II of Form XVIIC, Form XVIID[51] and Form XIX and Form XIXA[52] under Rule 58B, the election officer shall reseal the unit with his seal and the seals of such of the candidates or their election agents present who may desire to affix their seals thereon so however that the result of voting recorded in the unit is not obliterated and the unit retains the memory of such result.

(2) The control unit so sealed shall be kept in a specially prepared box on which the election officer shall record the following particulars, namely:—

(a) the name or number of the ward,

(b) the particulars of the polling station where the control unit has been used,

(c) serial number of the control unit,

(d) the date of poll , and

(e) date of counting.

(3) The provisions of sub-rules (1), (2) and (3) except clauses (a), (b), (c) of sub-rule (2) of Rule 58 and Rules 60,61,63 to 66 shall so far as may be, apply in relation to voting by voting machines and any reference in those rules, to—

(a) ballot paper shall be construed as including a reference to such voting machine,

(b) any rule shall be construed as a reference to the corresponding Rules 57A to 57K or as the case may be to Rule 58A to 58C.

59. Rejection of ballot papers—(1) A ballot paper shall be rejected, if it—

(a) bears any mark by which the elector can be identified; or

(b) does not bear the official stamp prescribed in Rule 44; or

(c) bears the mark belonging to a ward different from that of the ballot box in which it is found; or

(d) if no vote is recorded thereon; or

(e) if the mark indicating the vote thereon is placed in such manner as to make it doubtful to which candidate the vote has been given; or

(f) if it is so a spurious ballot paper; or

(g) if it is so damaged or mutilated that its identity as a genuine ballot paper cannot be established :

Provided that a ballot paper dealt with under clause (ii) of sub-rule (2} of Rule 52 shall not be rejected merely on the ground that it bears the mark of a ward different from the one in which the elector is entitled to vote :

Provided further that where the election officer is satisfied that any such defect as is mentioned in clause (b) or clause (c) has been caused by any mistake or failure on the part of a polling officer, the ballot paper shall not be rejected merely on the ground of such defect:

Provided also that a ballot paper shall not be rejected merely on the ground that the mark indicating the vote is indistinct or made more than once, if the intention that vote shall be for a particular candidate, clearly appears from the way the appear is marked.

(2) Except on the grounds mentioned in sub-rule (1) a ballot paper shall not be rejected

(3) The decision of the Election Officer as to the validity of a ballot paper shall be final, subject only to reversal on an election petition.

60. Declaring the result of election—After the Election Officer has completed scrutiny and counting of votes, he shall, subject to the provisions of rule 64, declare the candidates, to

whom most valid votes have been given, to be duly elected for the office of the Councillor in Form XX and for the office of Chairperson in Form XXA[53].

61. Not to open electoral roll—The Election Officer shall not open the sealed packets containing tendered ballot papers and the marked copy of the electoral roll. He shall verify the statement submitted by the Presiding Officer under Rule 57 by comparing it with the number of accepted ballot papers and of rejected ballot papers and the unused ballot papers in his possession, and shall then reclose and reseal each packet which has been opened by him and record on each packet a description of its contents and the date of the election to which it refers.

62. Disposal of ballot papers—(1) The Election Officer shall, after declaring the' result, forward a copy of the result to Election Commission and shall retain in his custody the packets of ballot papers, whether counted, rejected or tendered. These packets shall not be opened and their contents shall not be inspected or produced except under the orders of an election or other competent Court.

(2) The Election Officer shall keep the packets for a period of two months after the completion of the election in the concerned Treasury/Sub-Treasury, as the case may be whereafter these shall be destroyed by burning in the presence of District Magistrate or any other officer not below the rank of Sub-Collector as may be authorized by the District Magistrates and these packets shall not be opened or their contents inspected or produced except under the orders of the State Election Commission or of an Election Tribunal or other competent Court:

Provided that where there has been a litigation, these papers shall be destroyed after two* months from the date of disposal of the litigation or two* months after the appeal period is over whichever is later.

63. Choice when elected in more than one ward as Councillor and Chairperson simultaneously—(1) If any candidate has been elected from more wards than one, he shall, by notice in which he chooses to serve and where if any person has been elected as a Chairperson of the Municipality and a Councillor of any ward simultaneously, he shall, by notice, in writing, signed by him, intimate the Election Officer, the ward for which he chooses to serve or he chooses to hold the office of Chairperson.

(2) Such intimation given in sub-rule (1) shall reach the Election Officer within twenty-four hours of the declaration of the result of the election concerned.

(3) On receipt of the intimation, the Election Officer shall declare the said candidate to have been elected for the ward or office of Chairperson chosen by him and in default of such intimation, the Election Officer shall declare the said candidate to have been elected as a

Councillor in any one of the wards where he has been elected for more wards than one, and as the Chairperson where he has been elected as Chairperson and Councillor simultaneously.

(4) In either case, election proceedings shall be started afresh for filling up the vacancy or vacancies in the other ward or wards or the office of the Chairperson, as the case may be, for which he has vacated[54].

64. Equality of votes and drawing lots—If there is an equality of vote between any two or more candidates the Election Officer shall, after notice to the candidates concerned decide by drawing lots which candidate shall be declared to have been elected.

65. Report of the result—(1) The Election Officer shall without delay report the result of the election to the Election Commission and shall prepare and certify a return setting forth—

(a) the result of the verification referred to in Rule 61;

(b) the names of the candidates for whom valid votes have been given;

(c) the number of valid votes given for each candidate;

(d) the name of the candidate elected;

(e) the number of votes declared invalid; and

(f) the number of tendered vote given and shall forward a certified copy thereof to the Election Commission.

(2) The Election Officer shall permit any candidate or any representative duly authorised in writing by the candidate to take a copy or an extract from such return.

66. Publication of the results—The Election Commission shall forthwith cause the names of all the Councillors and the Chairperson[55] elected in the Municipality reported to him under sub-rule (2) of Rule 32 and under Rule 65 to be published in the Orissa Gazette and shall communicate copy of the list of the names so published to the State Government for information.

CHAPTER VI

Reservation of offices of Chairperson and election of Vice-Chairperson of Municipalities[56]

67. Reservation of offices of the Chairperson of the Municipality by rotation— (1) The number of offices of Chairpersons of the Municipalities in the State to be reserved for the Scheduled Castes, Scheduled Tribes, Backward Class of citizens and women shall be determined in accordance with sub-section (3) of section 47.

(1-a) After determining the total number for reservation of offices of the Chairperson of the Municipalities in the State for Scheduled Castes, Scheduled Tribes, Backward Class of

citizens and women, the same shall be assigned to different Municipalities, in descending order of the percentage of the respective population to the total population in each Municipality.

(1-b) If a Municipality qualifies at a particular general election for reservation for both Scheduled Caste and Scheduled Tribes for the office of the Chairperson on the basis of the said principles, the office of the Chairperson shall be reserved for Scheduled Castes or Scheduled Tribes, as the case may be, whose population in terms of percentage of population is higher;" and

(1-c) Subject to the directions, if any, issued by the Governor under sub-paragraph (1) of paragraph 5 of the Fifth Schedule to the Constitution of India, out of the Municipalities left after reservation of offices of the Chairpersons for the Scheduled Castes, Scheduled Tribes and their women, the reservation of required number of offices of the Chairpersons for the members of the Backward Class of citizens including their women in the Municipalities shall be made until the required quota is completed. The reservation of offices of Chairpersons for women belonging to Backward Class of citizens shall be made from out of the Municipalities reserved for such class of citizens keeping in view the percentage of women population to the total population of the Municipality."[57]

(2) The reservation and assignment of Municipalities for Scheduled Castes, Scheduled Tribes, Backward Class of citizens and women in subsequent election shall be made on the same principle as in sub-rule(1) by rotation.

(3) Reservation of offices of the Chairpersons of the Municipalities for the Scheduled Castes, Scheduled Tribes, Backward Class of Citizens and women shall be made and assigned to the category to which the particular Municipality would have been entitled by taking all Municipalities into consideration in accordance with sub-rule (l) of this rule, notwithstanding of the functioning of the nominated councils immediately before commencement of these rules.

(4) The required number of offices of Chairpersons in the Municipalities in the State shall be reserved for women in the following manner, namely:—

(a) in computing total number of offices of Chairpersons for reservation for women as required under sub-section(3) of Section 47 of the Act, the offices of Chairpersons reserved for women belonging to Scheduled Castes, Scheduled Tribes and Backward Class of Citizens shall be taken into account;

(b) reservation of offices of Chairpersons for women belonging to Scheduled Castes shall be made at the first instance then for the Scheduled Tribes and then for the Backward Class of citizens; and

(c) out of the Municipalities left after reservation for the offices of the Chairpersons for the Scheduled Castes, Scheduled Tribes and Backward Class of Citizens including their women, the offices of Chairpersons in the Municipalities shall be reserved for women in descending order of the percentage of the women population to the total population in each Municipalities.

(5) For reservation of the offices of Chairpersons under sub-section (3) of Section 47, Gazette showing reservation of the offices of the Chairpersons of the Municipalities for Scheduled Castes, Scheduled Tribes, Backward Class of citizens and women after inviting objections and suggestions from all persons interested to be filed before the State Government within a period of fifteen days from the date of such notification. Copy of such notification inviting objections and suggestions shall be sent to the District Magistrate for wide circulation by publishing it in the Notice Board (s) of his office and office of the Municipality.

(6) The State Government, after considering the objections and suggestions received within the specified period in respect of the notification issued under sub-rule (5), shall publish the reservation of offices of Chairpersons under sub-section (4) of Section 47.

(7) The reservation of the offices of the Chairpersons of the Municipalities shall be communicated to the Election Commission.

68. ***Omitted.***[58]

69. Holding meeting for election of Vice-Chairperson—(1) The election of Vice-Chairperson of the Municipality shall be held within thirty days from the date of publication of the names of the Chairperson and Councillors under sub-section(2) of Section 10[59] in the office of the Municipality or elsewhere, as may be decided by the Election Commission, by the Councillors specified in clause (a-1)[60] of Section 8 of the Act from among themselves at a meeting which shall be specially convened for the purpose subsequent to and soon after the first meeting referred to in sub-section (2) of Section 47 of the Act as may be decided by the Election Commission.

(2) In the case of vacancy in the office of the Vice-Chairperson of a Municipality due to any cause other than the expiry of the term of office of the Vice-Chairperson, such meeting shall be convened at the instance of the Election Commission as soon as possible.

(3) Such meeting to elect Vice-Chairperson shall be convened by the Chairperson and shall be presided over by an Officer authorised by the Election Commission.

70. Nomination for the office of the Vice-Chairperson—A candidate for the office of the Vice-Chairperson of a Municipality shall be proposed by one Councillor and seconded by another. The names of the candidates proposed and seconded shall be read out by the President of the meeting.

71. Procedure after nomination—(1) If there is only one duly nominated candidate there shall be no vote and he shall be declared to have been elected.

(2) If there are two or more such candidates the votes of the Councillors present at the meeting shall be taken.

72. Voting and result of election—(1) Every Councillor wishing to cast his vote shall be supplied a voting paper on which the names of all the candidates shall be printed, typed, cyclostyled or legibly written in the following Form, both in English and Odia.

FORM

VOTING PAPERS

Name of the candidate	Column for placing the cross mark against the candidate for whom the vote is given
(1)	(2)
Shri	
Shri	
Shri	
Shri	

(2) The voter shall then proceed to the place set apart for the purpose and there he shall place a cross mark in Column (2) against the name of the candidate for whom he wishes to vote. He shall then fold the voting paper so as to conceal his vote and deposit the same in a ballot box placed in the view of the President of the meeting.

(3) The ballot box shall be so constructed that the paper may be placed therein but not extracted therefrom without the box being opened.

(4) President of the meeting shall then open the box and count the votes in the presence of the Councillors and declare the result of the election in accordance with following manners, namely:—

(i) if there are only two candidates, the one who secures the larger number of votes shall be declared to have been elected. In the event of there being an equality of votes between the two candidates, the President of the meeting shall draw lots in the presence of the Councillors and person whose name is first drawn shall be declared to have been duly elected ;

(ii) If there are more than two candidates, the one who obtains the smallest number of votes shall be eliminated and the votes taken again. If there is an equality of votes among all the candidates, or if two or more candidates lowest on the list have obtained an equal number of votes, the President of the meeting shall ascertain by casting lots in the presence of the

Councillors which of such candidates shall be eliminated. The elimination shall be repeated until two candidates only are left when votes shall be taken for the last time and the candidate who secures the larger number of votes shall be declared to have been duly elected. In the event of there being an equality of votes at the final stage between two remaining candidates, the President of the meeting shall draw lots in the presence of the Councillors and the person whose name is first drawn shall be declared to have been duly elected.

73. Withdrawal of candidature—A candidate may withdraw his candidature at any stage of the election.

74. Invalidity of the voting paper—Any voting paper which contains the signature of any of the Councillors taking part in the vote or on which the mark is placed against more than one name shall be invalid.

75. Publication of the election result—Immediately after the meeting, the President of the meeting shall—

(a)prepare a record of the preceding at the meeting and sign it attesting with his initiajs every correction made therein; and also permit any Councillor present at the meeting to affix his signature to such record, if he expresses his desire to do so;

(b) publish on the Notice Board of the Municipality concerned. The notification signed by him stating the name of the person elected as Vice-Chairperson;[61]

(c) forward a copy of such notification to the Election Commission for publication in the Orissa Gazette.

76. Sealing of voting papers—(1)The President of the meeting shall then seal up the voting papers whether counted or rejected and note on each packet, the number of papers it contains and the election to which it relates.

(2) These packets shall not be opened and their contents shall not be inspected or produced except under the orders of an election tribunal constituted under the Act or of other competent Court.

(3) The Election Officer shall keep the packets for a period of three months after the completion of the election in the concerned Treasury/Sub-Treasury, as the case may be whereafter these shall be destroyed by burning in presence of District Magistrate or any other officer not below the rank of Sub-Collector as may be authorized by the District Magistrates and these packet shall not be opened or their contents inspected or produced except under the orders of the State Election Commission or of an Election Tribunal or Other competent Court:

Provided that where there has been a litigation, these papers shall be destroyed after three months from the date of disposal of the litigation or three months after the appeal period is over, whichever is later.

CHAPTER VII
Miscellaneous

77. Vacancy to be intimated to the Election Commission—(1) Where a vacancy in the office of a Councillor, or Vice-Chairperson or Chairperson of a Municipality reason of death, resignation, removal or otherwise, the same shall be reported by the Executive Officer of the concerned Municipality to Election Commission forthwith under intimation to the District Magistrate concerned and to Government.

(2) The Election Commission shall take steps to hold by-elections to fill up such vacancy.

78. Interpretation of rules—(1) If any question arises as to the interpretation of rules otherwise than in connection with an inquiry held under the rules for the decision of disputes as to the validity of an election the question shall be referred to the Election mission for decision.

(2) Pending the decision of the Election Commission on any such reference made to them or the issue of final orders on any inquiry which the Election Commission may institute upon receipt of information that an election so far it relates to the election of Councillor of a Municipality is being or about to be held in contravention of the rules, it shall be lawful for the n Commission to direct the stay of the proceedings of the said election at any stage thereof prior to the declaration of the result. Any such election held or continued in contravention of the orders of the Election Commission under this rule shall be void and of no effect whatsoever.

(3) Unless it is otherwise ordered by the Election Commission, election proceedings under this rule shall on cancellation of the stay order, proceed from the stage at which they were stayed on fresh date to be fixed.

79. Powers to alter dates and periods—Notwithstanding anything contained in the foregoing rules the Election Commission may for special reasons empower the Election Officer to fix dates and periods other than those specified or fixed by or under these rules, for all or any of the stage of the election proceedings connected therewith so far they relate to the election of Chairperson and Councillor of a Municipality.

80. Prohibition of the employees of Municipal Council from taking part in election-(1) No person in the employment or pay of a Municipal Council shall directly or indirectly engage in the canvassing for votes or otherwise assist in the election of any candidate to the Municipal Council except by giving his own vote.

(2) Any breach of this rule shall render the person liable to disciplinary proceeding as provided in the Odisha Municipal Act, 1950 and the Odisha Municipal Rules, 1953.

81. Cost of election—All cost incurred in the preparation of the electoral rolls, the publication of notices, the holding of elections or taking any other necessary action under these

rules shall be met from the source as may be determined by the State Government.

82. Rules repealed—(1) "The Odisha Municipal (Chairman and Councillors) Election Rules, 1950", "Rule for Election of Vice-Chairman of the Municipalities, 1951" and "The Constitution of the Notified Area Councils (with both Nominated and Elected Members) Rules, 1969" are hereby repealed.

(1) Notwithstanding anything contained in these rules, the elections held, nomination made, orders issued and action taken in pursuance of the provisions of the rules referred to in sub-rules (1) and (2) shall continue to have force so far as they are not inconsistent with the provisions of the Odisha Municipal Act, 1950.

1-61: ***Amended vide Housing and Urban Development Department Notification dated 29.10.2021 published in Extraordinary issue of the Odisha Gazette No. 1765 dated 29.10.2021.***

Forms under Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994

FORM I

(*See* Rule 4)

Preliminary Electoral Roll

District ..... Municipality/N.A.C./Corporation .....
Subdivision ..... Electoral Ward No. .....
Registration Unit (Ward) .....

Serial No.	House No.	Name of elector with Father's or or Husband's name	Age	Sex	Part No. and Sl. No. of Assembly Electoral Roll
(1)	(2)	(3)	(4)	(5)	(6)

ଫାରମ-୧

(ନିୟମ ୪ ଦ୍ରଷ୍ଟବ୍ୟ)

ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା

ଜିଲ୍ଲା .....ପୌରପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌରନିଗମ.....

ସବ୍‌ଡିଭିଜନ .....ୱାର୍ଡ଼ ନମ୍ବର.....(ରେଜିଷ୍ଟ୍ରେସନ୍ ୟୁନିଟ୍ ୱାର୍ଡ଼).....

କ୍ରମିକ ନଂ	ଘର ନଂ	ପିତା ବା ସ୍ୱାମୀଙ୍କ ନାମ ସହିତ ନିର୍ବାଚକଙ୍କ ନାମ	ବୟସ	ଲିଙ୍ଗ	ବିଧାନ ସଭା ନିର୍ବାଚନ ମଣ୍ଡଳର ଭାଗ ସଂଖ୍ୟା/ ଭୋଟର ତାଲିକା କ୍ରମିକ ନଂ
୧	୨	୩	୪	୫	୬

FORM II

(*See* Rules 7)

Notice to file claims and objections

The preliminary Electoral Roll of voters of Ward No..... of the Municipality/N.A.C./ Corporation has been duly published for general information :—

Any person who claims to be entered in this roll and who is not entered in it or is entered in an incorrect place, or with incorrect particulars may put in a claim to the Election Officer to have his name entered or the rolls corrected.

Any person whose name is on this register and who objects to the correctness of the entry or to the inclusion of his own name or the name of any other person whose name is on the roll may prefer an objection to the Election Officer.

Claims shall be preferred in Form III and objection in Form IV. Copies of the Forms will be supplied free of cost by the Election Officer on application.

Claims and objections may be presented in person or sent by post or by messenger. They shall in all cases reach the Election Officer at ..... (give address in details here) before the termination of office hours on the .....

Presentation in person or delivery by messenger shall be during the office hours only.

Claims and objections which are not preferred in proper Form or are not received by the date and time aforesaid will be rejected.

All claims and objections received in time and in proper Form will be heard by Election Officer on ..... at ..... (Place).

Election Officer .....

Date .....

ଫାରମ II

(ନିୟମ 7 ଦ୍ରଷ୍ଟବ୍ୟ)

ଦାବି ଓ ଆପତ୍ତି ଦାଏର କରିବା ପାଇଁ ନୋଟିସ୍

. . . . . ପୌର ପାଳିକା / ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର ୱାର୍ଡ ନଂ. . . . . .ର ଭୋଟଦାତା ମାନଙ୍କର ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା ସର୍ବସାଧାରଣଙ୍କ ଅବଗତି ନିମନ୍ତେ ଯଥାବିଧି ପ୍ରକାଶ କରାଯାଇଅଛି ।

ଯେଉଁ ବ୍ୟକ୍ତିଙ୍କ ବୟସ ତା . . . . . .ରିଖ ଦିନ ୧୮ ବର୍ଷରୁ କମ୍ ହୋଇନଥିବ ଏବଂ ସେ ଭୋଟଦାତା ହେବାପାଇଁ ଅନ୍ୟଥା ଅଯୋଗ୍ୟ ହୋଇନଥିବେ, ସେ ତାଙ୍କ ନାମ ଏହି ତାଲିକାରେ ଦରଜ କରାଇବାକୁ ହକ୍‌ଦାର ହେବେ ।

ଯେଉଁ ବ୍ୟକ୍ତି ଏହି ତାଲିକାରେ ତାଙ୍କ ନାମ ଦରଜ କରାହେବାପାଇଁ ଦାବି କରୁଥିବେ ଏବଂ ଯାହାଙ୍କ ନାମ ଏଥିରେ ଦରଜ କରାଯାଇନଥିବ କିମ୍ବା ସଠିକ୍ ସ୍ଥାନରେ ଦରଜ କରାଯାଇନଥିବ ବା ଭୁଲ୍ ବିବରଣୀ ସହ କରାଯାଇଥିବ, ସେ ତାଙ୍କ ନାମ ଦରଜ କରାଇବା ପାଇଁ ବା ତାଲିକା ସଂଶୋଧନ କରାଇବା ପାଇଁ ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ଠାରେ ତାଙ୍କର ଦାବି ଉପସ୍ଥାପନ କରିପାରିବେ ।

ଯେଉଁ ବ୍ୟକ୍ତିଙ୍କ ନାମ ଏହି ତାଲିକାଭୁକ୍ତ ହୋଇଥିବ ଏବଂ ତାଙ୍କର ତାଲିକାଭୁକ୍ତ ନାମର ସଠିକତା ସଂକ୍ରାନ୍ତରେ ଆପତ୍ତି କରିବାକୁ ଥିବ ବା ତାଙ୍କ ନିଜ ନାମ କିମ୍ବା ତାଲିକାରେ ଅନ୍ୟ କୌଣସି ବ୍ୟକ୍ତିଙ୍କ ନାମ ଅନ୍ତର୍ଭୁକ୍ତ ହୋଇଥିବା ସମ୍ବନ୍ଧରେ ଆପତ୍ତି କରାଇବାକୁ ଥିବ, ସେ ତାଙ୍କର ଆପତ୍ତି ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ଠାରେ ଦାଖଲ କରିପାରିବେ ।

ଦାବିଗୁଡିକ ଫାରମ III ଓ ଆପତ୍ତିଗୁଡିକ ଫାରମ IVରେ ଦାଖଲ କରାଯିବ । ଦରଖାସ୍ତକାରୀଙ୍କୁ ଫାରମଗୁଡିକର କପି ବିନାମୂଲ୍ୟରେ ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ଦ୍ୱାରା ଯୋଗାଇ ଦିଆଯିବ ।

ଦାବି ଓ ଆପତ୍ତି ଗୁଡିକ ବ୍ୟକ୍ତିଗତ ଭାବେ ଦାଖଲ କରାଯାଇ ପାରିବ କିମ୍ବା ଡାକଯୋଗେ ବା ବାର୍ତ୍ତାବାହକଙ୍କ ଦ୍ୱାରା ପଠାଯାଇ ପାରିବ । ସମସ୍ତ କ୍ଷେତ୍ରରେ ଏଗୁଡିକ ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ଏହି ଠିକଣାରେ . . . . . .
. . . . . .
. . . . . .
.(ବିଶଦ ଠିକଣା ପ୍ରଦାନ କରନ୍ତୁ) ତା . . . . . ରିଖ ସୁଦ୍ଧା କାର୍ଯ୍ୟ ଦିବସର ଧାର୍ଯ୍ୟ ସମୟ ମଧ୍ୟରେ ପହଞ୍ଚିବା ଆବଶ୍ୟକ ।

ବ୍ୟକ୍ତିଗତଭାବେ ଅଥବା ବାର୍ତ୍ତାବାହକଙ୍କ ଦ୍ୱାରା ଦାଖଲ କାର୍ଯ୍ୟ କେବଳ କାର୍ଯ୍ୟ ଦିବସର ଧାର୍ଯ୍ୟ ସମୟ ମଧ୍ୟରେ କରାଯିବ ।

ଯେଉଁ ଦାବି ଓ ଆପତ୍ତିମାନ ଉପଯୁକ୍ତ ଫାରମରେ ଦାଖଲ କରାଯାଇନଥିବ କିମ୍ବା ଉପରୋକ୍ତ ତାରିଖ ଓ ସମୟ ମଧ୍ୟରେ କରାଯାଇନଥିବ, ସେଗୁଡିକୁ ଅଗ୍ରାହ୍ୟ କରାଯିବ ।

ଯଥାସମୟରେ ଓ ଉଚିତ ଫାରମ ମାଧ୍ୟମରେ ପ୍ରାପ୍ତ ସମସ୍ତ ଦାବି ଓ ଆପତ୍ତିର ଶୁଣାଣି ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ଦ୍ୱାରା ତା . . . . . ରିଖରେ . . . . . ସ୍ଥାନରେ କରାହେବ ।

ନିର୍ବାଚନ ଅଧିକାରୀ

ତାରିଖ . . . . . .

FORM III

[*See* Rule 8 (2)]

Notice to claim for correction of Registry of Registration

To

The Election Office of ……
Municipality/N.A.C.

Sir,

I hereby give notice that I claim to have my name corrected/entered in the register of the electoral roll for the Ward No..... of ..... Municipality/N.A.C./Corporation as follows :—

Name in full of claimant and father's or husband's name also number on the preliminary roll	Address, Holding No., Mahala Ward No.	Age
(1)	(2)	(3)

I declare that I am ordinary resident (within the meaning of Sections 19 and 20 of the Representation of the People Act, 1950) of Holding No..... in ..... Mahala ..... Ward ..... of ..... Municipality/N.A.C./Corporation.

Yours faithfully

Signature of claimant

ଫାରମ II

[ନିୟମ 8 (2) ଦ୍ରଷ୍ଟବ୍ୟ]

ରେଜିଷ୍ଟ୍ରୀକରଣ ରେଜିଷ୍ଟର ସଂଶୋଧନ ପାଇଁ ଦାବି ନୋଟିସ୍

ପ୍ରାପ୍ତେଷୁ

ନିର୍ବାଚନ ଅଧିକାରୀ,

. . . . . .ପୌର ପାଳିକା / ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ।

ମହାଶୟ,

ମୁଁ ଏତଦ୍ଦ୍ୱାରା ନୋଟିସ୍ ଦେଉଅଛି କି . . . . . ପୌର ପାଳିକା / ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର ୱାର୍ଡ ନଂ. . . . . .ର ଭୋଟର ତାଲିକା ରେଜିଷ୍ଟରରେ ମୋର ନାମକୁ ସଂଶୋଧନ / ଦରଜ କରାଯିବା ପାଇଁ ମୁଁ ନିମ୍ନମତେ ଦାବି କରୁଅଛି :—

ଦାବିଦାରଙ୍କ ସମ୍ପୂର୍ଣ୍ଣ ନାମ ଓ ପିତା ବା ସ୍ୱାମୀଙ୍କ ନାମ ଏବଂ ପ୍ରାଥମିକ ତାଲିକାରେ ଥିବା କ୍ରମିକ ସଂଖ୍ୟା	ଠିକଣା, ଘର ନଂ. ମହଲା, ୱାର୍ଡ ନଂ.	ବୟସ
୧	୨	୩

ମୁଁ ଘୋଷଣା କରୁଅଛି ଯେ ମୁଁ ତା. . . . . .ରିଖ ଦିନ 18 (ଅଠର) ବର୍ଷ ବୟସରେ ପଦାର୍ପଣ କଲି ଏବଂ ମୁଁ (ଲୋକ ପ୍ରତିନିଧିତ୍ୱ ଅଧିନିୟମ, 1950 ର ଧାରା 19 ଓ 20ର ଅର୍ଥାନୁସାରେ). . . . . ପୌର ପାଳିକା / ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ୱାର୍ଡ ନଂ. . . . . .ର ଜଣେ ସାଧାରଣ ନିବାସୀ ଅଟେ ।

ଆପଣଙ୍କର ବିଶ୍ୱସ୍ତ

ଦାବିଦାରଙ୍କ ସ୍ୱାକ୍ଷର

ଦରଖାସ୍ତ ପାଇଁ ରସିଦ

ଶ୍ରୀ / ଶ୍ରୀମତୀ / କୁମାରୀ. . . . . ଠିକଣା. . . . . .
. . . . . .
ୱାର୍ଡ ନଂ. . . . . .ଙ୍କ ଠାରୁ ଫାରମ ନମ୍ବର . . . . . ଗ୍ରହଣ କରାଗଲା ।

(ଦରଖାସ୍ତକାରୀଙ୍କ ଦ୍ୱାରା ପୂରଣ କରାଯିବ)

ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

ତାରିଖ . . . . . .

FORM IV

[*See* Rule 8 (2)]

Notice of objection to Registration

To

The Election Officer of .....
Municipality/N.A.C./Corporation

Sir,

I hereby give notice that I object to the name of the person/my name mentioned and described below being retained in the electoral roll for the electoral Ward No. ..... of ..... Municipality/N.A.C./Corporation.

Name of person objected to	Electoral Ward and number in preliminary roll	Nature of objection
(1)	(2)	(3)

Address : Holding No. ..... Mahala ..... Ward No. ..... and number in the Preliminary roll.

Date .....

Yours faithfully

Signature of Objector

ଫାରମ IV

[ନିୟମ 8 (2) ଦ୍ରଷ୍ଟବ୍ୟ]

ରେଜିଷ୍ଟ୍ରୀକରଣ ସଂକ୍ରାନ୍ତରେ ଆପତ୍ତି ନୋଟିସ୍

ପ୍ରାପ୍ତେଷୁ

ନିର୍ବାଚନ ଅଧିକାରୀ,

. . . . . .ପୌର ପାଳିକା / ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ।

ମହାଶୟ,

ମୁଁ ଏତଦ୍ଦ୍ୱାରା ନୋଟିସ୍ ଦେଉଅଛି ଯେ ନିମ୍ନଲିଖିତ ଓ ବର୍ଣ୍ଣିତ ବ୍ୟକ୍ତିଙ୍କ ନାମ / ମୋର ନାମ . . . . ପୌର ପାଳିକା / ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର ୱାର୍ଡ ନଂ. . . . . .ର ଭୋଟର ତାଲିକାରେ ରଖାଯାଇଥିବାରୁ ମୁଁ ଆପତ୍ତି କରୁଅଛି :—

ଯେଉଁ ବ୍ୟକ୍ତିଙ୍କ ବିରୋଧରେ ଆପତ୍ତି କରାଯାଇଛି, ତାହାଙ୍କ ନାମ	ନିର୍ବାଚନ ୱାର୍ଡ ଓ ପ୍ରାଥମିକ ତାଲିକାରେ ଥିବା କ୍ରମିକ ସଂଖ୍ୟା	ଆପତ୍ତିର ପ୍ରକାର
୧	୨	୩

ତାରିଖ . . . . . .

ଠିକଣା : ଘର ନଂ. . . . . ମହଲା . . . . . ୱାର୍ଡ ନଂ. . . . . ଏବଂ ପ୍ରାଥମିକ ଭୋଟର ତାଲିକାରେ ଥିବା କ୍ରମିକ ସଂଖ୍ୟା . . . . . .

ଆପଣଙ୍କର ବିଶ୍ୱସ୍ତ

ଆପତ୍ତିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

ଦରଖାସ୍ତ ପାଇଁ ରସିଦ

ଶ୍ରୀ / ଶ୍ରୀମତୀ / କୁମାରୀ. . . . . ଠିକଣା. . . . .

FORM V

(*See* Rule 10)

List of Claims and Objections

(a) The following persons have put in claims to be registered as electors (or to have the registry of their names corrected) in the roll of electoral Ward No. ..... of ..... Municipality/N.A.C./Corporation.

Municipality	Electoral Ward	Name of Claimant and No. if any on the preliminary roll	Father's or husband's name	Address	Age
(1)	(2)	(3)	(4)	(5)	(6)

(b) The following objections have been received regarding entries in electoral roll for the electoral Ward No. ..... of ..... Municipality/N.A.C./Corporation.

Municipality	Electoral Ward	Name of Objector and number on roll	Name of persons objected to and number on roll
(1)	(2)	(3)	(4)

(c) The following corrections have been made by the Election Officer of his own motion in the roll for the electoral Ward No..... of .....Municipality/N.A.C./ Corporation.

Municipality	Electoral Ward	Name and number on roll	Nature of correction
(1)	(2)	(3)	(4)

The above claims and objections will be heard and the above corrections considered by Election Officer on ..... at .....

Election Officer

ଫାରମ V

(ନିୟମ 10 ଦ୍ରଷ୍ଟବ୍ୟ)

ଦାବି ଓ ଆପତ୍ତିଗୁଡିକର ତାଲିକା

(କ) ନିମ୍ନଲିଖିତ ବ୍ୟକ୍ତିମାନେ. . . . . ପୌରପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର ୱାର୍ଡ ନଂ. . . . . .ରେ ନିର୍ବାଚକ ରୂପେ ରେଜିଷ୍ଟ୍ରୀଭୁକ୍ତ ହେବା ପାଇଁ କିମ୍ବା ରେଜିଷ୍ଟ୍ରୀଭୁକ୍ତ ହୋଇଥିବା ତାଙ୍କ ନାମ ସଂଶୋଧନ ପାଇଁ ଦାବି ଉପସ୍ଥାପନ କରିଛନ୍ତି ।

ପୌରପାଳିକା/ ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ	ୱାର୍ଡ	ଦାବିଦାରଙ୍କ ନାମ ଓ ପ୍ରାଥମିକ ତାଲିକାରେ ଥିବା କ୍ରମିକ ସଂଖ୍ୟା (ଯଦି ଥାଏ)	ପିତା ବା ସ୍ୱାମୀଙ୍କ ନାମ	ଠିକଣା	ବୟସ
୧	୨	୩	୪	୫	୬

(ଖ) . . . . . ପୌରପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର ୱାର୍ଡ ନଂ. . . . . .ର ଭୋଟର ତାଲିକାରେ ଦରଜ ହୋଇଥିବା ନାମ ସମ୍ବନ୍ଧରେ ନିମ୍ନଲିଖିତ ଆପତ୍ତିଗୁଡିକ ଗ୍ରହଣ କରାଯାଇଅଛି ।

ପୌରପାଳିକା/ ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ	ୱାର୍ଡ	ଆପତ୍ତିକାରୀଙ୍କ ନାମ ଓ ତାଲିକାରେ ଥିବା କ୍ରମିକ ସଂଖ୍ୟା	ଯେଉଁ ବ୍ୟକ୍ତିଙ୍କ ବିରୋଧରେ ଆପତ୍ତି କରାଯାଇଛି, ତାହାଙ୍କ ନାମ ଓ ତାଲିକାରେ ଥିବା କ୍ରମିକ ସଂଖ୍ୟା
୧	୨	୩	୪

(ଗ) . . . . . ପୌରପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର ୱାର୍ଡ ନଂ. . . . . .ର ଭୋଟର ତାଲିକାରେ ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ଦ୍ୱାରା ନିମ୍ନଲିଖିତ ସଂଶୋଧନ କରାଯାଇଅଛି ।

ପୌରପାଳିକା/ ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ	ୱାର୍ଡ	ନାମ ଓ ତାଲିକାରେ ଥିବା କ୍ରମିକ ସଂଖ୍ୟା	ସଂଶୋଧନର ପ୍ରକାର
୧	୨	୩	୪

ଉପରୋକ୍ତ ଦାବି ଓ ଆପତ୍ତିର ଶୁଣାଣି ଏବଂ ଉପରୋକ୍ତ ସଂଶୋଧନର ବିଚାର ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ଦ୍ୱାରା ତା. . . . . .ରିଖରେ. . . . . ସ୍ଥାନରେ କରାଯିବ ।

ନିର୍ବାଚନ ଅଧିକାରୀ

FORM VIII

[*See* Rule 25 (1)]

Nomination Paper

1. Name or number of the Ward for which the candidate is nominated (mention here whether the nomination is for a reserved seat, if any). :
2. Full name of candidate :
3. Number of candidate on the electoral roll. :
4. Father's or husband's name :
5. Age :
6. Address :
7. Community :
8. Full name of the proposer :
9. Number of proposer on the electoral roll. :
10. Signature of the proposer :
11. Full name of the seconder :
12. Number of seconder on the Electoral roll. :
13. Signature of the seconder :
14. Election symbol adopted by the candidate. :

Candidate's Declaration

I declare that I am twenty one years of age as required under rule 25 and I am willing to stand for the election. I further declare that I have been sponsored for this election by the ..... party/I further declare that I will stand for the election as an Independent Candidate (Strike out which is not necessary).

Signature of the candidate

I further declare that I am qualified and also not disqualified under any of the provisions of the Odisha Municipal Act 1950 for being chosen fill the seats in Ward No. ..... of ..... NAC/Municipality/Municipal Corporation.

Signature of candidate

Endorsement by the Election Officer or other authorised person

Serial number .....

This nomination paper was presented to me by ..... at ..... on .....

Signature of the Election Officer
or other authorised person

Decision after scrutiny

Signature of the Election Officer

"Form VIIIA

[*See* rule 25(1)]

Nomination paper for Chairperson

1.Name of the Municipality for which the candidate is nominated (mention here whether the nomination is for a reserved seat, if any).	-
2.Full Name of candidate	-
3.Number of candidate on the electoral roll.	-
4.Father's or husband's name	-
5.Age	-
6.Address	-
7. Community	-
8. Full name of proposer	-
9. Number of proposer on the electoral roll.	-
10.Signature of the proposer	-
11.Full name of the Seconder	-
12.Number of seconder on the electoral roll.	-
13. Signature of the seconder	-
14. Election symbol adopted by the candidate.	-

Candidate's Declaration

I declare that I am twenty one years of age as required under rule 25 and I am willing to stand for the election. I further declare that I have been sponsored for this election by the ……party. I further declare that I will stand for the election as an independent Candidate.(Strike out which is not necessary).

Signature of the Candidate

I further declare that I am qualified and also not disqualified under any of the provisions of the Odisha Municipal Act, 1950 for being chosen to fill the seat of ……NAC/Municipality.

Signature of the Candidate

……

Endorsement by the Election Officer or other authorised person

Serial number ……

This nomination paper was presented to me by ……at ……on……

Signature of the Election Officer
or other authorised person

Decision after scrutiny

Signature of the Election Officer"

ଫାରମ VIII

[ନିୟମ 25(I) ଦ୍ରଷ୍ଟବ୍ୟ]

ମନୋନୟନ ପତ୍ର

1. ୱାର୍ଡ଼ର ସଂଖ୍ୟା ବା ନାମ ଯାହା ପାଇଁ ପ୍ରାର୍ଥୀ ମନୋନୀତ ହୋଇଛନ୍ତି (ସଂରକ୍ଷିତ ପଦବୀ ପାଇଁ ମନୋନୟନ ଯଦି ଥାଏ ଉଲ୍ଲେଖ କରନ୍ତୁ) । :
2. ପ୍ରାର୍ଥୀଙ୍କ ପୂରା ନାମ :
3. ଭୋଟର ତାଲିକାରେ ପ୍ରାର୍ଥୀଙ୍କ କ୍ରମିକ ସଂଖ୍ୟା :
4. ପିତା ବା ସ୍ୱାମୀଙ୍କ ନାମ :
5. ବୟସ :
6. ଠିକଣା :
7. ଗୋଷ୍ଠୀ :
8. ପ୍ରସ୍ତାବକଙ୍କ ପୂରା ନାମ :
9. ଭୋଟର ତାଲିକାରେ ପ୍ରସ୍ତାବକଙ୍କ କ୍ରମିକ ସଂଖ୍ୟା :
10. ପ୍ରସ୍ତାବକଙ୍କ ସ୍ୱାକ୍ଷର :
11. ସମର୍ଥକଙ୍କ ପୂରା ନାମ :
12. ଭୋଟର ତାଲିକାରେ ସମର୍ଥକଙ୍କ କ୍ରମିକ ସଂଖ୍ୟା :
13. ସମର୍ଥକଙ୍କ ସ୍ୱାକ୍ଷର :
14. ପ୍ରାର୍ଥୀଙ୍କ ଦ୍ୱାରା ସ୍ଥିରୀକୃତ ନିର୍ବାଚନ ସଙ୍କେତ :

----------Perforation----------ଅପର ପୃଷ୍ଠା ଦେଖନ୍ତୁ

ପ୍ରାର୍ଥୀଙ୍କ ଘୋଷଣା

ମୁଁ ଓଡ଼ିଶା ମ୍ୟୁନିସିପାଲ (ୱାର୍ଡ଼ ଗୁଡ଼ିକର ସୀନି ସୀମା ନିର୍ଦ୍ଧାରଣ, ଆସନ ଆରକ୍ଷଣ ଓ ନିର୍ବାଚନ ପରିଚାଳନା) ନିୟମାବଳୀ, 1994ର ନିୟମ 25 ଅନୁଯାୟୀ ଘୋଷଣା କରୁଅଛି ଯେ ମୋର ବୟସ 21 ବର୍ଷ ଅଟେ ଏବଂ ମୁଁ ନିର୍ବାଚନରେ ପ୍ରାର୍ଥୀ ହେବାକୁ ଇଚ୍ଛୁକ । ମୁଁ ପୁନଶ୍ଚ ଘୋଷଣା କରୁଅଛି ଯେ ମୁଁ ଏହି ନିର୍ବାଚନ ପାଇଁ----------ଦଳ ଦ୍ୱାରା ସମର୍ଥିତ/ମୁଁ ପୁନଶ୍ଚ ଘୋଷଣା କରୁଅଛି ଯେ ମୁଁ ଏହି ନିର୍ବାଚନ ପାଇଁ ସ୍ୱାଧୀନ ପ୍ରାର୍ଥୀ ରୂପେ ପ୍ରତିଦ୍ୱନ୍ଦିତା କରିବାକୁ ଚାହେଁ । (ବି. ଦ୍ର. -ଅନାବଶ୍ୟକ ଅଂଶକୁ କାଟି ଦିଅନ୍ତୁ) ।

ମୁଁ ପୁନଶ୍ଚ ଘୋଷଣା କରୁଅଛି ଯେ ମୁଁ ନିର୍ବାଚନରେ ଭାଗ ନେବାପାଇଁ ଯୋଗ୍ୟ ଏବଂ ଓଡ଼ିଶା ମ୍ୟୁନିସିପାଲ ଅଧିନିୟମ, 1950ର କୌଣସି ଧାରାରେ----------ପୌର ପରିଷଦ/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ଅନ୍ତର୍ଗତ----------ୱାର୍ଡ଼ ସଭ୍ୟ ପଦବୀ ପୂରଣ ପାଇଁ ଅଯୋଗ୍ୟ ନୁହେଁ ।

ପ୍ରାର୍ଥୀଙ୍କ ସ୍ୱାକ୍ଷର

ନିର୍ବାଚନ ଅଧିକାରୀ/ଅନ୍ୟ ପ୍ରାଧିକୃତ ଅଧିକାରୀଙ୍କ ନିମନ୍ତେ ଉଦ୍ଦିଷ୍ଟ

ମନୋନୟନ ପତ୍ରର କ୍ରମିକ ସଂଖ୍ୟା----------

ଏହି ମନୋନୟନ ପତ୍ର ମୋ ନିକଟରେ----------ଙ୍କ ଦ୍ୱାରା----------ତାରିଖ---------- ସମୟରେ ଦାଖଲ କରାଗଲା ।

ନିର୍ବାଚନ ଅଧିକାରୀ/
ପ୍ରାଧିକୃତ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

ମନୋନୟନ ପତ୍ର ଯାଞ୍ଚ ପରେ ନିଷ୍ପତ୍ତି :

ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

----------Perforation----------

ରସିଦ

(ମନୋନୟନ ପତ୍ର ଦାଖଲ କରୁଥିବା ବ୍ୟକ୍ତିଙ୍କୁ ଦିଆଯିବ)

----------ପୌରପାଳିକା / ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର----------ନଂ. ୱାର୍ଡ଼ର ନିର୍ବାଚନ ନିମନ୍ତେ ପ୍ରାର୍ଥୀ----------ଙ୍କର ମନୋନୟନ ପତ୍ରଟି ପ୍ରାର୍ଥୀ / ପ୍ରସ୍ତାବକଙ୍କ ଦ୍ୱାରା----------ତାରିଖ ଦିନ ----------ସମୟରେ ମୋତେ ମୋର କାର୍ଯ୍ୟାଳୟରେ ଦାଖଲ କରାଗଲା । ସମସ୍ତ ମନୋନୟନ ପତ୍ର ଗୁଡ଼ିକ----------(ସ୍ଥାନ) ଠାରେ----------ତାରିଖ ଦିନ----------ସମୟରେ ଯାଞ୍ଚ କରାଯିବ ।

ତାରିଖ.....

ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର/
ପ୍ରାଧିକୃତ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

"ଫର୍ମ VIII କ

(ନିୟମ 25(1) ଦ୍ରଷ୍ଟବ୍ୟ)

ଅଧକ୍ଷ (ଚେୟାରମ୍ୟାନ୍) ପାଇଁ ମନୋନୟନ ପତ୍ର

1.	ପ୍ରାର୍ଥୀଙ୍କୁ ମନୋନୀତ କରାଯାଉଥିବା ପୌରପାଳିକାର ନାମ (ଯଦି କୌଣସି ସଂରକ୍ଷିତ ଆସନ ପାଇଁ ମନୋନୟନ କରାଯାଉଥାଏ, ତେବେ ତାହା ଦର୍ଶାନ୍ତୁ)	-
2.	ପ୍ରାର୍ଥୀଙ୍କ ସଂପୂର୍ଣ୍ଣ ନାମ	-
3.	ଭୋଟର ତାଲିକାରେ ପ୍ରାର୍ଥୀଙ୍କ କ୍ରମିକ ସଂଖ୍ୟା	-
4.	ପିତା କିମ୍ବା ସ୍ୱାମୀଙ୍କ ନାମ	-
5.	ବୟସ	-
6.	ଠିକଣା	-
7.	ପ୍ରାର୍ଥୀ କେଉଁ ବର୍ଗର	-
8.	ପ୍ରସ୍ତାବକାରୀଙ୍କ ପୂରା ନାମ	-
9.	ଭୋଟର ତାଲିକାରେ ପ୍ରସ୍ତାବକଙ୍କ କ୍ରମିକ ସଂଖ୍ୟା	-
10.	ପ୍ରସ୍ତାବକାରୀଙ୍କ ସାକ୍ଷର	-
11.	ସମର୍ଥକଙ୍କ ପୂରାନାମ	-
12.	ଭୋଟର ତାଲିକାରେ ସମର୍ଥକଙ୍କ କ୍ରମିକ ସଂଖ୍ୟା	-
13.	ସମର୍ଥକଙ୍କ ସାକ୍ଷର	-
14.	ପ୍ରାର୍ଥୀଙ୍କ ଦ୍ୱାରା ଗୃହୀତ ନିର୍ବାଚନ ସଙ୍କେତ	-

ପ୍ରାର୍ଥୀଙ୍କ ଘୋଷଣାନାମା

ମୁଁ ଘୋଷଣା କରୁଛି କି ନିୟମ 25ର ଆବଶ୍ୟକତା ଅନୁଯାୟୀ ମୋର ବୟସ ଏକୋଇଶ ବର୍ଷ ଏବଂ ମୁଁ ନିର୍ବାଚନରେ ଛିଡ଼ା ହେବାକୁ ଇଚ୍ଛୁକ। ମୁଁ ପୁନଶ୍ଚ ଘୋଷଣା କରୁଛି କି ମୁଁ ଏହି ନିର୍ବାଚନ ପାଇଁ ..... ଦଳ ଦ୍ୱାରା ପ୍ରାୟୋଜିତ ହୋଇଛି। ମୁଁ ପୁନଶ୍ଚ ଘୋଷଣା କରୁଛି କି ମୁଁ ନିର୍ବାଚନ ପାଇଁ ଜଣେ ସ୍ୱାଧୀନ ପ୍ରାର୍ଥୀ ଭାବରେ ଛିଡ଼ା ହେବି। (ଯାହା ଅନାବଶ୍ୟକ ତାକୁ କାଟି ଦିଅନ୍ତୁ)

ପ୍ରାର୍ଥୀଙ୍କ ସ୍ୱାକ୍ଷର

ମୁଁ ପୁନଶ୍ଚ ଘୋଷଣା କରୁଛି କି ..... ବିଜ୍ଞାପିତ **ଅଞ୍ଚଳ** ପରିଷଦ / ପୌରପାଳିକାର ପଦ ପୂରଣ ପାଇଁ ମୁଁ ଯୋଗ୍ୟ ଅଟେ ଏବଂ ଓଡ଼ିଶା ପୌରାଞ୍ଚଳ ଅଧିନିୟମ,1950ର କୌଣସି ଧାରା ଅନୁଯାୟୀ ଅଯୋଗ୍ୟ ନୁହେଁ।

ପ୍ରାର୍ଥୀଙ୍କ ସ୍ୱାକ୍ଷର

ନିର୍ବାଚନ ଅଧିକାରୀ କିମ୍ବା ଅନ୍ୟ ପ୍ରାଧିକୃତ ବ୍ୟକ୍ତିଙ୍କ ଦ୍ୱାରା ପୃଷ୍ଠାଙ୍କନ

କ୍ରମିକ ସଂଖ୍ୟା .....

ଏହି ମନୋନୟନ ପତ୍ରଟି .....ଙ୍କ ଦ୍ୱାରା ମୋତେ ..... ଠାରେ ..... ଦିନ, ତାରିଖ ପ୍ରଦାନ କରାଗଲା।

ନିର୍ବାଚନ ଅଧିକାରୀ କିମ୍ବା ଅନ୍ୟ ପ୍ରାଧିକୃତ ବ୍ୟକ୍ତିଙ୍କ ସାକ୍ଷର

ଯାଞ୍ଚ ପରେ ସିଦ୍ଧାନ୍ତ

ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର"

FORM IX

[*See* Rule 25 Note I]

Communication with regard to authorized persons to intimate names of candidates sponsored by the Political Party.

To

The Election Officer ..... Municipality

SUBJECT—General Elections of Chairperson/Councillors to ..... Municipal Council—Allotment of Symbols—Authorisation of persons to intimate names of candidates.

Sir,

In pursuance of Rule 25 (8) of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994, I hereby intimate that the following person(s) has/have been authorised by the party, which is a National Party/State party in the State of ..... /Registered unrecognised party, to intimate the names of the candidates proposed to be sponsored by the party for the Election cited above—

Name of person authorised to send notice	Name of office held in the party	District(s)/Area(s)/Municipalities in respect of which he has been authorised
(1)	(2)	(3)

2. The specimen signatures of the person(s) so authorised are given hereunder—

(1) Specimen Signatures of Shri .....

(i) ..... (ii) ..... (iii) .....

(2) Specimen Signatures of Shri .....

(i) ..... (ii) ..... (iii) .....

(3) Specimen Signatures of Shri .....

(i) ..... (ii) ..... (iii) .....

Yours faithfully

Place .....

Date .....

President/Secretary
of the State Level
Organisation of the
Political Party

Name of the Party
(Seal of the Party)

"N.B. (1) This must be communicated to the Election Officer at least two days before the date fixed for scrutiny of nomination paper.

(2) Form must be signed in ink by the office bearer(s) mentioned above. No facsimile signature or signature by means of rubber stamp, etc. shall be accepted.

(3) No form transmitted by Fax shall be accepted.

ଫାରମ IX

[ନିୟମ 25 ଟିପ୍ପଣୀ (I) ଦ୍ରଷ୍ଟବ୍ୟ]

ରାଜନୈତିକ ଦଳ ଦ୍ୱାରା ସମର୍ଥିତ ପ୍ରାର୍ଥୀଙ୍କ ନାମ ଜଣାଇବା ନିମନ୍ତେ ପ୍ରାଧିକୃତ ବ୍ୟକ୍ତି

ପ୍ରାପକ,

ନିର୍ବାଚନ ଅଧିକାରୀ----------ପୌରପାଳିକା

ବିଷୟ : ----------ପୌର ପରିଷଦର ଅଧ୍ୟକ୍ଷ(ଚେୟାରମ୍ୟାନ)/ପାରିଷଦ(କାଉନସିଲର)ଙ୍କ ନିର୍ବାଚନ । ସଙ୍କେତ ଆବଣ୍ଟନ ଓ ଦଳୀୟ ପ୍ରାର୍ଥୀମାନଙ୍କ ନାମ ଜଣାଇବା ନିମିତ୍ତ ପ୍ରାଧିକୃତ ବ୍ୟକ୍ତି ବା ବ୍ୟକ୍ତିବୃନ୍ଦ ।

ମହାଶୟ,

ଓଡ଼ିଶା ମ୍ୟୁନିସିପାଲ (ୱାର୍ଡ଼ ଗୁଡ଼ିକର ସୀମା ନିର୍ଦ୍ଧାରଣ, ଆସନ ଆରକ୍ଷଣ ଏବଂ ନିର୍ବାଚନ ପରିଚାଳନା) ନିୟମାବଳୀ, 1994ର ନିୟମ 25(8) ଅନୁଯାୟୀ ମୁଁ ଏତଦ୍ୱାରା ଜଣାଉଅଛି ଯେ ନିମ୍ନଲିଖିତ ବ୍ୟକ୍ତି/ବ୍ୟକ୍ତିମାନେ ଉପରୋକ୍ତ ନିର୍ବାଚନରେ ଆମ୍ଭ ଦଳର ପ୍ରାର୍ଥୀଙ୍କ ନାମ ସୁପାରିଶ କରିବା ପାଇଁ ପ୍ରାଧିକୃତ ହୋଇଛନ୍ତି ଏବଂ ଏହି ଦଳ ଏକ *ଜାତୀୟ / ---------- ରାଜ୍ୟର ରାଜ୍ୟ ସ୍ତରୀୟ / ପଞ୍ଜୀକୃତ ଅଣସ୍ୱୀକୃତ ରାଜନୈତିକ ଦଳ ।

ନୋଟିସ୍ ପ୍ରେରଣ କରିବା ନିମିତ୍ତ ପ୍ରାଧିକୃତ ବ୍ୟକ୍ତିଙ୍କ ନାମ	ଦଳରେ ଅଧିଷ୍ଠିତ ହୋଇଥିବା ପଦବୀର ନାମ	କେଉଁ ଜିଲ୍ଲା/ଅଞ୍ଚଳ/ପୌରପାଳିକା ପାଇଁ ପ୍ରାଧିକୃତ
1	2	3
1.		
2.		
3.		

2. ଉପରୋକ୍ତ ପ୍ରାଧିକୃତ ବ୍ୟକ୍ତିଙ୍କର ନମୁନା ସ୍ୱାକ୍ଷର ନିମ୍ନରେ ପ୍ରଦତ୍ତ ହେଲା :-

(1) ଶ୍ରୀ----------ଙ୍କର ନମୁନା ସ୍ୱାକ୍ଷର

(i)----------(ii)----------(iii)----------

(2) ଶ୍ରୀ----------ଙ୍କର ନମୁନା ସ୍ୱାକ୍ଷର

(i)----------(ii)----------(iii)----------

(3) ଶ୍ରୀ----------ଙ୍କର ନମୁନା ସ୍ୱାକ୍ଷର

(i)----------(ii)----------(iii)----------

ଆପଣଙ୍କର ବିଶ୍ୱସ୍ତ

ସ୍ଥାନ----------
ତାରିଖ----------

ରାଜନୈତିକ ଦଳର ରାଜ୍ୟ ସ୍ତରୀୟ ସଂଗଠନର ଅଧ୍ୟକ୍ଷ/ସଂପାଦକଙ୍କ ସ୍ୱାକ୍ଷର

ଦଳର ନାମ----------

ଦଳର ମୋହର----------

ବି. ଦ୍ର. -ମନୋନୟନ ପତ୍ର ଯାଞ୍ଚ ନିମନ୍ତେ ଧାର୍ଯ୍ୟ ତାରିଖର ଅନୂ୍ୟନ ଦୁଇଦିନ ପୂର୍ବରୁ ଅପରାହ୍ନ ୫ ଘଟିକା ମଧ୍ୟରେ ଏହା ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ନିକଟରେ ନିଶ୍ଚିତ ପହଞ୍ଚିବା ଆବଶ୍ୟକ । ଫର୍ମଟି କାଳିରେ ସ୍ୱାକ୍ଷରିତ (ink signed) ନିଶ୍ଚୟ ହେବ । କୌଣସି ଫାସିମାଇଲ ବା ରବର ଷ୍ଟାମ୍ପର ଦସ୍ତଖତ ଗ୍ରହଣୀୟ ହେବ ନାହିଁ । ଫାକ୍ସ ମାଧ୍ୟମରେ ପ୍ରେରିତ ପର୍ମ ଗ୍ରହଣୀୟ ହେବ ନାହିଁ ।

* ପ୍ରଯୁଜ୍ୟ ହେଉନଥିବା ଅଂଶ କାଟି ଦିଅନ୍ତୁ ।

FORM X

[*See* Rule 25 Note 1 & 43(3)]

Notice as to names of candidates sponsored by the political party

To

The Election Officer ..... Municipality

SUBJECT—General Election of Chairperson/Councillor to ..... Municipal Council—Sponsoring of candidates.

Sir,

In pursuance of Rule 25 (8) of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994, I hereby give notice that the following person has been sponsored by ..... Party as its candidate at the ensuing General/ By-Election of Councillor to ..... Municipal Council.

Sl. No.	Name of the Municipality	Name of the approved candidate	Father's/Husband's name of approved candidate	Postal address of approved candidate
1	2	3	4	5

Yours faithfully

Place .....

Date .....

(Name and signature of the President or Secretary of the State Level Organisation of the Political Party or of the Office Bearer authorised in Form IX by the Political Party.)

(Seal of the Party)

N.B.–(1) This must be delivered to the Election Officer at least one day before the date fixed for scrutiny of nomination papers.

(2) Form must be signed in ink by the office bearer(s) mentioned above. No facsimile signature or signature by means of rubber stamp, etc. shall be accepted.

(3) No form transmitted by Fax shall be accepted.

ଫାରମ X

[ନିୟମ 25 ଟିପ୍ପଣୀ-1 ଏବଂ ନିୟମ 43 (3) ଦ୍ରଷ୍ଟବ୍ୟ]

ରାଜନୈତିକ ଦଳ ଦ୍ୱାରା ସମର୍ଥିତ ପ୍ରାର୍ଥୀମାନଙ୍କର ନାମ ସମ୍ପର୍କରେ ନୋଟିସ୍

ପ୍ରାପକ,

ନିର୍ବାଚନ ଅଧିକାରୀ----------ପୌରପାଳିକା

ବିଷୟ : ----------ପୌର ପରିଷଦ ସାଧାରଣ ନିର୍ବାଚନ ନିମନ୍ତେ ପ୍ରାର୍ଥୀ ଚୟନ ସମ୍ପର୍କରେ ।

ମହାଶୟ,

ଓଡ଼ିଶା ମ୍ୟୁନିସିପାଲ (ୱାର୍ଡ଼ ଗୁଡ଼ିକର ସୀମି ସୀମା ନିର୍ଦ୍ଧାରଣ, ଆସନ ଆରକ୍ଷଣ ଏବଂ ନିର୍ବାଚନ ପରିଚାଳନା) ନିୟମାବଳୀ, 1994ର ନିୟମ 25(8) ଅନୁଯାୟୀ ମୁଁ ନୋଟିସ୍ ଦେଉଅଛି ଯେ ନିମ୍ନଲିଖିତ ବ୍ୟକ୍ତି----------ଦଳଦ୍ୱାରା ----------ପୌର ପରିଷଦର ଆସନ୍ତା ସାଧାରଣ ନିର୍ବାଚନରେ ଦଳୀୟ ପ୍ରାର୍ଥୀ ରୂପେ ସମର୍ଥିତ ହୋଇଛନ୍ତି ।

କ୍ରମିକ ସଂଖ୍ୟା	ପୌର ପାଳିକାର ନାମ	ଅନୁମୋଦିତ ପ୍ରାର୍ଥୀଙ୍କ ନାମ (ୱାର୍ଡ଼ ୱାରୀ)	ଅନୁମୋଦିତ ପାର୍ଥୀଙ୍କ ପିତା / ସ୍ୱାମୀଙ୍କ ନାମ	ଅନୁମୋଦିତ ପ୍ରାର୍ଥୀଙ୍କ ଡାକ ଠିକଣା
1	2	3	4	5
1				
2				
3				

ଆପଣଙ୍କର ବିଶ୍ୱସ୍ତ

ରାଜ୍ୟ ସ୍ତରୀୟ ସଂଗଠନର ଅଧ୍ୟକ୍ଷ
କିମ୍ବା ସମ୍ପାଦକ / ରାଜନୈତିକ ଦଳ ଦ୍ୱାରା
ଫାରମ IXରେ ଦିଆଯାଇଥିବା
ପ୍ରାଧିକୃତ ଅଧିକାରୀଙ୍କ ନାମ ଓ ସ୍ୱାକ୍ଷର ।
ଦଳର ନାମ----------
(ଦଳର ମୋହର)

ସ୍ଥାନ----------

ତାରିଖ----------

ବି. ଦ୍ର.-ମନୋନୟନ ପତ୍ର ଯାଞ୍ଚ ନିମନ୍ତେ ଧାର୍ଯ୍ୟ ତାରିଖର ଅନୂ୍ୟନ ଏକଦିନ ପୂର୍ବରୁ ଅପରାହ୍ନ ୫ ଘଟିକା ମଧ୍ୟରେ ଏହା ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ନିକଟରେ ନିଶ୍ଚିତ ପହଞ୍ଚିବା ଆବଶ୍ୟକ । ଫର୍ମଟି କାଳିରେ ସ୍ୱାକ୍ଷରିତ (ink signed) ନିଶ୍ଚୟ ହେବ । କୌଣସି ଫାସିମାଇଲ ବା ରବର ଷ୍ଟାମ୍ପର ଦସ୍ତଖତ ଗ୍ରହଣୀୟ ହେବ ନାହିଁ । ଫାକ୍ସ ମାଧ୍ୟମରେ ପ୍ରେରିତ ଫର୍ମ ଗ୍ରହଣୀୟ ହେବ ନାହିଁ ।

FORM XI

(*See* Rule 28)

List of nominations received on ……(date) for Ward No. .....

Sl. No.	Name of candidate	Father's or Husband's name	Community	Occupation and address	Name of proposer	Name of seconder
1	2	3	4	5	6	7

NOTE—The nomination paper will be taken up for scrutiny at ..... a.m./p.m. on the …… day of …… at (Place) ……..

Signature of the Election Officer
or authorised person

ଫାରମ XI

[ନିୟମ 28 ଦ୍ରଷ୍ଟବ୍ୟ]

----------(ପୌରାଞ୍ଚଳର ନାମ)

----------ୱାର୍ଡ଼ ପାଇଁ----------ତାରିଖରେ ଦାଖଲ କରାଯାଇଥିବା ମନୋନୟନ ପତ୍ରର ତାଲିକା ।

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀଙ୍କ ନାମ	ପିତା / ସ୍ୱାମୀଙ୍କ ନାମ	ଗୋଷ୍ଠୀ	ବୃତ୍ତି ଏବଂ ଠିକଣା	ପ୍ରସ୍ତାବକଙ୍କ ନାମ	ସମର୍ଥକଙ୍କ ନାମ
(1)	(2)	(3)	(4)	(5)	(6)	(7)

ଟିପ୍ପଣୀ-ମନୋନୟନ ପତ୍ର ଗୁଡ଼ିକ ତା----------ରିଖ----------ଘଟିକାରେ---------- ସ୍ଥାନରେ ଯାଞ୍ଚ କରାଯିବ ।

ନିର୍ବାଚନ ଅଧିକାରୀ/
ପ୍ରାଧିକୃତ ବ୍ୟକ୍ତିଙ୍କ ସ୍ୱାକ୍ଷର

"**FORM XIA**

[*See* rule 28(2)]

List of nomination received on …….. (date) for Election of Chairperson of ……..Municipality

Sl. No	Name of Candidate	Father's or Husband's name	Community	Occupation and address	Name of Proposer	Name of Seconder
1	2	3	4	5	6	7

NOTE-The nomination paper will be taken up for scrutiny at ……a.m./p.m. on the ……day of……at (Place)……

Signature of the Election Officer or Authorised person"

"ଫର୍ମ XI କ

(ନିୟମ 28(2) ଦ୍ରଷ୍ଟବ୍ୟ)

..... ପୌରପାଳିକାର ଅଧ୍ୟକ୍ଷ ନିର୍ବାଚନ ପାଇଁ ..... ତାରିଖ ଦିନ ଗ୍ରହଣ କରାଯାଇଥିବା ମନୋନୟନ ତାଲିକା।

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀଙ୍କ ନାମ	ପିତା ବା ସ୍ୱାମୀଙ୍କ ନାମ	ବର୍ଗ	ବୃତ୍ତି ଓ ଠିକଣା	ପ୍ରସ୍ତାବକାରୀଙ୍କ ନାମ	ସମର୍ଥକଙ୍କ ନାମ
1	2	3	4	5	6	7

ଟିପ୍ପଣୀ : ମନୋନୟନ ପତ୍ର ..... ମାସ ..... ତାରିଖ ..... (ସ୍ଥାନରେ) ପୂର୍ବାହ୍ଣ / ଅପରାହ୍ଣ .....ରେ **ଯାଞ୍ଚ** କରାଯିବାର ଆୟୋଜନ କରାଯିବ।

ନିର୍ବାଚନ ଅଧିକାରୀ କିମ୍ବା ପ୍ରାଧିକୃତ ବ୍ୟକ୍ତ"

"FORM XIB

[*See* rule 30(1)(a)]

List of Valid nomination for Chairperson……..

…… Municipality.

Reservation Status…….

Sl No	Name of Candidates	Communities to which candidates belong	Address of the Candidates	(Symbol) as assigned to candidates	Whether eligible for reserved seat
1	2	3	4	5	6

NOTE-The Poll will be taken on the ……day of……20…… between ……and ……at the Polling Station already notified.

Election Officer"

"ଫର୍ମ XI ଖ

(ନିୟମ 30(1) ଦ୍ରଷ୍ଟବ୍ୟ)

..... ପୌରପାଳିକାର ଅଧ୍ୟକ୍ଷ (ଚେୟାରମ୍ୟାନ) ପାଇଁ କାଏମ ରହିଥିବା ମନୋନୟନର ତାଲିକା

ସଂରକ୍ଷଣ ସ୍ଥିତି .....

କ୍ରମିକ ନମ୍ବର	ପ୍ରାର୍ଥୀଙ୍କ ନାମ	ପ୍ରାର୍ଥୀ କେଉଁ ବର୍ଗର ଅଟନ୍ତି	ପ୍ରାର୍ଥୀଙ୍କ ଠିକଣା	ପ୍ରାର୍ଥୀଙ୍କୁ ପ୍ରଦାନ କରାଯାଇଥିବା ସଙ୍କେତ	ସଂରକ୍ଷିତ ଆସନ ପାଇଁ ଯୋଗ୍ୟ କି ନା
1	2	3	4	5	6

ଟିପ୍ପଣୀ : ପୂର୍ବରୁ ସୂଚିତ ହୋଇଥିବା ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ..... ମାସ ..... ତାରିଖ .....20..... ଦିନ ..... ଠାରୁ .....ଟା ମଧ୍ୟରେ ଭୋଟ ଗ୍ରହଣ କରାଯିବ।

ନିର୍ବାଚନ ଅଧିକାରୀ"

FORM XII

[*See* Rule 30(1)(a)]

List of Valid Nomination

..... Municipality/N.A.C. Ward No. .....

Reservation status .....

Sl. No.	Name of candidate	Communities to which candidates belong	Address of the candidate	(Symbol) as assigned to candidates	Whether eligible for reserved seat
1	2	3	4	5	6

NOTE—The poll will be taken on the ..... day of ..... 20.....

between ..... and ..... at the Polling Station already notified.

Election Officer

ଫାରମ XII

[ନିୟମ 30 (I) (a) ଦ୍ରଷ୍ଟବ୍ୟ]

ବିଧିମାନ୍ୟ ମନୋନୟନ ପତ୍ର ଗୁଡ଼ିକର ତାଲିକା

----------ପୌରପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ୱାର୍ଡ ନଂ. ----------

ଆରକ୍ଷଣ ମର୍ଯ୍ୟାଦା ----------

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀଙ୍କ ନାମ	ପ୍ରାର୍ଥୀ କେଉଁ ଗୋଷ୍ଠୀର ଅନ୍ତର୍ଭୁକ୍ତ ?	ପ୍ରାର୍ଥୀଙ୍କ ଠିକଣା	ପ୍ରାର୍ଥୀଙ୍କୁ ଦିଆଯାଇଥିବା ଚିହ୍ନ	ଆରକ୍ଷଣ କରାଯାଇଥିବା ଆସନ ପାଇଁ ଯୋଗ୍ୟ କି ?
1	2	3	4	5	6

ଟିପ୍ପଣୀ—ଭୋଟ ଗ୍ରହଣ ତା ---------- ରିଖରେ ---------- ସମୟ ମଧ୍ୟରେ ଏବଂ -------- ସ୍ଥାନରେ ଅଧିସୂଚିତ ହୋଇସାରିଥିବା ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ଅନୁଷ୍ଠିତ ହେବ ।

ନିର୍ବାଚନ ଅଧିକାରୀ

FORM XII-A

[*See* Rule 30 (1)(b)]

Final List of Contesting Candidates of Councillors

..... Municipality/N.A.C. Ward No. .....

Reservation status .....

Sl. No.	Name of candidate	Communities to which candidates belong	Address of the candidate	(Symbol) as assigned to candidate(s)	Whether eligible for reserved seat
1	2	3	4	5	6

NOTE— The poll will be taken on the ..... day of ..... 200 between ..... and ....at the Polling Station already notified.

Election Officer

ଫାରମ XII-A

[ନିୟମ 30 (I) (b) ଦ୍ରଷ୍ଟବ୍ୟ]

ପାରିଷଦ (କାଉନସିଲର) ପାଇଁ ପ୍ରତିଦ୍ୱନ୍ଦ୍ୱିତା କରୁଥିବା ପ୍ରାର୍ଥୀମାନଙ୍କର ଚୂଡ଼ାନ୍ତ ତାଲିକା

----------ପୌରପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ୱାର୍ଡ ନଂ. ----------

ଆରକ୍ଷଣ ମର୍ଯ୍ୟାଦା ----------

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀଙ୍କ ନାମ	ପ୍ରାର୍ଥୀ କେଉଁ ଗୋଷ୍ଠୀର ଅନ୍ତର୍ଭୁକ୍ତ ?	ପ୍ରାର୍ଥୀଙ୍କ ଠିକଣା	ପ୍ରାର୍ଥୀଙ୍କୁ ଦିଆଯାଇଥିବା ଚିହ୍ନ	ଆରକ୍ଷଣ କରାଯାଇଥିବା ଆସନ ପାଇଁ ଯୋଗ୍ୟ କି ?
1	2	3	4	5	6

ଟିପ୍ପଣୀ—ଭୋଟ ଗ୍ରହଣ ତା ---------- ରିଖରେ ---------- ସମୟ ମଧ୍ୟରେ ଏବଂ -------- ସ୍ଥାନରେ ଅଧିସୂଚିତ ହୋଇସାରିଥିବା ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ଅନୁଷ୍ଠିତ ହେବ ।

ନିର୍ବାଚନ ଅଧିକାରୀ

"FORM XII B

[*See* rule-30(1) (b)]

Final List of contesting Candidates of Chairperson……..

……..Municipality/NAC.

Reservation status……..

Sl No	Name of Candidates	Communities to which candidates belong	Address of the candidates	(Symbol) as assigned to candidate(s)	Whether eligible for reserved seat
1	2	3	4	5	6

NOTE-The Poll will be taken on the ……day of……20…… …… between ……and ……at the Polling Station already notified.

Election Officer"

"ଫର୍ମXII ଖ

(ନିୟମ 30(1) ଖ)

..... ପୌରପାଳିକା / ବିଜ୍ଞାପିତ **ଅଞ୍ଚଳ** ପରିଷଦ ଅଧ୍ୟକ୍ଷ (ଚେୟାରମ୍ୟାନ୍) ପାଇଁ ଲଢୁଥିବା ପ୍ରାର୍ଥୀମାନଙ୍କର ଚୂଡ଼ାନ୍ତ ତାଲିକା

ସଂରକ୍ଷଣ ସ୍ଥିତି .....

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀମାନଙ୍କର ନାମ	ପ୍ରାର୍ଥୀମାନେ କେଉଁ ବର୍ଗର ଅଟନ୍ତି	ପ୍ରାର୍ଥୀମାନଙ୍କ ଠିକଣା	ପ୍ରାର୍ଥୀ(ମାନଙ୍କୁ) ଦିଆଯାଇଥିବା ସଙ୍କେତ	ସଂରକ୍ଷିତ ସ୍ଥାନ ପାଇଁ ଯୋଗ୍ୟ କି/ନା
1	2	3	4	5	6

ଟିପ୍ପଣୀ : ପୂର୍ବରୁ ସୂଚିତ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ..... ମାସ ..... ତାରିଖ ଦିନ .....ଟାରୁ..... ଟା ମଧ୍ୟରେ ଭୋଟ ଗ୍ରହଣ କରାଯିବ।

ନିର୍ବାଚନ ଅଧିକାରୀ"

FORM No. XIII

[*See* Rule 43(1)]

Counterfoil

BALLOT PAPER FOR GENERAL/BY-ELECTION _____

Municipality/N.A.C. _____ Ward No. _____

Serial No. of the elector _____

Serial No. of the ballot paper _____

Signature or T.I. of elector

Tear off with a metal rule

BALLOT PAPER FOR GENERAL/BY-ELECTION _____

Municipality/N.A.C. _____ Ward No. _____

Serial No. of the ballot paper _____

General/Reserved

Presiding Officer's distinguishing mark seal

Name of the candidate	Symbol

"FORM XIII A

[See rule-43(1)]

Counterfoil

BALLOTPAPER FOR GENERAL/BY-ELECTION OF CHAIRPERSON OF_____

_____ MUNICIPALITY/NAC.

Serial No. of the elector_____

Serial No. of the ballot paper_____

Signature or Thumb Impression of elector

Tear off with a metal roll

Ballot paper for Election of Chairperson.

Sl No. of the Ballot Paper	Election of Chairperson for---------- Municipality	Stamp to be affixed by the Presiding Officer

Name of the Candidate	Election Symbol

"

"ଫର୍ମXIII କ

(ନିୟମ 43(1) ଦ୍ରଷ୍ଟବ୍ୟ)

ମୁଣ୍ଡା ଚେକ୍ (କାଉଣ୍ଟର୍ ଫଏଲ୍)

..... ପୌରପାଳିକା / ବିଜ୍ଞାପିତ**ଅଞ୍ଚଳ** ପରିଷଦର ଅଧ୍ୟକ୍ଷ (ଚେୟାରମ୍ୟାନ୍)ଙ୍କ ପାଇଁ ସାଧାରଣ / ଉପନିର୍ବାଚନର ମତପତ୍ର (ବ୍ୟାଲଟ୍ ପେପର୍)

ଭୋଟଦାତାଙ୍କ କ୍ରମିକ ସଂଖ୍ୟା .....

ମତପତ୍ର (ବ୍ୟାଲଟ୍ ପେପର୍)ର କ୍ରମିକ ସଂଖ୍ୟା .....

ମତଦାତାଙ୍କ ସ୍ୱାକ୍ଷର ବା ବୃଦ୍ଧାଙ୍ଗୁଷ୍ଠି ଛାପ

କୌଣସି ଧାତବ ଦଣ୍ଡ ରଖି ଚିରି ଦିଅନ୍ତୁ

ଅଧ୍ୟକ୍ଷ (ଚେୟାରମ୍ୟାନ) ନିର୍ବାଚନ ପାଇଁ ମତପତ୍ର

ମତପତ୍ରର କ୍ରମିକ ସଂଖ୍ୟା	..... ପୌରପାଳିକା ପାଇଁ ଅଧ୍ୟକ୍ଷ ନିର୍ବାଚନ	ପ୍ରିଜାଇଡ଼ିଂ ଅଧିକାରୀଙ୍କ ଦ୍ୱାରା ମୋହର ଲଗାଯିବ

ପ୍ରାର୍ଥୀଙ୍କ ନାମ	ନିର୍ବାଚନ ସଙ୍କେତ

"

FORM XIV

[*See* Rule 50 (2)]

Tendered Votes List

Name of Polling Station .....

Name and number of the Ward	Name of elector	Number on Electoral Roll	Signature of elector, if literate, or thumb impression of elector, if illiterate and address
1	2	3	4

Signature of Presiding Officer

ଫାରମ XIV

[ନିୟମ 50(2) ଦ୍ରଷ୍ଟବ୍ୟ]

ଟେଣ୍ଡର ଭୋଟ ତାଲିକା

ପୌର ପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର ନାମ----------

ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରର ନାମ---------- ବୁଥ୍ ନଂ.----------

ୱାର୍ଡ ନଂ.	ନିର୍ବାଚକଙ୍କ ନାମ	ଭୋଟର ତାଲିକାର କ୍ରମିକ ସଂଖ୍ୟା	ନିର୍ବାଚକଙ୍କ ସ୍ୱାକ୍ଷର, କିମ୍ବା ବୃଦ୍ଧାଙ୍ଗୁଳି ଛାପ ଯଦି ନିରକ୍ଷର ଏବଂ ଠିକଣା
(1)	(2)	(3)	(4)

ପ୍ରିଜାଇଡିଂ ଅଫିସରଙ୍କ ସ୍ୱାକ୍ଷର

FORM XIV-A

LIST OF BLIND AND INFIRM VOTERS

(*See* Rule-57E)

Election to the Municipality/N.A.C. .....

from Ward No. ..... and name of the polling station .....

Sl. No. of the elector	Full name of the elector	Full name of the companion	Address of companion	Signature of companion

Date :

Signature of Presiding Officer

ଫାରମ XIV-A

(ନିୟମ 46 ଓ 57-E ଦ୍ରଷ୍ଟବ୍ୟ)

ଦୃଷ୍ଟିହୀନ ଏବଂ ଭିନ୍ନକ୍ଷମ ଭୋଟରଙ୍କ ତାଲିକା

----------ପୌର ପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର ନିର୍ବାଚନ

ୱାର୍ଡ ନଂ.----------ବୁଥ୍ ନଂ.----------ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରର ନାମ----------

ନିର୍ବାଚକଙ୍କ କ୍ରମିକ ସଂଖ୍ୟା	ନିର୍ବାଚକଙ୍କ ପୂରା ନାମ	ସହାୟକଙ୍କ ପୂରା ନାମ	ସହାୟକଙ୍କ ଠିକଣା	ସହାୟକଙ୍କ ସ୍ୱାକ୍ଷର
(1)	(2)	(3)	(4)	(5)

ତାରିଖ----------

ପ୍ରିଜାଇଡିଂ ଅଫିସରଙ୍କ ସ୍ୱାକ୍ଷର

FORM XV

[*See* Rule 51 (2)]

Declaration of Personation

I, (Name) ..... hereby declare and undertake to prove that the person described below has, by applying for a ballot paper at this Polling Station, committed the offence of personation.

Description of the person :

Name	Address	Signature or Thumb impression
(1)	(2)	(3)

Witness :

1.

Signature of candidate or agent

(Name and address)

(Before me)

2.

(Name and address) Signature of Presiding Officer

ଫାରମ XV

[ନିୟମ 51(2) ଦ୍ରଷ୍ଟବ୍ୟ]

ପ୍ରତିରୂପଣ ଘୋଷଣାନାମା

(Declaration of personation)

ମୁଁ----------ଏତଦ୍ଦ୍ୱାରା ଘୋଷଣା କରୁଛି ଏବଂ ଏହା ପ୍ରମାଣ କରିବା ପାଇଁ ଅଙ୍ଗୀକାରବଦ୍ଧ ହେଉଛି ଯେ ନିମ୍ନଲିଖିତ ବ୍ୟକ୍ତି ଏହି ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ଭୋଟ ଦେବାପାଇଁ ପ୍ରୟାସ କରି ପ୍ରତିରୂପଣ ଅପରାଧ କରିଛନ୍ତି ।

ବ୍ୟକ୍ତିବିଶେଷଙ୍କ ବିବରଣୀ

ନାମ	ଠିକଣା	ସ୍ୱାକ୍ଷର କିମ୍ବା ବୃଦ୍ଧାଙ୍ଗୁଳି ଛାପ
(1)	(2)	(3)

ସାକ୍ଷୀ—

ପ୍ରାର୍ଥୀ କିମ୍ବା ଏଜେଣ୍ଟଙ୍କ ସ୍ୱାକ୍ଷର

1. (ନାମ ଓ ଠିକଣା)

(ମୋ ସମ୍ମୁଖରେ ସ୍ୱାକ୍ଷର କଲେ)

2. (ନାମ ଓ ଠିକଣା)

ପ୍ରିଜାଇଡିଂ ଅଫିସରଙ୍କ ସ୍ୱାକ୍ଷର

FORM XVI

[*See* Rule 51 (3)]

List of Challenged Votes

Name of Polling Station .....

Signature Sheet No. .....

Number of elector on electoral roll	Name of elector	Signature of elector if literate or thumb impression of elector if illiterate	Signature and address of identifier, if any
(1)	(2)	(3)	(4)

Order of Presiding Officer (in each case)

Signature of Presiding Officer

Station .....

Date .....

ଫାରମ XVI

[ନିୟମ 51(3) ଦ୍ରଷ୍ଟବ୍ୟ]

ଆପତ୍ତିଯୁକ୍ତ ଭୋଟ ତାଲିକା

(List of Challenged Votes)

ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରର ନାମ : ବୁଥ୍ ନଂ. .....

ସ୍ୱାକ୍ଷର ଫର୍ଦ୍ଦ ସଂଖ୍ୟା :

ଭୋଟର ତାଲିକାରେ ନିର୍ବାଚକଙ୍କ କ୍ରମିକ ସଂଖ୍ୟା	ନିର୍ବାଚକଙ୍କ ନାମ	ନିର୍ବାଚକଙ୍କ ସ୍ୱାକ୍ଷର କିମ୍ବା ନିର୍ବାଚକଙ୍କ ବୃଦ୍ଧାଙ୍ଗୁଳି ଛାପ (ଯଦି ନିରକ୍ଷର)	ଚିହ୍ନଟକାରୀଙ୍କ ସ୍ୱାକ୍ଷର ଏବଂ ଠିକଣା, ଯଦି ଥାଏ
(1)	(2)	(3)	(4)

ପ୍ରିଜାଇଡିଂ ଅଫିସରଙ୍କ ଆଦେଶ (ପ୍ରତିକ୍ଷେତ୍ରରେ)

ସ୍ଥାନ .....

ତାରିଖ .....

ପ୍ରିଜାଇଡିଂ ଅଫିସରଙ୍କ ସ୍ୱାକ୍ଷର

FORM XVII

(*See* Rule 52)

Form of Authorisation to vote outside Polling Area

Certified that ..... entitled to vote at ..... for Ward No. ..... has been employed in connection with the election for Ward No. ..... and is prevented from voting at the said station and that I have therefore authorised him to vote at .....

Station ..... Signature of Election Officer

Date .....

ଫାରମ XVII

[ନିୟମ 52 ଦ୍ରଷ୍ଟବ୍ୟ]

ଅନ୍ୟ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ଭୋଟ ଦେବାପାଇଁ ପ୍ରାଧିକାର ପତ୍ର

ଶ୍ରୀ ..... ୱାର୍ଡ ନଂ. .....ଅନ୍ତର୍ଭୁକ୍ତ..... ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ଭୋଟ ଦେବାପାଇଁ ହକ୍‌ଦାର ହୋଇଥିବାରୁ ଏବଂ ସେ.....ୱାର୍ଡର ନିର୍ବାଚନ କାର୍ଯ୍ୟରେ ନିୟୋଜିତ ହୋଇ ନିଜ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ଭୋଟ ଦେବାରୁ ବଂଚିତ ହେଉଥିବାରୁ ମୁଁ ତାଙ୍କୁ କର୍ତ୍ତବ୍ୟରତ..... ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ଭୋଟ ଦେବାପାଇଁ ପ୍ରାଧିକାର ଅର୍ପଣ କରୁଅଛି ।

ସ୍ଥାନ .....

ତାରିଖ .....

ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

FORM XVII-A

REGISTER OF VOTERS

(*See* Rule 57D)

Election to the Municipality/N.A.C. ..... from Ward No. ..... and name of Polling Station .....

Sl. No.	Sl. No. of the elector in the electoral roll	Signature /Thumb impression of elector
1		
2		
3		
4		
5		
6		
7		
8		
9		
10		
11		
12		
13		
14		

Signature of the Second Polling Officer

Counter signature of the
Presiding Officer

FORM XVII-B

List of Tendered Votes

(*See* Rule 57F)

Election to the Municipal Corporation/Council/N.A.C. ..... from Ward No. ..... Name of Polling Station .....

Sl. No.	Name of elector	Sl. No. of elector in electoral roll	Sl. No. in Register of voters (Form XVIIA) of the person who has already voted in place of elector	Signature/thumb impression of the elector
1				
2				
3				
4				
5				
6				
7				

Signature of the Presiding Officer

Date .....

ଫାରମ XVII-B

[ନିୟମ 57(F) ଦ୍ରଷ୍ଟବ୍ୟ]

ଟେଣ୍ଡର ଭୋଟର ତାଲିକା

.....ପୌର ପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ପାଇଁ ନିର୍ବାଚନ ।

ୱାର୍ଡ ନଂ. .....ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରର ନାମ.....

ବୁଥ୍ ନଂ. .....

କ୍ରମିକ ସଂଖ୍ୟା	ନିର୍ବାଚକଙ୍କ ନାମ	ଭୋଟର ତାଲିକାରେ ନିର୍ବାଚକଙ୍କ କ୍ରମିକ ସଂଖ୍ୟା	ନିର୍ବାଚକଙ୍କ ସ୍ଥାନରେ ଭୋଟ ଦେଇଥିବା ବ୍ୟକ୍ତିଙ୍କର ଭୋଟ ରେଜିଷ୍ଟର (ଫାରମ ସଂଖ୍ୟା XVII-A)ରେ ଦରଜ ହୋଇଥିବା କ୍ରମିକ ସଂଖ୍ୟା	ନିର୍ବାଚକଙ୍କ ସ୍ୱାକ୍ଷର/ ବୃଦ୍ଧାଙ୍ଗୁଳି ଛାପ
(1)	(2)	(3)	(4)	(5)
1				
2				
3				
4				
5				
6				
7				

ପ୍ରିଜାଇଡିଂ ଅଫିସରଙ୍କ ସ୍ୱାକ୍ଷର

ତାରିଖ :

FORM XVII-C

PART- I

ACCOUNT OF VOTES RECORDED

(*See* Rule 58B)

Election to the Municipality/N.A.C .....

from Ward No. ..... and name of Polling Station .....

Identification No. of Voting Control Unit .....

Machine used at the Polling Station Balloting Unit.

1. Total No. of elector assigned to the Polling Station	
2. Total No. of voters as entered in the Register for Voters (Form XVIIA).	
3. Total No. of voter recorded as per voting machine	
4. Whether the total No. of votes as shown against item 3 tallies with the total No. of votes as shown against item 2 or any discrepancy noticed.	
5. No. of voters to whom tendered ballot papers were issued under Rule 57F.	
6. No. of tendered ballot papers (a) Received for use ..... (b) Issued to electors ..... (c) Not used and returned	Sl. No. From To
7. Account of paper seals Sl. Nos. From To (1) Serial Numbers of paper seals supplied From To (2) Total numbers supplied (3) Number of paper seals used (4) Number of unused paper seals returned to Election Officer (Deduct item 1 from item 2). (5) Serial number of damaged paper seal, if any.	Signature of Polling agent 1. 2. 3. 4. 5. 6.

Date .....

Place .....

Signature of Presiding Officer

Polling Station No. .....

PART-II

RESULT OF COUNTING

(*See* Rule 58B)

Sl. No.	Name of the Candidate	No. of votes recorded		
		No. of votes as per EVM	No. of votes as per EDC	Total No. of votes [Col.(3)+(4)]
1	2	3	4	5
1 2 3 4 5 6				
	Grand Total			

Whether the total Nos. of votes shown above in column 3 of Part II tallies with the total No. of votes shown against item 3 of Part I or any discrepancy noticed between the two totals.

Place :

Date :

Signature of Counting Supervisor

1.

2.

3.

4.

Place :

Date :

Signature of Election Officer

ଫାରମ XVII-C

ଭାଗ-I

ମତଦାନର ହିସାବ

[ନିୟମ-58B ଦ୍ରଷ୍ଟବ୍ୟ]

.....ପୌର ପାଳିକା/ ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ୱାର୍ଡ ନଂ. .....

ବୁଥ୍ ନଂ. .....ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରର ନାମ .....।

ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ବ୍ୟବହୃତ ଭୋଟିଂ ମେସିନର ଚିହ୍ନଟ ସଂଖ୍ୟା :-

(କ) ବ୍ୟାଲଟିଂ ୟୁନିଟ୍ .....

(ଖ) କଣ୍ଟ୍ରୋଲ ୟୁନିଟ୍ .....

1. ବୁଥ୍‌ର ନିର୍ବାଚକଙ୍କ ସଂଖ୍ୟା
2. ଭୋଟ ରେଜିଷ୍ଟର (ଫାରମ XVII-A) ରେ
   ଦରଜ କରାଯାଇଥିବା ନିର୍ବାଚକଙ୍କ ସଂଖ୍ୟା
3. ଭୋଟିଂ ମେସିନରେ ଲିପିବଦ୍ଧ ହୋଇଥିବା
   ମୋଟ ଭୋଟ ସଂଖ୍ୟା ।
4. କ୍ରମିକ ସଂଖ୍ୟା 3ରେ ଦର୍ଶାଯାଇଥିବା
   ମୋଟ ଭୋଟ ସଂଖ୍ୟା କ୍ରମିକ ସଂଖ୍ୟା 2ରେ
   ଦରଜ ହୋଇଥିବା ମୋଟ ଭୋଟ ସଂଖ୍ୟା
   ସହ ମେଳ ଖାଉଛି କିମ୍ବା କିଛି ଭିନ୍ନତା
   ଦର୍ଶାଉଛି ।
5. ନିୟମ 57-F ଅନୁଯାୟୀ କେତେଜଣ ଭୋଟରଙ୍କୁ
   ଟେଣ୍ଡର ଭୋଟ କାଗଜ ନିର୍ଗମନ କରାଯାଇଅଛି ।
6. ଟେଣ୍ଡର ଭୋଟ କାଗଜ ସଂଖ୍ୟା :

ଟେଣ୍ଡର ଭୋଟ କାଗଜ ସଂଖ୍ୟା

କ୍ରମିକ ସଂଖ୍ୟା

.....ଠାରୁ.....ପର୍ଯ୍ୟନ୍ତ

(a) ବ୍ୟବହାର ନିମନ୍ତେ ପ୍ରାପ୍ତ ସଂଖ୍ୟା .....

(b) ନିର୍ବାଚକମାନଂକୁ ନିର୍ଗମିତ ସଂଖ୍ୟା .....

(c) ବ୍ୟବହୃତ ନ ହୋଇ ଫେରସ୍ତ କରାଯାଇଥିବା ସଂଖ୍ୟା .....

7. ଗ୍ରୀନ୍ ପେପର ସିଲର ହିସାବ

ପୋଲିଂ ଏଜେଣ୍ଟମାନଂକ ସ୍ୱାକ୍ଷର

1.

2.

3.

4.

5.

(a) ଯୋଗାଇ ଦିଆଯାଇଥିବା ପେପର ସିଲର କ୍ରମିକ ସଂଖ୍ୟା ..... ଠାରୁ ..... ପର୍ଯ୍ୟନ୍ତ :

(b) ଯୋଗାଇ ଦିଆଯାଇଥିବା ପେପର ସିଲ୍ ର ମୋଟ ସଂଖ୍ୟା :

(c) ବ୍ୟବହୃତ ପେପର ସିଲ୍ ସଂଖ୍ୟା :

(d) ନିର୍ବାଚନ ଅଧିକାରୀଂକୁ ଫେରସ୍ତ କରାଯାଇଥିବା ଅବ୍ୟବହୃତ ପେପର ସିଲ୍ର ସଂଖ୍ୟା (କ୍ରମିକ ସଂଖ୍ୟା b ରୁ କ୍ରମିକ ସଂଖ୍ୟା c ବିୟୋଗ କରନ୍ତୁ) :

(e) କ୍ଷତିଗ୍ରସ୍ତ ପେପର ସିଲ୍ର କ୍ରମିକ ସଂଖ୍ୟା, ଯଦି ଥାଏ :

ତାରିଖ :

ପ୍ରିଜାଇଡିଂ ଅଫିସରଂକ ସ୍ୱାକ୍ଷର

ସ୍ଥାନ :

ବୁଥ୍ ନଂ.....

ଫାରମ XVII-C

ଭାଗ-II

ଭୋଟ ଗଣନାର ଫଳ

(ନିୟମ-54-B ଦ୍ରଷ୍ଟବ୍ୟ)

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀଂକ ନାମ	ରେକର୍ଡ ହୋଇଥିବା ଭୋଟ ସଂଖ୍ୟା		
		ଇ. ଭି. ଏମ ଅନୁଯାୟୀ ଭୋଟ ସଂଖ୍ୟା	ଇ.ଡି.ସି ଅନୁଯାୟୀ ଭୋଟ ସଂଖ୍ୟା	ସମୁଦାୟ ଭୋଟ ସଂଖ୍ୟା ସ୍ତମ୍ଭ (3)+(4)
(1)	(2)	(3)	(4)	(5)
1. 2. 3. 4. 5.				
ମୋଟ				

ଉପରୋକ୍ତ ଭାଗ-II ର (3) ସ୍ତମ୍ଭ ଅନୁଯାୟୀ ମୋଟ ଭୋଟ ସଂଖ୍ୟା ଭାଗ-I ର କ୍ରମିକ ସଂଖ୍ୟା (3) ରେ ଦର୍ଶାଯାଇଥିବା ମୋଟ ଭୋଟ ସଂଖ୍ୟା ସହ ମେଳ ଖାଉଛି କିମ୍ବା କିଛି ଭିନ୍ନତା ପରିକ୍ଷିତ ହେଉଛି ।

ସ୍ଥାନ : ଗଣନା ପର୍ଯ୍ୟବେକ୍ଷକଙ୍କ ସ୍ୱାକ୍ଷର

ତାରିଖ :

ପ୍ରାର୍ଥୀ କିମ୍ବା ଗଣନା

ଏଜେଣ୍ଟଙ୍କ ସ୍ୱାକ୍ଷର

1.

2.

3.

ସ୍ଥାନ : ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

ତାରିଖ :

"FORM XVII D
PART I
ACCOUNT OF VOTES RECORDED FOR CHAIRPERSON
(See rule 57H)

Election to the Municipality / N.A.C……
Ward No……and name of the Polling Station ……
Identification No. of Voting Control Unit……
Machine used at the Polling Station Balloting unit.

1. Total No. of elector assigned to the Polling Station.	
2. Total No. of Voters as entered in the Register for voters(Form No.XVIIA).	
3. Total No. of Voters recorded as per Voting Machine.	
4. Whether the total No. of votes as shown against item 3 tallies with the total No. of votes as shown against item 2 or any discrepancy noticed.	
5. No. of voters to whom tendered ballot papers were issued under Rule 57F	
6. No. of tendered ballot papers (a) Received for use…… (b)Issued to electors…….. (c)Not used and returned……	Sl.No. From To
7 Account of paper seals Sl Nos. From To (1)Serial numbers of paper seals supplied From To (2)Total numbers supplied (3) Number of paper seals used (4)Number of unused paper seals returned to Election Officer(Deduct Item 1 from Item 2). (5) Serial number of damged paper seal , if any.	Signature of Polling Agent. 1. 2. 3. 4. 5. 6.

Date…… Signature of Presiding Officer

Place…… Polling Station No.

PART II

RESULT OF COUNTING

(*See* rule 58B)

Sl. No.	Name of the Candidate	No. of votes recorded		
		No. of votes as per EVM	No. of votes as per EDC	Total No. of votes [Col.(3)+(4)]
1	2	3	4	5
1 2 3 4 5 6				
	Grand Total			

Whether the total Nos. of votes shown above in column 3 of part-II tallies with the total No. of votes shown against item 3 of Part I or any discrepancy noticed between the two totals.

Place **Signature of Counting Supervisor**

Date

1.

2.

3.

4.

Place

Date

Signature of Election Officer"

"ଫର୍ମXVII ଘ

ଭାଗ-I

ଅଧକ୍ଷ (ଚେୟାରମ୍ୟାନ) ପଦ ପାଇଁ ପଡ଼ିଥିବା ଭୋଟର ହିସାବ

(ନିୟମ-57ଜ ଦ୍ରଷ୍ଟବ୍ୟ)

..... ପୌରପାଳିକା / ବିଜ୍ଞାପିତ **ଅଞ୍ଚଳ** ପରିଷଦର
ୱାର୍ଡ ନମ୍ବର ..... ଏବଂ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରର ନାମ.....
ଭୋଟ ନିୟନ୍ତ୍ରକ ଏକକଙ୍କର ପରିଚୟ ସଂଖ୍ୟା
ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ବ୍ୟବହୃତ ଯନ୍ତ୍ର

1.ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ଥିବା ସମୁଦାୟ ଭୋଟଦାତାଙ୍କ ସଂଖ୍ୟା	
2.ମତଦାତା ରେଜିଷ୍ଟର୍ (ଫର୍ମ ନଂ. **XVII**କ)ରେ ପ୍ରବିଷ୍ଟ ସମୁଦାୟ ଭୋଟଦାତାଙ୍କ ସଂଖ୍ୟା	
3.ଭୋଟ ଗ୍ରହଣ ଯନ୍ତ୍ରରେ ପଡ଼ିଥିବା ସମୁଦାୟ ଭୋଟ ସଂଖ୍ୟା	
4.3 ନମ୍ବର ସ୍ତମ୍ଭରେ ଦର୍ଶାଯାଇଥିବା ଭୋଟ ସଂଖ୍ୟା 2 ନମ୍ବର ସ୍ତମ୍ଭରେ ଦର୍ଶାଯାଇଥିବା ସଂଖ୍ୟା ସହିତ ମେଳ ଖାଉଛି କିମ୍ବା କିଛି ପ୍ରଭେଦ ଅଛି	
5.ନିୟମ 57ଚ ଅନୁସାରେ ପ୍ରଦତ୍ତ ମତପତ୍ର ପ୍ରଦାନ କରାଯାଇଥିବା ଭୋଟଙ୍କ ସଂଖ୍ୟା	
6.ପ୍ରଦତ୍ତ ମତପତ୍ରର ସଂଖ୍ୟା (କ) ବ୍ୟବହାର ପାଇଁ ଗ୍ରହଣ କରାଯାଇଥିବା (ଖ) ମତଦାତାମାନଙ୍କୁ ପ୍ରଦାନ କରାଯାଇଥିବା ଅନୁସାରେ (ଗ) ବ୍ୟବହାର ହୋଇ ନଥିବା ଓ ଫେରସ୍ତ ହୋଇଥିବା	କ୍ରମିକ ସଂଖ୍ୟା ..... ଠାରୁ ..... ପର୍ଯ୍ୟନ୍ତ
7.କାଗଜ ଜଉମୁଦର ହିସାବ କ୍ରମିକ ସଂଖ୍ୟା ..... ଠାରୁ ..... ପର୍ଯ୍ୟନ୍ତ (1)ଯୋଗାଇ ଦିଆଯାଇଥିବା କାଗଜ ଜଉମୁଦର କ୍ରମିକ ସଂଖ୍ୟା ..... ଠାରୁ ..... ପର୍ଯ୍ୟନ୍ତ (2)ପ୍ରଦତ୍ତ ସମୁଦାୟ ସଂଖ୍ୟା (3)ବ୍ୟବହୃତ ହୋଇଥିବା କାଗଜ ଜଉମୁଦ ସଂଖ୍ୟା (4)ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କୁ ଫେରସ୍ତ କରାଯାଇଥିବା	ପୋଲିଂ **ଏଜେଣ୍ଟ** ମାନଙ୍କ ଦସ୍ତଖତ 1. 2. 3. 4. 5. 6.

ଅବ୍ୟବହୃତ (‘2’ରୁ ‘1’କୁ ବିୟୋଗ କରନ୍ତୁ) (5)ଯଦି କୌଣସି କାଗଜ ଜଉମୁଦ ନଷ୍ଟ ହୋଇଯାଇଥାଏ ତା’ର କ୍ରମିକ ସଂଖ୍ୟା	

ତାରିଖ .....

ସ୍ଥାନ .....

ପ୍ରିଜାଇଡ଼ିଂ ଅଧିକାରୀଙ୍କ ସାକ୍ଷର

ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରର ନମ୍ବର

ଭାଗ-II

ଗଣନାର ଫଳାଫଳ

(ନିୟମ 58ଖ ଦ୍ରଷ୍ଟବ୍ୟ)

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀଙ୍କ ନାମ	ପଡ଼ିଥିବା ଭୋଟର ସଂଖ୍ୟା		
		ଇଭିଏମ୍ ଅନୁଯାୟୀ ଭୋଟ ସଂଖ୍ୟା	ଇଡ଼ିସି ଅନୁଯାୟୀ ଭୋଟ ସଂଖ୍ୟା	ସମୁଦାୟ ଭୋଟ ସଂଖ୍ୟା (ସ୍ତମ୍ଭ (3) + (4)
1	2	3	4	5
1 2 3 4 5 6				
	ସମୁଦାୟ			

ଉପରେ ଦର୍ଶାଯାଇଥିବା ଭାଗ IIର ସ୍ତମ୍ଭ 3ର ସମୁଦାୟ ଭୋଟ ସଂଖ୍ୟା ଭାଗ-I 3 ନମ୍ବରରେ ଥିବା ଭୋଟ ସଂଖ୍ୟା ସହ ମେଳ ଖାଉଛି ନା ଦୁଇ ସମୁଦାୟ ଭିତରେ କିଛି ତାରତମ୍ୟ ରହୁଛି ।

ସ୍ଥାନ ଗଣନା ପର୍ଯ୍ୟବେକ୍ଷକଙ୍କ ସାକ୍ଷର

ତାରିଖ

1.

2.

3.

4.

ସ୍ଥାନ ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସାକ୍ଷର"

ତାରିଖ

FORM XVIII

(*See* Rule 57)

Statement of ballot paper sent by Presiding Officer of ..... Polling Station of ..... Municipality after the polling on ..... 2000 for the Ward No. .....

Number received	Number in boxes	Number in packets under Rule 52(2)(ii)	Number of tendered ballot papers u/r 50	Number unused	Number spoiled	REMARKS
1	2	3	4	5	6	7

Signature of Presiding Officer

"FORM XVIIIA

(*See* rule 57)

Statement of ballot paper sent by Presiding Officer of ……Polling Station of ……..Municipality after the polling on…….. ……..20… for Chairperson……

Number received	Number in boxes	Number in packets under rule 52(2)(ii)	Number of tendered ballot papers u/r 50	Number unused	Number spolied	Remarks
1	2	3	4	5	6	7

Signature of Presiding Officer"

"ଫର୍ମ XVIIIକ

(ନିୟମ 57 ଦ୍ରଷ୍ଟବ୍ୟ)

ଅଧ୍ୟକ୍ଷ (ଚେୟାରମ୍ୟାନ୍) ପାଇଁ ..... ପୌରପାଳିକାର ..... ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ .....20..... ତାରିଖ ଦିନ ଭୋଟ ଗ୍ରହଣ ପରେ ପ୍ରିଜାଇଡ଼ିଂ ଅଧିକାରୀଙ୍କ ଦ୍ୱାରା ପ୍ରେରିତ ମତପତ୍ରର ବିବରଣୀ

ଗ୍ରହଣ କରାଯାଇଥିବା ସଂଖ୍ୟା	ବାକ୍ସରେ ଥିବା ସଂଖ୍ୟା	ନିୟମ 52(2)(ii) ଅନୁସାରେ ଲଫାପାରେ ଥିବା ସଂଖ୍ୟା	ନିୟମ 50 ଅନୁଯାୟୀ ପ୍ରଦତ୍ତ ମତପତ୍ରର ସଂଖ୍ୟା	ଅବ୍ୟବହୃତ ହୋଇଥିବା ସଂଖ୍ୟା	ନଷ୍ଟ ହୋଇଥିବା ସଂଖ୍ୟା	ମନ୍ତବ୍ୟ
1	2	3	4	5	6	7

ପ୍ରିଜାଇଡ଼ିଂ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର"

FORM XIX

[*See* Rule 58(3) (c)]

Return showing the result of polling for seat for Ward No. ..... Municipality ..... Polling Station ..... Date of Polling .....

Sl. No.	Name of the candidate	Total No. of valid votes polled in all booths (Votes rendered as per EVM + EDC vote, if any)
1	2	3

Rejected votes, if any (In case of EDC).

Signature of the Election Officer

ଫାରମ XIX

[ନିୟମ-58 (3) (c) ଦ୍ରଷ୍ଟବ୍ୟ]

ୱାର୍ଡ ପାଇଁ ଅନୁଷ୍ଠିତ ମତଦାନର ଫଳାଫଳ ବିବରଣୀ

.....ପୌର ପାଳିକା/ ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ଅନ୍ତର୍ଗତ ୱାର୍ଡ ନଂ .....ପାଇଁ ଅନୁଷ୍ଠିତ

ଭୋଟ ଗ୍ରହଣର ଫଳାଫଳ ବିବରଣୀ ।

ମତଦାନର ତାରିଖ.....

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀଙ୍କ ନାମ	ସମସ୍ତ ବୁଥରେ ପୋଲିଂ ହୋଇଥିବା ମୋଟ ବିଧିମାନ୍ୟ ଭୋଟ ସଂଖ୍ୟା (ଇ.ଭି.ଏମ.ରେ ରେକର୍ଡ ହୋଇଥିବା ଭୋଟ ସଂଖ୍ୟା + ଇ.ଡି.ସି. ଭୋଟ ଯଦି ଥାଏ)
1		
2		
3		
4		
5		
6		

ନାକଚ ହୋଇଥିବା ମୋଟ ଭୋଟ ସଂଖ୍ୟା ଯଦି ଥାଏ :

(ଇ.ଡି.ସି ଭୋଟ ଗଣନା ବେଳେ ଭୋଟ ନାକଚ ହୋଇପାରେ)

ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

"FORM XIXA

[*See* rule 58(3)(c)]

Return showing the result of polling for the office of Chairperson ……Municipality.

Municipality……..

Polling Station……..

Date of Polling……..

Sl No.	**Name of Candidates**	**No of vote polled**	**No of valid Votes**	**No of in-valid Votes**
1	2	3	4	5

Signature of the Election Officer"

"ଫର୍ମ XIX କ

(ନିୟମ 58(3) ଗ ଦ୍ରଷ୍ଟବ୍ୟ)

..... ପୌରପାଳିକାର ଅଧ୍ୟକ୍ଷ (ଚେୟାରମ୍ୟାନ୍) ପଦ ପାଇଁ ନିର୍ବାଚନ ଫଳାଫଳ ଦର୍ଶାଉଥିବା ବିବରଣୀ।

ପୌରପାଳିକା .....

ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ର .....

ଭୋଟ ଗ୍ରହଣ ତାରିଖ .....

କ୍ରମିକ ସଂଖ୍ୟା	ପ୍ରାର୍ଥୀଙ୍କ ନାମ	କେତେ ଭୋଟ ପଡ଼ିଥିଲା	କାଏମ ଭୋଟର ସଂଖ୍ୟା	ନାକଚ ଭୋଟର ସଂଖ୍ୟା
1	2	3	4	5

ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସାକ୍ଷର"

FORM XX

(*See* Rule 60)

Declaration of Result

I do hereby declare that Shri/Shrimati ..... has been duly elected for Ward No. ..... of ..... N.A.C./Municipality/Municipal Corporation.

Signature of Election Officer

ଫାରମ XX

(ନିୟମ-60 ଦ୍ରଷ୍ଟବ୍ୟ)

ଫଳାଫଳ ଘୋଷଣା

ମୁଁ ଏତଦ୍ୱାରା ଘୋଷଣା କରୁଅଛି ଯେ .....ପୌର ପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ଅନ୍ତର୍ଭୁକ୍ତ ୱାର୍ଡ ନଂ.....ନିମନ୍ତେ ଶ୍ରୀ/ଶ୍ରୀମତୀ/କୁମାରୀ.....କାଉନସିଲର ଭାବେ ବିଧିବଦ୍ଧ ନିର୍ବାଚିତ ହୋଇଛନ୍ତି ।

ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର ଓ ମୋହର

"FORM XXA

(*See* rule-60)

Declaration of Result

I Sri…….. do hereby declare that Sri/Smt…..…… has been duly elected as Chairperson of …… Municipality.

Signature of the Election Officer".

"ଫର୍ମXX କ
(ନିୟମ 60 ଦ୍ରଷ୍ଟବ୍ୟ)

ମୁଁ ଶ୍ରୀ ..... ଏତଦ୍ଦ୍ୱାରା ଘୋଷଣା କରୁଛି କି ଶ୍ରୀ / ଶ୍ରୀମତୀ ..... ବିଧିବଦ୍ଧ ଭାବେ ପୌରପାଳିକାର ଅଧ୍ୟକ୍ଷ (ଚେୟାରମ୍ୟାନ୍) ଭାବେ ନିର୍ବାଚିତ ହୋଇଛନ୍ତି ।

ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସାକ୍ଷର"

FORM XXI

[See sub-rule (1) of rule 2A]

Draft notification showing division of Wards and Reservation of Seats in the **Municipalities**

NOTIFICATION

In exercise of the powers conferred by sub-sections(3) and (3A) of section 12 of the Odisha Municipal Act, 1950 (Odisha Act 23 of 1950) read with sub-ruie(1) of rule 2A' of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994, the District Magistrate * on his own motion (in case of new Municipality)/ after consulting the council of…… * Municipal Council/Notified Area Council hereby gives notice that the……* Municipal Council/Notified Area Council in the district of…… shall be divided into……Wards as specified in Column(2) of the Statement-I below with the description and boundaries of-the said Wards against each in Columns(3) and (4) respectively thereof for the purpose of ensuing election of Councillors the same and the Wards as specified in Column(2) of the Statement-!I below in which the seats reserved under section 11 of the said Act, shall be set assigned against each in Column (3) thereof.

Any objection or suggestion which may be receivedfrom any person interested in respect of the said draft notification on or before the date of expiry of the period of ten days from the date of publication of this notification will be considered. Objections or suggestions received after the said period shall not be taken into consideration.

STATEMENT I

Serial No.	Ward No.	Description of the Wards	Four side boundaries of the Wards
1	2	3	4

STATEMENT II

Serial No.	Wards determined for reservation	Assignment for S.C, S.T., S.C. Women S.T. Women, Backward Classes of Citizens Including their women and other Women
1	2	3

*Scores Out the inappropriate alternative

District Magistrate……

FORM XXII

[See sub-rule (5) of rule 2A]

Provisional notification showing division of Wards and Reservation of Seats in the **Municipalities**

NOTIFICATION

Whereas, the draft notification bearing No ..... dated the…… was published in Form XXI of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 inviting objections and suggestions from ail persons interested, in respect of the said draft notification showing the division of the area of the……Municipal Council/Notified Area Council into wards and reservation of seats thereof on or before the date of expiry of the period of ten days;

*And whereas, objections and suggestions received within the period so specified have been duly considered; *

* And whereas, no objection or suggestion has been received within the period so specified;

Now, therefore, in exercise of the powers conferred by sub -section (3) of section 12 of the Odisha Municipal Act, 1950 (Odisha Act 23 of 1950), the District Magistrate do hereby divide the area of the said * Municipal Councii/Notified Area Council into*…… Wards as specified in Column (2) of the Statement -l below with the description and boundaries of the said Wards against each in columns (3) and (4) respectively thereof for the purpose of ensuing election of Councillors to the same and determine the Wards as specified in Column (2) of the Statement -II below in which the seats reserved under section 11 of the said Act shall be set assigned against each in Column (3) thereof.

Any person aggrieved by the orders passed by the District Magistrate under sub-rule (4) of rule 2-A may file an appeal before the State Government under the second proviso to, sub-section (3) of section 12.

STATEMENT I

Serial No.	Ward No.	Description of the Wards	Four side boundaries of the Wards
1	2	3	4

STATEMENT II

Serial No.	Wards determined for reservation	Assignment for S.C, S.T., S.C. Women S.T. Women, Backward Classes of Citizens Including their women and other Women
1	2	3

*Scores Out the inappropriate alternative

District Magistrate……

FORM XXII-A

[See sub-rule (7) of rule 2A]

Final notification showing division of Wards and Reservation of Seats in the **Municipalities**

NOTIFICATION

Whereas the provisional notification in Form **XXII** of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 showing the division of the……..* Municipal Council /Notified Area Council into Wards and Reservation of Seats as required under sub-section (3) of section 12 of the Odisha Municipal Act, 1950 was published in the notification bearing

No._____ ____ dated the _____ 201 for the purpose of giving opportunity to the persons to file appeal, if aggrieved against the decision of division of wards and reservation of seats in the said council;

*And whereas, appeal filed before the Appellate Authority within fifteen days

from the date of publication of the said provisional notification has been heard by him and passed orders on the said provisional notification which was communicated by the State Government in their Letter No :..... dated..... ;

*And whereas, no appeal has been filed before the appellate authority against issue of order in the said provisional notification in Form XXII within the stipulated period as intimated by the State Government in their letter No, dated

_____;

Now, therefore, in exercise of the powers conferred by sub -section (3) of section 12 of the said Act, the District Magistrate……..do hereby divide the area of the* Municipal Council/Notified Area Council into……Wards as specified 'in column (2) of the Statement-I below with the description and boundaries of the said Wards against each in columns (3) and (4), respectively, thereof for the purpose of ensuing election of councillors to the same and determine the Wards as' specified in column .(2) of the Statement -II below in which the seats reserved under section 11 of the said Act shall be set assigned against each in column (3) thereof.

STATEMENT I

Serial No.	Ward No.	Description of the Wards	Four side boundaries of the Wards
1	2	3	4

STATEMENT II

Serial No.	Wards determined for reservation	Assignment for S.C, S.T., S.C. Women S.T. Women, Backward Classes of Citizens Including their women and other Women
1	2	3

*Scores Out the inappropriate alternative

District Magistrate……

APPENDIX

[*See* Rule 25(8) (i) and (ii)]

1. Aeroplane
2. Axe
3. Boat
4. Bi-cycle
5. Bow and Arrow
6. Boy and Girl
7. Cart
8. Coconut tree bearing fruits
9. Drum
10. Electric Bulb
11. Hurricane Lamp
12. Inkpot and Pen
13. Jug
14. Ladder
15. Lock and Key
16. Pot
17. Railway Engine
18. Radio
19. Ship
20. Sewing Machine
21. Table Lamp
22. Top
23. Umbrella
24. Violin
25. Wool

N. B. As per Commission's Order No. 2284, dt. 2-6-2008 "Axe", "Bow & Arrow" symbol shall not be alloted to any contesting candidate.

MODEL
CODE OF CONDUCT

MODEL CODE OF CONDUCT

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MODEL CODE OF CONDUCT FOR OBSERVANCE BY POLITICAL PARTIES, CANDIDATES AND BY ALL CONCERNED DURING ELECTIONS TO MUNICIPAL BODIES IN ODISHA

CHAPTER-I

General Conduct

(1) No political party or candidate shall use any words either spoken or written, or commit any act or otherwise, which shall, on grounds of religion, sex, place of birth, residence, language, caste or community, create any disharmony or feelings of enemity or hatred or ill-will between different groups or communities.

(2) No political party or candidate shall use, or encourage use, overtly or covertly, of criminal force or violence which is likely to cause fear or alarm or feeling of insecurity amongst any group of voters or disturb public peace or tranquility.

(3) No place of worship, or building/offices/accommodation belonging to Government or educational institutions shall be used for election meeting/propaganda/ workers' meet, etc.

(4) No obstruction or intimidation shall be caused to a prospective candidate which shall prevent him in filing his nomination.

(5) All political parties and candidates shall co-operate with officers on election duty.

(6) All parties and candidates shall avoid scrupulously all activities which are corrupt practices and offences under the election law.

(7) The word ''Municipality'' used includes Notified Area Council and Municipal Corporation.

CHAPTER-II

Meeting & Procession : Canvassing & Propaganda

(1) No political party or candidate shall give any gratification to any voter or group of voters which may prevent the voter(s) from exercising their electoral right freely.

(2) No election meeting shall be disturbed in any way by any rival political party or its candidate(s) or sympathisers.

(3) Permission from competent authority shall be taken in advance to hold public meetings in public places and for taking out processions on public roads. Prohibitory orders in force in public places shall be respected. Permission to use public places for holding election meetings and to take out procession on public roads shall be given by the appropriate authority on first come first serve basis. Local Police and Magistracy shall be kept informed of public meetings/processions and their directions/instructions/restrictions shall be obeyed.

(4) Character assassination of candidates/leaders which creates ill-feelings and tension, shall be avoided.

(5) Burning of effigies of leaders of political parties is prohibited. Criticism of rival candidates on aspects of private life or of political parties on the basis of unverified allegations shall be avoided. No demonstration or picketing in any form before the residence of any individual or before Government offices shall be allowed.

(6) Permission from competent authority shall be obtained for use of loud speakers and in any case, such loud speakers must not be used between 8 P.M. of the evening to 7 A.M. next morning. Use of loud speakers shall be completely stopped 48 hours before closure of the poll.

(7) Display of posters/pamphlets/hoardings/banners or writings on the walls of Government buildings/Educational/Religious institutions/Shrines/Public roads are prohibited. Such display and writings can however be made on private buildings or lands or space with the written permission of the owners concerned.

If any political party or candidate indulges in defacement of public property the Election Officer shall issue notice to the offender for removing the defacement forthwith. If the political party/candidate does not respond promptly, the district authorities may take action to remove the defacement and the expenses incurred in the process shall be recovered from the political party/candidate. Further, the amount also shall be added to the election expenditure of the candidate concerned and action shall also be initiated to prosecute the offender.

(8) All printed materials connected with electioneering shall bear the name of the printer and publisher, so that responsibility can be fixed in case of publication of any documents containing illegal, offending and objectionable materials.

(9) No party or candidate shall convene, hold or attend any public meeting in any polling area during the period of forty-eight hours preceding the time fixed for the commencement of the poll.

CHAPTER-III

Polling Area & Polling Day

(1) All political parties and candidates shall co-operate with the officers on poll duty.

(2) No party or candidate shall, on the date on which a pool is taken, commit any of the following acts within the polling stations or in any public or private place within a radius of one hundred meters of the polling station, namely :—

(a) canvassing for votes;

(b) soliciting the vote of any elector;

(c) persuading any elector not to vote for any particular candidate;

(d) persuading any elector not to vote at the election;

(e) exhibiting any notice or sign (other than official notice) relating to election;

(3) No obstruction, annoyance or intimidation shall be caused to the voters which will prevent them from exercising their free choice.

(4) No liquor or intoxicant shall be served by any political party or candidate to their workers/supporters on the Polling Day and during the twenty four hours preceding it.

(5) All political parties and candidates shall supply to their authorised workers suitable badges or identity card.

(6) Identity slips supplied by the political parties and candidates to voters shall be on plain white paper and shall not contain any symbol, name of the candidate or name of the party.

(7) The camps set up by a candidate beyond 100 meters of the polling station shall not display any poster, flag, symbol or any other propaganda material. No eatables shall be served or crowds be allowed at or around the camps.

(8) All political parties and candidates shall co-operate with the authorities in complying with the restrictions to be imposed on the plying of vehicles on the Polling Day and obtain permits for them which should be displayed prominently on those vehicles. Conveyance of voters to and from a polling station by or on behalf of a party or candidate is prohibited.

(9) Except the voters and authorised persons, no one else shall enter into any polling booth without permission from the competent authority. Speaker, Deputy Speaker, Ministers, Ministers of State & Dy. Ministers, Chief Whip, Dy. Chief Whip, Leader of the Opposition, Members of Parliament (M.Ps.) & Members of Legislative Assembly (M.L.As.), Presidents & Vice-Presidents of Zilla Parishads/Mayor/Deputy Mayor/Chairpersons/ Vice-Chairpersons of Urban Local Bodies shall not enter any polling station or place of counting except in their capacity as a candidate or voter or authorised agent.

(10) Any political party or candidate which/who faces any difficulty shall be free to approach the State Election Commission, the Election Observers (if any) in charge of the area or the Election Officer concerned for redressal of their grievances within the parameters of the existing law.

CHAPTER-IV

Party/Parties in power and persons holding public offices

The Party/Parties in power whether in the Centre or in the State shall ensure that no cause is given for any complaint that it/they has/have used its/their official position for the purpose of its/their election campaign, and in particular :—

(1) Speaker, Deputy Speaker, Ministers, Ministers of State & Deputy Ministers, Government Cheif Whip, Deputy Chief Whip and Leader of the Opposition, M.Ps. and M.L.As., President and Vice-President of Zilla Parishad, Chairperson/Mayor and Vice-Chairperson/Deputy Mayor & persons holding public offices who are provided with official perquisites and transport, shall not combine their official visit with electioneering work and shall not also make use of the official machinery or personnel or transport or Circuit House, Dak Bunglows including the Guest Houses of the Public Sector Enterprises either owned by the State Government or Central Government for election campaigning directly or indirectly. Also the Political functionaries appointed as Heads of different Public Sector Enterprises of State Government and of the Co-operatives will not make use of the official machinery or personnel or transport or Circuit House, Dak Bunglows including the Guest Houses of the Public Sector Enterprises either owned by the State Government or Central Government or owned by the Co-operative Society or any statutory body where Government have share for election campaigning directly or indirectly.

(2) Whenever the dignitaries specified in Para.(1) above decide to address election meeting(s) in any area for political work connected with electioneering the journey to such places shall not be performed in Government transport or vehicles hired for official use or the vehicles of Public Sector Enterprises including Co-operative Enterprises or any statutory bodies. The role of officials will be limited to maintenance of law and order and affording normal security to them.

(3) Except for normal development works and programmes which have already commenced, relief and restoration works as a sequel to natural calamities and emergent nature of works, expenditure for which have been voted by the State Legislature, will continue; no new schemes/programmes/works/projects of any kind shall be started or announced nor any financial concession be promised by Government or any official agency which would have the effect of influencing, directly or indirectly, the voters in favour of the candidate(s) of the party in power.

No policy decision be taken or announced by the Government which will help the party/parties in power thereby to influence the voters.

Any project, either sanctioned in the budget of any department of Government or in the Urban Local Body for which work orders have already been issued prior to poll notification but work not started shall not be taken during the period of enforcement of Code of Conduct.

In case of doubt all concerned are advised to seek a clarification from the Commission.

(4) No "Bhumi Puja", laying of foundation stones or inaugural ceremonies in respect of works/projects/programmes, funded partly or wholly by Government shall be undertaken by Ministers or any public dignitary in any Municipality. Such functions and ceremonies, even if organised outside the limits of the Municipality are prohibited if such works/projects/ programmes are intended for the benefit of the urban areas and to influence the urban voters. No assurance influencing voters nor any proposal for sanction of project out of MP/ MLA LAD fund shall be given during the operation of Modal Code of Conduct.

(5) Government accommodation, viz. Rest Houses, Inspection Bunglows, Circuit Houses or Guest Houses of Government Undertakings (Central or State) and the like, in Urban areas, shall not be provided to any Minister of the Central and State Government, Members of Parliament or Members of Legislative Assemblies or Leaders of all Political Parties or their candidates after announcement of Municipal election till its completion.

However, accommodation can be given to Political functionaries who are provided security of the State in "Z" scale or above or equivalent by various State Government under provisions of their laws, on equitable basis. This shall be subject to condition that such accommodation is not already allotted or occupied by election related officials or observers. Such Political functionaries shall not carryout any political activity while staying in the Government Guest Houses/Rest Houses or Guest Houses of Public Sector Undertakings as mentioned above.

(6) Even if there is no restriction on providing Government accommodation viz. Rest Houses, Inspection Bungalows, Circuit Houses or Guest Houses of Central or State Government Undertakings, Zilla Parishad Guest Houses, etc. situated in rural areas to different political functionaries of the State during the period when the Code of Conduct is in force, such functionaries shall not carryout any Municipal Electioneering work while staying in the aforesaid Government accommodation.

(7) No advertisement or publication at the cost of Central or State Government/ Public Undertakings/Corporations/Co-operatives etc. highlighting achievements, which will have the effect of influencing the voters in elections shall be issued/published.

(8) Electronic and Print Media shall not be used by any Political Party to malign the images of the other Political Parties or candidates to avoid ill feelings.

(9) Persons holding offices in various Panchayati Raj Institutions, Urban Local Bodies, Corporations of State Government and Central Government, Co-operative Societies shall not issue any advertisement requesting to vote for any candidate either in print or electronic media using their official designation. However, they can issue such advertisement on their personal capacity without using office logo or designation.

(10) The directions and restrictions contained in this Chapter shall also apply, *mutatis mutandis,* to Central and State Ministers so far as these relate to them, to non-official Chairpersons and non-official Directors of Government Companies and Corporations whether State or Central, Chairpersons and Vice-Chairpersons/Presidents and Vice-Presidents of Panchayati Raj Institutions and Municipalities, Mayors/Deputy Mayors of Corporations and Presidents of Co-operative Societies including Apex Bodies and other Bodies and Authorities in which public funds are invested or to whom public funds are granted, notwithstanding the quantum of such funds.

CHAPTER V

Public Servants

(i) A public servant shall remain absolutely impartial during the election and he/she shall not indulge in any campaigning activities for or against any contesting candidate or political party.

(ii) No public servant shall subscribe in aid of, or assist in any way, any candidate;

(iii) The Goverment servant shall not himself speak at or take active and prominent part in organizing or conducting the meeting. Further, frequent or regular presence by a Government servant in meeting of any candidate is bound to create impression that he is assisting a candidate.

(iv) No public servant should accompany a Minister/such other political functionaries for electioneering except on duties from security point of view.

(v) Police Officials engaged in law and order duties shall not be construed as participating in the meeting of any candidate.

(vi) While dealing with different political parties in day to day official transaction each public servant shall maintain absolute neutrality. While registering cases on complaint filed by different political group or contesting candidates or their supporters police will take promt steps in most impartial manner.

(vii) Violation of Code of Conduct by any public servant will make himself/herself liable for disciplinary proceeding under rule 15 of the Odisha Civil Services (Classification, Control and Appeal) Rules, 1962. There will be concurrent action under relevant provisions of Criminal Laws.

The Model Code of Conduct shall become operational from the date of issue of election notification by the State Election Commission, Odisha and shall remain in force till completion of counting for election to the MUNICIPAL BODIES.

CHAPTER-V

Corrupt Practices

The following are the extracts from the Odisha Municipal Act, 1950 and Odisha Municipal Corporation Act, 2003 on Corrupt Practices during election and penalties thereof.

THE ODISHA MUNICIPAL ACT, 1950

Section 28—A person shall be deemed to have committed a corrupt practice who directly or indirectly by himself or by any other person :—

(a) induces, or attempts to induce by fraud, intentional misrepresentation, coercion or threat or injury, any voter to give or to refrain from giving a vote in favour of any candidate;

(b) with a view to inducing any voter to give or to refrain from giving a vote in favour of any candidate or in consideration of any voter having voted or refrained from voting for any candidate, offers or gives any money or valuable consideration or any place or employment or holds out any promise of individual advantage or profit to any person including a promise or spiritual salvation;

(c) Induces or attempts to induce candidates or voter to believe that he or any person in whom he is interested will become or will be rendered an object or divine displeasure or of spiritual censure with a view to influencing him in any way in connection with the election;

(d) employs instigates or threatens any form of social boycott of any voter or candidate or of any one in whom such voter or candidate is interested;

(e) gives or procures the giving of a vote in the name of a voter who is not the person giving such vote;

(f) makes or promises to make any payment to any person whomsoever on account of the conveyance of any elector to or from any place for the purpose of recording his vote or hires, employs, borrows or uses for the purpose of election any boat, vehicle or animal usually kept for letting on hire or for convenience of the passengers by hire except for carrying himself or his agents and messengers. Provided that nothing contained in this clause shall prevent a conveyance being hired by a voter or several voters at their joint cost for the purpose of conveying him or them to or from the poll;

(g) offers any money or valuable consideration to any person to induce him to withdraw from being a candidate at an election or being a candidate accepts any money or valuable consideration so offered;

(h) abets within the meaning of the Indian Penal Code XLV of 1860 the doing of any of the acts specified in clauses (a), (b), (c), (d), (e), (f) and (g).

Explanation—(i) ''A promise of individual advantage or profit to a person'' includes a promise for the benefit of the person himself or of any one in whom he is interested, but does not include a promise to further purpose or to vote for or against any particular Municipal measure or work;

(ii) No agent, clerk, messenger or other person, who may in accordance with prescribed rules, be employed for remuneration by candidate at an election shall, by reason of such employment alone, be deemed to come within the provisions of the section;

(iii) A corrupt practice shall be deemed to have been committed by a candidate, if it has been committed with his knowledge or consent or by a person who is acting under the general or special authority of such candidate with reference to the election;

(iv) Every person, who is guilty of a corrupt practice at, or in connection with an election held under the provisions of this Act, shall be punishable with imprisonment which may extend to six months or with fine or with both.

Section 87 : The following shall be deemed to be corrupt practices for the purpose of this Act,—

(a) bribery and under influence as defined in sub-sections (1) and (2) respectively, of Section 123 of the Representation of the People Act, 1951;

(b) the systematic appeal by a candidate or his agent or by any other persons to vote or refrain from voting on grounds of caste, race, community, religion, or the use of or appeal to religious symbols, or use of appeal to National Symbols such as National Flag, or the National Emblem, for the furtherance of the prospects of that candidate's election;

(c) the publication by a candidate or his agent or by any other person of any statement of fact which is false and which he either believes to be false or does not believe to be true in relation to the personal character or conduct of any candidate, or in relation to the candidature or withdrawal from contest of any candidate being a statement reasonably calculated to prejudice the prospects of that candidate's election;

(d) the hiring or procuring whether on payment or otherwise, of any vehicle or vessel by a candidate or his agent or by any other person with the consent of a candidate or his election agent or the use of any such vehicle or vessel for the conveyance of any elector (other than the candidate himself, the members of his family or his agent) to or from any polling station provided in accordance with the rules made under this Act :

Provided that the hiring of a vehicle or a vessel by an elector or by several electors at their joint cost for the purpose of conveying him or them to or from any such polling station shall not be deemed to be a corrupt practice under this clause, if the vehicle or the vessel so hired is a vehicle :

Provided further that the use of any public transport vehicle or vessel or railway carriage by an elector at his own cost for the purpose of going to or coming from any such polling station shall not be deemed to be a corrupt practice under this clause.

Explanation—In this clause, the expression 'vehicle' means any vehicle used or capable of being used for the purpose of road transport, whether propelled by mechanical power or otherwise and whether used for drawing other vehicles or otherwise;

(e) the holding of any meeting in which intoxicating liquors are served;

(f) the issuing of any circular, play card or poster having a reference to election which does not bear the name and address of the printer and publisher thereof; and any other practice which the Government may, by rules, specify to be a corrupt practice.

CHAPTER VII

Election Offences

The following are the extract of the Odisha Municipal Act, 1950, Odisha Municipal Corporation Act, 2003 and Indian Penal Code, 1860 on Election offences and penalties thereof—

THE ODISHA MUNICIPAL ACT, 1950

Section 29—Every person convicted of an offence punishable under this Chapter or under Chapter IX-A of the Indian Penal Code XLV of 1860 shall be disqualified from voting or from being elected in any election to which this Act applies or from holding the office of the Councilor of a Municipality for a period of four years from the date of his conviction or for such shorter period as the Court may, by order, determine.

Section 30—(1) Every person who by claiming a qualification which he knows that he does not possess to vote at a Municipal election or by using false document or by a false declaration or by any other deceitful means procures or attempts to procure the improper entry of the name whether of himself or of any other person in the electoral roll or the improper omission of any name therefrom shall be punishable with imprisonment which may extend to three months or with fine or with both.

(2) Every Municipal Officer or Servant or Polling Officer, or any other Officer, whether designated as Election Officer or otherwise engaged in or associated with the work of preparation of electoral rolls pursuant to Section 13 of this Act who willfully makes or procures or attempts to make or procure any improper entry in the electoral roll or any improper omission therefrom shall be punishable with imprisonment which may extend to six months or with fine or with both.

Section 31—Every person, who in the course of electoral operations falsifies or attempts to falsify the record of an election by removing, destroying, altering or fabricating nomination papers or voting papers or by any other act or by an omission , shall be punishable with imprisonment which may extend to one year or with fine or with both.

Section 32 —(1) Every person, who applies for a ballot paper at an election, having already voted, once at the same election and in any electoral ward on knowing that his name is not included in the electoral roll shall be punishable with imprisonment which may extend to six months or with fine or with both.

(2) Every person who applies for a ballot paper in the name of any other person, living or dead, or of fictitious person shall be punishable with punishment provided in sub-section (1).

Section 33—Every Presiding Officer, Polling Officer, Clerk or other person, in attendance at the polling station who, except for some purpose authorized by law, communicates to any person information, showing directly for which candidates any voter has voted, and every person who by improper means procure any such information, shall be punishable with imprisonment of either description for a term which may extend to six months or with fine or with both.

THE ODISHA MUNICIPAL CORPORATION ACT, 2003

Section 102—(1) No person at an election shall—

(a) deface or destroy fraudulently nomination paper; or

(b) deface, destroy or remove fraudulently any list, notice or other documents affixed by or under the authority of a Returning Officer; or

(c) deface or destroy fraudulently any ballot paper or the official mark on any ballot paper; or

(d) without due authority, supply any ballot paper to any person or receive any ballot paper from any person or be in possession of any ballot paper; or

(e) fraudulently put into any ballot box anything other than the ballot paper which he is authorized by law to put in; or

(f) without due authority destroy, take open or otherwise interfere with any ballot paper other than in use for the purposes of the election; or

(g) fraudulently or without due authority, as the case may be, attempt to do any of the foregoing acts or willfully aid or abet the doing of any such acts.

(2) Any person who contravenes the provisions of sub-section (1) shall—

(a) if he is a Returning Officer or an Assistant Returning Officer or a Presiding Officer at a polling station or any other officer or clerk employed on official duty in connection with the election, be punished with imprisonment of either description of a term which may extend to two years, or with fine, or with both; or

(b) if he is any other person, be punished with imprisonment of either description for a term which may extend to six months, or with fine, or with both.

xxx xxx xxx xxx

Section 104—Every person convicted of an offence punishable under Sections 94, 95, 96, 97, 98, 99, 100, 101 or 102 or under Chapter IX-A of the Indian Penal Code, 1860 shall be disqualified from voting or from being elected in any election to which this Act applies or from holding the office of Corporator for a period of five years from the date of his conviction.

EXTRACTS FROM THE INDIAN PENAL CODE, 1860

153-A—Promoting enmity between different groups on grounds of religion, race, place of birth, residence, language, etc., and doing acts prejudicial to maintenance of harmony :

(1) Whoever—

(a) by words, either spoken or written, or by signs or, by visible representations or otherwise promotes or attempts to promote, on grounds of religion, race, place of birth, residence, language, caste or community or any other grounds whatsoever, disharmony or feelings of enmity, hatred or ill-will between different religious, racial language or regional groups or castes or communities, or

(b) commits any act which is prejudicial to the maintenance of harmony between different religious, racial language or regional groups or castes or communities, and which disturbs or is likely to disturb the public tranquility. [or]

(c) organizes any exercise, movement, drill or other similar activity intending that the participants in such activity shall use or be trained to use criminal force or violence or knowing it to be likely that the participants in such activity will use or be trained to use criminal force or violence, participates in such activity intending to use or be trained to use criminal force or violence or knowing it to be likely that the participants in such activity will use or be trained to the use criminal force or violence, against any religious, racial language or regional group or caste or community and such activity for any reason whatsoever causes or is likely to cause fear or alarm or a feeling of insecurity amongst members of such religious, racial language or regional group or caste or community, shall be punished with imprisonment which may extend to three years, or with fine or with both.

(2) Offence committed in place of worship, etc.—Whoever commits an offence specified in sub-section (1) in any place of worship or in any assembly engaged in the performance of religious worship or religious ceremonies, shall be punished with imprisonment which may extend to five years and shall also be liable to fine.

153-B—Imputations, assertions prejudical to National Integration—

(1) Whoever, by words either spoken or written or by signs or by visible representations or otherwise—

(a) makes or publishes any imputation that any class of persons can not, by reason of their being members of any religious, racial language or regional group of caste or community bear true faith and allegiance to the Constitution of India as by law established or uphold the sovereignty and integrity of India, or

(b) asserts, counsels, advises, propagates or publishes that any class of persons shall, by reason of their being members of any religious, racial language or regional group or caste or community, be denied or deprived of their rights as citizens of India, or

(c) makes or publishes any assertion, counsel, plea or appeal concerning the obligation of any class of persons by reasons of their being members of any religious, racial language or regional group or caste or community, and such assertion, counsel, plea

or appeal causes or is likely to cause disharmony or feelings of enmity or hatred or ill-will between such members and other persons, shall be punished with imprisonment which may extend to three years, or with fine or with both.

(2) Whoever commits an offence specified in sub-section (1), in any place of worship or in any assembly engaged in the performance of religious worship or religious ceremonies, shall be punished with imprisonment which may extend to five years and shall also be liable to fine.

CHAPTER IX-A

Offences Relating to Elections

171-A— "Candidate", "Electoral right" defined—For the purposes of this Chapter;

[a] "Candidate" means a person who has been nominated as a candidate at any election.

[b] "electoral right" means the right of a person to stand, or not to stand as, or to withdraw from being a candidate or to vote or refrain from voting at an election.

171-B—Bribery-(1) Whoever—

(i) gives a gratification to any person for the object of inducing him or any other person to exercise any electoral right or of rewarding any person for having exercise any such right; or

(ii) accepts either for himself or for any other person any gratification as a reward for exercising any such right or for inducing or attempting to induce any other person to exercise any such right, commits the offence of bribery :

Provided that a declaration of public policy or a promise of public action shall not be an offence under this section.

(2) A person who offers, or agrees to give, or offers or attempts to procure, a gratification shall be deemed to give a gratification.

(3) A person, who obtains or agrees to accept or attempts to obtain a gratification, shall be deemed to accept, a gratification, and a person who accepts a gratification as a motive for doing what he does not intend to do, or as a reward for doing what he has not done, shall be deemed to have accepted the gratification as a reward.

171-C—Undue influence at elections—(1) Whoever voluntarily interferes or attempts to interfere with the free exercise of any electoral right commits the offence of undue influence at an election.

(2) Without prejudice to the generality of the provisions of sub-section (1), whoever—

(a) threatens any candidate or voter, or any person in whom a candidate or voter is interested with injury of any kind, or

(b) induces or attempts to induce a candidate or voter to believe that he or any person in whom he is interested will become or will be rendered an object of divine displeasure or of spiritual pleasure, shall be deemed to interfere with the free exercise of the electoral right of such candidate or voter, within the meaning of sub-section(1)

(3) A declaration of public policy or a promise of publication or the mere exercise of a legal right without intent of interfere with an electoral right, shall not be deemed to be interference within the meaning of this section.

171-D—Personation at elections—Whoever at an election applies for a voting paper or votes in the name of any other person, whether living or dead or in a fictitious name, or who having voted once at such election applies at the same election for a voting paper in his own name and whoever abets, procures or attempts to procure the voting by any person in any such way, commits the offence of personation at an election.

171-E—Punishment for bribery—Whoever commits the offence of bribery shall be punished with imprisonment of either description for a term which may extend to one year, or with fine, or with both:

Provided that bribery by treating shall be punished with fine only.

Explanation—"Treating" means that form of bribery where the gratification consists in food, drink, entertainment, or provision.

171-F—Punishment for under influence or personation at an election—Whoever commits the offence of undue influence or personation at an election shall be punished with imprisonment of either description for a term which may extend to one year, or with fine, or both.

171-G—False statement in connection with an election—Whoever with intent of affect the result of an election makes or publish any statement purporting to be a statement of fact which is false and which he either knows or believes to be false or does not believe to be true, in relation to the personal character or conduct of any candidate shall be punished with fine.

171-H—Illegal payment in connection with an election—Whoever without the general or special authority in writing of a candidate incurs or authorities expenses on account of the holding of any public meeting or upon any advertisement, circular or publication, or in any other way whatsoever for the purpose of promoting or procuring the election of such candidates shall be punished with fine which may extend to five hundred rupees.

171-I—Failure to keep election accounts—Whoever being required by any law for the time being in force or any rule having the force of law to keep accounts of expenses incurred at or in connection with an election fails to keep such accounts shall be punished with fine which may extend to five hundred rupees.

ଆଦର୍ଶ ଆଚରଣ ବିଧି

ସୂଚୀପତ୍ର

ପରିଚ୍ଛେଦ	ବିଷୟ		ପୃଷ୍ଠା
୧ ।	ସାଧାରଣ ଆଚରଣ ବିଧି	..	୨୯୫
୨ ।	ସଭାସମିତି, ଶୋଭାଯାତ୍ରା, ଭୋଟ ପ୍ରାର୍ଥନା ଓ ପ୍ରଚାର	..	୨୯୫
୩ ।	ଭୋଟ ଗ୍ରହଣ ଅଞ୍ଚଳ ଓ ଭୋଟ ଗ୍ରହଣ ଦିବସ	..	୨୯୭
୪ ।	କ୍ଷମତାସୀନ ଦଳ ଏବଂ ଉଚ୍ଚ ପଦ ପଦବୀରେ ଥିବା ବ୍ୟକ୍ତି ବିଶେଷ	..	୨୯୮
୫ ।	ସରକାରୀ କର୍ମଚାରୀ	..	୨୯୯
୬ ।	ଦୁର୍ନୀତିମୂଳକ ପନ୍ଥା—	..	୩୦୦
	(i) ଓଡ଼ିଶା ପୌରପାଳିକା ଅଧିନିୟମ, 1950		
	(ii) ଓଡ଼ିଶା ପୌର ନିଗମ ଅଧିନିୟମ, 2003		
୭ ।	ନିର୍ବାଚନ ସଂକ୍ରାନ୍ତୀୟ ଅପରାଧ—	..	୩୦୨
	(i) ଓଡ଼ିଶା ପୌରପାଳିକା ଅଧିନିୟମ, 1950		
	(ii) ଓଡ଼ିଶା ପୌର ନିଗମ ଅଧିନିୟମ, 2003		
	(iii) ଭାରତୀୟ ପିଙ୍ଗଳ କୋର୍ଡର ଉଦ୍ଧୃତାଂଶ		

ଓଡ଼ିଶାରେ ପୌର ନିର୍ବାଚନ ସମୟରେ
ରାଜନୈତିକ ଦଳ, ପ୍ରାର୍ଥୀ ଓ ନିର୍ବାଚନ ସହ ଜଡିତ ସଭିଙ୍କ ନିମନ୍ତେ
ଆଦର୍ଶ ଆଚରଣ ବିଧି

ପରିଚ୍ଛେଦ-୧

ସାଧାରଣ ଆଚରଣ ବିଧି

୧ । କୌଣସି ରାଜନୈତିକ ଦଳ କିମ୍ବା ପ୍ରାର୍ଥୀ ମୌଖିକ ବା ଲିଖିତ ଭାବେ ଏପରି କୌଣସି ଭାଷା ବ୍ୟବହାର କରିବେ ନାହିଁ କିମ୍ବା ଏଭଳି କୌଣସି କାର୍ଯ୍ୟ କରିବେ ନାହିଁ, ଯାହା କି ବିଭିନ୍ନ ଗୋଷ୍ଠୀ ଓ ସଂପ୍ରଦାୟ ମଧ୍ୟରେ ଧର୍ମ, ଲିଙ୍ଗ, ଜନ୍ମସ୍ଥାନ, ଭାଷା, ଜାତି କିମ୍ବା ଗୋଷ୍ଠୀ ଭିତ୍ତିରେ ଅସୂୟାଭାବ, ଶତ୍ରୁତା ବା ଘୃଣାଭାବ ସୃଷ୍ଟି କରିବ ।

୨ । କୌଣସି ରାଜନୈତିକ ଦଳ କିମ୍ବା ପ୍ରାର୍ଥୀ ପ୍ରକାଶ୍ୟ ବା ଗୁପ୍ତ ଭାବରେ ଏଭଳି କୌଣସି ହିଂସାତ୍ମକ କାର୍ଯ୍ୟକଳାପର ଆଶ୍ରୟ ନେବେ ନାହିଁ ବା ସେ ସବୁକୁ ଉସାହିତ କରିବେ ନାହିଁ ଯଦ୍ୱାରା ସାଧାରଣ ଶାନ୍ତି ଶୃଙ୍ଖଳା ଭଙ୍ଗ ହେବା ସହିତ ଭୋଟରମାନଙ୍କ ମନରେ ଭୟ ବା ନିରାପତ୍ତା ବିପନ୍ନ ଆଶଙ୍କା ସୃଷ୍ଟି କରିବ ।

୩ । କୌଣସି ଧାର୍ମିକ ସ୍ଥାନ, ସରକାରୀ ଭବନ ବା କାର୍ଯ୍ୟାଳୟ ବା ଶିକ୍ଷାନୁଷ୍ଠାନ ପରିସରରେ ନିର୍ବାଚନ ପ୍ରଚାର/ସଭା/କର୍ମୀ ସମ୍ମିଳନୀ ଇତ୍ୟାଦି କରାଯାଇ ପାରିବ ନାହିଁ ।

୪ । ଜଣେ ଆଶାୟୀ ପ୍ରାର୍ଥୀଙ୍କୁ ଏପରି କୌଣସି ପ୍ରକାରର ବାଧା କିମ୍ବା ଭୟ ପ୍ରଦାନ କରାଯାଇ ପାରିବ ନାହିଁ ଯାହା କି ତାଙ୍କୁ ପ୍ରାର୍ଥୀପତ୍ର ଦାଖଲ କରିବାରେ ଅନ୍ତରାୟ ସୃଷ୍ଟି କରିବ ।

୫ । ସମସ୍ତ ରାଜନୈତିକ ଦଳ ଓ ପ୍ରାର୍ଥୀ, ନିର୍ବାଚନ ଦାୟିତ୍ୱରେ ଥିବା କର୍ମଚାରୀଙ୍କୁ ସହଯୋଗ କରିବେ ।

୬ । ନିର୍ବାଚନ ଆଇନ ଅନୁଯାୟୀ "ଦୁର୍ନୀତି" ଏବଂ "ଅପରାଧ" ବିବେଚିତ ସମସ୍ତ କାର୍ଯ୍ୟରୁ ସମସ୍ତ ରାଜନୈତିକ ଦଳ ଏବଂ ପ୍ରାର୍ଥୀ ନିବୃତ୍ତ ରହିବେ ।

୭ । "ପୌରପାଳିକା" କହିଲେ ଅଧସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ଓ ପୌର ନିଗମକୁ ମଧ୍ୟ ବୁଝାଯିବ ।

ପରିଚ୍ଛେଦ ୨

ସଭାସମିତି, ଶୋଭାଯାତ୍ରା, ଭୋଟ ପ୍ରାର୍ଥନା ଓ ପ୍ରଚାର

୧ । କୌଣସି ରାଜନୈତିକ ଦଳ ବା ପ୍ରାର୍ଥୀ କୌଣସି ଭୋଟର ବା ଭୋଟର ଗୋଷ୍ଠୀଙ୍କୁ କୌଣସି ପ୍ରକାର ପ୍ରଲୋଭନ ଦେଇ ପାରିବେ ନାହିଁ, ଯାହା କି ଭୋଟରମାନଙ୍କୁ ସେମାନଙ୍କର ଭୋଟଦେବା ଅଧିକାରକୁ ମୁକ୍ତ ଭାବରେ ସାବ୍ୟସ୍ତ କରିବାରେ ବାଧା ସୃଷ୍ଟି କରିବ ।

୨ । କୌଣସି ରାଜନୈତିକ ଦଳ ବା ପ୍ରାର୍ଥୀଙ୍କ ନିର୍ବାଚନ ସଭା ଚାଲିଥିବା ବେଳେ ବିରୋଧୀ ରାଜନୈତିକ ଦଳ ବା ସେମାନଙ୍କ ସମର୍ଥକ କୌଣସି ପ୍ରକାର ବିଶୃଙ୍ଖଳା ବା ବାଧା ସୃଷ୍ଟି କରିବେ ନାହିଁ ।

୩ । ସର୍ବସାଧାରଣ ସ୍ଥାନରେ ନିର୍ବାଚନ ସଭା କରିବା ଓ ସର୍ବସାଧାରଣ ରାସ୍ତାରେ ଶୋଭାଯାତ୍ରା ନେବା ନିମନ୍ତେ ଉପଯୁକ୍ତ କର୍ତ୍ତୃପକ୍ଷଙ୍କଠାରୁ ଆଗୁଆ ଅନୁମତି ନେବା ଆବଶ୍ୟକ । ଯେଉଁ ଅଞ୍ଚଳରେ କୌଣସି ପ୍ରକାର ନିଷେଧାଜ୍ଞା ବଳବତ୍ତର ଥିବ ତାହା କଡ଼ାକଡ଼ି ଭାବେ ପାଳନ କରିବାକୁ ହେବ । ସାଧାରଣ ସ୍ଥାନମାନଙ୍କରେ ନିର୍ବାଚନ ସଭା ଓ ସର୍ବସାଧାରଣ ରାସ୍ତାରେ ଶୋଭାଯାତ୍ରା ନେବା ନିମନ୍ତେ ଅନୁମତି ଦେବା ସମୟରେ ସମ୍ପୃକ୍ତ କର୍ତ୍ତୃପକ୍ଷ 'ପ୍ରଥମ ଯିଏ ଆସିବେ ତାଙ୍କୁ ପ୍ରଥମେ ଅନୁମତି ଦିଆଯିବ' ଭିତ୍ତିରେ ଅନୁମତି ଦେବେ । କୌଣସି ସାଧାରଣ ସଭା ବା ଶୋଭାଯାତ୍ରା ଆୟୋଜନ କରିବା ବେଳେ, ସ୍ଥାନୀୟ ପୋଲିସ୍ ଓ ମାଜିଷ୍ଟ୍ରେଟଙ୍କୁ ଆଗତୁରା ଜଣାଇବା ଏବଂ ସେମାନଙ୍କର ନିର୍ଦ୍ଦେଶ, ଆଦେଶ ଓ ବାରଣ ମାନିବା ଆବଶ୍ୟକ ।

୪ । ଅନ୍ୟ ଦଳର ନେତା ତଥା ପ୍ରାର୍ଥୀମାନଙ୍କର ଚରିତ୍ର ସଂହାର ଦ୍ୱାରା ମନ୍ଦ ମନୋଭାବ ଓ ଉତ୍ତେଜନା ସୃଷ୍ଟି ହେବାର ସମ୍ଭାବନା ଥିବାରୁ ସେଥିରୁ ସମସ୍ତେ ନିବୃତ୍ତ ରହିବେ ।

୫ । ସର୍ବସାଧାରଣରେ ରାଜନୈତିକ ଦଳ ନେତାଙ୍କର କୁଶ ପୁତ୍ତଳିକା ଦାହ କରିବା, ପ୍ରତିଦ୍ୱନ୍ଦ୍ୱୀ ପ୍ରାର୍ଥୀଙ୍କର ବ୍ୟକ୍ତିଗତ ଜୀବନ ଏବଂ ଅପ୍ରମାଣିତ ଅଭିଯୋଗ ଭିତ୍ତିରେ କୌଣସି ରାଜନୈତିକ ଦଳକୁ ସମାଲୋଚନା କରିବାରୁ ସମସ୍ତେ ବିରତ ରହିବେ । କୌଣସି ନାଗରିକଙ୍କ ବାସସ୍ଥାନ କିମ୍ବା ସରକାରୀ ଅଫିସ୍ ଆଗରେ କୌଣସି ପ୍ରକାର ବିକ୍ଷୋଭ କିମ୍ବା ଧାରଣା ପ୍ରଦର୍ଶନ କରାଯାଇ ପାରିବ ନାହିଁ ।

୬ । ଡାକବାଜି ଯନ୍ତ୍ର ବ୍ୟବହାର ନିମନ୍ତେ ସଂପୃକ୍ତ କର୍ତ୍ତୃପକ୍ଷଙ୍କଠାରୁ ଆଗୁଆ ମଞ୍ଜୁରୀ ଆଣିବାକୁ ହେବ । ରାତି ୮ ଘଟିକା ପରେ ଏବଂ ସକାଳ ୭ ଘଟିକା ପୂର୍ବରୁ ଯେକୌଣସି ପରିସ୍ଥିତିରେ ମଧ୍ୟ ଡାକବାଜି ଯନ୍ତ୍ର ବ୍ୟବହାର କରାଯାଇ ପାରିବ ନାହିଁ । ଭୋଟ ଗ୍ରହଣ ସମାପ୍ତି ପାଇଁ ଧାର୍ଯ୍ୟ ସମୟର ୪୮ ଘଣ୍ଟା ପୂର୍ବରୁ ଡାକବାଜି ଯନ୍ତ୍ର ବ୍ୟବହାର ସଂପୂର୍ଣ୍ଣ ରୂପେ ନିଷିଦ୍ଧ ।

୭ । ସରକାରୀ ଅଫିସ୍ ଏବଂ ଶିକ୍ଷା ଓ ଧାର୍ମିକ ଅନୁଷ୍ଠାନ/ପୀଠମାନଙ୍କର କାନ୍ଥବାଡ ଓ ସର୍ବସାଧାରଣ ରାସ୍ତା ଆଦିରେ ତୋରଣ, ଫାଟକ, ପ୍ରଚାର ପତ୍ର, ପ୍ରଚାର ପତାକା ଲଗାଇବା କିମ୍ବା ପ୍ରଚାର ଘୋଷ ଲେଖିବା ନିଷିଦ୍ଧ । ଘରୋଇ କାନ୍ଥବାଡ କିମ୍ବା ଖାଲିସ୍ଥାନରେ ଘର/ଜମି ମାଲିକଙ୍କ ଲିଖିତ ଅନୁମତି ନେଇ ପ୍ରଚାର ପତ୍ର ଲଗା ଯାଇପାରେ ବା ଲେଖା ଯାଇପାରେ ।

ଯଦି କୌଣସି ରାଜନୈତିକ ଦଳ ବା ପ୍ରାର୍ଥୀ ସରକାରୀ ସମ୍ପତ୍ତିକୁ ବିକୃତ କରନ୍ତି ତେବେ ନିର୍ବାଚନ ଅଧିକାରୀ ଯଥାଶୀଘ୍ର ଏହାକୁ ହଟାଇବାପାଇଁ ସଂପୃକ୍ତ ପ୍ରାର୍ଥୀ ବା ଦଳକୁ ନୋଟିସ୍ କରିବେ । ଯଦି ସଂପୃକ୍ତ ଦଳ ବା ପ୍ରାର୍ଥୀ ଏହି ନିର୍ଦ୍ଦେଶକୁ ଅବମାନନା କରନ୍ତି ତେବେ ଜିଲ୍ଲା ପ୍ରଶାସନ ଏହାକୁ ହଟାଇବାପାଇଁ ଆବଶ୍ୟକୀୟ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ଗ୍ରହଣ କରିବେ ଏବଂ ଏଥିପାଇଁ ଖର୍ଚ୍ଚ ହୋଇଥିବା ରାଶିକୁ ସେମାନଙ୍କଠାରୁ ଆଦାୟ କରାଯିବ । ପୁନଶ୍ଚ ସେହି ରାଶିକୁ ସଂପୃକ୍ତ ପ୍ରାର୍ଥୀଙ୍କ ନିର୍ବାଚନ ଖର୍ଚ୍ଚରେ ମିଶାଇ ଦିଆଯିବ ଓ ଅପରାଧକାରୀଙ୍କ ବିରୁଦ୍ଧରେ ମକଦ୍ଦମା ରୁଜୁ କରାଯିବ ।

୮ । ନିର୍ବାଚନ ପ୍ରଚାରରେ ବ୍ୟବହୃତ ହେଉଥିବା ସମସ୍ତ ପ୍ରକାର ପ୍ରଚାର ପତ୍ରରେ ମୁଦ୍ରାକର ଓ ପ୍ରକାଶକଙ୍କର ନାମ ଲିପିବଦ୍ଧ ହେବା ଆବଶ୍ୟକ ଯାହାଦ୍ୱାରା ଆପତ୍ତିଜନକ/ଅସମ୍ମାନ ସୂଚକ ଏବଂ ବେଆଇନ ଲେଖା ସମ୍ବଳିତ ପ୍ରଚାରପତ୍ର ପାଇଁ ମୁଦ୍ରାକର ଓ ପ୍ରକାଶକଙ୍କୁ ପରବର୍ତ୍ତୀ ସମୟରେ ଉତ୍ତରଦାୟୀ କରାଯାଇ ପାରିବ ।

୯ । ଭୋଟ ଗ୍ରହଣ ସମାପ୍ତି ପାଇଁ ଧାର୍ଯ୍ୟ ସମୟର ୪୮ ଘଣ୍ଟା ପୂର୍ବରୁ କୌଣସି ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ର ନିକଟରେ ରାଜନୈତିକ ଦଳ ବା ପ୍ରାର୍ଥୀମାନେ ସାଧାରଣ ସଭା ଆୟୋଜନ କରିବେ ନାହିଁ କିମ୍ବା ସେଥିରେ ଯୋଗ ଦେଇପାରିବେ ନାହିଁ ।

ପରିଚ୍ଛେଦ ୩

ଭୋଟ ଗ୍ରହଣ ଅଞ୍ଚଳ ଓ ଭୋଟ ଗ୍ରହଣ ଦିବସ

୧ । ସମସ୍ତ ରାଜନୈତିକ ଦଳ ଓ ପ୍ରାର୍ଥୀ ଭୋଟ ଗ୍ରହଣ ଦାୟିତ୍ୱରେ ଥିବା କର୍ମଚାରୀମାନଙ୍କୁ ସହଯୋଗ କରିବେ ।

୨ । ଭୋଟଦାନ ଦିବସରେ ସମସ୍ତ ରାଜନୈତିକ ଦଳ ଏବଂ ପ୍ରାର୍ଥୀମାନେ ପ୍ରତ୍ୟେକ ଭୋଟ ଦାନ କେନ୍ଦ୍ରର ୧୦୦ ମିଟର ଦୂରତା ମଧ୍ୟରେ ଅବସ୍ଥିତ ସର୍ବସାଧାରଣ କିମ୍ବା ଘରୋଇ ସ୍ଥାନରେ ନିମ୍ନୋକ୍ତ କାର୍ଯ୍ୟମାନ କରିବେ ନାହିଁ :—

(କ) ଭୋଟ ପାଇଁ ପ୍ରଚାର,

(ଖ) କୌଣସି ଭୋଟରଙ୍କୁ ଭୋଟ ପାଇଁ ପ୍ରାର୍ଥନା,

(ଗ) କୌଣସି ନିର୍ଦ୍ଦିଷ୍ଟ ପ୍ରାର୍ଥୀଙ୍କୁ ଭୋଟ ନ ଦେବାକୁ ଭୋଟରଙ୍କୁ ପ୍ରବର୍ତ୍ତାଇବା,

(ଘ) ସରକାରୀ ନୋଟିସ୍ କିମ୍ବା ସଙ୍କେତ ବ୍ୟତୀତ ନିର୍ବାଚନ ସଂକ୍ରାନ୍ତୀୟ ଅନ୍ୟ କୌଣସି ନୋଟିସ୍ ବା ଚିହ୍ନ ପ୍ରଦର୍ଶନ ।

୩ । କୌଣସି ଭୋଟରଙ୍କ ମୁକ୍ତ ମତଦାନ ଅଧିକାର ସାବ୍ୟସ୍ତିରେ ଅନ୍ତରାୟ ହେବା ଭଳି ବାଧା, ଧମକ କିମ୍ବା ବିରକ୍ତି ଭାବ ପ୍ରଦର୍ଶନ କରା ଯାଇ ପାରିବ ନାହିଁ ।

୪ । କୌଣସି ରାଜନୈତିକ ଦଳ କିମ୍ବା ପ୍ରାର୍ଥୀ ସେମାନଙ୍କର କର୍ମୀ ବା ସମର୍ଥକଙ୍କୁ ଭୋଟଗ୍ରହଣ ଦିନ ଏବଂ ତାର ୨୪ ଘଣ୍ଟା ପୂର୍ବରୁ ମଦ କିମ୍ବା ଅନ୍ୟ କୌଣସି ନିଶା ଦ୍ରବ୍ୟ ସେବନ କରିବାକୁ ଦେବେନାହିଁ ।

୫ । ସମସ୍ତ ରାଜନୈତିକ ଦଳ ଓ ପ୍ରାର୍ଥୀ ସେମାନଙ୍କର କ୍ଷମତାପ୍ରାପ୍ତ କର୍ମୀମାନଙ୍କୁ ଚିହ୍ନଟ ବ୍ୟାଜ୍ ଅଥବା ପରିଚୟ ପତ୍ର ପ୍ରଦାନ କରିବେ ।

୬ । ରାଜନୈତିକ ଦଳ ଓ ପ୍ରାର୍ଥୀମାନେ ଭୋଟଦାତାମାନଙ୍କୁ କେବଳ ସାଧା ଧଳା କାଗଜରେ ପରିଚୟ ପତ୍ର ଦେଇପାରିବେ । ଉକ୍ତ ପରିଚୟ ପତ୍ରରେ ପ୍ରାର୍ଥୀ ବା ରାଜନୈତିକ ଦଳର ନାମ କିମ୍ବା ଚିହ୍ନ ରହିବ ନାହିଁ ।

୭ । ପ୍ରାର୍ଥୀମାନଙ୍କ ଦ୍ୱାରା ଭୋଟ୍ ଗ୍ରହଣ କେନ୍ଦ୍ରର ୧୦୦ ମିଟର ବାହାରେ ସ୍ଥାପିତ କେନ୍ଦ୍ରରେ କୌଣସି ପ୍ରକାର ପ୍ରାଚୀର ପତ୍ର, ପତାକା, ସଂକେତ ଅଥବା ଅନ୍ୟ କୌଣସି ପ୍ରଚାର ସାମଗ୍ରୀ ପ୍ରଦର୍ଶିତ ହୋଇପାରିବ ନାହିଁ । ଉକ୍ତ କ୍ୟାମ୍ପରେ କୌଣସି ପ୍ରକାର ଖାଦ୍ୟଦ୍ରବ୍ୟ ପରିବେଷଣ ହୋଇପାରିବ ନାହିଁ କିମ୍ବା ଲୋକ ଜମାହେବାକୁ ଦିଆଯିବ ନାହିଁ ।

୮ । ସମସ୍ତ ରାଜନୈତିକ ଦଳ ଓ ପ୍ରାର୍ଥୀ ଭୋଟ୍ ଗ୍ରହଣ ଦିନ ଯାନବାହନ ଚଳାଚଳ ପାଇଁ ଯେଉଁ କଟକଣା ଧାର୍ଯ୍ୟ କରାଯିବ, ସେସବୁକୁ ପାଳନ କରିବା ଦିଗରେ କର୍ତ୍ତୃପକ୍ଷଙ୍କ ସହିତ ସହଯୋଗ କରିବେ । ସେମାନଙ୍କର ଅଧିକୃତ ଯାନବାହନ ଚଳାଚଳ ନିମନ୍ତେ ସଂପୃକ୍ତ କର୍ତ୍ତୃପକ୍ଷଙ୍କଠାରୁ ପର୍‌ମିଟ୍ ସଂଗ୍ରହ କରି ଉକ୍ତ ଯାନବାହନରେ ପ୍ରଦର୍ଶନ କରିବେ । ରାଜନୈତିକ ଦଳ ଓ ପ୍ରାର୍ଥୀଙ୍କ ତରଫରୁ ଯାନବାହନରେ ଭୋଟରମାନଙ୍କୁ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରକୁ ନେବା ଓ ଆଣିବା ସଂପୂର୍ଣ୍ଣ ନିଷିଦ୍ଧ ।

୯ । ଭୋଟର ଏବଂ ପ୍ରାଧିକୃତ ବ୍ୟକ୍ତିଙ୍କ ବ୍ୟତୀତ ଅନ୍ୟ କୌଣସି ବ୍ୟକ୍ତି କ୍ଷମତାପ୍ରାପ୍ତ ଅଧିକାରୀଙ୍କର ବିନା ଅନୁମତିରେ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ ପ୍ରବେଶ କରି ପାରିବେ ନାହିଁ । ବାଚସ୍ପତି, ଉପବାଚସ୍ପତି, କୌଣସି ମନ୍ତ୍ରୀ, ରାଷ୍ଟ୍ରମନ୍ତ୍ରୀ, ଉପମନ୍ତ୍ରୀ, ବିଧାନସଭାର ମୁଖ୍ୟ ସଚେତକ, ଉପମୁଖ୍ୟ ସଚେତକ, ବିରୋଧୀଦଳ ନେତା, ପାର୍ଲିଆମେଣ୍ଟ ତଥା ବିଧାନ ସଭା ସଦସ୍ୟ, ଜିଲ୍ଲା ପରିଷଦ ଅଧ୍ୟକ୍ଷ ଓ ଉପାଧ୍ୟକ୍ଷ, ସଂପୃକ୍ତ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ର ନିମନ୍ତେ ନିଜେ ପ୍ରାର୍ଥୀ କିମ୍ବା ଭୋଟଦାତା ଅଥବା କ୍ଷମତା ସମ୍ପନ୍ନ ଏଜେଣ୍ଟ ନ ହୋଇଥିଲେ, ଉକ୍ତ କେନ୍ଦ୍ରକୁ ଭୋଟ ଗ୍ରହଣ ଚାଲିଥିବା ବେଳେ ଯାଇପାରିବେ ନାହିଁ ।

୧୦ । ଯଦି କୌଣସି ରାଜନୈତିକ ଦଳ ଅଥବା ପ୍ରାର୍ଥୀ ନିର୍ବାଚନ ସଂକ୍ରାନ୍ତୀୟ କୌଣସି ନିର୍ଦ୍ଦିଷ୍ଟ ସମସ୍ୟାର ସମ୍ମୁଖୀନ ହୁଅନ୍ତି, ସେସବୁର ସମାଧାନ ନିମନ୍ତେ ରାଜ୍ୟ ନିର୍ବାଚନ ଆୟୋଗ, ସଂପୃକ୍ତ ଅଞ୍ଚଳ ଦାୟିତ୍ୱରେ ଥିବା ନିର୍ବାଚନ ପର୍ଯ୍ୟବେକ୍ଷକ କିମ୍ବା ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ଦୃଷ୍ଟିକୁ ଆଣି ପାରିବେ ।

ପରିଚ୍ଛେଦ-୪

କ୍ଷମତାସୀନ ଦଳ ଏବଂ ଉଚ୍ଚ ପଦ ପଦବୀରେ ଥିବା ବ୍ୟକ୍ତି ବିଶେଷ

କେନ୍ଦ୍ରରେ କିମ୍ବା ସଂପୃକ୍ତ ରାଜ୍ୟରେ କ୍ଷମତାରେ ଥିବା ରାଜନୈତିକ ଦଳ/ଦଳମାନେ ନିର୍ବାଚନ ପ୍ରଚାର କାର୍ଯ୍ୟରେ ସରକାରୀ କ୍ଷମତାର ବ୍ୟବହାର ସଂପର୍କରେ ଯେପରି କୌଣସି ଅଭିଯୋଗ ନ ଆସେ, ସେଥିପ୍ରତି ତୀକ୍ଷ୍ଣ ଦୃଷ୍ଟି ଦେବେ, ବିଶେଷ କରି :—

(୧) ବାଚସ୍ପତି, ଉପବାଚସ୍ପତି, ମନ୍ତ୍ରୀ, ରାଷ୍ଟ୍ରମନ୍ତ୍ରୀ ଓ ଉପମନ୍ତ୍ରୀ, ସରକାରୀ ମୁଖ୍ୟ ସଚେତକ, ଉପମୁଖ୍ୟ ସଚେତକ, ବିରୋଧୀଦଳ ନେତା, ପାର୍ଲିଆମେଣ୍ଟ ତଥା ବିଧାନସଭା ସଦସ୍ୟ, ପୌର ପରିଷଦ ଅଧ୍ୟକ୍ଷ, ଉପାଧ୍ୟକ୍ଷ, ଜିଲ୍ଲା ପରିଷଦ ଅଧ୍ୟକ୍ଷ ଓ ଉପାଧ୍ୟକ୍ଷ ଏବଂ ଅନ୍ୟ ଯେଉଁମାନଙ୍କୁ ସରକାରୀ ସୁବିଧା ସୁଯୋଗ ଓ ସରକାରୀ ଗାଡ଼ି ଯୋଗାଇ ଦିଆଯାଇଛି, ସେମାନେ ସରକାରୀ ଗସ୍ତରେ ଯିବା ସମୟରେ ତାହା ସହିତ ନିର୍ବାଚନ ପ୍ରଚାର କାର୍ଯ୍ୟକୁ ସାମିଲ କରିବେ ନାହିଁ । ସେମାନେ ସରକାରୀ କଳ କିମ୍ବା ସରକାରୀ କର୍ମଚାରୀ କିମ୍ବା ସରକାରୀ ଯାନବାହନ କିମ୍ବା ସର୍କିଟ୍ ହାଉସ୍, ଡାକ ବଙ୍ଗଳା ଏପରିକି କେନ୍ଦ୍ର ଓ ରାଜ୍ୟ ସରକାର ଅଧୀନରେ ଥିବା ଶିଳ୍ପ ଉଦ୍ୟୋଗ ଓ ସମବାୟ ସଂସ୍ଥାମାନଙ୍କର ମୁଖ୍ୟ ଭାବରେ ନିଯୁକ୍ତ ରାଜନୈତିକ କର୍ମକର୍ତ୍ତାମାନେ ସରକାରୀ କଳ କିମ୍ବା ସରକାରୀ କର୍ମଚାରୀ କିମ୍ବା ସରକାରୀ ଯାନବାହନ କିମ୍ବା ସର୍କିଟ୍ ହାଉସ୍, ଡାକ ବଙ୍ଗଳା ଏପରି କି କେନ୍ଦ୍ର ଓ ରାଜ୍ୟ ସରକାର ଅଧୀନରେ ଥିବା ଶିଳ୍ପ ଉଦ୍ୟୋଗର ଅତିଥି ଭବନ ଇତ୍ୟାଦି ପ୍ରତ୍ୟକ୍ଷ କିମ୍ବା ପରୋକ୍ଷ ଭାବେ ନିର୍ବାଚନ ପ୍ରଚାର କାର୍ଯ୍ୟରେ ବ୍ୟବହାର କରି ପାରିବେ ନାହିଁ । ପୁନଶ୍ଚ ରାଜ୍ୟ ସରକାରଙ୍କ ଅଧିନରେ ଥିବା ଶିଳ୍ପ ଉଦ୍ୟୋଗ, ବୈଧାନିକ ସଂସ୍ଥା ଓ ସମବାୟ ସଂସ୍ଥାମାନଙ୍କର ମୁଖ୍ୟ ଭାବରେ ନିଯୁକ୍ତ ରାଜନୈତିକ କର୍ମକର୍ତ୍ତାମାନେ ସରକାରୀ କଳ କିମ୍ବା ସରକାରୀ କର୍ମଚାରୀ କିମ୍ବା ସରକାରୀ ଯାନବାହନ କିମ୍ବା ସର୍କିଟ୍ ହାଉସ୍, ଡାକ ବଙ୍ଗଳା ଏପରିକି କେନ୍ଦ୍ର ଓ ରାଜ୍ୟ ସରକାର ଅଧୀନରେ ଥିବା ଶିଳ୍ପ ଉଦ୍ୟୋଗର ଅତିଥି ଭବନ ଇତ୍ୟାଦି ପ୍ରତ୍ୟକ୍ଷ କିମ୍ବା ପରୋକ୍ଷ ଭାବେ ନିର୍ବାଚନ ପ୍ରଚାର କାର୍ଯ୍ୟରେ ବ୍ୟବହାର କରିପାରିବେ ନାହିଁ ।

(୨) ଉପରୋକ୍ତ ଅନୁଚ୍ଛେଦ (୧) ରେ ଉଲ୍ଲେଖିତ ପଦାଧିକାରୀମାନେ ନିର୍ବାଚନ ସଭାରେ ଭାଷଣ ଦେବା କିମ୍ବା ନିର୍ବାଚନ ସଂକ୍ରାନ୍ତୀୟ ରାଜନୈତିକ କାର୍ଯ୍ୟରେ କୌଣସି ଅଞ୍ଚଳକୁ ଗସ୍ତ କରିବା ସମୟରେ ସରକାରୀ ଗାଡି କିମ୍ବା ସରକାରୀ କାର୍ଯ୍ୟ ନିମନ୍ତେ ଭଡ଼ାରେ ଅଣାଯାଇଥିବା ଘରୋଇ ଗାଡ଼ି ବ୍ୟବହାର କରିପାରିବେ ନାହିଁ । ସେମାନଙ୍କର ଏହି ଗସ୍ତ ସମୟରେ ସରକାରୀ ଅଫିସରମାନଙ୍କର କାର୍ଯ୍ୟ କେବଳ ଆଇନଶୃଙ୍ଖଳା ରକ୍ଷା କରିବା ଓ ଉପରୋକ୍ତ ପଦାଧିକାରୀଙ୍କୁ ନିୟମାନୁଯାୟୀ ନିରାପତ୍ତା ଯୋଗାଇ ଦେବାରେ ସୀମିତ ରହିବ ।

(୩) କାର୍ଯ୍ୟକାରୀ ଅବସ୍ଥାରେ ଥିବା ସାଧାରଣ ଉନ୍ନୟନ କାର୍ଯ୍ୟ ଏବଂ ଯୋଜନାମାନ, ରିଲିଫ୍ ଓ ପ୍ରାକୃତିକ ବିପର୍ଯ୍ୟୟ ଦ୍ୱାରା କ୍ଷତିଗ୍ରସ୍ତ ଅଞ୍ଚଳର ପୁନରୁଦ୍ଧାର କାର୍ଯ୍ୟ, ମରୁଡି ପ୍ରପୀଡ଼ିତ ଅଞ୍ଚଳରେ ଶ୍ରମ ଭିତ୍ତିକ କାର୍ଯ୍ୟକ୍ରମ ଏବଂ ବିଧାନସଭା ଦ୍ୱାରା ଖର୍ଚ୍ଚ ଅନୁମୋଦିତ ହୋଇଥିବା କାର୍ଯ୍ୟଗୁଡିକ ଚାଲୁ ରହିବ । କୌଣସି ନୂତନ କାର୍ଯ୍ୟକ୍ରମ, ଯୋଜନା ଓ ପ୍ରକଳ୍ପ ଆରମ୍ଭ କରାଯାଇ ପାରିବ ନାହିଁ କିମ୍ବା ସରକାରଙ୍କ ଦ୍ୱାରା କୌଣସି ପ୍ରକାର ଆର୍ଥିକ ପ୍ରୋତ୍ସାହନ ସଂକ୍ରାନ୍ତୀୟ ପ୍ରତିଶ୍ରୁତି ବା ଘୋଷଣା, ଯାହାକି କ୍ଷମତାସୀନ ଦଳ/ଦଳ ମାନଙ୍କର ପ୍ରାର୍ଥୀଙ୍କ ବିଜୟ ସମ୍ଭାବନାକୁ ବୃଦ୍ଧି କରିବାରେ ସହାୟକ ହେଉଥିବ, କରାଯାଇ ପାରିବ ନାହିଁ ।

ସରକାରଙ୍କ ଦ୍ୱାରା ଭୋଟରଙ୍କୁ ପ୍ରଭାବିତ କଲାଭଳି କୌଣସି ନୀତିଗତ ନିଷ୍ପତ୍ତି ଗ୍ରହଣ ବା ଘୋଷଣାନାମା ଜାରୀ କରାଯିବ ନାହିଁ ।

କୌଣସି ସରକାରୀ ବିଭାଗ କିମ୍ବା ପୌର ସଂସ୍ଥା ଦ୍ୱାରା ବଜେଟରେ ଅନୁମୋଦନ ଲାଭକରି କୌଣସି କାର୍ଯ୍ୟ ଆଦେଶନାମା ନିର୍ବାଚନ ବିଜ୍ଞପ୍ତି ପୂର୍ବରୁ ଜାରି ହୋଇ ଯଦି ପ୍ରକୃତରେ କାମ ଆରମ୍ଭ ହୋଇ ନ ଥାଏ ତେବେ ଆଦର୍ଶ ଆଚରଣ ବିଧି ବଳବତ୍ତର ଥିବା ସମୟରେ ତାହା ଆରମ୍ଭ ହୋଇପାରିବ ନାହିଁ ।

ଏ କ୍ଷେତ୍ରରେ କୌଣସି ସଂଦେହ ଉପୁଜିଲେ ରାଜ୍ୟ ନିର୍ବାଚନ କମିଶନଙ୍କଠାରୁ ସ୍ପଷ୍ଟୀକରଣ ଲୋଡିବାକୁ ପରାମର୍ଶ ଦିଆଯାଉଅଛି ।

(୪) କୌଣସି ପୌର ନିର୍ବାଚନମଣ୍ଡଳୀରେ ସରକାରଙ୍କ ଦ୍ୱାରା ଅଥବା ପାର୍ଲିଆମେଣ୍ଟ ଓ ବିଧାନସଭା ସଦସ୍ୟଙ୍କ ଆଞ୍ଚଳିକ ଉନ୍ନୟନ ପାଣ୍ଠିରୁ ସମ୍ପୂର୍ଣ୍ଣ ବା ଆଂଶିକ ଆର୍ଥିକ ସହାୟତାରେ କାର୍ଯ୍ୟକାରୀ ହେଉଥିବା ଯୋଜନା, ପ୍ରକଳ୍ପ ବା କାର୍ଯ୍ୟର ଭୂମି ପୂଜା, ଭିତ୍ତିପ୍ରସ୍ତର ସ୍ଥାପନ ବା ଉଦ୍‌ଘାଟନ ଆଦି ଉତ୍ସବ, ମନ୍ତ୍ରୀ ବା କୌଣସି ପଦବୀଧାରୀଙ୍କ ଦ୍ୱାରା କରାଯାଇପାରିବ ନାହିଁ । ପୌରାଞ୍ଚଳ ଅଧିବାସୀଙ୍କ ନିମନ୍ତେ ମୁଖ୍ୟତଃ ଉଦ୍ଦିଷ୍ଟ ଯଦି କୌଣସି କାର୍ଯ୍ୟ, ପ୍ରକଳ୍ପ ବା ଯୋଜନା ସମ୍ବନ୍ଧୀୟ ଉତ୍ସବାନୁଷ୍ଠାନ ସହରାଞ୍ଚଳ ସୀମା ବାହାରେ ଆୟୋଜନ କରାଯାଉଥାଏ, ସେପରି କ୍ଷେତ୍ରରେ ମଧ୍ୟ ଏହିଭଳି ଉତ୍ସବାନୁଷ୍ଠାନ ନିଷିଦ୍ଧ ।

ପାର୍ଲିଆମେଣ୍ଟ ଓ ବିଧାନସଭା ସଦସ୍ୟଙ୍କ ଆଞ୍ଚଳିକ ଉନ୍ନୟନ ପାଣ୍ଠିରୁ ଆର୍ଥିକ ସହାୟତାରେ କାର୍ଯ୍ୟକାରୀ ହେଉଥିବା ଯୋଜନା ପାଇଁ ଆଚରଣ ବିଧି ବଳବତ୍ତର ଥିବା ସମୟରେ ଭୋଟରଙ୍କୁ ପ୍ରଭାବିତ କରିବା ପାଇଁ କୌଣସି ପ୍ରତିଶ୍ରୁତି କିମ୍ବା ପ୍ରସ୍ତାବ ଦିଆଯାଇପାରିବ ନାହିଁ ।

(୫) ସହରାଞ୍ଚଳରେ ଅବସ୍ଥିତ ଅତିଥି ଭବନ, ଡାକ ବଙ୍ଗଳା, ସର୍କିଟ୍ ହାଉସ୍, କେନ୍ଦ୍ର ଓ ରାଜ୍ୟ ସରକାରଙ୍କ ସଂସ୍ଥା ଦ୍ୱାରା ପରିଚାଳିତ ଅତିଥିଶାଳା କୌଣସି କେନ୍ଦ୍ର ବା ରାଜ୍ୟ ମନ୍ତ୍ରୀ, ପାର୍ଲାମେଣ୍ଟ ବା ବିଧାନସଭା ସଦସ୍ୟ କିମ୍ବା ରାଜନୈତିକ ଦଳର ନେତା ବା ପ୍ରାର୍ଥୀଙ୍କୁ ନିର୍ବାଚନ ଘୋଷଣା ଠାରୁ ଶେଷ ପର୍ଯ୍ୟନ୍ତ ଦିଆଯିବ ନାହିଁ ।

ତେବେ Z ବର୍ଗ ସୁରକ୍ଷା ପରିସରଭୁକ୍ତ ସମସ୍ତ ରାଜନୈତିକ କର୍ମକର୍ତ୍ତାମାନଙ୍କୁ ନିରପେକ୍ଷ ଭାବରେ ଏହି ସୁବିଧା ପ୍ରଦାନ କରାଯାଇପାରିବ । ପରନ୍ତୁ ସେହି ସୁବିଧା କୌଣସି ପର୍ଯ୍ୟବେକ୍ଷକ ବା ନିର୍ବାଚନରେ ନିଯୁକ୍ତ କର୍ମଚାରୀଙ୍କୁ ଦିଆଯାଇ ନ ଥିବ । ଏହି ରାଜନୈତିକ କର୍ମକର୍ତ୍ତାମାନେ ଏପରି ସୁବିଧାକୁ କୌଣସି ରାଜନୈତିକ କାର୍ଯ୍ୟକଳାପ ପାଇଁ ବ୍ୟବହାର କରିପାରିବେ ନାହିଁ ।

(୬) ଏପରିକି ଯଦିଓ ଗ୍ରାମାଞ୍ଚଳରେ ଅବସ୍ଥିତ ଅତିଥି ଭବନ, ଡାକ ବଙ୍ଗଳା, ସର୍କିଟ୍ ହାଉସ୍, କେନ୍ଦ୍ର ଓ ରାଜ୍ୟ ସରକାରଙ୍କ ଦ୍ୱାରା ପରିଚାଳିତ ଅତିଥି ଭବନ, ଜିଲ୍ଲା ପରିଷଦ ଅତିଥି ଭବନ ଇତ୍ୟାଦି ବିଭିନ୍ନ ରାଜନୈତିକ କର୍ମକର୍ତ୍ତାମାନଙ୍କୁ ନିର୍ବାଚନ ଆଚରଣ ବିଧି ବଳବତ୍ତର ଥିବା ସମୟରେ ଦିଆଯାଇ ପାରିବ କିନ୍ତୁ କୌଣସି କର୍ମକର୍ତ୍ତା ଏହି ସୁବିଧାକୁ ପୌର ନିର୍ବାଚନ ପ୍ରଚାର ଓ ପ୍ରସାର କାର୍ଯ୍ୟରେ ବ୍ୟବହାର କରିପାରିବେ ନାହିଁ ।

(୭) ଭୋଟରମାନଙ୍କୁ ନିର୍ବାଚନରେ ପ୍ରଭାବିତ କରିବା ଭଳି ବିଜ୍ଞାପନ ବା ପ୍ରଶସ୍ତି ପତ୍ର କେନ୍ଦ୍ର କିମ୍ବା ରାଜ୍ୟ ସରକାର ଅଥବା କୌଣସି ସରକାରୀ ଉଦ୍ୟୋଗ, ସମବାୟ ସମିତି ବା ସରକାରୀ ନିଗମ ପ୍ରକାଶ କରିପାରିବେ ନାହିଁ ।

(୮) କୌଣସି ରାଜନୈତିକ ଦଳ ଗଣମାଧ୍ୟମକୁ ଅନ୍ୟ ଦଳର ନେତା ତଥା ପ୍ରାର୍ଥୀମାନଙ୍କର ଚରିତ୍ର ସଂହାର ପାଇଁ ବ୍ୟବହାର କରିବାରୁ ନିବୃତ୍ତ ରହିବେ ।

(୯) ପଞ୍ଚାୟତିରାଜ ଅନୁଷ୍ଠାନ, ପୌରପାଳିକା, ରାଜ୍ୟ ଓ କେନ୍ଦ୍ର ସରକାରଙ୍କ ଅଧୀନରେ ଥିବା ନିଗମ ଏବଂ ସମବାୟ ସମିତିର ବିଭିନ୍ନ ପଦ ପଦବୀରେ ଥିବା ବ୍ୟକ୍ତିମାନେ ସେମାନଙ୍କର ସରକାରୀ ପଦବୀ ବ୍ୟବହାର ପୂର୍ବକ କୌଣସି ପ୍ରାର୍ଥୀଙ୍କୁ ଭୋଟ ଦେବା ପାଇଁ ଗଣମାଧ୍ୟମରେ ବିଜ୍ଞାପନ ଦେଇପାରିବେ ନାହିଁ । ତେବେ ସେମାନେ ସରକାରୀ ପଦବୀ ବ୍ୟବହାର ନ କରି ବ୍ୟକ୍ତିଗତ ଭାବେ ବିଜ୍ଞାପନ ଦେଇପାରିବେ ।

(୧୦) ଏହି ପରିଚ୍ଛେଦ ଅନ୍ତର୍ଗତ ସମସ୍ତ ନିର୍ଦ୍ଦେଶ ଓ କଟକଣା ଉଭୟ କେନ୍ଦ୍ର ଓ ରାଜ୍ୟ ସରକାରଙ୍କ ମନ୍ତ୍ରୀ, ସରକାରୀ ନିଗମ ଓ କମ୍ପାନୀଗୁଡ଼ିକର ବେସରକାରୀ ଅଧ୍ୟକ୍ଷ ଓ ନିର୍ଦ୍ଦେଶକ, ପଞ୍ଚାୟତିରାଜ ଅନୁଷ୍ଠାନ, ପୌର ପରିଷଦମାନଙ୍କର ଅଧ୍ୟକ୍ଷ ଏବଂ ଉପାଧ୍ୟକ୍ଷ, ଏବଂ ଶୀର୍ଷ ସମବାୟ ସମିତି ସମେତ ଅନ୍ୟ ସମସ୍ତ ସମବାୟ ସମିତିର ଅଧ୍ୟକ୍ଷ ଏବଂ ସରକାରୀ ଅର୍ଥ ବିନିଯୋଗ ହୋଇଥିବା କିମ୍ବା ସରକାରୀ ଅର୍ଥ ଅନୁଦାନ ପାଉଥିବା ସମସ୍ତ ସଂସ୍ଥା ଓ ତା'ର କର୍ତ୍ତୃପକ୍ଷଙ୍କ କ୍ଷେତ୍ରରେ ଲାଗୁ ହେବ ।

ପରିଚ୍ଛେଦ-୫

ସରକାରୀ କର୍ମଚାରୀ

(୧) ଜଣେ ସରକାରୀ କର୍ମଚାରୀ ନିର୍ବାଚନ ସମୟରେ ସଂପୂର୍ଣ୍ଣ ନିରପେକ୍ଷତା ଅବଲମ୍ବନ କରିବେ ଓ ସେ କୌଣସି ରାଜନୈତିକ ଦଳ ସପକ୍ଷ ବା ବିରୁଦ୍ଧରେ ନିର୍ବାଚନ ପ୍ରଚାର କରିବେ ନାହିଁ ।

(୨) କୌଣସି ସରକାରୀ କର୍ମଚାରୀ କୌଣସି ପ୍ରାର୍ଥୀଙ୍କୁ ଚାନ୍ଦା ଦେବେ ନାହିଁ କିମ୍ବା କୌଣସି ପ୍ରକାର ସାହାଯ୍ୟ କରିବେ ନାହିଁ ।

(୩) କୌଣସି ସରକାରୀ କର୍ମଚାରୀ କୌଣସି ପ୍ରାର୍ଥୀଙ୍କ ସଭାସମିତିରେ ଭାଷଣ ଦେବେ ନାହିଁ କିମ୍ବା ସକ୍ରିୟ ଭାବରେ ଭାଗ ନେବେ ନାହିଁ । ପୁନଶ୍ଚ କୌଣସି ପ୍ରାର୍ଥୀଙ୍କ ସଭାସମିତିରେ ସରକାରୀ କର୍ମଚାରୀଙ୍କର ବାରମ୍ବାର କିମ୍ବା ନିୟମିତ ଉପସ୍ଥିତି ସେହି ପ୍ରାର୍ଥୀଙ୍କୁ ସାହାଯ୍ୟ କରୁଥିବା ଧାରଣା ସୃଷ୍ଟି କରିବ, ଯାହା ତାଙ୍କର ଆଚରଣବିଧିର ପରିପନ୍ଥୀ ।

(୪) କୌଣସି ସରକାରୀ କର୍ମଚାରୀ ନିରାପତ୍ତା ସଂକ୍ରାନ୍ତୀୟ ଦାୟିତ୍ୱ ବ୍ୟତୀତ କୌଣସି ମନ୍ତ୍ରୀ ବା ରାଜନୈତିକ କର୍ମକର୍ତ୍ତାଙ୍କ ନିର୍ବାଚନ ପ୍ରଚାର ସମୟରେ ସାଙ୍ଗରେ ରହିବେ ନାହିଁ ।

(୫) ପୋଲିସ କର୍ମଚାରୀମାନେ ଶାନ୍ତିଶୃଙ୍ଖଳା ବଜାୟ ରଖିବାପାଇଁ ନିୟୋଜିତ ହୋଇଥିଲେ ପ୍ରାର୍ଥୀମାନଙ୍କ ସଭା ସମିତିରେ ଯୋଗ ଦେଉଛନ୍ତି ବୋଲି ଅର୍ଥ କରାଯିବ ନାହିଁ ।

(୬) ପ୍ରତ୍ୟେକ ସରକାରୀ କର୍ମଚାରୀ ଦୈନନ୍ଦିନ ସରକାରୀ କାର୍ଯ୍ୟ ସମ୍ପାଦନ ସମୟରେ ବିଭିନ୍ନ ରାଜନୈତିକ ଦଳପ୍ରତି ନିରପେକ୍ଷତା ଅବଲମ୍ବନ କରିବେ । ବିଭିନ୍ନ ରାଜନୈତିକଗୋଷ୍ଠୀ, ପ୍ରତିଦ୍ୱନ୍ଦ୍ୱିତା କରୁଥିବା ପ୍ରାର୍ଥୀ କିମ୍ବା ତାଙ୍କ ସମର୍ଥକଙ୍କ ତରଫରୁ ମାମଲା ଦାଏର କରାଗଲେ ପୋଲିସ ନିରପେକ୍ଷ ତଥା ତତ୍ପର ପଦକ୍ଷେପ ନେବା ଆବଶ୍ୟକ ।

(୭) କୌଣସି ସରକାରୀ କର୍ମଚାରୀ ଆଚରଣ ବିଧି ଉଲଂଘନ କଲେ ତାଙ୍କ ବିରୁଦ୍ଧରେ ଓଡ଼ିଶା ସିଭିଲ୍ ସର୍ଭିସ୍ (ଶ୍ରେଣୀକରଣ, ନିୟନ୍ତ୍ରଣ ଓ ପ୍ରାର୍ଥନା) ନିୟମାବଳୀ, ୧୯୬୨ର ନିୟମ ୧୫ ଅନୁଯାୟୀ ଶୃଙ୍ଖଳାଗତ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ଗ୍ରହଣ କରାଯିବ । ଫୌଜଦାରୀ ଆଇନରେ ମଧ୍ୟ ସମବର୍ତ୍ତୀ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ପାଇଁ ବ୍ୟବସ୍ଥା ରହିଛି ।

ଏହି ଆଦର୍ଶ ଆଚରଣ ବିଧି ପୌର ସଂସ୍ଥାଗୁଡ଼ିକପାଇଁ ରାଜ୍ୟ ନିର୍ବାଚନ ଆୟୋଗଙ୍କ ଦ୍ୱାରା ନିର୍ବାଚନ ବିଜ୍ଞପ୍ତି ପ୍ରକାଶନ ହେବା ଦିନ ଠାରୁ ଲାଗୁ ହେବ ଏବଂ ଭୋଟ ଗଣତି ସମାପ୍ତି ହେବା ପର୍ଯ୍ୟନ୍ତ ବଳବତ୍ତର ରହିବ ।

ପରିଚ୍ଛେଦ-୬

ଦୁର୍ନୀତିମୂଳକ ପନ୍ଥା

ଓଡ଼ିଶା ପୌରପାଳିକା ଅଧିନିୟମ, 1950

ଧାରା ୨୮—ଜଣେ ବ୍ୟକ୍ତି ଦୁର୍ନୀତିମୂଳକ ପନ୍ଥା ଅବଲମ୍ବନ କରିଛନ୍ତି ବୋଲି ବିବେଚନା କରାଯିବ, ଯଦି ସେ ନିଜେ ଅଥବା ଅନ୍ୟ କାହାଦ୍ୱାରା ପ୍ରତ୍ୟକ୍ଷ ବା ପରୋକ୍ଷଭାବେ—

(କ) କୌଣସି ପ୍ରାର୍ଥୀଙ୍କ ସପକ୍ଷରେ ଭୋଟ ଦେବା ପାଇଁ ଅଥବା ନଦେବାପାଇଁ କୌଣସି ଭୋଟରଙ୍କୁ ଏଥି ସକାଶେ ପ୍ରବର୍ତ୍ତାନ୍ତି, ଜାଲିଆତି କରି ପ୍ରଭାବିତ କରନ୍ତି, ଜାଣିଶୁଣି ଭ୍ରାନ୍ତ ଧାରଣା ସୃଷ୍ଟି କରାନ୍ତି, ବଳପ୍ରୟୋଗ ବା ଆଘାତ କରିବା ଆଦି ଭୟ ଦେଖାନ୍ତି ;

(ଖ) କୌଣସି ପ୍ରାର୍ଥୀଙ୍କ ସପକ୍ଷରେ ଭୋଟ ଦେବାପାଇଁ ଅଥବା ନଦେବାପାଇଁ କୌଣସି ଭୋଟରକୁ ଏହି ଉଦ୍ଦେଶ୍ୟରେ ଅର୍ଥ ଅଥବା ମୂଲ୍ୟବାନ ଧନସମ୍ପତ୍ତି ଅଥବା ଚାକିରି, ପଦବୀ, ବ୍ୟକ୍ତିଗତ ସୁଖସୁବିଧା, ଆଧ୍ୟାତ୍ମିକ ଉନ୍ନତି ଇତ୍ୟାଦିର ପ୍ରଲୋଭନ ଦେଖାନ୍ତି ;

(ଗ) ନିର୍ବାଚନ ଉଦ୍ଦେଶ୍ୟରେ ପ୍ରଭାବିତ କରିବାପାଇଁ କୌଣସି ପ୍ରାର୍ଥୀ ବା ଭୋଟର ଦୈବୀ କ୍ରୋଧର ଶିକାର ହେବେ ବା ତାଙ୍କର ଆଧ୍ୟାତ୍ମିକ ଅବନ୍ନତି ଦେଖାଦେବ, ଏହିପରି ବିଶ୍ୱାସ ସେପରି ପ୍ରାର୍ଥୀ ବା ଭୋଟରଙ୍କଠାରେ ଜାତ କରାଇବାପାଇଁ ଉଦ୍ୟମ କରନ୍ତି ବା ଉଦ୍ୟମ କରିବାକୁ ପ୍ରବର୍ତ୍ତାନ୍ତି ;

(ଘ) ନିର୍ବାଚନ ଉଦ୍ଦେଶ୍ୟରେ ପ୍ରଭାବିତ କରିବାପାଇଁ କୌଣସି ପ୍ରାର୍ଥୀ ବା ଭୋଟରଙ୍କୁ ସାମାଜିକ ବାସନ୍ଦ କରାଯିବାର ଭୟ ଦେଖାନ୍ତି ଅଥବା ସେପରି ଉଦ୍ୟମ କରନ୍ତି ;

(ଙ) କୌଣସି ବ୍ୟକ୍ତିଙ୍କୁ ଅନ୍ୟ ଜଣକ ନାମରେ ଭୋଟ ଦେବାପାଇଁ ନିୟୋଜିତ କରିବା, ପ୍ରବର୍ତ୍ତାଇବା ଅଥବା ସେଥିପାଇଁ ଉଦ୍ୟମ କରିବା ;

(ଚ) ଭୋଟରମାନଙ୍କୁ ନିର୍ବାଚନ କେନ୍ଦ୍ରକୁ ଭୋଟଦାନ ଉଦ୍ଦେଶ୍ୟରେ ନେବା ଆଣିବା ପାଇଁ ଗାଡି, ଘୋଡା, ଜନ୍ତୁ ଇତ୍ୟାଦି ଯାନବାହନମାନଙ୍କୁ ଭଡାରେ ଆଣି ସେପରି ଭଡା ପରିଶୋଧ କରନ୍ତି ଅଥବା ଭଡା ପରିଶୋଧ କରିବା ପାଇଁ ପ୍ରତିଶ୍ରୁତି ଦିଅନ୍ତି । ଭଡାରେ ଲାଗୁଥିବା ଗାଡି, ଘୋଡା ଇତ୍ୟାଦିର ମାଲିକ ଅଥବା ତାଙ୍କର କର୍ମଚାରୀମାନେ ଭୋଟଦେବା ପାଇଁ ସେପରି ଗାଡ଼ି, ଘୋଡ଼ା ଆଦିରେ ଯିବାଆସିବା ଏଥି ମଧ୍ୟରେ ଅନ୍ତର୍ଭୁକ୍ତ ନୁହେଁ ।

ଉଲ୍ଲେଖ ଥାଉକି, କୌଣସି ଭୋଟର ବା ଭୋଟରମାନେ ଭୋଟ କେନ୍ଦ୍ରକୁ ନିଜର ଯିବାଆସିବାପାଇଁ କୌଣସି ଯାନବାହାନ ଆଦିକୁ ଭଡ଼ାରେ ବ୍ୟବହାର କଲେ ସେଥିପ୍ରତି କଥିତ ପ୍ରକରଣର ବ୍ୟବସ୍ଥା ଲାଗୁ ହେବ ନାହିଁ ;

(ଛ) କୌଣସି ପ୍ରାର୍ଥୀଙ୍କ ପ୍ରାର୍ଥୀତ୍ୱ ପ୍ରତ୍ୟାହାର ପାଇଁ ତାଙ୍କୁ ଅର୍ଥ ବା ମୂଲ୍ୟବାନ ଧନସମ୍ପତ୍ତି ଦେବାପାଇଁ ପ୍ରଲୋଭିତ କରନ୍ତି ବା ଉଦ୍ୟମ କରନ୍ତି କିମ୍ବା ନିଜେ ଜଣେ ପ୍ରାର୍ଥୀ ଥାଇ ମଧ୍ୟ ଅର୍ଥ ବା ମୂଲ୍ୟବାନ ଧନସମ୍ପତ୍ତିମାନ ଅନ୍ୟଠାରୁ ସେପରି ଉଦ୍ଦେଶ୍ୟରେ ଗ୍ରହଣ କରନ୍ତି ;

(ଜ) ଭାରତୀୟ ଦଣ୍ଡବିଧି ଆଇନ୍, ୧୮୬୦ର ପ୍ରକରଣ (କ), (ଖ), (ଗ), (ଘ), (ଙ), (ଚ), (ଛ) ବର୍ଣ୍ଣିତ କର୍ମମାନଙ୍କ ମଧ୍ୟରୁ କୌଣସି ଏକ କର୍ମ କରିବା ପାଇଁ ଅନ୍ୟ କାହାକୁ ପ୍ରବର୍ତ୍ତାନ୍ତି ।

ସ୍ପଷ୍ଟୀକରଣ (Explanation)—(୧) ''କୌଣସି ବ୍ୟକ୍ତିଙ୍କୁ ବ୍ୟକ୍ତିଗତ ସୁଖସୁବିଧା ଆଦି ଯୋଗାଇ ଦେବାପାଇଁ ପ୍ରତିଶ୍ରୁତି'' ଦେବା (A promise of individual advantage or profit to a person) କହିଲେ, ଏଥି ମଧ୍ୟରେ ସଂପୃକ୍ତ ବ୍ୟକ୍ତିଙ୍କୁ ତାଙ୍କ ନିଜପାଇଁ ଅଥବା ଅନ୍ୟ କୌଣସି ବ୍ୟକ୍ତି ଯାହାଙ୍କ ପାଇଁ ସେ ଆଗ୍ରହୀ ସେପରି ବ୍ୟକ୍ତିଙ୍କ ପାଇଁ ସୁଖସୁବିଧା ଆଦି ଯୋଗାଇ ଦେବାପାଇଁ ପ୍ରତିଶ୍ରୁତି ଦିଆଯିବା ଅନ୍ତର୍ଭୁକ୍ତ ହେବ, ମାତ୍ର ପୌରସଭାର କୌଣସି କାର୍ଯ୍ୟକୁ ତ୍ୱରାନ୍ୱିତ କରାଯିବା ଉଦ୍ଦେଶ୍ୟରେ ଅଥବା ପୌରସଭାର କୌଣସି କାର୍ଯ୍ୟର ସପକ୍ଷ ବା ବିପକ୍ଷରେ ଭୋଟ ଦେବା ଉଦ୍ଦେଶ୍ୟରେ ବ୍ୟକ୍ତିଗତ ସୁବିଧା ଆଦି ଯୋଗାଇଦେବା ପାଇଁ ପ୍ରତିଶ୍ରୁତି ଦେବା ଏଥି ମଧ୍ୟରେ ଅନ୍ତର୍ଭୂକ୍ତ ହେବ ନାହିଁ ;

(୨) ଧାର୍ଯ୍ୟ ନିୟମାନୁଯାୟୀ ନିର୍ବାଚନରେ ଜଣେ ପ୍ରାର୍ଥୀଙ୍କଠାରୁ ପାରିଶ୍ରମିକ ଗ୍ରହଣ କରି ଯେଉଁ ବ୍ୟକ୍ତିମାନେ ତାଙ୍କର ଏଜେଣ୍ଟ, କ୍ଲର୍କ ବା ବାର୍ତ୍ତାବହରୂପେ କାର୍ଯ୍ୟ କରନ୍ତି, ସେପରି ଭାବେ ନିଯୁକ୍ତି ପାଇଥିଲେ ମଧ୍ୟ ଉକ୍ତ ବ୍ୟକ୍ତିମାନେ ଏହି ଧାରା ମଧ୍ୟରେ ଅନ୍ତର୍ଭୁକ୍ତ ନୁହଁନ୍ତି ;

(୩) ଯଦି ନିର୍ବାଚନରେ ପ୍ରାର୍ଥୀ କିମ୍ବା ତାଙ୍କର କ୍ଷମତାପ୍ରାପ୍ତ ପ୍ରତିନିଧିଙ୍କ ଜ୍ଞାତସାରରେ ଅଥବା ସମ୍ମତି ସହ କୌଣସି ପ୍ରକାର ଦୁର୍ନୀତି ବା ଅସତମୂଳକ ପନ୍ଥା ଅବଲମ୍ବନ କରାଯାଇଥାଏ, ତେବେ ଦୁର୍ନୀତିମୂଳକ ପନ୍ଥା ଅବଲମ୍ବନ କରାଯାଇଅଛି ବୋଲି ଧରାଯିବ ;

(୪) ଏହି ଆଇନାନୁଯାୟୀ ଅନୁଷ୍ଠିତ ନିର୍ବାଚନରେ ଯଦି କୌଣସି ବ୍ୟକ୍ତି ଦୁର୍ନୀତିମୂଳକ ପନ୍ଥା ଅବଲମ୍ବନ କରିଛନ୍ତି ବୋଲି ଦୋଷୀ ସାବ୍ୟସ୍ତ ହୁଅନ୍ତି, ତେବେ ସେ ସର୍ବାଧିକ ଛଅ ମାସ ଜେଲଖଦଣ୍ଡରେ ବା ଜରିମାନା ଦଣ୍ଡରେ ଅଥବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ ହେବେ ।

ଓଡ଼ିଶା ପୌର ନିଗମ ଅଧିନିୟମ, ୨୦୦୩

ଧାରା ୮୭—ଏହି ନିୟମ ଉଦ୍ଦେଶ୍ୟରେ ନିମ୍ନଲିଖିତ କାର୍ଯ୍ୟଗୁଡ଼ିକୁ ଦୁର୍ନୀତିମୂଳକ ପନ୍ଥା ରୂପେ ବିବେଚନା କରାଯିବ :—

(କ) ଉତ୍କୋଚ ନେବା ଏବଂ ଅନୁଚିତ ପ୍ରଭାବ ପକାଇବା ଯାହାକି ଲୋକ ପ୍ରତିନିଧି ନିୟମ, ୧୯୫୧ ର ୧୨୩ ଧାରା ଅନ୍ତର୍ଗତ ଉପଧାରା (୧) ଏବଂ (୨) ରେ ଯଥାକ୍ରମେ ବର୍ଣ୍ଣନା କରାଯାଇଅଛି ।

(ଖ) ପ୍ରାର୍ଥୀଙ୍କ ନିର୍ବାଚନରେ ଉନ୍ନତି ସାଧନ ନିମନ୍ତେ ଜାତି, ବର୍ଣ୍ଣ, ଗୋଷ୍ଠୀ ଅଥବା ଜାତୀୟ ଚିହ୍ନ ଯଥା—ଜାତୀୟ ପତାକା କିମ୍ବା ଜାତୀୟ ପ୍ରତୀକ କାରଣକୁ ଭିତ୍ତିକରି ପ୍ରାର୍ଥୀ କିମ୍ବା ତାଙ୍କ ତରଫରୁ କୌଣସି ବ୍ୟକ୍ତିଙ୍କ ଦ୍ୱାରା ଭୋଟ ଦେବାକୁ ଅଥବା ଭୋଟ ନ ଦେବାକୁ ପ୍ରଣାଳୀବଦ୍ଧ ଭାବେ ଆବେଦନ କରିବା ।

(ଗ) କୌଣସି ପ୍ରାର୍ଥୀଙ୍କ ଚରିତ୍ର ଅଥବା ଆଚରଣ ସମ୍ପର୍କରେ ପ୍ରାର୍ଥୀ କିମ୍ବା ତାଙ୍କ ଏଜେଣ୍ଟ ଅଥବା ତାଙ୍କ ତରଫରୁ ଯେକୌଣସି ବ୍ୟକ୍ତିଙ୍କ ଦ୍ୱାରା ତଥ୍ୟଗତ ବିବୃତି ପ୍ରକାଶନ କରିବା ଯାହାକି ମିଥ୍ୟା ଅଟେ ଅଥବା ଯାହାକୁ ସେ ମିଥ୍ୟା ବୋଲି ବିଶ୍ୱାସ କରିଥାଆନ୍ତି କିମ୍ବା ସତ୍ୟ ବୋଲି ବିଶ୍ୱାସ କରିନଥାନ୍ତି, ଅଥବା ଯେକୌଣସି ପ୍ରାର୍ଥୀଙ୍କ ପ୍ରାର୍ଥୀପତ୍ର ପ୍ରତ୍ୟାହାର କରିବା ଅଥବା ପ୍ରତିଦ୍ୱନ୍ଦ୍ୱିତାରୁ ଓହରି ଯିବା ସମ୍ପର୍କୀୟ ବିବୃତି ଯଦି ସେହି ପ୍ରାର୍ଥୀଙ୍କ ନିର୍ବାଚନ ଉପରେ ପ୍ରତିକୂଳ ପ୍ରଭାବ ପକାଉଥାଏ ।

(ଘ) ଯେକୌଣସି ଭୋଟରକୁ (ପ୍ରାର୍ଥୀ ବା ତାଙ୍କ ପରିବାରର କୌଣସି ସଦସ୍ୟଙ୍କ ବ୍ୟତୀତ) ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ର ଅଥବା ଭୋଟ ପାଇଁ ନିର୍ଦ୍ଧାରିତ ସ୍ଥାନରୁ ନେବା ଆଣିବା ଉଦ୍ଦେଶ୍ୟରେ କୌଣସି ପ୍ରାର୍ଥୀଙ୍କ ଦ୍ୱାରା ଅଥବା ତାଙ୍କ ତରଫରୁ ଯେକୌଣସି ବ୍ୟକ୍ତିଙ୍କ ଦ୍ୱାରା ଅର୍ଥ ପ୍ରଦାନ ପୂର୍ବକ କିମ୍ବା ଅନ୍ୟ ଉପାୟରେ ଯାନ ବାହାନ ବା ଜଳଯାନ ପ୍ରଭୃତିର ବ୍ୟବସ୍ଥା କରିବା ।

ସୂଚନାଯୋଗ୍ୟ ଯେ ଏପରି କୌଣସି ଭୋଟ କେନ୍ଦ୍ରକୁ ନିଜେ ଯିବା ଆସିବା ଉଦ୍ଦେଶ୍ୟରେ କୌଣସି ଭୋଟର ତାଙ୍କ ନିଜ ଖର୍ଚ୍ଚରେ କିମ୍ବା କେତେଜଣ ଭୋଟର ସେମାନଙ୍କ ମିଳିତ ଖର୍ଚ୍ଚରେ ଯାନ ଓ ଜଳଯାନ ଭଡ଼ାରେ ବ୍ୟବହାର କରିବା ଦୁର୍ନୀତିମୂଳକ କାର୍ଯ୍ୟ ବୋଲି ବିବେଚିତ ହେବ ନାହିଁ ।

ପୁନଶ୍ଚ ସୂଚନାଯୋଗ୍ୟ ଯେ ଏପରି କୌଣସି ଭୋଟ କେନ୍ଦ୍ରକୁ ନିଜେ ଯିବା ଆସିବା ଉଦ୍ଦେଶ୍ୟରେ କୌଣସି ଭୋଟର ନିଜ ଖର୍ଚ୍ଚରେ କୌଣସି ସରକାରୀ ପରିବହନ ଯାନ/ଜଳଯାନ କିମ୍ବା ରେଳଯାନ ବ୍ୟବହାର କରିବା ଏହି ଅଧିନିୟମ ଅନ୍ତର୍ଗତ ଏକ ଦୁର୍ନୀତିମୂଳକ କାର୍ଯ୍ୟ ବୋଲି ବିବେଚିତ ହେବ ନାହିଁ ।

ସ୍ପଷ୍ଟୀକରଣ — ଏହି ଉପଧାରା (clause) ରେ 'ଯାନ' ଅର୍ଥ ରାସ୍ତା ପରିବହନ ଉଦ୍ଦେଶ୍ୟରେ ବ୍ୟବହୃତ ମୋଟର ଚାଳିତ କିମ୍ବା ଅନ୍ୟଥା ବ୍ୟବହୃତ ହେଉଥିବା ଯାନ ।

(ଙ) କୌଣସି ସଭା କରିବା ଯହିଁରେ ମାଦାଲକାରୀ ମଦ୍ୟ ପରିବେଷଣ ହେଉଥିବ ।

(ଚ) ପ୍ରକାଶକ ଓ ମୁଦ୍ରକଙ୍କ ନାମ ଓ ଠିକଣା ନ ଥାଇ ନିର୍ବାଚନ ପ୍ରସଙ୍ଗରେ କୌଣସି ପ୍ରଚାର ପତ୍ର, ବିଜ୍ଞାପନ ପତ୍ର କିମ୍ବା ପ୍ରାଚୀର ପତ୍ର ନିର୍ଗମନ କରିବା ଏବଂ ସରକାରଙ୍କଦ୍ୱାରା ନିୟମାନୁଯାୟୀ ନିର୍ଦ୍ଧାରିତ ଅନ୍ୟ କୌଣସି ଆଚରଣ ଏକ ଦୁର୍ନୀତିମୂଳକ କାର୍ଯ୍ୟ ରୂପେ ଗଣ୍ୟ ହେବ ।

ପରିଚ୍ଛେଦ-୭

ନିର୍ବାଚନ ସଂକ୍ରାନ୍ତୀୟ ଅପରାଧ

ଓଡ଼ିଶା ପୌରପାଳିକା ଅଧିନିୟମ, 1950

ଧାରା ୨୯— ଉକ୍ତ ପରିଚ୍ଛେଦ କିମ୍ବା ଭାରତୀୟ ପିଙ୍ଗଳ କୋର୍ଡ଼, 1860 ର ପରିଚ୍ଛେଦ-IXA ଅନୁଯାୟୀ ଦୋଷୀ ସାବ୍ୟସ୍ତ କୌଣସି ବ୍ୟକ୍ତି ଦୋଷୀ ସାବ୍ୟସ୍ତ ହେବାଠାରୁ ୪ ବର୍ଷ ପର୍ଯ୍ୟନ୍ତ କିମ୍ବା ଅଦାଲତ ଦ୍ୱାରା ସ୍ଥିରୀକୃତ କୌଣସି ସ୍ୱଳ୍ପସମୟ ପାଇଁ ଏହି ନିୟମ ଲାଗୁ ହେଉଥିବା କୌଣସି ନିର୍ବାଚନରେ ଭୋଟ ଦେବା, ନିର୍ବାଚିତ ହେବା କିମ୍ବା ପୌରପାଳିକାର ପଦବୀ ଧାରଣ ପାଇଁ ଅଯୋଗ୍ୟ ବିବେଚିତ ହେବେ ।

ଧାରା ୩୦—(୧) ଯଦି କୌଣସି ବ୍ୟକ୍ତି କୌଣସି ଏକ ପୌର ନିର୍ବାଚନରେ ମିଥ୍ୟା ଯୋଗ୍ୟତା ଦାବିକରି କିମ୍ବା ମିଥ୍ୟା କାଗଜପତ୍ର ବ୍ୟବହାର କରି କିମ୍ବା ମିଥ୍ୟା ଘୋଷଣା କରି ଅଥବା ଅନ୍ୟ କୌଣସି ପ୍ରବଞ୍ଚନାତ୍ମକ ପନ୍ଥାରେ ତାଙ୍କ ନିଜ ନାମ କିମ୍ବା ଅନ୍ୟ କୌଣସି ବ୍ୟକ୍ତିଙ୍କ ନାମ ଭୋଟର ତାଲିକାରେ ଦରଜ କରିବାକୁ କିମ୍ବା କୌଣସି ନାମ ଭୋଟର ତାଲିକାରୁ ବାଦ ଦେବାକୁ ଚେଷ୍ଟା କରନ୍ତି ତେବେ ସେ ସର୍ବାଧିକ ୩ ମାସ ଜେଲଦଣ୍ଡରେ ବା ଜୋରିମାନା ଦଣ୍ଡରେ କିମ୍ବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ ହେବେ ।

(୨) ଏହି ଅଧିନିୟମର ଧାରା ୧୩ ଅନୁଯାୟୀ ଭୋଟର ତାଲିକା ପ୍ରସ୍ତୁତ କାର୍ଯ୍ୟରେ ନିୟୋଜିତ ପ୍ରତ୍ୟେକ ପୌର ଅଧିକାରୀ କିମ୍ବା କର୍ମଚାରୀ, ପୋଲିଂ ଅଫିସର କିମ୍ବା ଅନ୍ୟ କୌଣସି ନିର୍ବାଚନ ଅଧିକାରୀ ନିଜ ଜ୍ଞାତସାରରେ ଯଦି ଭୋଟର ତାଲିକାରେ କୌଣସି ଅନୁଚିତ ନାମ ଦରଜ କରନ୍ତି କିମ୍ବା କୌଣସି ନାମ ବାଦ୍ ଦିଅନ୍ତି ତେବେ ସେ ସର୍ବାଧିକ ୬ ମାସ ଜେଲଦଣ୍ଡରେ ବା ଜୋରିମାନା ଦଣ୍ଡରେ କିମ୍ବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ ହେବେ ।

ଧାରା ୩୧—ନିର୍ବାଚନ ପ୍ରକ୍ରିୟା ଚାଲିଥିବା ବେଳେ ପ୍ରତ୍ୟେକ ବ୍ୟକ୍ତି ଯଦି ଭୋଟ କାଗଜ କିମ୍ବା ମନୋନୟନ ପତ୍ରକୁ ଜାଲିଆତି କରି କିମ୍ବା ନଷ୍ଟକରି କିମ୍ବା ବଦଳକରି କିମ୍ବା ଅନ୍ୟ କୌଣସି କାର୍ଯ୍ୟକରି କୌଣସି ଏକ ନିର୍ବାଚନ ରେକର୍ଡ଼ ଜାଲିଆତି କରନ୍ତି ଅଥବା ଜାଲିଆତି କରିବା ପାଇଁ ଚେଷ୍ଟା କରନ୍ତି, ତେବେ ସେ ସର୍ବାଧିକ ୧ ବର୍ଷ ଜେଲଦଣ୍ଡରେ ବା ଜୋରିମାନା ଦଣ୍ଡରେ କିମ୍ବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ ହେବେ ।

ଧାରା ୩୨—(୧) କୌଣସି ବ୍ୟକ୍ତି ଏକ ନିର୍ବାଚନରେ ଥରେ ଭୋଟ ଦେଇସାରି କିମ୍ବା ଏକ ନିର୍ବାଚନ ୱାର୍ଡ଼ର ଭୋଟର ତାଲିକାରେ ତାଙ୍କ ନାମ ନ ଥିବା ଜାଣି ଯଦି ଭୋଟ କାଗଜ ପାଇଁ ଆବେଦନ କରନ୍ତି ତେବେ ସେ ସର୍ବାଧିକ ୧ ବର୍ଷ ଜେଲଦଣ୍ଡରେ ବା ଜୋରିମାନା ଦଣ୍ଡରେ କିମ୍ବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ ହେବେ ।

(୨) କୌଣସି ବ୍ୟକ୍ତି ଯଦି ଜୀବିତ କିମ୍ବା ମୃତ କିମ୍ବା ଅନ୍ୟ କୌଣସି କାଳ୍ପନିକ ବ୍ୟକ୍ତିଙ୍କ ନାମରେ ଭୋଟ ଦେବାପାଇଁ ଭୋଟ କାଗଜ ନିମନ୍ତେ ଆବେଦନ କରନ୍ତି ତେବେ ଉପଧାରା (୧)ରେ ନିର୍ଦ୍ଧାରିତ ଦଣ୍ଡରେ ଦଣ୍ଡିତ ହେବେ ।

ଧାରା ୩୩—ଭୋଟଗ୍ରହଣ କେନ୍ଦ୍ରରେ ଉପସ୍ଥିତ କୌଣସି ପ୍ରିଜାଇଡିଂ ଅଫିସର, ପୋଲିଂ ଅଫିସର, କିରାଣୀ କିମ୍ବା ଅନ୍ୟ କୌଣସି ବ୍ୟକ୍ତି ଆଇନ ଦ୍ୱାରା ପ୍ରାଧିକୃତ କେତେକ ଉଦ୍ଦେଶ୍ୟରେ ପ୍ରଦାନ କରାଯାଉଥିବା ସୂଚନା ବ୍ୟତୀତ ଯଦି କୌଣସି ବ୍ୟକ୍ତିଙ୍କୁ କୌଣସି ଭୋଟରର କୌଣସି ପ୍ରାର୍ଥୀକୁ ଭୋଟଦାନ ସଂକ୍ରାନ୍ତୀୟ ସୂଚନା ଦିଅନ୍ତି ଏବଂ କୌଣସି ବ୍ୟକ୍ତି ଅନୁଚିତ ପନ୍ଥାରେ ଏହିପରି ସୂଚନା ସଂଗ୍ରହ କରନ୍ତି ତେବେ ତାଙ୍କୁ ଉଭୟ ବର୍ଣ୍ଣନୀୟ କାରାଦଣ୍ଡ ମଧ୍ୟରୁ ସର୍ବାଧିକ ୬ ମାସ ଜେଲ ଦଣ୍ଡରେ ବା ଜୋରିମାନା ଦଣ୍ଡରେ କିମ୍ବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ କରାଯିବ ।

ଧାରା ୧୦୨—(୧) ଏକ ନିର୍ବାଚନରେ କୌଣସି ବ୍ୟକ୍ତି—

(କ) କୌଣସି ମନୋନୟନ ପତ୍ର ପ୍ରତାରଣା ପୂର୍ବକ ବିକୃତ କିମ୍ବା ନଷ୍ଟ କରିବେ ନାହିଁ ।

(ଖ) ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କଦ୍ୱାରା ଲଗାଯାଇଥିବା କୌଣସି ତାଲିକା, ବିଜ୍ଞାପନ, ଅନ୍ୟାନ୍ୟ ଦଲିଲ ଓ ଦସ୍ତାବିଜକୁ ଚଞ୍ଚକତାକ୍ରମେ ବା ପ୍ରତାରଣା ପୂର୍ବକ ବିକୃତ, ନଷ୍ଟ କିମ୍ବା ଅପସାରଣ କରିବେ ନାହିଁ ।

(ଗ) କୌଣସି ଭୋଟ କାଗଜ କିମ୍ବା ସରକାରୀ ମୋହର ଥିବା ଭୋଟ କାଗଜ ପ୍ରତାରଣା ପୂର୍ବକ ବିକୃତ କିମ୍ବା ନଷ୍ଟ କରିବେ ନାହିଁ ।

(ଘ) ପ୍ରାଧିକାର ନ ଥାଇ କୌଣସି ଭୋଟ କାଗଜ (ballot paper)କୁ କୌଣସି ବ୍ୟକ୍ତିଙ୍କୁ ଯୋଗାଇବେ ନାହିଁ ଅଥବା ଭୋଟ କାଗଜ କୌଣସି ବ୍ୟକ୍ତିଙ୍କଠାରୁ ଗ୍ରହଣ କରିବେ ନାହିଁ କିମ୍ବା କୌଣସି ଭୋଟ କାଗଜ ନିଜ ପାଖରେ ରଖିବେ ନାହିଁ ।

(ଙ) ଆଇନ ଦ୍ୱାରା ପ୍ରାଧିକୃତ ଭୋଟ କାଗଜ ବ୍ୟତୀତ ଅନ୍ୟ କିଛି ଚଞ୍ଚକତାକ୍ରମେ ଭୋଟ ବାକ୍ସରେ ପକାଇବେ ନାହିଁ ।

(ଚ) ପ୍ରାଧିକାର ନ ଥାଇ ନିର୍ବାଚନ ଉଦ୍ଦେଶ୍ୟରେ ବ୍ୟବହାର କରାଯାଉଥିବା ଭୋଟ କାଗଜ ନଷ୍ଟ କରିବେ ନାହିଁ, ଖୋଲିବେ ନାହିଁ କିମ୍ବା ଅନ୍ୟ କୌଣସି ପ୍ରକାର ହସ୍ତକ୍ଷେପ କରିବେ ନାହିଁ ।

(ଛ) ଚଞ୍ଚକତା ପୂର୍ବକ କିମ୍ବା କ୍ଷମତାପ୍ରାପ୍ତ ନ ହୋଇ ଉପରୋକ୍ତ କୌଣସି କାର୍ଯ୍ୟ କରିବେ ନାହିଁ କିମ୍ବା ସ୍ୱେଚ୍ଛାପୂର୍ବକ କୌଣସି କାର୍ଯ୍ୟ କରିବାରେ ସାହାଯ୍ୟ କରିବେ ନାହିଁ ଅଥବା ଏପରି କୌଣସି କାର୍ଯ୍ୟ କରିବାକୁ କାହାରିକୁ ପ୍ରବର୍ତ୍ତାଇବେ ନାହିଁ ।

(୨) ଉପଧାରା (୧)ରେ ଥିବା ବିଧି ବ୍ୟବସ୍ଥାଗୁଡିକୁ ଉଲ୍ଲଂଘନ କରୁଥିବା କୌଣସି ବ୍ୟକ୍ତି—

(କ) ଯଦି ନିର୍ବାଚନ ଅଧିକାରୀ କିମ୍ବା କୌଣସି ଭୋଟ କେନ୍ଦ୍ରର ପ୍ରିଜାଇଡିଂ ଅଫିସର କିମ୍ବା ନିର୍ବାଚନ କାର୍ଯ୍ୟରେ ନିଯୁକ୍ତ କୌଣସି ଅଧିକାରୀ କିମ୍ବା କିରାଣୀ ହୋଇଥାନ୍ତି ତେବେ ତାଙ୍କୁ ଉଭୟ ଦଣ୍ଡନୀୟ ଦଣ୍ଡ ମଧ୍ୟରୁ ସର୍ବାଧିକ ୨ ବର୍ଷ ଜେଲ ଦଣ୍ଡରେ ବା ଜୋରିମାନା ଦଣ୍ଡରେ କିମ୍ବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ କରାଯିବ ; କିମ୍ବା

(ଖ) ଯଦି ସେ ଅନ୍ୟ କୌଣସି ବ୍ୟକ୍ତି ହୁଅନ୍ତି ତାଙ୍କୁ ଉଭୟ ବର୍ଣ୍ଣନୀୟ ଦଣ୍ଡ ମଧ୍ୟରୁ ସର୍ବାଧିକ ୬ ମାସ କାରାଦଣ୍ଡରେ ବା ଜୋରିମାନା ଦଣ୍ଡରେ କିମ୍ବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ କରାଯିବ ।

ଧାରା ୧୦୪—ଧାରା ୯୪, ୯୫, ୯୬, ୯୭, ୯୮, ୯୯, ୧୦୦, ୧୦୧ କିମ୍ବା ୧୦୨ କିମ୍ବା ଭାରତୀୟ ପିଙ୍ଗଳ କୋର୍ଡ, ୧୮୬୦ର ପରିଚ୍ଛେଦ-IXAରେ ଦୋଷୀ ସାବ୍ୟସ୍ତ ପ୍ରତ୍ୟେକ ବ୍ୟକ୍ତି ଭୋଟ ଦେବା କିମ୍ବା ଉକ୍ତ ଧାରା ପ୍ରଯୁଜ୍ୟ କୌଣସି ନିର୍ବାଚନରେ ନିର୍ବାଚିତ ହେବା କିମ୍ବା ଦୋଷୀ ସାବ୍ୟସ୍ତ ହେବାଠାରୁ ଦୀର୍ଘ ୫ ବର୍ଷ ପର୍ଯ୍ୟନ୍ତ କର୍ପୋରେଟର ପଦପାଇଁ ଅଯୋଗ୍ୟ ବିବେଚିତ ହେବେ ।

ଭାରତୀୟ ପିଙ୍ଗଳ କୋର୍ଡର ଉଦ୍ଧୃତାଂଶ

୧୫୩-କ—ଧର୍ମ, ଜାତି, ଜନ୍ମସ୍ଥାନ, ଭାଷା ଇତ୍ୟାଦି ଭିତ୍ତିରେ, ବିଭିନ୍ନ ଦଳମଧ୍ୟରେ ଶତ୍ରୁତା ସୃଷ୍ଟି କରିବା ଏବଂ ସଦ୍‌ଭାବ ରକ୍ଷା କରିବାରେ ହାନି ପହଞ୍ଚାଇବା ନିମନ୍ତେ କାର୍ଯ୍ୟ କରିବା : —

(୧) ଯେକୌଣସି ବ୍ୟକ୍ତି ଯଦି —

(କ) ଲିଖିତ କିମ୍ବା କଥିତ ଶବ୍ଦାବଳୀ ଦ୍ୱାରା କିମ୍ବା ସଂକେତ କିମ୍ବା ଦୃଶ୍ୟମାନ ପ୍ରତିନିଧିତ୍ୱ ଦ୍ୱାରା କିମ୍ବା ଅନ୍ୟଥା ଧର୍ମ, ଜାତି, ଜନ୍ମସ୍ଥାନ, ବାସସ୍ଥାନ, ଭାଷା କିମ୍ବା ସଂପ୍ରଦାୟ ଭିତ୍ତିରେ ଅନ୍ୟ କୌଣସି ଭିତ୍ତିରେ, ବିଭିନ୍ନ ଧର୍ମଗତ, ଭାଷାଗତ, ଆଞ୍ଚଳିକ ଦଳ କିମ୍ବା ଜାତି କିମ୍ବା ସଂପ୍ରଦାୟ ମଧ୍ୟରେ ଘୃଣାଭାବ କିମ୍ବା ଶତ୍ରୁତା ସୃଷ୍ଟି କରନ୍ତି କିମ୍ବା ସୃଷ୍ଟି କରିବାକୁ ଚେଷ୍ଟା କରନ୍ତି ; କିମ୍ବା

(ଖ) ଏପରି କୌଣସି କାର୍ଯ୍ୟ କରନ୍ତି ଯାହାକି ବିଭିନ୍ନ ଧର୍ମ, ଜାତି, ଭାଷା କିମ୍ବା ଆଞ୍ଚଳିକ ଦଳ କିମ୍ବା ସଂପ୍ରଦାୟ ମଧ୍ୟରେ ସଦଭାବ ରକ୍ଷାକରିବା ନିମନ୍ତେ ପ୍ରତିକୂଳ ଅଟେ, ଯାହାକି ସର୍ବସାଧାରଣ ଶାନ୍ତିକୁ ନଷ୍ଟ କରେ କିମ୍ବା ନଷ୍ଟ କରିବାର ସମ୍ଭାବନା ଥାଏ; କିମ୍ବା

(ଗ) କୌଣସି ଆନ୍ଦୋଳନ, ଡ୍ରିଲ କିମ୍ବା ସେହିପରି ଅନ୍ୟ କୌଣସି କାର୍ଯ୍ୟାବଳୀ ସଂଗଠନ କରନ୍ତି, ଯାହାର ଉଦ୍ଦେଶ୍ୟ ହେଉଛି, ଏଥିରେ ଅଂଶଗ୍ରହଣକାରୀ ବ୍ୟକ୍ତିମାନେ ଫୌଜଦାରୀ ବଳ କିମ୍ବା ହିଂସା ପ୍ରୟୋଗ କରିବା ନିମନ୍ତେ ତାଲିମପ୍ରାପ୍ତ ହେବେ କିମ୍ବା ଏହା ଜାଣିକରି ଯେ, ଏପରି କାର୍ଯ୍ୟରେ ଅଂଶଗ୍ରହଣ କରିଥିବା ବ୍ୟକ୍ତିମାନେ ଫୌଜଦାରୀ ବଳ କିମ୍ବା ହିଂସା ପ୍ରୟୋଗ କରିବା ସମ୍ଭାବନା ଅଛି କିମ୍ବା ଏହା ଜାଣିକରି ଯେ, ଏପରି କାର୍ଯ୍ୟରେ ଅଂଶଗ୍ରହଣକାରୀମାନେ କୌଣସି ଧର୍ମ, ଜାତି, ଭାଷା କିମ୍ବା ଆଞ୍ଚଳିକ ଦଳ କିମ୍ବା ସଂପ୍ରଦାୟ ବିରୁଦ୍ଧରେ ଫୌଜଦାରୀ ବଳ ପ୍ରୟୋଗ କରିବେ କିମ୍ବା ଉକ୍ତ ବଳ ପ୍ରୟୋଗ କରିବା ନିମନ୍ତେ ତାଲିମପ୍ରାପ୍ତ ହେବେ ଏବଂ ଏପରି କାର୍ଯ୍ୟକଳାପ, କୌଣସି କାରଣରୁ ଯଦି ଉକ୍ତ ଧର୍ମ, ଜାତି, ଭାଷା କିମ୍ବା ଆଞ୍ଚଳିକ ଦଳ କିମ୍ବା ସଂପ୍ରଦାୟ ମଧ୍ୟରେ ଭୟ କିମ୍ବା ଆଶଂକା ପୂର୍ଣ୍ଣ ଅନୁଭୂତି ସୃଷ୍ଟିକରେ,ତାହେଲେ, ଉକ୍ତ ବ୍ୟକ୍ତିକୁ ୩ ବର୍ଷ କାରାଦଣ୍ଡ କିମ୍ବା ଜୋରିମନା କିମ୍ବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ କରାଯିବ ।

(୨) ପୂଜାସ୍ଥାନ ଇତ୍ୟାଦିରେ ଅପରାଧ ସଂଗଠିତ ହୋଇଥିଲେ —

ଯଦି କୌଣସି ବ୍ୟକ୍ତି, ଉପଦଫା (୧) ରେ ଉଲ୍ଲିଖିତ କରାଯାଇଥିବା କୌଣସି ଅପରାଧ, କୌଣସି ପୂଜାସ୍ଥାନରେ କିମ୍ବା କୌଣସି ସମ୍ମିଳନୀ ଯାହାକି ଧର୍ମ, ନୈତିକ ପୂଜାରେ ନିଯୁକ୍ତ କିମ୍ବା ଧର୍ମ କାର୍ଯ୍ୟ ବା ଉତ୍ସବରେ କରନ୍ତି, ତାହେଲେ ଉକ୍ତ ବ୍ୟକ୍ତିକୁ ୫ ବର୍ଷ କାରାଦଣ୍ଡ ଏବଂ ଜୋରିମନାରେ ଦଣ୍ଡିତ କରାଯିବ ।

୧୫୩-ଖ—ଜାତୀୟ ଐକ୍ୟତା ବା ଅଖଣ୍ଡତା ପ୍ରତି କ୍ଷତିକାରକ ଆରୋପ, ଦୃଢୋକ୍ତି :—

(୧) ଯଦି କୌଣସି ବ୍ୟକ୍ତି, ଲିଖିତ କିମ୍ବା କଥିତ ଶବ୍ଦାବଳୀ ଦ୍ୱାରା କିମ୍ବା ସଂକେତ କିମ୍ବା ଦୃଶ୍ୟମାନ ବର୍ଣ୍ଣନା ଦ୍ୱାରା କିମ୍ବା ଅନ୍ୟଥା :—

(କ) କୌଣସି ଆରୋପ କରନ୍ତି କିମ୍ବା ପ୍ରକାଶନ କରନ୍ତି, ଯାହାଫଳରେ କୋଣସି ଶ୍ରେଣୀର ବ୍ୟକ୍ତିମାନେ, ସେମାନେ କୌଣସି ଧର୍ମ, ଜାତି, ଭାଷା, ଆଞ୍ଚଳିକ ଦଳ କିମ୍ବା ସଂପ୍ରଦାୟର ସଦସ୍ୟ ହୋଇଥିବା କାରଣରୁ ଆଇନ ଦ୍ୱାରା ପ୍ରଣୟନ କରାଯାଇଥିବା ଭାରତୀୟ ସଂବିଧାନ ପ୍ରତି ସେମାନଙ୍କର ପ୍ରକୃତ ବିଶ୍ୱାସ ଏବଂ ଆନୁଗତ୍ୟ ପ୍ରକାଶ କରିପାରିବେ ନାହିଁ କିମ୍ବା ଭାରତର ସାର୍ବଭୌମତ୍ୱ ଏବଂ ଏକତା ରକ୍ଷା କରିପାରିବେ ନାହିଁ ; କିମ୍ବା

(ଖ) ଦୃଢଭାବେ ଘୋଷଣା କରନ୍ତି, ଉପଦେଶ ଦିଅନ୍ତି, ପ୍ରସାର କରନ୍ତି କିମ୍ବା ପ୍ରକାଶ କରନ୍ତି ଯେ, କୌଣସି ଶ୍ରେଣୀର ବ୍ୟକ୍ତିମାନେ କୌଣସି ଧର୍ମ, ଜାତି, ଭାଷା, ଆଞ୍ଚଳିକ ଦଳ କିମ୍ବା ସଂପ୍ରଦାୟର ସଦସ୍ୟ ହୋଇଥିବାରୁ ଭାରତୀୟ ନାଗରିକ ଭାବେ ସେମାନଙ୍କ ଅଧିକାରରୁ ବଞ୍ଚିତ ହେବେ; କିମ୍ବା

(ଗ) କୌଣସି ଶ୍ରେଣୀୟ ବ୍ୟକ୍ତିମାନଙ୍କର ଦାୟିତ୍ୱ ବିଷୟରେ, ସେମାନେ କୌଣସି ଧର୍ମ, ଜାତି, ଭାଷା କିମ୍ବା ଆଞ୍ଚଳିକ ଦଳ କିମ୍ବା ସଂପ୍ରଦାୟର ସଦସ୍ୟ ହୋଇଥିବା କାରଣରୁ କୌଣସି ଦୃଢୋକ୍ତି କରନ୍ତି କିମ୍ବା ପ୍ରକାଶନ କରନ୍ତି, ଏପରି ପ୍ରକାଶନ, ଉପଦେଶ କିମ୍ବା ଅନୁରୋଧ ଉକ୍ତ ଶ୍ରେଣୀୟ ବ୍ୟକ୍ତିମାନଙ୍କ ମଧ୍ୟରେ ମତଭେଦ, ଶତ୍ରୁତା ଏବଂ ଘୃଣା ସୃଷ୍ଟି କରିବାର ସମ୍ଭାବନା ଥାଏ, ତାହେଲେ ଉକ୍ତ ବ୍ୟକ୍ତିଙ୍କୁ ୩ ବର୍ଷ କାରାଦଣ୍ଡ କିମ୍ବା ଜୋରିମନା ଦଣ୍ଡ କିମ୍ବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ କରାଯାଇପାରେ ।

(୨) ଯଦି କୌଣସି ବ୍ୟକ୍ତି ଉପଦଫା (୧) ଅନୁଯାୟୀ ଏପରି ଅପରାଧ, କୌଣସି ପୂଜାସ୍ଥାନ କିମ୍ବା ଧର୍ମ ସମ୍ବନ୍ଧୀୟ ସମ୍ମିଳନୀ କିମ୍ବା ଧାର୍ମିକ ଉତ୍ସବରେ ସଂଗଠନ କରନ୍ତି ତାହେଲେ ଉକ୍ତ ବ୍ୟକ୍ତିଙ୍କୁ ୫ ବର୍ଷ କାରାଦଣ୍ଡ ଏବଂ ଜୋରିମାନାରେ ଦଣ୍ଡିତ କରାଯିବ ।

ପରିଚ୍ଛେଦ-IXA

ନିର୍ବାଚନ ସଂକ୍ରାନ୍ତୀୟ ଅପରାଧ

୧୭୧-କ—"ପ୍ରାର୍ଥୀ", "ନିର୍ବାଚନ ଅଧିକାର" ସଂଜ୍ଞାୟୀତ :

ଏହି ଅଧ୍ୟାୟ ଉଦ୍ଦେଶ୍ୟରେ—

(କ) "ପ୍ରାର୍ଥୀ", ଅର୍ଥ କୌଣସି ନିର୍ବାଚନ ନିମନ୍ତେ ପ୍ରାର୍ଥୀଭାବେ ମନୋନୀତ କରାଯାଇଥିବା କୌଣସି ବ୍ୟକ୍ତି ;

(ଖ) "ନିର୍ବାଚନ ଅଧିକାର", ଅର୍ଥ କୌଣସି ନିର୍ବାଚନରେ କୌଣସି ବ୍ୟକ୍ତିର ଠିଆହେବା କିମ୍ବା ନ ଠିଆହେବା ଅଧିକାର, କିମ୍ବା ପ୍ରାର୍ଥୀତ୍ୱ ପ୍ରତ୍ୟାହାର କରିବା କିମ୍ବା ନ ଠିଆହେବା ଅଧିକାର କିମ୍ବା ପ୍ରାର୍ଥୀତ୍ୱ ପ୍ରତ୍ୟାହାର କରିବା କିମ୍ବା ଭୋଟ ପ୍ରଦାନ କରିବା କିମ୍ବା ଭୋଟ ପ୍ରଦାନରୁ ବିରତ ରହିବା ଅଧିକାର ।

୧୭୧-ଖ—ଲାଞ୍ଚ ପ୍ରଦାନ କରିବା :

(1) ଯଦି କୌଣସି ବ୍ୟକ୍ତି—

(i) କୌଣସି ନିର୍ବାଚନ ସଂକ୍ରାନ୍ତୀୟ ଅଧିକାର ପରିଚାଳନା କରିବା ନିମନ୍ତେ କିମ୍ବା ଏପରି ଅଧିକାର ପରିଚାଳନା କରିଥିବା ବ୍ୟକ୍ତିଙ୍କୁ ପୁରସ୍କୃତ କରିବା ଉଦ୍ଦେଶ୍ୟରେ କୌଣସି ବ୍ୟକ୍ତିଙ୍କୁ ଲାଞ୍ଚ ପ୍ରଦାନ କରନ୍ତି ; କିମ୍ବା

(ii) ଏପରି ଅଧିକାର ପରିଚାଳନା କରିଥିବାରୁ କିମ୍ବା ଅନ୍ୟ କୌଣସି ବ୍ୟକ୍ତିଙ୍କୁ ଉକ୍ତ କାର୍ଯ୍ୟ ପରିଚାଳନା କରିବା ନିମନ୍ତେ ପ୍ରଲୁବ୍ଧ କରି କିମ୍ବା ପ୍ରଲୁବ୍ଧ କରିବାକୁ ଚେଷ୍ଟାକରି, ନିଜେ କିମ୍ବା ଅନ୍ୟ ବ୍ୟକ୍ତି ନିମନ୍ତେ କୌଣସି ଲାଞ୍ଚକୁ ପୁରସ୍କାରରୂପେ ଗ୍ରହଣ କରନ୍ତି ;

ସେ ଲାଞ୍ଚ ପ୍ରଦାନ କରିବା ଅପରାଧ କରନ୍ତି ;

ଉଲ୍ଲେଖ ଥାଉ ଯେକୌଣସି ସର୍ବସାଧାରଣ ନୀତିର ଘୋଷଣା କିମ୍ବା ସର୍ବସାଧାରଣ କାର୍ଯ୍ୟ ନିମନ୍ତେ ପ୍ରତିଜ୍ଞା, ଏହି ଦଫା ଅନୁଯାୟୀ ଅପରାଧ ହେବ ନାହିଁ ।

(2) କୌଣସି ବ୍ୟକ୍ତି ଯଦି ଅର୍ପଣ କରନ୍ତି କିମ୍ବା ଦେବାପାଇଁ ସମ୍ମତ ହୁଅନ୍ତି କିମ୍ବା କୌଣସି ଅନୁଗ୍ରହଗ୍ରହଣ କରିବାକୁ ଚେଷ୍ଟା କରନ୍ତି, ସେ ଲାଞ୍ଚ ପ୍ରଦାନ କରିଛନ୍ତି ବୋଲି ଧରାଯିବ ।

(3) କୌଣସି ବ୍ୟକ୍ତି ଯଦି ଲାଞ୍ଚ ଗ୍ରହଣ କରନ୍ତି କିମ୍ବା ଗ୍ରହଣ କରିବା ନିମନ୍ତେ ସମ୍ମତ ହୁଅନ୍ତି କିମ୍ବା ଗ୍ରହଣ କରିବା ନିମନ୍ତେ ଚେଷ୍ଟା କରନ୍ତି, ସେ ଲାଞ୍ଚ ଗ୍ରହଣ କରିଛନ୍ତି ବୋଲି ଧରାଯିବ ଏବଂ ଯଦି କୌଣସି ବ୍ୟକ୍ତି କୌଣସି କାର୍ଯ୍ୟ କରିବା ଉଦ୍ଦେଶ୍ୟରେ ଲାଞ୍ଚ ଗ୍ରହଣ କରନ୍ତି, ଯାହା କରିବା ଉଦ୍ଦେଶ୍ୟ ତାଙ୍କର ନ ଥାଏ କିମ୍ବା ଯାହା ସେ କରିନାହାନ୍ତି, ତାହା କରିବା ପାଇଁ ପୁରସ୍କାର ଭାବେ ତାହା ଗ୍ରହଣ କରନ୍ତି, ସେ ଉକ୍ତ ଲାଞ୍ଚକୁ ପୁରସ୍କାର ଭାବେ ଗ୍ରହଣ କରିଛନ୍ତି ବୋଲି ଧରାଯିବ ।

୧୭୧-ଗ—ନିର୍ବାଚନ ସମୟରେ ଅଯଥା ହସ୍ତକ୍ଷେପ :

(1) ଯେକୌଣସି ବ୍ୟକ୍ତି ଯଦି ସ୍ୱେଚ୍ଛାକୃତ ଭାବେ ନିର୍ବାଚନ ଅଧିକାର ମୁକ୍ତ ପରିଚାଳନାରେ ହସ୍ତକ୍ଷେପ କରନ୍ତି କିମ୍ବା ହସ୍ତକ୍ଷେପ କରିବା ନିମନ୍ତେ ଚେଷ୍ଟା କରନ୍ତି, ସେ ନିର୍ବାଚନରେ ଅଯଥା ହସ୍ତକ୍ଷେପ କରିବା ଅପରାଧ ସଂଗଠନ କରନ୍ତି ।

(2) ଉପଦଫା (1)ର ସାଧାରଣ ବ୍ୟବସ୍ଥାବଳୀରେ କୌଣସି ହାନି ନ କରି, ଯଦି କୌଣସି ବ୍ୟକ୍ତି—

(କ) କୌଣସି ପ୍ରାର୍ଥୀ କିମ୍ବା ଭୋଟରଙ୍କୁ କିମ୍ବା କୌଣସି ବ୍ୟକ୍ତି, ଯାହାଙ୍କ ପ୍ରତି କୌଣସି ପ୍ରାର୍ଥୀ କିମ୍ବା ଭୋଟର ଆଗ୍ରହୀ, ତାଙ୍କୁ ଯେ କୌଣସି କ୍ଷତି ପ୍ରଦାନ କରିବାକୁ ଧମକାନ୍ତି; କିମ୍ବା

(ଖ) କୌଣସି ପ୍ରାର୍ଥୀ କିମ୍ବା ଭୋଟରଙ୍କୁ ପ୍ରଲୁବ୍ଧ କରାନ୍ତି କିମ୍ବା ପ୍ରଲୁବ୍ଧ କରିବାକୁ ଚେଷ୍ଟା କରନ୍ତି ଏବଂ ବିଶ୍ୱାସ ସୃଷ୍ଟି କରନ୍ତି ଯେ, ସେ କିମ୍ବା ଯେଉଁ ବ୍ୟକ୍ତିଙ୍କ ପାଇଁ ସେ ଆଗ୍ରହୀ, ସେ ଦୈବୀ ଅସନ୍ତୋଷ ବା ଆଧ୍ୟାତ୍ମିକ ଆନନ୍ଦ ପ୍ରଦାନ କରିବେ । ଏ ପ୍ରକାର କାର୍ଯ୍ୟ ଉପଧାରା (1) ଅନୁଯାୟୀ ଜଣଙ୍କର ସ୍ୱାଧୀନ ମତଦାନ ଅଧିକାର ପ୍ରକ୍ରିୟାରେ ଅଯଥା ହସ୍ତକ୍ଷେପ ବୋଲି ଧରାଯିବ ।

(3) ଜନସାଧାରଣଙ୍କ ପାଇଁ କୌଣସି ନୀତି ଅଥବା ପ୍ରତିଶ୍ରୁତି କିମ୍ବା ଆଇନଗତ ଅଧିକାର ପ୍ରୟୋଗ କରିବା ସଂକ୍ରାନ୍ତୀୟ ଘୋଷଣା ଯାହାକି ମତଦାନ ଅଧିକାରଭାବେ ଉଦ୍ଦିଷ୍ଟ ନୁହେଁ ତାହା ଏହି ଦଫାର ଧାରା ଅନୁଯାୟୀ ହସ୍ତକ୍ଷେପ ବୋଲି ବିବେଚିତ ହେବ ନାହିଁ ।

୧୭୧-ଘ—କୋଣସି ନିର୍ବାଚନରେ ଅନ୍ୟନାମ ଧାରଣ କରିବା :

କୌଣସି ନିର୍ବାଚନରେ ଯଦି କୌଣସି ବ୍ୟକ୍ତି ଭୋଟ କାଗଜ ନିମନ୍ତେ ଆବେଦନ କରନ୍ତି କିମ୍ବା ଜୀବିତ କିମ୍ବା ମୃତ ଅନ୍ୟ କୌଣସି ବ୍ୟକ୍ତି ନାମରେ ଭୋଟ ପ୍ରଦାନ କରନ୍ତି କିମ୍ବା କୌଣସି କାଳ୍ପନିକ ନାମରେ କିମ୍ବା ଏପରି ନିର୍ବାଚନରେ ଥରେ ଭୋଟ ପ୍ରଦାନ ପରେ, ଆଉଥରେ ନିଜ ନାମରେ ଭୋଟ କାଗଜ ନିମନ୍ତେ ଆବେଦନ କରନ୍ତି ଏବଂ ଏହିପରିଭାବେ, ଅନ୍ୟ କୌଣସି ବ୍ୟକ୍ତି ଦ୍ୱାରା ପ୍ରଦାନ କରାଯାଇଥିବା ଭୋଟକୁ ଗ୍ରହଣ କରିବା କିମ୍ବା ଗ୍ରହଣ କରିବା ଚେଷ୍ଟାରେ ପ୍ରୋତ୍ସାହନ ପ୍ରଦାନ କରନ୍ତି, ସେ ଉକ୍ତ ନିର୍ବାଚନରେ 'ଅନ୍ୟର ନାମ ଗ୍ରହଣ କରିବା' ଅପରାଧ ସଂଗଠନ କରନ୍ତି ।

୧୭୧-ଙ—ଲାଞ୍ଚ ପ୍ରଦାନ କରିବା ନିମନ୍ତେ ଦଣ୍ଡ :

ଯଦି କୌଣସି ବ୍ୟକ୍ତି ଲାଞ୍ଚ ଦେବା ଅପରାଧ କରନ୍ତି, ତା'ହେଲେ ସେ ଉଭୟ ବର୍ଣ୍ଣନୀୟ କାରାଦଣ୍ଡ ମଧ୍ୟରୁ ଯେ କୌଣସି କାରାଦଣ୍ଡ ଯାହାକି ଏକ ବର୍ଷ ପର୍ଯ୍ୟନ୍ତ ପରିବର୍ଦ୍ଧିତ ହୋଇପାରେ କିମ୍ବା ଜୋରିମାନା ସହିତ କିମ୍ବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ ହେବେ ।

ଉଲ୍ଲେଖ ଥାଉ ଯେ ଆପ୍ୟାୟନ ଦ୍ୱାରା ଲାଞ୍ଚ ପ୍ରଦାନ କରିବା, କେବଳ ଜୋରିମାନାରେ ଦଣ୍ଡିତ କରାଯିବ ।

ସ୍ପଷ୍ଟୀକରଣ—

"ଆପ୍ୟାୟନ" ଅର୍ଥ ସେହି ପ୍ରକାର ଲାଞ୍ଚ ପ୍ରଦାନ ଯେଉଁଠାରେ ଲାଞ୍ଚ ପ୍ରଦାନ, ଖାଦ୍ୟପେୟ, ଆମୋଦପ୍ରମୋଦ କିମ୍ବା ଅନ୍ୟ ପ୍ରକାର ବ୍ୟବହାରକୁ ବୁଝାଏ ।

୧୭୧-ଚ—କୌଣସି ନିର୍ବାଚନରେ ଅଯଥା ପ୍ରଭାବ କିମ୍ବା ଅନ୍ୟର ନାମ ଗ୍ରହଣ କରିବା ନିମନ୍ତେ ଦଣ୍ଡ :

ଯଦି କୌଣସି ବ୍ୟକ୍ତି କୌଣସି ନିର୍ବାଚନରେ ଅଯଥା ପ୍ରଭାବ କିମ୍ବା ଅନ୍ୟର ନାମ ଗ୍ରହଣ କରିବା ଅପରାଧ କରନ୍ତି, ତାଙ୍କୁ ଉଭୟ ବର୍ଣ୍ଣନୀୟ କାରାଦଣ୍ଡ ମଧ୍ୟରୁ ଯେକୌଣସି କାରାଦଣ୍ଡ ଯାହାକି ୧ ବର୍ଷ ପର୍ଯ୍ୟନ୍ତ ପରିବର୍ଦ୍ଧିତ କରାଯାଇପାରିବ କିମ୍ବା ଜୋରିମାନା ସହିତ କିମ୍ବା ଉଭୟ ଦଣ୍ଡରେ ଦଣ୍ଡିତ କରାଯିବ ।

୧୭୧-ଛ—କୌଣସି ନିର୍ବାଚନ ସଂପର୍କରେ ମିଥ୍ୟା ବିବରଣୀ ପ୍ରଦାନ କରିବା :

ଯଦି କୌଣସି ବ୍ୟକ୍ତି, କୌଣସି ନିର୍ବାଚନର ଫଳାଫଳକୁ ପ୍ରଭାବିତ କରିବାପାଇଁ କୌଣସି ବିବରଣୀ ପ୍ରସ୍ତୁତ କରନ୍ତି କିମ୍ବା ଏପରି ବିବରଣୀକୁ ପ୍ରକାଶ କରନ୍ତି, ଯାହା କି ମିଥ୍ୟା ହୋଇଥାଏ ଏବଂ ଯାହାକୁ ସେ ମିଥ୍ୟା ବୋଲି ଜାଣନ୍ତି କିମ୍ବା ବିଶ୍ୱାସ କରନ୍ତି ବା ତାହା ସତ୍ୟବୋଲି ବିଶ୍ୱାସ କରନ୍ତି ନାହିଁ ଏବଂ ତାହା କୌଣସି ପ୍ରାର୍ଥୀଙ୍କ ବ୍ୟକ୍ତିଗତ ଚରିତ୍ର ବା ଆଚରଣ ଉପରେ ହୋଇଥାଏ, ତାହାହେଲେ ଉକ୍ତ ବ୍ୟକ୍ତିଙ୍କୁ କେବଳ ଜୋରିମାନାରେ ଦଣ୍ଡିତ କରାଯିବ ।

୧୭୧-ଜ—କୌଣସି ନିର୍ବାଚନ ସଂପର୍କରେ ଅବୈଧ ଅର୍ଥ ପ୍ରଦାନ କରିବା :

କୌଣସି ପ୍ରାର୍ଥୀଙ୍କର, ସାଧାରଣ କିମ୍ବା ବିଶେଷ କ୍ଷମତା ଲିଖିତ ଭାବେ ନ ଥାଇ, ଯଦି କୌଣସି ବ୍ୟକ୍ତି ଉକ୍ତ ପ୍ରାର୍ଥୀଙ୍କୁ ନିର୍ବାଚନ ନିମନ୍ତେ କୌଣସି ସାଧାରଣସଭା କିମ୍ବା କୌଣସି ବିଜ୍ଞାପନ, ସର୍କୁଲାର କିମ୍ବା ପ୍ରକାଶନ କିମ୍ବା ଅନ୍ୟ କୌଣସି ପ୍ରକାର କାର୍ଯ୍ୟରେ ଅର୍ଥ ବିନିଯୋଗ କରନ୍ତି କିମ୍ବା ଅର୍ଥ ବିନିଯୋଗ କରିବା ନିମନ୍ତେ କ୍ଷମତା ପ୍ରଦାନ କରନ୍ତି, ତା'ହେଲେ ଉକ୍ତ ବ୍ୟକ୍ତିଙ୍କୁ ପାଞ୍ଚଶତ ଟଙ୍କା ଜୋରିମାନାରେ ଦଣ୍ଡିତ କରାଯିବ ।

ଉଲ୍ଲେଖ ଥାଉ ଯେ ଯଦି କୌଣସି ବ୍ୟକ୍ତି ଏପରି ଖର୍ଚ୍ଚ କରିଥାନ୍ତି ଏବଂ ଏହା ଦଶ ଟଙ୍କାରୁ ଉର୍ଦ୍ଧ୍ୱ ହୋଇ ନ ଥାଏ ଏବଂ ଏହି ଟଙ୍କା ଖର୍ଚ୍ଚ କରିବାର ଦଶଦିନ ମଧ୍ୟରେ ପ୍ରାର୍ଥୀଙ୍କର ଲିଖିତ ଅନୁମୋଦନ ଗ୍ରହଣ କରନ୍ତି, ତା'ହେଲେ ସେ ପ୍ରାର୍ଥୀଙ୍କ କ୍ଷମତା ବଳରେ ଉକ୍ତ ଅର୍ଥ ଖର୍ଚ୍ଚ କରିଛନ୍ତି ବୋଲି ଧରାଯିବ ।

୧୭୧-ଝ— ନିର୍ବାଚନ ହିସାବ ରଖିବାରେ ଖିଲାପ :

ବଳବତ୍ତର ଆଇନ ବଳରେ କିମ୍ବା କୌଣସି ନିୟମ ବଳରେ, କୌଣସି ବ୍ୟକ୍ତି ଯଦି କୌଣସି ନିର୍ବାଚନରେ ଖର୍ଚ୍ଚ ହୋଇଥିବା ଅର୍ଥର ସଠିକ୍ ହିସାବ ନ ରଖନ୍ତି, ତାଙ୍କୁ ପାଞ୍ଚଶତ ଟଙ୍କା ଜୋରିମାନାରେ ଦଣ୍ଡିତ କରାଯିବ ।

GUIDELINES
FOR
OBSERVERS

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, BLOCK-B-2, 1ST FLOOR,
SATYANAGAR, BHUBANESWAR.

Guidelines for Observer for General Elections to Municipalities, 2022

1. Observers of the Commission are appointed under plenary powers available to the Commission under the Constitution of India. They are the appointees of the Commission working under the superintendence, control and discipline of the Commission for the period from their appointment until they are relieved.

2. The Commission will appoint an Observer in charge of one or more districts as may be considered expedient. By dint of their seniority and long experience in the administrative service, the Observers are expected to be in a position to assist the Commission in the conduct of free and fair polls to the Urban Local Bodies comprising within the district(s) assigned to them. They will also be able to oversee the efficient and effective management of the electoral process at the field level. For all purposes, they will act as the eyes and ears of the Commission during the period of the election and provide direct inputs to the Commission from the field as an interface with the election machinery, the candidates, parties and electors to ensure that Acts, Rules, Procedures, Instructions and Guidelines relating to elections are strictly and impartially complied with by all concerned.

Briefing meeting.

3. It is compulsory for all Observers to attend briefing meeting convened by the Commission whether the Officer is alloted any District(s) or put on Reserve List.

Appointment.

4. Before the Observers are sent to the District(s) alloted by the Commission, a letter of Appointment as Observer will be handed over to the Obsever at the time of the briefing Meeting. If any Observer is kept on reserve List, that fact will also be intimated to him on the date of briefing. Each Observer will also be supplied with copies of the concerned Acts and Rules as are applicable to Municipal elections and also Directions, Instructions and Guidelines issued by the Commission on the subject.

5. The Commission will issue instructions to the District Magistrates regarding the arrangements for boarding, lodging, security and transport of the Observers. The District Magistrate will also provide P.S.O. and secretarial assistance (if necessary) to the Observers. The Observers are required to intimate their tour programmes in advance to the concerned District Magistrate.

Leave.

6. No Officer appointed as Observer or kept in a reserved list shall proceed on any kind of leave without prior approval of the Commission till the completion

of the election in the District (s) in which they have been appointed as Observers or have been kept in reserve. All correspondence in this regard shall be addressed to the Secretary, State Election Commission.

Tours and absence from Headquarters.

7. The Commission would like to make it clear that after appointment by the State Election Commission as an Observer or kept in the reserve list, services of the concerned officers are exclusively at the disposal of the Commission even though while at headquarters he may attend to his own official duties for his basic post from which he has been deputed to the Commission. The Commission would like to impress upon the Observers that during this crucial period of his deputation he shall not go on any other official tour relating to his basic post as his services at any time may be required by the Commission to cause any enquiry into any allegation or to submit any report to the Commission on peculiar development that may occur in the district for which he has been appointed as Observer. No Observer is allowed to go on a foreign trip during the period intervening between the briefing session and the completion of election process.

Visit.

8. Each Observer is expected to pay at least two visits to the District(s) in his charge. He may undertake more visits on his own should he feel that such visit is called for. The Commission can also ask an Observer to undertake extra visit(s) to a District(s) for specific tasks. The first visit will cover scrutiny of nomination papers. The Observer shall be present in the District(s) on the date(s) of scrutiny and allotment of symbols. The second visit will be during the campaign period covering the date of poll and must be undertaken in such a way that the Observer should reach the District(s) at least a week before the date of poll and he shall be present there on the dates of the poll and counting. During this visit which will cover the peak campaign period, the Observer should take a closer look at the arrangements at the Polling Stations, deployment of magistrates and police forces, stoppage of campaign 48 hours before the closure of the poll, the state of preparedness of the Election Machinery, availability of EVMs, ballot papers and other polling materials and the polling personnel etc. Random questions can be asked to the polling personnel at Polling Stations to check their understanding of the procedures of the conduct of poll.

9. The District Magistrate will hand over the Observer a folder containing a list of Polling Stations and a copy of the Action Plan prepared jointly by the District Magistrate and Superintendent of Police for managing the elections in the Urban Local Bodies in the District and such other documents as are essential for supervision of the Poll arrangements upon his (Observer's) arrival in the District on his first visit. The Observer will inspect as many Polling Stations as possible during his second visit and will talk to the electors and assess the level of confidence of the electorate in the electoral process and machinery. He should particularly talk to the elector belonging to the weaker sections and women.

Meeting with Political Parties.

10. A formal meeting of the Observer with the representatives of Political Parties and the candidates for Municipal elections should be convened by the District Magistrate after ascertaining former's convenience. Broad features of the Model Code of Conduct, Corrupt Practices and Electoral offences should be touched upon during this discussion. A general consensus should be evolved for making the elections in the area free and fair. The participants should be impressed upon to cooperate with the election machinery and the district administration to ensure a violence free, clean and good election with fullest participation of the electorate. The general arrangement on how to reach the Observers with complaints or information should be spelt out in the meeting and the fixed time during which the Observers will be available in the base station and its location should be clearly indicated.

Review of security arrangement.

11. The Observer should have a separate meeting with the District Magistrate and the S.P. to take stock of the law and order situation. Observers appointed for the Municipal Corporation of Cuttack and Bhubaneswar will take meeting with the District Magistrates. He will also take stock of the Law & Order and Police arrangement with the Police Commissioner and his officers. It is important that the police forces are so deployed as to optimize the scope of free and fair poll and provide a high level of confidence to the electors. An in-depth review of the assessment of sensitive Polling Stations and police arrangements for such stations should be conducted.

Counting of Votes.

12. In Municipal Election, counting of votes is taken up on the date appointed by the Commission. The Observer should visit the counting places and satisfy himself that counting of votes takes place strictly according to the rules and procedures laid down and there is no foul play in the counting of votes. Should any incident affecting objectivity in counting come to his notice, he shall forthwith draw attention of the concerned Election Officer and also of the District Magistrate for immediate remedial action.

Model Code of Conduct.

13. Enforcement of Model Code of Conduct in the District where the observer has been appointed becomes his prime concern. He should ensure the strict observance of the Model Code of Conduct and will keep a close watch during the campaigning period where there is every likelihood of breach of Model Code of Conduct by the political parties. In case of any violation of breach of Model Code of Conduct either by the Political parties or by the administrative functionaries, it shall immediately be brought to the notice of the Commission.

Reporting major irregularity.

14. Should the Observer, during his visits on the day of the Poll/Counting come across any major irregularity in Polling/Counting which is likely to affect the impartiality of elections, he shall forthwith report the matter to the Commission over telephone or by FAX from the nearest office of the District Magistrate/Sub-Collector/Executive Officer/NICNET or even from any Private Utility providing such services and charge the cost to the Commission.

15. The District Magistrate will ensure that the place of stay, the phone number, the dates of visit of the Observer are duly publicized through out the District. He shall render all necessary assistance to the Observer in performing his duties and ask other officers of the District associated with Municipal election to render similar assistance. The Observer shall make himself easily accessible to the person whoever wants to meet him with an election related complaint or information.

16. As soon as counting is over the Observers will send a brief descriptive report covering salient aspects of his supervision of the poll U.L.B.wise in the District(s) in his charge, highlighting *inter alia*, any specific point which needs to be attended to by the Commission, on urgent basis. Upon receipt of the report, the Commission will relieve the officer concerned from his charge as Observer by a formal communication.

17. The political parties, contesting candidates and the general public as a whole have got high expectations from the Observer for his neutral behavior in conduct of free and fair poll and listening to their grievances. The steps taken by the Observer should be a moral booster for all including administrative functionaries and shall give confidence to all those involved in the election process for smooth completion of the poll.

By order and in the name of
State Election Commission, Odisha
R.N.SAHU
Secretary

The First Report (immediately after the end of Scrutiny of Nomination papers).

GENERAL OBSERVER REPORT – 1

General Observer's Name :	
District:	

Sl. No.	Subject	General Observer's Report
1	Whether hard & softcopy copy of the final electoral roll handed over to recognized political parties.	
2	Total number of nominations filed for (1)Councillor (2) Chairperson (3) Corporator (4) Mayor – ULB wise.	
3	Whether Scrutiny has been done by the Election Officer as per the schedule fixed by the Commission.	
4	Whether scrutiny of nomination papers has been done properly in accordance with relevant rules	
5	Any complaint brought to the notice of General Observer during scrutiny of nomination paper.	
6	Local address with telephone/mobile no. of the General Observer, after arrival in the District	
7	Whether General Observer's name, contact No. and the meeting hours with venue has been notified in the notice board of Election Officer.	

Signature of the General Observer

The Second Report (immediately after the end of campaign period)

GENERAL OBSERVER REPORT – 2

General Observer's Name	
District:	

Sl No	Subject	General Observer's Report
1	Whether training schedule and contents were adhered to properly for polling personnel.	
2	Whether categorization of Polling Stations has been done and Sensitive & Hyper sensitive booths have been identified.	
3	Whether adequate preventive steps have been taken for maintenance of Law and Order	
4	Whether the security arrangement made for polling stations and poll personnel adequate.	
5	Whether strong room guarding plan is adequate	
6	Whether complaint received by the observer on violation of Model Code of Conduct and the action taken on it	

Signature of the General Observer

The Third Report (immediately after the end of poll).

GENERAL OBSERVER REPORT – 3

General Observer's Name	
State:	

Sl No	Subject	General Observer's Report
1	How many Polling Stations with CCTV/video coverage.	
2	Number and name of Polling Stations, where complaints of disruption of poll were received during the course of poll. Describe the nature of complaints and action taken. (indicate the specific polling stations).	
3	No. of polling station, if any, where there is, in the opinion of observer, a need for repoll indicating the number and name of such Polling Station.	
4.	No. of polling stations with video cameras/ CCTV.	
5.	General Observation regarding law and order and any specific situation.	

Signature of the General Observer

The Fourth Report (immediately after the Counting of Votes).

GENERAL OBSERVER REPORT – 4

General Observer's Name	
District:	

Sl No	Subject	General Observer's Report
1	Whether arrangements for counting has been done as per the instruction of the Commission.	
2	Whether the seating arrangements of the counting agents were done as per the Commission's instruction?	
3	Whether Videography/ CCTV coverage of counting was done?	
4	Whether there was any demand for re-counting? Indicate details..	
5	Whether any significant incident occurred during counting of votes? If yes, give details	
6	Is the observer satisfied about the counting arrangement, procedure, managements at the counting Centre & declarations of results?	

Signature of the General Observer

The Final **General** Observer's Report - 5

General Observer's Name	
District	

Sl No.	Subject	General Observer's Report
1.	Whether the Poll and counting was peaceful and conducted as per the direction of the Commission.	
2	Whether there was any kind of interruption or any other situation affecting the poll or counting:-	
3	Whether there was any law and order situation disrupting the poll and counting:-	
4	Whether there was any violation of Model Code of Conduct,	
5	General Observation including suggestions for improvement.	

Signature of the General Observer

GUIDELINES
FOR
EXPENDITURE OBSERVERS

STATE ELECTION COMMISSION, ODISHA
TOSHALI BHAWAN, BLOCK-B-2, 1ST FLOOR
SATYANAGAR, BHUBANESWAR

Guidelines for Expenditure Observers for General Elections to Municipalities, 2022

1. Expenditure Observers of the Commission are appointed under plenary powers available to the Commission under Constitution of India. They are the appointees of the Commission working under the superintendence, control and discipline of the Commission for the period from their appointment until they are relieved after the process of election is complete.

Appointment.

2. Before the Observers are sent to the District(s), a letter of appointment as Observer and the district allotted will be handed over to them by the Commission. If any Observer is kept on reserve list, that fact will also be intimated to him. Each Observer will be supplied with copies of Act & Rules, guidelines on the subject for performance of their work.

Leave and absence from Headquarters.

3. No officer appointed as Observer or kept as reserved shall proceed on leave without prior approval of the Commission within the period of their appointment for the above purpose.

4. The Commission would like to make it clear that after appointment by the State Election Commission as an Observer or kept in the reserve list, services of the concerned officer are exclusively at the disposal of the Commission even though while at headquarters, he may attend to his own official duties for his basic post from which he has been deputed to the Commission. It is made clear that during this period, he shall not go on any other official tour relating to his basic post as his services at any time may be required by the Commission to cause an enquiry into any allegation or to submit any report to the Commission.

Briefing meeting.

5. It is compulsory for all Observers to attend briefing meeting convened by the Commission.

Ceiling and maintenance of accounts.

6. The Commission has prescribed a ceiling of expenditure for the candidates contesting for the offices of Councillor and Chairperson.

7. The Commission has also prescribed ceiling on use of vehicle in electioneering. The use of vehicles by the candidates/ Political Parties beyond the ceiling fixed by the Commission attracts violation of Model Code of Conduct.

8. Each contesting candidate will be supplied with the required forms for maintenance of accounts of Election Expenditure. These forms will be supplied by the Election Officer to each candidate .

9. Each contesting candidate will maintain the day-to-day account including the expenditure on vehicle in a register in the format prescribed by the Commission. The copy signed by the Election Officer containing the registration number, type of vehicle and name of the owner of the vehicle shall form a part of the register. The contesting candidate either in person or through his agent shall lodge or cause to be lodged with the Election Commission the account of election expenditure within **one month** from the date of declaration of result.

10. The Expenditure Observer will scrutinize the day-to-day expenditure to be maintained in the register at the place and hour to be published in the Noticeboard of the Municipality under intimation to the concerned candidate.

11. The Expenditure Observer may take the assistance of other Election Officers in consultation with the District Magistrate for verification of the day-to-day account. In case, the candidate or his agent fails to produce the register on the appointed date, time and place, the Election Officer may be told to verify the register on a subsequent date.

12. All documents such as vouchers, receipts, bills, acknowledgements in support of the expenditure incurred or authorized are to be verified and its proper maintenance in the correct chronological order along with the aforesaid register are also to be verified.

Tours and visit.

13. The Expenditure Observers are to prepare schedule of inspection in such a manner that the day-to-day account can be verified at least twice during the period of electioneering.

14. The Commission will issue instructions to the District Magistrates regarding the arrangement for boarding, lodging and transportation of the Observers. Security and secretarial assistance, if necessary, will be provided by the District Magistrate. The Expenditure Observers are required to intimate their tour programme in advance to the concerned District Magistrate.

15. The Expenditure Observer appointed will call on the District Magistrate who as the Chief Election Officer of the district will brief him on the intricacies of the election, hand over the master plan containing the list of polling stations/ booths and route chart etc. and other documents as are essential for supervision and scrutiny of the expenditure.

Briefing to contesting candidates.

16. The Expenditure Observer appointed may attend the meeting of the political parties convened by the District Magistrate or the Election Observer after publication of the final list of contesting candidates. The Political Parties may be explained on maintenance of day-to-day account in the register and submission for scrutiny. Mistake or omission noticed during the first verification should be mentioned in the register for not repeating the same in future.

Reporting major irregularities.

17. The Expenditure Observer during his visits, if come across any major irregularity by any candidate/Political Party which is likely to affect the impartiality of the election, he shall forthwith apprise the District Magistrate and report the matter to the Commission over telephone or by fax from the nearest office of the District Magistrate/ Election Officer or even from any private utility providing such services and charge the cost to the Commission. He will also keep the Election Observer apprised of the position.

18. The District Magistrate will ensure that the place of stay, the phone number and the date of visit of the Observer are duly publicized throughout the district. All Election Officers shall be suitably instructed to render all necessary assistance to the Expenditure Observer in performing his duties. The Expenditure Observer shall make himself easily accessible to the person whoever wants to meet him with complaint related to violation of the ceiling fixed by the Commission.

Observers report to the Commission.

19. The Expenditure Observer will send a descriptive report covering salient aspects of his visit and verification of the expenditure register. Suggestion to improve the system can also be given. On receipt of the report, the Commission will release officer concerned from his charge as Observer by a formal communication.

By order and in the name of
State Election Commission, Odisha
R.N.SAHU
Secretary

THE

ELECTION SYMBOLS (RESERVATION AND ALLOTMENT) ORDER, 1968

THE ELECTION SYMBOLS
(RESERVATION AND ALLOTMENT) ORDER, 1968

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THE ELECTION SYMBOLS (RESERVATION AND ALLOTMENT)

ORDER. 1968

AN ORDER to provide for specification, reservation, choice and allotment of symbols at elections in Parliamentary and Assembly Constituencies, for the recognition of political parties in relation thereto and for matters connected therewith.

S.O. 2959, dated the 31st August, 1968 - WHEREAS, the superintendence, direction and control of all elections to Parliament and to the Legislature of every State are vested by the Constitution of India in the Election Commission of India.

AND WHEREAS, it is necessary and expedient to provide, in the interest of purity of elections to the House of the People and the Legislative Assembly of every State and in the interest of the conduct of such elections in a fair and efficient manner, for the specification, reservation, choice and allotment of symbols, for the recognition of political parties in relation thereto and for matters connected therewith.

NOW THEREFORE, in exercise of the powers conferred by Article 324 of the Constitution 1 [read with section 29A of the Representation of the People Act, 1951 (43 of 1951)] and rules 5 and 10 of the Conduct of Elections Rules, 1961 and all other powers enabling it in this behalf, the Election Commission of India hereby makes the following Order :—

1. SHORT TITLE, EXTENT. APPLICATION AND COMMENCEMENT : (1) This Order may be called the Election Symbols (Reservation and Allotment) Order, 1968.

(2) It extends to the whole of India and applies in relation to elections in all Parliamentary and Assembly Constituencies other than Assembly Constituencies in the State of Jammu & Kashmir.

(3) It shall come into force on the date of its publication in the Gazette of India which date is hereinafter referred to as the commencement of this Order.

2. DEFINITIONS AND INTERPRETATION : (1) In this Order, unless the context otherwise requires,—

(a) "clause" means a clause of the paragraph or sub-paragraph in which the word occurs;

(b) "Commission", means the Election Commission of India constituted under Article 324 of the Constitution;

(c) "Constituency", means a parliamentary constituency or an assembly constituency;

(d) "contested election" means an election in a parliamentary or an assembly constituency where a poll is taken;

(e) "election" means an election to which this Order applies;

[1] [(ee) "form" means a form appended to this Order;]

Substituted by Notification No. 56[E), dated 15.6.1989.

(f) "general election" means any general election held after the commencement of this Order for the purposes of constituting the House of the People or the Legislative Assembly of a State and includes a general election whereby the House of the People or the Legislative Assembly of a State in existence and functioning at such commencement, has been constituted;

(g) "paragraph" means a paragraph of this Order;

[2][(h) "political party" means an association or body of individual citizens of India registered with the Commission as a political party under Section 29A of the Representation of the People Act, 1951;]

[1] [(i) "State" includes the National Capital Territory of Delhi and the Union Territory of Pondicherry;]

(j) "Sub-paragraph" means a sub-paragraph of the paragraph in which the word occurs;

[2] [(jj) "Union Territory" means Union Territory other than the National Capital Territory of Delhi and the Union Territory of Pondicherry; and]

(k) Words and expressions used but not defined in this Order but defined in the Representation of the People Act, 1950, or the rules made thereunder or in the Representation of the People Act, 1951, or the rules made thereunder shall have the meanings respectively assigned to them in those Acts and Rules.

(2) The General Clauses Act, 1897 shall, as far as may be, apply in relation to the interpretation of this Order as it applies in relation to the interpretation of a Central Act,

[3][3. * * *]

4. ALLOTMENT OF SYMBOLS

In every contested election a symbol shall be allotted to a contesting candidate in accordance with the provisions of this Order and different symbols shall be allotted to different contesting candidates at an election in the same constituency.

5. CLASSIFICATION OF SYMBOLS

(1) For the purpose of this Order symbols are either reserved or free.

(2) Save as otherwise provided in this Order, a reserved symbol is a symbol which is reserved for a recognised political party for exclusive allotment to contesting candidates set up by that party.

(3) A free symbol is a symbol other than a reserved symbol.

[1] [6. CLASSIFICATION OF POLITICAL PARTIES

(1) For the purposes of this Order and for such other purposes as the Commission may specify as and when necessity therefor arises, political parties are either recognised political parties or unrecognised political parties.

(2) A recognised political party shall either be a National party or a State party.

[1]1nserted by Notification No. 56/97/Judl.lli dated 15.12.1997.

[2] Substituted by Notification No. O.N.56[E], dated 15.6.1989.

[3] Paragraph 3 omitted by Notification No. 0. N. 21 [E], dated 23.3.1992 (w. e. f. 25.3.1992).

Sec 6A. Conditions for recognition as a State Party—A political party shall be eligible for recognition as a State party in a State, if, and only if, any of the following conditions is fulfilled :

(i) At the last general election to the Legislative Assembly of the State, the candidates set up by the party have secured not less than six percent of the total valid votes polled in the State; and, in addition, the party has returned at least two members to the Legislative Assembly of that State at such general election; or

(ii) At the last general election to the House of the People from that State, the candidates set up by the party have secured not less than six percent of the total valid votes polled in the State; and, in addition, the party has returned at least one member to the House of the People from that State at such general election; or

(iii) At the last general election to the Legislative Assembly of the State, the party has won at least three percent of the total number of seats in the Legislative Assembly, (any fraction exceeding half being counted as one), or at least three seats in the Assembly, whichever is more; or

(iv) At the last general election to the House of the People from the State, the party has returned at least one member to the House of the People for every 25 members or any fraction thereof allotted to that State.

'**(v)** At the last general election to the House of the People from the State, or at the last general election to the Legislative Assembly of the State, the candidates set up by the Party have secured not less than eight percent of the total valid votes polled in the State'.

Sec 6B. Conditions for recognition as a National Party—A political party shall be eligible to be recognized as National Party, if, and only if, any of the following conditions is fulfilled :

(i) The candidates set up by the party, in any four or more States, at the last general election to the House of the People, or to the Legislative Assembly of the State concerned, have secured not less than six percent of the total valid votes polled in each of those States at that general election; and, in addition, it has returned at least four members to the House of the People at the aforesaid last general election from any State or States; or

(ii) At the last general election to the House of the People, the party has w-on at least two percent of the total number of seats in the House of the People, any fraction exceeding half being counted as one; and the party's candidates have been elected to that House from not less than three States; or

(iii) The party is recognized as State party in at least four States.

Sec 6C. Conditions for continued recognition as a National or State party—If a political party is recognised as a State party under paragraph 6A, or as a National party under paragraph 6B, the question whether it shall continue to be so recognised after any subsequent general election to the House of the People or. as the case may be, to the Legislative Assembly of the State concerned, shall be dependent upon the fulfilment by it of the conditions specified in the said paragraphs on the results of that general election.

[1] **[7. SAVINGS AND INTERPRETATION**

(1) Notwithstanding anything contained in paragraph 6A, 6B or 6C, if any polffical party stands recognised, immediately before the commencement of the Election Symbols (Reservation and Allotment) (Amendment) Order, 2000, either as a National party or as a State party in some State or States, the said party shall continue to have and enjoy the status of such National or State party for the purposes of the next general election, to be held after the commencement of the said Order, to the House of the People or, as the case may be, to the Legislative Assembly of the State concerned, and its continued recognition as such National or State party shall thereafter be dependent upon the fulfilment by it of the conditions specified in paragraph 6A or, as the case may be, paragraph 6B.

(2) For the removal of doubt, it is hereby clarified that the conditions in paragraph 6A or paragraph 6B shall not be deemed to have been satisfied by a political party,–

(i) if it is newly formed, whether as a result of split in a recognised National or State party or otherwise, and registered with the Commission under section 29A of the Representation of the People Act, 1951, after the last general election to the House of the People or, as the case may be, to the Legislative Assembly of the State concerned; or

(ii) on the joining or taking the membership of that party, by a member of the House of the People, or the Legislative Assembly of a State, after his election to that House or, as the case may be, that Assembly.]

8. CHOICE OF SYMBOLS BY CANDIDATES OF NATIONAL AND STATE PARTIES AND ALLOTMENT THEREOF

(1) A candidate set up by a National Party at any election in any constituency in India shall choose, and shall be allotted, the symbol reserved for that party and no other symbol.

(2) A candidate set up by a State Party at an election in any constituency in a State in which such party is a State Party, shall choose, and shall be allotted the symbol reserved for that Party in that State and no other symbol.

(3) A reserved symbol shall not be chosen by, or allotted to, any candidate in any constituency other than a candidate set up by a National Party for whom such symbol has been reserved or a candidate set up by a State Party for whom such symbol has been reserved in the State in which it is a State Party even if no candidate has been set up by such National or State Party in that constituency.

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[1] Substituted by Notification No. 56/2000/Judl.III, dated 1.12.2000.

[1] **[9. RESTRICTION ON THE ALLOTMENT OF SYMBOLS RESERVED FOR STATE PARTIES IN STATES WHERE SUCH PARTIES ARE NOT RECOGNISED**

A symbol reserved for a State Party in any State -

[2] {(a) shall not be included in the list of free symbols for any other State or Union Territory; and

(b) shall not be reserved for any other party which subsequently becomes eligible, on fulfillment of the conditions specified in [3]{paragraph 6B}}, for recognition as a State Party in any other State :

Provided that nothing contained in clause (b) shall apply in relation to a political party for which the Commission has, immediately before the commencement of the Election Symbols (Reservation and Allotment) (Amendment) Order, 1997, already reserved the same symbol which it has also reserved for some other State Party or Parries in any other State or States.}]

[1] **[10. CONCESSION TO CANDIDATES SET UP BY A STATE PARTY AT ELECTIONS IN OTHER STATES OR UNION TERRITORIES**

If a political party which is recognised as a State Party in some State or States, sets up a candidate at an election in a constituency in any other State or Union Territory in which it is not a recognised State party, then such candidate may, to the exclusion of all other candidates in the constituency be allotted the symbol reserved for that party in the State or States in which it is a recognised State Party, notwithstanding that such symbol is not specified in the list of free symbols for such other State or Union Territory, on the fulfillment of each of the following conditions, namely ;—

(a) that an application is made to the Commission by the said party for exclusive allotment of that symbol to the candidate set up by it, not later than the third day after the publication in the Official Gazette of the notification calling the election;

(b) that the said candidate has made a declaration in his nomination paper that he has been set up by that party at the election and that the party has also fulfilled the requirements of clauses (b), (c), (d) and (e) of paragraph 13 read with paragraph 13A in resepct of such candidate; and

(c) that in the opinion of the Commission there is no reasonable ground for refusing the application for such allotment.

Provided that nothing contained in this paragraph shall apply to a candidate set up by a State Party at an election in any constituency in a State in which that party is not a State Party and where the same symbol is already reserved for some other State Party in that State,]

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[1] Substituted by Notification No. 56/97/Judl.III, dated 15.12.1997.
[2] Substituted by Notification No. 56/99/Judl. III, dated 8.6.1999.
[3] Substituted by Notification No. 56/2000/Judl.III, dated 1.12.2000.

[2][10A. CONCESSION TO CANDIDATES SET UP BY AN UNRECOGNISED PARTY WHICH WAS EARLIER RECOGNISED AS A NATIONAL OR STATE PARTY

If a political party, which is unrecognised at present but was a recognised National or State party in any State or Union territory not earlier than six years from the date of notification of the election, sets up a candidate at an election in a constituency in any State or Union territory, whether such party was earlier recognised in that State or Union territory or not, then such candidate may to the exclusion of all other candidates in the constituency, be allotted the symbol reserved earlier for that party when it was a recognised National or State party, notwithstanding that such symbol is not specified in the list of free symbols for such State or Union territory, on the fulfilment of each of the following conditions, namely :—

(a) that an application is made to the Commission by the said party for the exclusive allotment of that symbol to the candidate set up by it, not later than the third day otter the publication in the Official Gazette of the notification calling the election;

(b) that the said candidate has made a declaration in his nomination paper that he has been set up by that party at the election and that the party has also fulfilled the requirements of clauses (b), (c). (d) and (e) of paragraph 13 read with paragraph 13A in respect of such candidate; and

(c) that in the opinion of the Commission there is no reasonable ground for refusing the application for such allotment;

Provided that nothing contained in this paragraph shall apply to a candidate set up by the said party at an election in any constituency in a State or Union territory where the same symbol is already reserved for some other National or State party in that State or Union Territory].

"10B - Concession to candidates set up by newly registered (unrecognized) parties and to unrecognized parties which were earlier recognized parties more than 6 years back.

The candidates set up by a registered unrecognized political party at the general election to the Legislative Assembly of a State or to the House of the People, may be allotted a common symbol from the list of free symbols, subject to the fulfillment of the following conditions :_

- At a general election to the Legislative Assembly
- The party sets up candidates at least in 10 (ten percent) of the assembly constituencies in the State, subject to a minimum of five constituencies in States having forty or less seats;
- The intimation with regard to the serial numbers and names of the constituencies concerned are intimated by the party to the Commission latest by three clear days before the date on which the notification (or first of the notifications in the case of a phased election) of the election is to be issued;

[1] Substituted by Notification No. 56/99/Judl.III, dated 8.6.1999.
[2] Inserted by Notification No. 56/2000/Judl.III, dated1.12.2000.

- The party shall give the names of ten symbols, in order of preference, from out of the list of free symbols notified by the Commission for the election;
- The party also gives an undertaking that if the party does not set up candidates in the minimum number of the constituencies as prescribed in condition (i) above, its candidates shall not be entitled to allotment of a common symbol on the date of allotment of symbols to them; and, in addition, the party shall be liable for such punitive action as may be permissible under the law for making a false declaration before the Commission.
- At a general election to the House of the People—
- The party sets up candidates at least in 10 (ten percent) of the parliamentary constituencies in the State, in which it seeks allotment of a common symbol to its candidates, subject to a minimum of two constituencies in States having less than five parliamentary constituencies allotted to the State;
- The intimation with regard to the serial numbers and names of the constituencies concerned are intimated by the party to the Commission latest by three clear days before the date on which the notification (or first of the notifications in the case of a phased election) of the election is to be issued;
- (iii) The party shall give the names of ten symbols, in order of preference, from out of the list of free symbols notified by the Commission for the election;
- (iv) The party also gives an undertaking that if the party does not set up candidates in the minimum number of the constituencies as prescribed in condition (i) above, its candidates shall not be entitled to allotment of a common symbol on the date of allotment of symbols to them; and, in addition, the party shall be liable for such punitive action as may be permissible under the law for making a false declaration before the Commission.

Explanation—

For the removal of doubt, it is hereby clarified that-

(i) the concession of allotment of common symbol to the candidates of a registered unrecognized party under this paragraph shall be only a one-time facility either at a general election to the House of the People or to a State Legislative Assembly, as the party may choose, and a party that has availed of this concession once shall not be eligible for the concession in any subsequent general election;

- the symbol allotted as a common symbol to the candidates of a party under this paragraph shall be available for allotment to candidates set up by the other parties or independent candidates in those other constituencies in which that party has not set up its candidates;

- if two or more parties give preference for the same symbol, then the question of allotment of the symbol to one of such parties shall be decided by draw of lots in such manner as may be directed by the Commission;

- if it is not possible for the Commission for any reason to allot a common symbol to the candidates of a party from out of the list of symbols for which it has given its preference under this paragraph, some other symbol from the list of free symbols may be allotted to that party in consultation with that party;

- notwithstanding anything contained in paragraph 10A, a political party which was earlier a recognized political party and which lost its recognition more than 6 years back will also be eligible under this paragraph to the one-time concession of allotment of the symbol which was earlier reserved for the party, at a general election to the House of the. People or to the Legislative Assembly of a State, held after expiry of six years since the party lost its recognition, subject to the fulfillment of each of the conditions specified under clause(A) or (B), as the case may be, except the condition in sub-clause (iii) thereof. '

11. RESTRICTIONS ON THE CHOICE AND ALLOTMENT OF SYMBOLS ALLOTTED UNDER PARAGRAPH 10 1 [OR PARAGRAPH 10A]

Notwithstanding anything contained in any of the foregoing provisions where elections are held simultaneoulsy in a parliamentary constituency and in the assembly constituencies comprised in such parliamentary constituency, then-

(a) if a symbol has been exclusively allotted under paragraph 10 [1][or paragraph 10A] to a candidate set up by a political party at any election in the parliamentary constituency that symbol shall not be allotted to any candidate at any election in any of the said Assembly Constituencies unless such candidate is a candidate set up by that political party; and

(b) if a symbol has been exclusively allotted under paragraph 10 [1][or paragraph 10A] to a candidate set up by a political party at any election in any of the said Assembly Constituencies that symbol shall not be allotted to any candidate at the election in the said Parliamentary Constituency unless such candidate is a candidate set up by that political party.

[1] [12. CHOICE OF SYMBOLS BY OTHER CANDIDATES AND ALLOTMENT THEREOF

(1) Any candidate at an election in a constituency in any State or Union territory other than–

(a) a candidate set up by a National party, or

(b) a candidate set up by a political party which is a State party in that State, or

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inserted by Notification No. 56/2000/Judl.III, dated1.12.2000.

'(c) a candidate referred to in paragraph-10 or paragraph-10A or paragraph-10B'

shall choose, and shall be allotted, in accordance with the provisions hereafter set out in this paragraph, one of the symbols specified as free symbols for that State or Union territory by notification under paragraph 17.

(2) Where any free symbol has been chosen by only one candidate at such election, the returning officer shall allot that symbol to that candidate, and to no one else.

(3) Where the same free symbol has been chosen by several candidates at such election, then -

(a) if, of those several candidates, only one is a candidate set up by an unrecognised political party and all the rest are independent candidates, the returning officer shall allot that free symbol to the candidate set up by the unrecognised political party, and to no one else; and, if, of those several candidates, two or more are set up by different unrecognised political parties and the rest are independent candidates, the returning officer shall decide by lot to which of the two or more candidates set up by the different unrecognised political parties that free symbol shall be allotted, and allot that free symbol to the candidate on whom the lot falls, and to no one else:

Provided that where of the two or more such candidates set up by such different unrecognised political parties, only one is, or was, immediately before such election, a sitting member of the House of the People, or, as the case may be, of the Legislative Assembly (irrespective of the fact as to whether he was allotted that free symbol or any other symbol at the previous election when he was chosen as such member), the returning officer shall allot that free symbol to that candidate, and to no one else;

(b) if, of those several candidates, no one is set up by any unrecognised political party and all are independent candidates, but one of the independent candidates is, or was, immediately before such election a sitting member of the House of the People, or, as the case may be, of the Legislative Assembly, and was allotted that free symbol at the previous election when he was chosen as such member, the Returning Officer shall allot that free symbol to that candidate, and to no one else; and

(c) if, of those several candidates, being all independent candidates, no one is, or was, a sitting member as aforesaid, the returning officer shall decide by lot to which of those independent candidates that free symbol shall be allotted, and allot that free symbol to the candidates on whom the lot falls, and to no one else.]

[1] **[13. WHEN A CANDIDATE SHALL BE DEEMED TO BE SET UP BY A POLITICAL PARTY.**

For the purposes of an election from any parliamentary or assembly constituency to which this Order applies, a candidate shall be deemed to be set up by a political party in any such parliamentary or assembly constituency, if, and only if,

(a) the candidate has made the prescribed declaration to this effect in his nomination paper;

[2] {(aa) the candidate is a member of that political party and his name is borne on the rolls of members of the party;}

(b) a notice by the political party in writing, in Form B, to that effect has, not later than 3 p.m. on the last date for making nominations, been delivered to the Returning Officer of the constituency;

(c) the said notice in Form B is signed by the President, the Secretary or any other office bearer of the party, and the President, Secretary or such other office bearer sending the notice has been authorised by the party to send such notice;

(d) the name and specimen signature of such authorised person are communicated by the party, in Form A, to the Returning Officer of the constituency and to the Chief Electoral Officer of the [3]{State or Union Territory concerned}, not later than 3 p.m. on the last date for making nominations; and

(e) Forms A and B are signed, in ink only, by the said office bearer or person authorised by the party:

Provided that no fascimile signature or signature by means of rubber stamp, etc., of any such office bearer or authorised person shall be accepted and no form transmitted by fax shall be accepted,]

[1] **[13A. SUBSTITUTION OF A CANDIDATE BY A POLITICAL PARTY**

For the removal of any doubt, it is hereby clarified that a political party which has given a notice in Form B under paragraph 13 in favour of a candidate may rescind that notice and may give a revised notice in Form B in favour of another candidate for the constituency:

Provided that the revised notice in Form B, clearly indicating therein that the earlier notice in Form B has been rescinded, reaches the Returning Officer of the constituency not later than 3 p.m. on the last date for making nominations, and the said revised notice in Form B is signed by the authorised person referred to in clause (d) of paragraph 13:

Provided further that in case more than one notice in Form B is received by the Returning Officer in respect of two or more candidates, and the political party fails to indicate in such notices in Form B that the earlier notice or notices in Form B, has or have been rescinded, the Returning Officer shall accept the notice in Form B in respect of the candidate

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[1] Substituted by Notification No. 56/99/Judl.III, dated 20.5.1999.
[2] Inserted by Notification No. 56/2000/Judl.III, dafed1.12.2000.
[3] Substituted by Notification No. 56/99/JudlM dated 8.6.1999.

whose nomination paper was first delivered to him, and the remaining candidate or candidates in respect of whom also notice or notices in Form B has or have been received by him, shall not be treated as candidates set up by such political party.]

14. POWER OF COMMISSION TO ISSUE INSTRUCTIONS TO UN-RECOGNISED POLITICAL PARTIES FOR THEIR EXPEDITIOUS RECOGNITITON ON FULFILMENT OF CONDITIONS SPECIFIED IN [2][PARAGRAPH 6A OR PARAGRAPH 6B].

The Commission may issue for the benefit of unrecognised political parties such instructions as it may think necessary for their expeditious recognition when they have [2][fulfilled any of the conditions for such recognition specified in paragraph 6A or paragraph 6B].

15. POWER OF COMMISSION IN RELATION TO SPLINTER GROUPS OR RIVAL SECTIONS OF A RECOGNISED POLITICAL PARTY.

When the Commission is satisfied on information in its possession that there are rival sections or groups of a recognised political party each of whom claims to be that party, the Commission may, after taking into account all the available facts and circumstances of the case and hearing such representatives of the sections or groups and other persons as desire to be heard, decide that one such rival section or group or none of such rival sections or groups is that recognised political party and the decision of the Commission shall be binding on all such rival sections or groups.

16. POWER OF COMMISSION IN CASE OF AMALGAMATION OF TWO OR MORE POLITICAL PARTIES.

(1) When two or more political parties, one or some or all of whom is a recognised political party or are recognised political parties join together to form a new political party, the Commission may, after taking into account all the facts and circumstances of the case, hearing such representatives of the newly formed party and other persons as desire to be heard and having regard to the provisions of this Order, decide-

(a) whether such newly formed party should be a National party or a State Party; and

(b) the symbol to be allotted to it.

(2) The decision of the Commission under sub-paragraph (1) shall be binding on the newly formed political party and all the component units thereof.

[1] [16A. POWER OF COMMISSION TO SUSPEND OR WITHDRAW RECOGNITION OF A RECOGNISED POLITICAL PARTY FOR ITS FAILURE TO OBSERVE MODEL CODE OF CONDUCT OR FOLLOW LAWFUL DIRECTIONS AND INSTRUCTIONS OF THE COMMISSION

Notwithstanding anything in this Order, if the Commission is satisfied on information in its possession that a political party, recognised either as a National party or as a State party under the provisions of this Order, has failed or has refused or is refusing or has shown or is showing defiance by its conduct or otherwise (a) to observe the provisions of

[1] Inserted by Notification No. 56/99/Judl.III, dated 20.5.1999.
[2] Substituted by Notification No. 56/2000/Judl. III, dated 1.12.2000.

the 'Model Code of Conduct for Guidance of Political Parties and Candidates' as issued by the Commission in January 1991 or as amended by it from time to time, or (b) to follow or carry out the lawful directions and instructions of the Commission given from time to time with a view to furthering the conduct of free, fair and peaceful elections or safeguaring the interests of the general public and the electorate in particular, the Commission may otter taking into account all the available facts and circumstances of the case and after giving the party reasonable opportunity of showing cause in relation to the action proposed to be taken against it, either suspend, subject to such terms as the Commission may deem appropriate, or withdraw the recognition of such party as the National Party or, as the case may be, the State Party.]

17. NOTIFICATION CONTAINING LISTS OF POLITICAL PARTIES AND SYMBOLS

(1) The Commission shall by one or more notifications in the Gazette of India publish lists specifying—

(a) the National Parties and the symbols respectively reserved for them;

(b) the State Parties, the State or States in which they are State Parties and the symbols respectively reserved for them in such State or States;

[2] [(bb) xxxxxxxxx]

[3][(c) the un-recognised political parties and the addresses of their headquarters registered with the Commission;] and

[4] [(d) the free symbols for each State and Union Territory]

(2) Every such list shall, as far as possible, be kept up-to-date.

18. POWER OF COMMISSION TO ISSUE INSTRUCTIONS AND DIRECTIONS

The Commission, may issue instructions and directions—

(a) for the clarification of any of the provisions of this Order;

(b) for the removal of any difficulty which may arise in relation to the implementation of any such provisions; and

(c) in relation to any matter with respect to the reservation and allotment of symbols and recognition of political parties, for which this Order makes no provision or makes insufficient provision, and provision is in the opinion of the Commission necessary for the smooth and orderly conduct of elections.

[5] **[19.** * * *]

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[1] Inserted by Election Commission's Notification O.N.42(E), dated 18.2.1994.
[2] Deleted by Notification No. 56/2000/Judl.III, dated 1.12.2000.
[3] Substituted by Notification No. 56/2000/Judl.III, dated 1.12.2000.
[4] Substituted by Notification No. 56/99/Judl.III, dated 8.6.1999.
[5] Paragraph 19 omitted by Notification No. 56/99/Judl.III, dated 8.6.1999.

IMPORTANT
ORDERS,
DIRECTIONS
&
INSTRUCTIONS

IMPORTANT ORDERS/ DIRECTIONS/ INSTRUCTIONS

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ELECTION URGENT

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
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Fax No.0674-2573494

No. 3575 /SEC, Date: 10/11/2021

From
Sri R. N. Sahu, IAS
Secretary.

To
All District Magistrates.

Sub: General Election to Urban Local Bodies, 2022
Appointment of Election Officers.

Madam/Sir,

I am directed to invite a reference to the provisions of Rule-2 (e) of the Odisha Municipal (Delimitation of Wards and Reservation of Seats and Conduct of Elections) Rules, 1994 and Rule 2 (h) of Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003 and to state that in pursuance of the said Rules **the State Election Commission has been pleased to appoint the District Magistrate of the District as Election Officer and has directed that she/he shall remain in overall charge of the super vision of preparation of Electoral Roll and Conduct of Election to the Corporations/Municipalities/NACs in the district** in accordance with the provisions of Odisha Municipal/Corporation Acts and Rules framed there under and directions issued by the State Election Commission in this behalf.

2. It is may be necessary to use the services of other Officers to assist the District Magistrate in Conduct of Municipal Elections. These officers too will need to be appointed by the Commission as election Officers to perform the duties of Election Officers for the purpose of Preparation and Printing of Electoral Roll, selection of Polling stations, receipt of nominations and scrutiny thereof, appointment of Polling and Counting Personnel, conduct of elections, counting of votes and declaration of results of each Corporation/Municipality/NAC in the concerned district under leadership and supervision of the District Magistrate.

The said Officer should preferably be **location-specific** having her/his headquarters in the said Municipal area or in the immediate vicinity.

The State Election Commission has, therefore, been pleased to direct that names of responsible and experienced OAS officers as follows preferably having past experience in conducting of Elections to Local Bodies may be furnished to the commission for their appointment as Election Officer

Sl No.	Partculars	Category of Officers	Remarks
1	NAC	Tahasildar/Additional Tahasildar/ Deputy Collector	
2	Municipality	Sub-Collector or other Similar rank Officer	For bigger Municipality like Puri,Balasore the name of ADM may be recommended
3.	Corporation	Additional District Magistrate or other similar rank Officer	

You are requested to carefully assess the quality of all the Officers at your disposal, taking into account the size and importance of the Municipality and co-term-inability of the headquarters of the Officer proposed and the Municipality while furnishing your recommendation for appointment as Election Officers. Their conduct in the previous General Election to the legislative Assembly and Parliament as well as PRI bodies may be taken into consideration before recommendation.

In Corporations and big Municipalities there may be necessity of appointment of more than one election Officer only for limited purposes of hearing objections, causing enquiry to the claims and objections, receipt of nominations, and scrutiny of nominations, etc. In that case names of more than one Election Officer may be recommended for appointment of Election Officer to the Commission.

A list of corporations/ Municipalities/NACs is enclosed for ready reference.

3. The Commission contemplates to very shortly undertake Preparation of Ward wise Electoral Roll for the above purposes. You are, therefore, requested to furnish the names of the officers along with their designation, contact number and e-mail ID to be appointed as Election Officers for Corporation/ Municipality/NAC wise by **23.11.2021** positively.

Yours faithfully

10.11.21

Secretary

Memo. No. 3576 /SEC, Date 10/11/2021

Copy Forwarded to the Principal Secretary to Govt. Housing and Urban Development Department for information.

Secretary 10.11.21

Memo No 3577 /SEC, Date 10/11/2021

Copy forwarded to OSD to the State Election Commissioner for kind information of the Commissioner/ all Officers for information and necessary action.

10.11.21

Secretary

Annexur-I

District wise list of Urban Local Bodies wherein General Election will be conducted

SL.No.	Name of the District	SL. No.	Municipality/ NAC
1	2	3	4
1	*Angul*	1	Angul Municipality
		2	Athamallik NAC
		3	Talcher Municipality
2	*Balangir*	4	Balangir Municipality
		5	Kantabanjhi NAC
		6	Patnagarh NAC
		7	Tusura NAC
		8	Titilagarh Municipality
3	*Balasore*	9	Balasore Municipality
		10	Jaleswar Municipality
		11	Soro Municipality
		12	Nilagiri NAC
		13	Remuna NAC
4	*Baragarh*	14	Baragarh Municipality
		15	Padampur NAC
		16	Barpalli NAC
		17	Bijepur NAC
5	*Bhadrak*	18	Bhadrak Municipality
		19	Basudevpur Municipality
		20	Chandbali NAC
		21	Dhamnagar NAC
6	*Boudh*	22	Boudhgarh NAC
7	*Cuttack*	23	Athagarh NAC
		24	Banki NAC
		25	Choudwar Municipality
8	*Deogarh*	26	Deogarh Municipality
9	*Dhenkanal*	27	Bhuban NAC
		28	Dhenkanal Municipality
		29	Kamakhyanagar NAC
10	*Gajapati*	30	Paralakhemundi Municipality
		31	Kasinagar NAC
11	*Ganjam*	32	Aska NAC
		33	Belaguntha NAC
		34	Bhanjanagar NAC
		35	Buguda NAC
		36	Chatrapur NAC
		37	Chikiti NAC
		38	Digapahandi NAC
		39	Ganjam NAC
		40	Gopalpur NAC

SL.No.	Name of the District	SL. No.	Municipality/ NAC
		41	Hinjilicut Municipality
		42	Kavisuryanagar NAC
		43	Khallikot NAC
		44	Kodala NAC
		45	Polsora NAC
		46	Purusottampur NAC
		47	Rambha NAC
		48	Soroda NAC
12	*Jagatsinghpur*	49	Jagatsinghpur Municipality
		50	Paradeep Municipality
13	*Jajpur*	51	Jajpur Municipality
		52	Vyasanagar Municipality
14	*Jharsuguda*	53	Belpahar Municipality
		54	Brajarajnagar Municipality
		55	Jharsuguda Municipality
15	*Kalahandi*	56	Bhawanipatna Municipality
		57	Junagarh NAC
		58	Dharamgarh NAC
		59	Kesinga NAC
16	*Kendrapara*	60	Pattamundai Municipality
17	*Keonjhar*	61	Anandapur Municipality
		62	Barbil Municipality
		63	Joda Municipality
		64	Champua NAC
		65	Keonjhorgarh Municipality
18	*Khurda*	66	Balugaon NAC
		67	Banpur NAC
		68	Jatni Municipality
		69	Khurda Municipality
19	*Koraput*	70	Jaypore Municipality
		71	Koraput Municipality
		72	Kotpad NAC
		73	SunabedhaMunicipality
20	*Malkangiri*	74	Balimela NAC
		75	MalkangiriMunicipality
21	*Mayurbhanj*	76	BaripadaMunicipality
		77	Karanjia NAC
		78	Rairangpur Municipality
		79	Udala NAC
22	*Nayagarh*	80	Khandapara NAC
		81	Ranpur NAC
		82	Daspala NAC
		83	Nayagarh Municipality
23	*Nowrangpur*	84	Nowrangpur Municipality
		85	Umerkote Municipality

SL.No.	Name of the District	SL. No.	Municipality/ NAC
24	*Nuapara*	86	Khariar NAC
		87	Khariar Road NAC
25	*Phulbani*	88	G. Udayagiri NAC
		89	Balliguda NAC
		90	Phulbani Municipality
26	*Puri*	91	Konark NAC
		92	Nimapara NAC
		93	Pipili NAC
		94	Puri Municipality
27	*Rayagada*	95	Gudari NAC
		96	Gunupur Municipality
		97	Raygada Municipality
28	*Sambalpur*	98	Kuchinda NAC
		99	Redhakhol NAC
29	*Subarnapur*	100	Binika NAC
		101	Sonepur Municipality
		102	Tarva NAC
30	*Sundargarh*	103	Biramitrapur Municipality
		104	Rajgangpur Municipality
		105	Sundargarh Municipality

District wise Corporation wherein General Election will be conducted

1	Khurda	106	Bhubaneswar Municipal Corporation
2	Cuttack	107	Cuttack Municipal Corporation
3	Ganjam	108	Berhampur Municipal Corporation

ELECTION URGENT

ELECTION URGENT
BY FAX//E-MAIL

STATE ELECTION COMMISSION, ODISHA
TOSHALI BHAWAN, B-2, 1ST FLOOR,
SATYANAGAR, BHUBANESWAR – 751 007
E-mail ID – stateelectioncommission.odisha@gmail.com
Fax No. 0674-2573494

No. 4525 /SEC., Dated 07/12/2021

From

Sri R.N. Sahu , IAS
Secretary.

To

All District Magistrates.

Sub: Printing of Electoral Rolls for General Elections to Urban Local Bodies, 2022 - Finalisation of printing firms.

Madam/ Sir,

I am directed to say that the work of printing of Electoral Rolls in required numbers shall be done under the direct supervision of the District Magistrate as Electoral Registration Officer.

2. Sufficient time may not be available after publication of the final Electoral Roll for inviting quotations / tenders and completing the required formalities for awarding printing orders. The Commission therefore directs that as a measure of abundant caution the District Magistrates shall take advance action as follows:-

I. Quotations / Tenders as necessary may be floated inviting offers from local press(es)/DTP firms to prepare 4 (four) copies of Preliminary, Draft, Final Electoral Roll and print one Master Copy and 30 (thirty) Xerox copy of Electoral Roll on A4 size paper. However the approved rate of the State Election Commission (Annexure-IV) or the rate fixed through quotation which is lower will be accepted. One or more press(es)/DTP firms as may be expedient may be finally selected having

regard to its / their reliability, printing capacity and quality of machines and past experience in successfully executing important printing works of Government. In case the work is assigned to more than one press, efforts should be made to award the work at an uniform rate. The entire printing work has to be as per instruction/date line issued by the Commission.

The Assembly Constituency wise Electoral Roll Database in Excel Format for the entire District will be supplied by the Commission. The Preliminary Electoral Roll shall be prepared from the same database.

II. The Electoral Roll for each Ward/ULB shall be printed in odia language with 50 entries on the 1st page with heading and 62 entries in subsequent pages without heading. The sample of 1st page and 2nd page of Electoral Roll are enclosed as Annexure-I & II.

III. Before issue of the printing order, an agreement in the prescribed in Form (Annexure-III) will have to be executed and security amount of one percent of the total value in shape of cash shall be deposited by the selected press(es)/DTP firm(s).

IV. The selected firms shall be responsible for cent percent accuracy of printing and asked to make its own arrangement for proof-reading. However as a measure of abundant caution some responsible Officers/ Staff shall also be assigned to supervise the preparation/printing work and be asked to ensure cent percent check of proof corrections.

V. The DTP firm(s) shall without fail print the name(s) of their DTP firm(s) qualifying date of voter, date of publication of Draft Electoral Roll, Signature and Seal of election Officer and page at the bottom of each page of the Electoral Roll.

3. The rates of printing of Electoral Rolls, binding charges, cover page and index page and have been given in the enclosed statement (Annexure – IV). The rate is applicable for 4 (four) copies of Preliminary, Draft, Final Electoral Roll and print one Master Copy and 30 (thirty) Xerox copy of Electoral Roll on A4 size paper.

4. Floating of Quotations / Tenders inviting offers from local DTP firms and selection of firms shall be completed by **20.12.2021** for smooth completion of printing of Electoral Roll under intimation to State Election Commission.

5. The DTP firm(s) shall supply 4 (four) copies of Preliminary, Draft, Final Electoral Roll and print one Master Copy and 30 (thirty) Xerox copy of Electoral Roll on A4 size paper and **one soft copy.**

6. After printing and binding of the Electoral Roll, the total cost of printing in respect of the Corporations/Municipalities/NACs is to be worked out taking into account the cost of the printing charges of Master copy, Xeroxing and binding charges etc. and the total cost so arrived will be divided by the total number of copies printed/Xeroxed to arrive at the cost price of one copy of the Electoral Roll.

7. While one set of the Electoral Roll has to be given free of cost to recognized National Political Parties/State Party, other copies may be sold at the cost so fixed by the District Magistrate and the realization from the sale of these Electoral Rolls will be credited into account "0070-Other Administrative Service-02-Elections-101-Sale Proceeds of Elections Forms and documents."

8. As per the guidelines of ECI the following foot note shall be printed in the final Electoral Roll.

ଏହି ଭୋଟର ତାଲିକା ପୌର ନିର୍ବାଚନ ନିମନ୍ତେ ଗ୍ରହଣୀୟ । ବିଧାନସଭା ଓ ଲୋକସଭାର ଭୋଟର ତାଲିକା ଭିନ୍ନ ଅଟେ ଓ ତାହା ନିର୍ବାଚନ କମିଶନ, ଭାରତଙ୍କ ଦ୍ୱାରା ପ୍ରକାଶନ କରାଯାଏ । ପ୍ରତ୍ୟେକ ବିଧାନସଭା ଓ ଲୋକସଭା ନିର୍ବାଚନ ପୂର୍ବରୁ ଭୋଟର ତାଲିକାରେ ଆପଣଙ୍କ ନାମ ଅଛି କି ନାହିଁ ଦୟାକରି ତନଖି କରନ୍ତୁ ।

9. Besides, the following certificate shall be given at the end of Electoral Roll of each Ward.

"Certified that the Electoral Roll of ward No. _____ of _____ Corporation/Municipality/NAC has been duly published as per the provisions of Odisha Municipal (DW, RS & CE) Rules, 1994/ Odisha Municipal Corporation (DCW, RS & CE) Rules, 2003 on _____".

ELCTION OFFICER

You are, therefore, requested to complete the necessary formalities in advance for selection of the firm (s) to execute the work under intimation to State Election Commission by **20.12.2021.**

Yours faithfully,

7.12.21

Secretary

Memo No. 4526 /SEC., Dated the 07/12/2021

Copy with enclosures forwarded to the Private Secretary to State Election Commissioner/All Officers for information and necessary action.

Secretary 7.12.21

Encls.: 1. 1st page of Electoral Roll – (Annexure-I)
2. 2nd page of Electoral Roll – (Annexure-II)
3. Form of Agreement (Annexure-III)
4. Rate prescribed for printing ((Annexure-IV)
5. Cover Page(Annexure-V)
6. Index Page ((Annexure-VI)

ANNEXURE-I

ଫର୍ମ ନମ୍ବର - ୧

[ଓଡିଶା ପୌର ନିୟମ /(୪) ଦ୍ରଷ୍ଟବ୍ୟ]

ଭୋଟର ତାଲିକା, ୨୦୨୨

ଜିଲ୍ଲା :

ସବ ଡିଭିଜନ

ୱାର୍ଡ ନମ୍ବର

ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରର ନାମ ଓ ଅବସ୍ଥିତି

ବୁଥ ନମ୍ବର

ପୌର ପରିଷଦ

କ୍ରମିକ ସଂଖ୍ୟା	ଘର ନଂ	ନାମ		ସୂଚକ	ପିତା/ସ୍ୱାମୀଙ୍କ ନାମ		ବୟସ	ଲିଙ୍ଗ	ବିଧାନସଭା ନିର୍ବାଚନ	ଭୋଟରପରିଚୟପତ୍ର ନଂ
(1)	(2)	(3)		(4)	(5)		(6)	(7)	(8)	(9)
1	1	ବବିତା	ସାହୁ	H	ଅସୀତ ରଞ୍ଜନ	ପ୍ରଧାନ	33	F	1/1	UEH1359587
2	1	ଅମିୟରଞ୍ଜନ	ପ୍ରଧାନ	F	ଚିତ୍ତରଞ୍ଜନ	ପ୍ରଧାନ	21	M	1/2	UEH1213164
3		ଚିତ୍ତରଞ୍ଜନ	ପ୍ରଧାନ	F	ଲୋକନାଥ	ପ୍ରଧାନ	54	M	1/3	OR/19/114/228003
4		ସବିତା	ପ୍ରଧାନ	H	ଚିତ୍ତ	ପ୍ରଧାନ	45	F	1/4	OR/19/114/228111
5		ଅସୀତ ରଞ୍ଜନ	ପ୍ରଧାନ	F	ଚିତ୍ତରଞ୍ଜନ	ପ୍ରଧାନ	27	M	1/5	UEH0761593
6		ଦିପାଳୀ	ପ୍ରଧାନ	H	ସଂଗ୍ରାମ କେଶରୀ	ପ୍ରଧାନ	25	F	1/6	UEH1104454
7		ସୌମ୍ୟରଞ୍ଜନ	ପ୍ରଧାନ	F	ଯତିନ୍ଦ୍ର	ପ୍ରଧାନ	24	M	1/7	UEH0993501
8		ଅନିତା	ପ୍ରଧାନ	H	ଯତିନ୍ଦ୍ର	ପ୍ରଧାନ	57	F	1/8	OR/19/114/228005
9		ସଂଗ୍ରାମ କେଶରୀ	ପ୍ରଧାନ	F	ଯତିନ୍ଦ୍ର	ପ୍ରଧାନ	38	M	1/9	MBX1280601
10		ସରୋଜ କୁମାର	ପ୍ରଧାନ	F	ଯତିନ୍ଦ୍ର	ପ୍ରଧାନ	31	M	1/10	MBX2741437
11		ଉତ୍ତମ	ପ୍ରଧାନ	F	ରତିକାନ୍ତ	ପ୍ରଧାନ	25	M	1/11	UEH1017136
12		ସ୍ୱର୍ଣ୍ଣା	ପ୍ରଧାନ	H	ରତିକାନ୍ତ	ପ୍ରଧାନ	51	F	1/12	MBX1281807
13		ରଶ୍ମିତା	ପ୍ରଧାନ	H	ମନୋରଞ୍ଜନ	ପ୍ରଧାନ	49	F	1/13	OR/19/114/228009
14		ଦିଲ୍ଲିପ କୁମାର	ପ୍ରଧାନ	F	ମନୋରଞ୍ଜନ	ପ୍ରଧାନ	30	M	1/14	UEH0805622
15		କାଦମ୍ବିନୀ	ପ୍ରଧାନ	H	ଦିଲ୍ଲିପ କୁମାର	ପ୍ରଧାନ	27	F	1/15	UEH0805556
16	6	ଦିଲେଶ୍ୱରୀ	ପ୍ରଧାନ	F	ବଳରାମ	ପ୍ରଧାନ	23	F	1/16	UEH1213214
17	6	ଟୁନିରାଣୀ	ପ୍ରଧାନ	F	ବଳରାମ	ପ୍ରଧାନ	21	F	1/17	UEH1213230
18	6	ସୌଭାଗ୍ୟ	ପ୍ରଧାନ	F	ବଳରାମ	ପ୍ରଧାନ	19	M	1/18	UEH1359892
19		ପାଞ୍ଚାଲି	ପ୍ରଧାନ	H	ବଳରାମ	ପ୍ରଧାନ	46	F	1/19	MBX1282516
20		ସରୋଜିନି	ପ୍ରଧାନ	H	ହାଡିବନ୍ଧ	ପ୍ରଧାନ	79	F	1/20	MBX1282219
21		ସଞ୍ଜିବ କୁମାର	ପ୍ରଧାନ	F	ହାଡିବନ୍ଧ	ପ୍ରଧାନ	46	M	1/21	MBX1282300
22		ଅମୀତା	ପ୍ରଧାନ	H	ସଞ୍ଜିବ	ପ୍ରଧାନ	36	F	1/22	UEH0000083
23		ପ୍ରଜ୍ଞାସିନୀ	ପ୍ରଧାନ	H	କୁଶଳ କୁମାର	ପ୍ରଧାନ	25	F	1/23	UEH0993436
24		ରେବତୀ	ପ୍ରଧାନ	H	ରବିନ୍ଦ୍ର	ପ୍ରଧାନ	55	F	1/24	OR/19/114/228023
25		କୁଶଳ କୁମାର	ପ୍ରଧାନ	F	ରବିନ୍ଦ୍ର	ପ୍ରଧାନ	27	M	1/25	UEH0674416
26		ଅହଲ୍ୟା	ପ୍ରଧାନ	H	ହରି ଅର୍ଜୁନ	ପ୍ରଧାନ	63	F	1/26	MBX1281823
27		ମୁରଲି	ପ୍ରଧାନ	F	ହରିଅର୍ଜୁନ	ପ୍ରଧାନ	45	M	1/27	OR/19/114/228879
28		ମାମିନା	ପ୍ରଧାନ	H	ମୁରଲିଧର	ପ୍ରଧାନ	32	F	1/28	UEH0000117
29		ସୈରିନ୍ଦ୍ରି	ପ୍ରଧାନ	H	ଧନେଶ୍ୱର	ପ୍ରଧାନ	59	F	1/29	UEH0380345
30		ଝରଣା	ପ୍ରଧାନ	F	ସୈରିନ୍ଦ୍ରି	ପ୍ରଧାନ	35	F	1/30	UEH0674408
31		ଭାରତ ଭୂଷଣ	ପ୍ରଧାନ	F	ଧନେଶ୍ୱର	ପ୍ରଧାନ	32	M	1/31	UEH0380352
32		ପ୍ରହଲାଦ	ପ୍ରଧାନ	F	ପ୍ରାଣବନ୍ଧ	ପ୍ରଧାନ	55	M	1/32	OR/19/114/228033
33		ଲମ୍ବୋଦର	ପ୍ରଧାନ	F	ପ୍ରାଣବନ୍ଧ	ପ୍ରଧାନ	55	M	1/33	MBX1283290
34		ଲକ୍ଷ୍ମୀ	ପ୍ରଧାନ	H	ଲମ୍ବୋଦର	ପ୍ରଧାନ	51	F	1/34	MBX1283282
35		ବିନୋଦିନୀ	ପ୍ରଧାନ	H	ପ୍ରହଲାଦ	ପ୍ରଧାନ	46	F	1/35	MBX1283738
36	୧୧	ଗୀତାଞ୍ଜଳି	ଭୋଇ	H	ଯଗଳ କିଶୋର	ଭୋଇ	46	F	1/36	UEH1320514
37		ସରସ୍ୱତୀ	ରାଉତ	H	ଭଗବାନ	ରାଉତ	36	F	1/37	UEH0380386
38		ଚିତ୍ତରଂଜନ	ପ୍ରଧାନ	F	ଲମ୍ବୋଦର	ପ୍ରଧାନ	35	M	1/38	UEH0380378
39		ରୀତାରାଣୀ	ପ୍ରଧାନ	H	ଚିତ୍ତରଂଜନ	ପ୍ରଧାନ	33	F	1/39	UEH0805549
40		ହେମନ୍ତ କୁମାର	ପ୍ରଧାନ	F	ଲମ୍ବୋଦର	ପ୍ରଧାନ	32	M	1/40	UEH0000133
41	11	ସ୍ୱରଜ	ପ୍ରଧାନ	F	ପ୍ରହ୍ଲାଦ	ପ୍ରଧାନ	21	M	1/41	UEH1212893
42	୧୧	ଗୀତାଞ୍ଜଳି	ମୁଣ୍ଡା	H	ପିଣ୍ଟୁ	ମୁଣ୍ଡା	21	F	1/42	UEH1314012
43		ଦୌପଦୀ	ପ୍ରଧାନ	H	ଯୋଗିନ୍ଦ୍ର	ପ୍ରଧାନ	58	F	1/43	OR/19/114/228035
44		ଦୈତାରି	ପଧାନ	F	ବାଲା	ପଧାନ	55	M	1/44	OR/19/114/228044
45		ସ୍ମତି	ପ୍ରଧାନ	H	ଦୈତାରି	ପ୍ରଧାନ	51	F	1/45	MBX1282417
46		ପଞ୍ଚାନନ	ପ୍ରଧାନ	F	ଦୈତାରୀ	ପ୍ରଧାନ	24	M	1/46	UEH1017144
47	୧୨	ପଦ୍ମଲୋଚନ	ପ୍ରଧାନ	F	ଦୈତାରୀ	ପ୍ରଧାନ	20	M	1/47	UEH1320399
48		ଶୋଭାଗିନୀ	ଦେହୁରୀ	F	ଲକ୍ଷ୍ମୀଧର	ଦେହୁରୀ	51	F	1/48	MBX1282474
49		ସପ୍ନେଶ୍ୱର	ଦେହୁରି	F	ଲକ୍ଷ୍ମୀଧର	ଦେହୁରୀ	48	M	1/49	OR/19/114/228039
50		ରାଜେନ୍ଦ୍ର	ଦେହୁରୀ	F	ଲକ୍ଷ୍ମଧର	ଦେହୁରୀ	45	M	1/50	OR/19/114/228041

ଯୋଗ୍ୟତା ତାରିଖ ଚଡାନ୍ତ ପକାଶନ ତାରିଖ ନିର୍ବାଚନ ଅଧକାରୀଙ୍କ ସ୍ୱାକ୍ଷର ଓ ମୋହର ପୃଷ୍ଠା 1/3

ANNEXURE-II

ପୌର ପରିଷଦ ୱାର୍ଡ ନମ୍ବର ବୁଥ ନମ୍ବର

କ୍ରମିକ ସଂଖ୍ୟା	ଘର ନଂ	ନାମ		ସମ୍ପର୍କ	ପତ୍ନୀ/ସ୍ୱାମୀଙ୍କ ନାମ		ବୟସ	ଲିଙ୍ଗ	ବିଧାନସଭା ନିର୍ବାଚନ ଭୋଟର ତାଲିକା ଭାଗ/ କ୍ରମିକ ସଂଖ୍ୟା	ଭୋଟରପରିଚୟପତ୍ର ନଂ
(1)	(2)	(3)		(4)	(5)		(6)	(7)	(8)	(9)
51		ରୀନା	ଦେହୁରୀ	H	ସପେଶର	ଦେହୁରୀ	41	F	1/51	MBX1282458
52		ଜ୍ଞାନମତୀ	ଦେହୁରୀ	H	ରାଢେନ୍ଦ	ଦେହୁରୀ	32	F	1/52	UEH0000141
53		ସଦାନନ୍ଦ	ପଧାନ	F	କେଶବ	ପଧାନ	79	M	1/53	OR/19/114/228040
54		ଇନ୍ଦମତି	ପଧାନ	H	ସଦାନନ୍ଦ	ପଧାନ	72	F	1/54	MBX1282490
55		ବନବିହାରି	ପଧାନ	F	ବାଲା	ପଧାନ	52	M	1/55	OR/19/114/228046
56		ଗିରିଧାରି	ପଧାନ	F	ବାଲା	ପଧାନ	49	M	1/56	MBX2741452
57		କଡରୀ	ପଧାନ	H	ବନବିହାରୀ	ପଧାନ	48	F	1/57	UEH0993543
58		କ୍ଷୀରୋଦିନି	ପଧାନ	H	ଗିରିଧାରୀ	ପଧାନ	44	F	1/58	MBX1282391
59		କାନ୍ତି	ପଧାନ	H	କାର୍ତ୍ତିକ	ପଧାନ	74	F	1/59	MBX1284728
~~60~~		ବିଜୟ	ପଧାନ	~~F~~	କାର୍ତ୍ତିକ	ପଧାନ	~~57~~	~~M~~	1/60	~~OR/19/114/228050*~~
61		ଝରଣା	ପଧାନ	H	ବଜୟ	ପଧାନ	51	F	1/61	OR/19/114/228051
62		ଶଙ୍କର	ପଧାନ	F	କାର୍ତ୍ତିକ	ପଧାନ	47	M	1/62	MBX1284496
63		ଶେଶଦେବ	ପଧାନ	F	କାର୍ତ୍ତିକ	ପଧାନ	45	M	1/63	OR/19/114/228053
64		ଜାହ୍ନବୀ	ପଧାନ	H	ଶଙ୍କର	ପଧାନ	41	F	1/64	MBX1282441
65		ଭଗବତୀ	ପଧାନ	H	ଶେଷଦେବ	ପଧାନ	37	F	1/65	UEH0380436
66		କାଳନ୍ଦି	ପଧାନ	M	ଶୋଭାଗିନି	ପଧାନ	32	M	1/66	MBX2741445
67		ମମତା	ପଧାନ	F	ବିଜୟ	ପଧାନ	29	F	1/67	UEH0674390
68		ସସ୍ମିତା	ପଧାନ	F	ବିଜୟା	ପଧାନ	27	F	1/68	UEH0993444
69	16	ରଶ୍ମିତା	ପଧାନ	F	ବିଜୟ	ପଧାନ	26	F	1/69	UEH1213198
70	୧୬	ନିକିତା	ପଧାନ	F	ବିଜୟ	ପଧାନ	22	F	1/70	UEH1314020
71		ଧର	ପଧାନ	H	ମୋହନ	ପଧାନ	57	F	1/71	OR/19/114/228055
72		ଚୈତନ୍ୟ	ପଧାନ	F	ଭାସ୍କର	ପଧାନ	48	M	1/72	MBX1281088
73		ଶୋଭାଗିନୀ	ପଧାନ	H	ଚୈତନ୍ୟ	ପଧାନ	46	F	1/73	MBX1281443
74	17	ତରଙ୍ଗିଣୀ	ପଧାନ	H	ସନିଲ	ପଧାନ	25	F	1/74	UEH1212885
75	17	ଅନିଲ	ପଧାନ	F	ଚୈତନ୍ୟ	ପଧାନ	20	M	1/75	UEH1213016
~~76~~		କଷ୍ଟଚନ୍ଦ	ପଧାନ	~~F~~	ଧୋବେଇ	ପଧାନ	~~72~~	~~M~~	~~1/76~~	~~OR/19/114/228057*~~
77		ଇନ୍ଦମତି	ପଧାନ	H	କଷ୍ଟଚନ୍ଦ	ପଧାନ	68	F	1/77	MBX1281781
78		କରଣାକର	ପଧାନ	F	କଷ୍ଟଚନ୍ଦ	ପଧାନ	35	M	1/78	MBX1343169
79		ପର୍ବିଣା	ପଧାନ	H	କରଣା କର	ପଧାନ	30	F	1/79	UEH0893073
80		କନ୍ତଳା	ପଧାନ	H	ରଣଜିତ	ପଧାନ	44	F	1/80	MBX1281740
81		ରଣଜିତ	ପଧାନ	F	ଦର୍ଯ୍ୟୋଧନ	ପଧାନ	43	M	1/81	OR/19/114/228061
82		କ୍ଷୀରୋଦ	ପଧାନ	O	ଦର୍ଯ୍ୟଧନ	ପଧାନ	39	M	1/82	UEH0000208
83		ରଣନିଧୀ	ପଧାନ	F	ଦର୍ଯୋଧନ	ପଧାନ	37	M	1/83	UEH0568667
84		ଅଞ୍ଜଳୀ	ପଧାନ	H	କ୍ଷୀରୋଦ	ପଧାନ	32	F	1/84	UEH0000216
85		ଲକ୍ଷ୍ମୀପିୟା	ପଧାନ	H	ରଣନିଧୀ	ପଧାନ	29	F	1/85	UEH0568642
86		ସନିଲ	ପଧାନ	F	ରଣଜିତ	ପଧାନ	24	M	1/86	UEH0993642
~~87~~		ରହମତନ୍ଦ	ପଧାନ	~~F~~	ଧୋବେଇ	ପଧାନ	~~81~~	~~M~~	~~1/87~~	~~UEH0993451*~~
88	20	ସବାସ	ବବର୍ତ୍ତି	F	ରଥ	ବବର୍ତ୍ତି	74	M	1/88	UEH1213040
89		ଯଶୋବା	ପଧାନ	H	ବାଲିକ	ପଧାନ	43	F	1/89	OR/19/114/228885
90		ଉର୍ବଶି	ବେହେରା	F	ସାହେବ	ବେହେରା	59	M	1/90	MBX1281773
91		ସଶାନ୍ତ	ବେହେରା	M	ଉର୍ବଶୀ	ବେହେରା	39	M	1/91	MBX2741494
92		ଚଞ୍ଚଳା	ରଣା	H	ପରମା	ରଣା	41	F	1/92	UEH0652438
93		ରମେଶ	ରଣା	F	ଅଙ୍ଗଦ	ରଣା	55	M	1/93	OR/19/114/228075
94		ରଂଜିତ	ରଣା	F	ରମେଶ	ରଣା	27	M	1/94	UEH0805416
95		ନିଳମଣି	ବେହେରା	F	ଉଦାନାଥ	ବେହେରା	71	M	1/95	OR/19/114/228077
96		ରୋହିତାଶ୍ୱ	ବେହେରା	F	ନୀଳମଣୀ	ବେହେରା	39	M	1/96	MBX1282722
97		ଯଶୋମତୀ	ସାହ	H	ବାପ	ସାହ	69	F	1/97	OR/19/114/228081
98		ବସନ୍ତ	ସାହ	F	ବାପ	ସାହ	53	M	1/98	OR/19/114/228910
99		ଜ୍ୟୋସ୍ନାରାଣୀ	ସାହ	H	ବସନ୍ତ	ସାହ	44	F	1/99	MBX2741544
100		ଭଗବାନ	ରାଉତ	F	ଯୋଗୀ	ରାଉତ	57	M	1/100	OR/19/114/258594
101		ଉର୍ମିଳା	ରାଉତ	H	ଭଗବାନ	ରାଉତ	49	F	1/101	OR/19/114/258595
102		ବିକାସ	ଭୋଇ	H	ବିଶାମିତ	ଭୋଇ	61	F	1/102	OR/19/114/228086
103		ବେଦେଶୀ	ଭୋଇ	M	ବିକାସ	ଭୋଇ	27	M	1/103	UEH0761734
104		ଉଲ୍ଲାସ	ଭୋଇ	H	ବିଦେଶୀ	ଭୋଇ	22	F	1/104	UEH1180751
105		ପାଣବନ୍ଧ	ରଣଭୋଇଁସା	F	ସରମଣି	ରଣଭୋଇଁସା	54	M	1/105	OR/19/114/228091
106		ବଧେଇ	ରଣଭୋଇଁସା	H	ପାଣବନ୍ଧ	ରଣଭୋଇଁସା	49	F	1/106	OR/19/114/228092
107		ଦିଲ୍ଲିପ	ରଣଭୋଇଁସା	F	ପାଣବନ୍ଧ	ରଣଭୋଇଁସା	25	M	1/107	UEH1017110
108		ଟିକନ	ନାୟକ	F	ଶଙ୍କର	ନାୟକ	52	M	1/108	OR/19/114/228094
109		ଝରୀ	ନାୟକ	H	ଟିକନ	ନାୟକ	44	F	1/109	OR/19/114/228095
110	29	ମାନସ	ନାୟକ	F	ଟିକନ	ନାୟକ	20	M	1/110	UEH1359942
111	30	ସସାନ୍ତ କମାର	ମହାପାତ	F	ଧବଚରଣ	ମହାପାତ	30	M	1/111	UEH1213172
112	30	ପସାନ୍ତ କମାର	ମହାପାତ	F	ଧବ ଚରଣ	ମହାପାତ	30	M	1/112	UEH1213180

ଯୋଗ୍ୟତା ତାରିଖ ଚୁଡାନ୍ତ ପ୍ରକାଶନ ତାରିଖ ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର ଓ ମୋହର ପୃଷ୍ଠା 2/3

ପୌର ପରିଷଦ ୱାର୍ଡ ନମ୍ବର ତଥ୍ୟ ନମ୍ବର

କ୍ରମିକ ସଂଖ୍ୟା	ଘର ନଂ	ନାମ		ଲିଙ୍ଗ	ପତି/ସ୍ୱାମୀଙ୍କ ନାମ		ବୟସ	ଉମ୍ର	ବିଧାନସଭା ନିର୍ବାଚନ ଭୋଟର ତାଲିକା ଭାଗ/ କ୍ରମିକ ସଂଖ୍ୟା	ଭୋଟରପରିଚୟପତ୍ର ନଂ
(1)	(2)	(3)		(4)	(5)		(6)	(7)	(8)	(9)
113	୩୬	ଇତିଶୀ	ସାହୁ	F	ବଲରାମ	ସାହୁ	21	F	1/113	UEH1314004
114	୪୮	ସନିତା	ମିଧା	F	ସନ୍ତୋଷ	ମିଧା	23	F	1/114	UEH1313998
115	55	ସଭାସିନୀ	ନାୟକ	H	ରବିନ୍ଦ କମାର	ନାୟକ	28	F	1/115	UEH1359504
116		ସନୀଲ	ପଧାନ	F	ଚୈତନ୍ୟ	ପଧାନ	23	M	1/116	UEH1148279
117		କାଞ୍ଚନ	ଦେହୁରୀ	H	ଏକାଦଶୀ	ଦେହୁରୀ	51	F	1/117	OR/19/114/228787
118		ଜୈକାଶ ଚନ୍ଦ	ଦେହୁରୀ	F	ଏକାଦସୀ	ଦେହୁରୀ	31	M	1/118	UEH0862508
119	2	କସ୍ତରୀ	ସ୍ୱାଇଁ	H	ବିଜୟ କମାର	ସ୍ୱାଇଁ	25	F	1/119	UEH1213057
120		ଭଗବାନ	ପାଇଁ	F	ଅକର	ପାଇଁ	23	M	1/120	UEH1016898
121		ପାଞ୍ଚାଳୀ	ସ୍ୱାଇଁ	H	ଭଗବାନ	ପାଇଁ	21	F	1/121	UEH1204908
122		ଅଧକାରି	ପାଇଁ	F	ଇଶର	ପାଇଁ	64	M	1/122	OR/19/114/228790
123		ଅକର	ପାଇଁ	F	ଇଶର	ପାଇଁ	51	M	1/123	OR/19/114/228792
124		କସ୍ତରୀ	ପାଇଁ	H	ଅକର	ପାଇଁ	48	F	1/124	OR/19/114/228793
125		ରାଜକିଶୋର	ପାଇଁ	F	ଅଧକାରୀ	ପାଇଁ	38	M	1/125	UEH0380550
126		ବିଜୟ କମାର	ପାଇଁ	F	ଅଧକାରୀ	ପାଇଁ	33	M	1/126	UEH0380568
127		ଗାୟତ୍ରୀ	ପାଇଁ	H	ରାଜ କିଶୋର	ପାଇଁ	32	F	1/127	UEH0380576
128		ଜ୍ୟୋତିମୟୀ	ମିଶ	H	ଅଶୋକ କମାର	ମିଶ	50	F	1/128	UEH1016831
129		ସରସତୀ	ପଧାନ୍	F	ଜଗନ୍ନାଥ	ପଧାନ୍	25	F	1/129	UEH1017011
130		ଧନିଷ୍ଠା	ପାଇଁ	H	ଦାଶରଥ	ପାଇଁ	72	F	1/130	OR/19/114/228795
131		କଇଁତା	ପଧାନ	H	ଜଗନ୍ନାଥ	ପଧାନ	53	F	1/131	OR/19/114/228797
132	4	ଲିପନ	ପଧାନ	F	ନରେନ୍ଦ	ପଧାନ	20	M	1/132	UEH1213008
133		ନରେନ୍ଦ	ପଧାନ	F	ଜୟକଷ୍ଣ	ପଧାନ	46	M	1/133	OR/19/114/242767
134		ସନ୍ତୋଷିନୀ	ପଧାନ	H	ନରେନ୍ଦ	ପଧାନ	41	F	1/134	MBX1281872
135		ଭରତ	ସାହ	F	ମଙ୍ଗଲି	ସାହ	53	M	1/135	OR/19/114/232782
136		ସନିତା	ସାହ	H	ଭରତ	ସାହ	49	F	1/136	MBX1281880
137	6	ଛଲି	ପଧାନ	H	ବିଜୟ	ପଧାନ	26	F	1/137	UEH1212828
138		ସନାତନ	ପଧାନ	F	ଖାଡିଆ	ପଧାନ	54	M	1/138	MBX1281104
139		କନକ	ପଧାନ	H	ସନାତନ	ପଧାନ	52	F	1/139	OR/19/114/228815
140		ବିଜୟ	ପଧାନ	F	ସନାତନ	ପଧାନ	30	M	1/140	UEH0954164
141		ବାସନ୍ତୀ	ସାହ	H	ପବୀଣ	ସାହ	36	F	1/141	MBX1283134
142		ଅଭିମନ୍ୟ	ମିଶ	F	ରମେଶ ପସାଦ	ମିଶ	48	M	1/142	UEH0000315
143		ଭାଗ୍ୟସେନୀ	ମିଶ	H	ଅଭିମନ୍ୟ	ମିଶ	44	F	1/143	UEH0000323
144		କଲ୍ୟାଣ	ବେହେରା	F	ମଧ	ବେହେରା	50	M	1/144	UEH0000331
145		ପମିଳା	ବେହେରା	H	କଲ୍ୟାଣ	ବେହେରା	46	F	1/145	UEH0000349
146		ମହାଦେବ	ବେହେରା	F	କଲ୍ୟାଣ	ବେହେରା	36	M	1/146	UEH0002550
147		ମାଳତୀ	ବେହେରା	F	ମହାଦେବ	ବେହେରା	33	F	1/147	UEH0002592
148		ପବୀଣ	ସାହ	F	ପମୋଦ	ସାହ	41	M	1/148	UEH0000356

* ଯେଉଁ ମାନଙ୍କର ନାମ ଭୋଟର ତାଲିକାରୁ ବାଦ ଦିଆଯାଇଛି ସେମାନଙ୍କ ନାମ କଟା ଯାଇଅଛି।

ଏହି ଭୋଟର ତାଲିକା ପୌର ନିର୍ବାଚନ ନିମନ୍ତେ ଗ୍ରହଣୀୟ। ବିଧାନସଭା ଓ ଲୋକସଭା ଭୋଟର ତାଲିକା ଭିନ୍ନ ଅଟେ ଓ ତାହା ନିର୍ବାଚନ କମିଶନ, ଭାରତଙ୍କ ଦ୍ୱାରା ପ୍ରକାଶନ କରାଯାଏ।
ପ୍ରେତ୍ୟେକ ବିଧାନସଭା ଓ ଲୋକସଭା ନିର୍ବାଚନ ପୂର୍ବରୁ ଭୋଟର ତାଲିକାରେ ଆପଣଙ୍କ ନାମ ଅଛି କି ନାହିଁ ଦୟାକରି ତନଖି କରନ୍ତୁ

Certfied that the Electoral Roll of Ward No _____ of _____ ULB have been published in accordance with Odisha Municipal (DW, RS &CE) Rules, 1994 and Odisha MunicipalCorporation (DC W,RS & CE) Rules, 2003.

Election Officer Seal and Signature

ଯୋଗ୍ୟତା ତାରିଖ ଚୁଡାନ୍ତ ପ୍ରକାଶନ ତାରିଖ ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର ଓ ମୋହର ପୃଷ୍ଠା 3/3

Annexure-III

FORM OF AGREEMENT PRESCRIBED BY THE STATE ELECTION COMMISSION, ODISHA.

AN AGREEMENT made on this the .....day of .....Two thousand and ..... BETWEEN .....of the ..... Press(es)/DTP repugnant to the context including his heirs administrators, executors or assignees) of the one part and District Magistrate .....(hereinafter referred to as the District Magistrate) of the other part, whereby it is mutually agreed as follows, that is to say :-

1. The Press/DTP firm Contractor shall print and supply the copies of Electoral Roll at the rates and during the period specified in the agreement.

2. The number of pages stated in the agreement shall be deemed to represent merely the approximate quantities estimated to be required by District Magistrate of the Districts and the District Magistrate shall not be liable to pay any compensation to the press contractor unless the number of pages required from him falls below the number stated in the said schedule by more than the twenty percent. The Press/DTP firm contractor shall, if required by the District Magistrate of the Districts supply not more than twenty percent of the number of pages stated in the agreement in excess of such number at the rates fixed.

3. The Press/DTP firms Contractor shall do his own proof reading without any additional remuneration and without reference to the District Magistrate of District and shall be responsible for supplying correct master copy and other copies in accordance with the database supplied to him. If the master copy and other copies are found to contain mistakes which did not occur in the database supplied to the press, they may be rejected or reprinted at the cost of the Press/DTP firms.

4. The District Magistrate at his discretion may authorize any Officer or officers to supervise the proof corrections for preparation and printing the master copy, in which event the Contractor shall afford required facilities to such officers for performing their duties.

5. The paper of the Electoral Roll shall be inferior to 60 GSM. If and whenever the Contractor fails to deliver the printed master copy and other

copies of Electoral Rolls within the due time for delivery, the District Magistrate shall be at liberty to deduct at the rate of two percent of the amount of the Contactor's bill for each days' delay beyond the said time.

6. If the final copies be rejected under clause 3 here of, the District Magistrate may require the press contractor to reprint the master copy and other copies of "Electoral Roll" at his own cost or may arrange to have them reprinted/DTP by another press at the cost of the press(es)/DTP firms, and may cancel the contract in respect of any work of which the manuscripts are not already in the hands of the press contractor. If in the printed master copy of the "Electoral Roll" any matter has been omitted or incorrectly entered, with reference to the database, supplied to the press(es)/DTP firms contractor, corrected copy shall be supplied by the press and entire cost of reprint shall be borne by the press.

7. The press(es)/DTP firms contractor shall not transfer, assign or sublet this present contract or any part thereof save with the consent of the District Magistrate.

8. The Contractor shall admit the District Magistrate or any officer authorized by him to the premises of his firm with a view to ascertain the progress of the work.

9. The Press(es)/DTP firms shall neither give any copy of the "Electoral Roll" or any part thereof to any person other than the District Magistrate nor shall print any copy in excess of the number ordered by the District Magistrate, or by any officer specially authorized for purposes of this clause in writing in this behalf by the District Magistrate. He shall not also permit any unauthorized use to be made of any of the proofs of the "Electoral Roll" by any person whatsoever.

10. The press(es)/DTP firms shall give delivery of all the copies of "Electoral Roll" along with soft copies duly arranged, to the person authorized by the District Magistrate in his office.

11. It is hereby expressly agreed that in case of default on the part of the Contactor to deliver the "Electoral Roll" along with soft copy duly arranged, in time and there is reasonable apprehension that he would not be able to so

deliver, the District Magistrate shall be at liberty to cancel the contract without any notice whereupon the Contractor shall be bound to return the database immediately and the District Magistrate shall be at liberty to get the work executed elsewhere and recover the additional cost, if any incurred thereby from the Firm Contractor .

12. The Press(es)/DTP firms hereby agrees to make a deposit of 1% of the total value as security, which shall be refunded to him after the delivery of the printed Rolls.

13 If in the matter of this agreement any dispute or difference arises the same shall be referred to State Election Commission, Odisha whose decision shall prevail and be final and binding on the parties.

IN WITNESS WHEREOF the parties hereto put their hands and seals the day and year first above written.

Signature of the Press(es)/
DTP firms Contractor.

In the presence of :-

Seal Witness 1.

2.

Signature of the District Magistrate
Or any Officer authorized by District Magistrate

In the presence of :-

Seal Witness 1.

2.

(Annexure IV)
RATES PRESCRIBED FOR PRINTING OF ELECTORAL ROLL

1	Full page	Including four copies of Preliminary, Draft, Final electoral roll and one printed master copy and 30 (thirty) other Xerox copies.	Rs. 50.00
2	Half Page	-do-	Rs. 32.00
3	Cover Page	-do-	Rs. 30.00
4	Index Page	-do-	Rs. 32.00
5	Binding Charge	Per copy	Rs. 6.00

ଓଡିଶା ପୌର ନିର୍ବାଚନର

..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌରପାଳିକା/ପୌର ନିଗମ

ଭୋଟର ତାଲିକା

୨୦୨୫

(୧) ମୋଟ୍ ୱାର୍ଡ ସଂଖ୍ୟା ..

(୨) ମୋଟ୍ ଭୋଟ କେନ୍ଦ୍ର ସଂଖ୍ୟା ..

	ପୁରୁଷ	ମହିଳା	ମୋଟ୍
ମୋଟ ଭୋଟର ସଂଖ୍ୟା ..			

ନିର୍ବାଚନ ଅଧିକାରୀ
ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/
ପୌରପାଳିକା/ପୌରନିଗମ

ସୂଚୀପତ୍ର

..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌରପାଳିକା/ପୌର ନିଗମ

ପ୍ରଦେଶ : ଓଡିଶା

ଜିଲ୍ଲା :

ସବ୍‌ଡିଭିଜନ :

ୱାର୍ଡର କ୍ରମିକ ନଂ.	ଭୋଟ କେନ୍ଦ୍ରର ବର୍ଣ୍ଣନା/ ଅବସ୍ଥିତି	ୱାର୍ଡରେ ଥିବା ପଡା ବା ମହଲାର ନାମ	ମୋଟ୍ ଭୋଟରଙ୍କ ସଂଖ୍ୟା			ମୋଟ୍ ଘର ସଂଖ୍ୟା	ପୃଷ୍ଠାରୁ ପୃଷ୍ଠା
			ପୁରୁଷ	ମହିଳା	ମୋଟ୍		
୧	୨	୩	୪	୫	୬	୭	୮
		ମୋଟ୍					

ELECTION URGENT

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 1944 /SEC Date: 03/02/2022

From
Shri R. N. Sahu, IAS
Secretary.

To
The Chief Secretary,
Government of Odisha, Bhubaneswar.

Sub: General Election to Urban Local bodies, 2022-
Ban on transfer on Election Officers appointed for preparation of Electoral Roll.

Sir,

I am directed to say that the State Election Commission has issued programme for preparation of ward wise Electoral Roll for General Election to ULBs. For the purpose, the Commission has already appointed Election Officers vide its order No158./SEC, dated.07.01.2022 and Order No.710/SEC, dated.13.01.2022 (copies enclosed). The Commission has appointed District Magistrate of each District as the Election Officer in overall charge of Election to all the Municipal Corporations & Municipalities/NACs in the District. The Commission is of the view that transfers of any District Magistrate or any other Officer appointed as Election Officer in the midst of preparation and printing of the Electoral Roll would cause considerable dislocation in the said work.

Given this background, the Commission recommends that all the District Magistrates and Officers appointed as Election Officer as per the orders enclosed may not be transferred till completion of the preparation and printing of Electoral Roll i. e **28.02.2022**. .In case any officer appointed as Election Officers has already been transferred in the meantime but not relieved, their order also may be cancelled or kept in abeyance. Again, in case, the transfer of any of the Officers becomes necessary on administrative exigency or public interest, such transfers may be made after prior consultation with the State Election Commissioner.

I am directed by the Commission to request that necessary Government instructions may kindly be issued to the concerned Department/ Heads of Department in this regard.

Yours faithfully,

Secretary 3-2-2022

Memo No. 1945 /SEC, Date: 03/02/2022

Copy forwarded to the Principal Secretary to Govt. Housing and Urban Development Department for information and necessary action.

Secretary 3.2.2022

Memo No. 1946 /SEC, Date: 03/02/2022

Copy forwarded to Principal Secretary to Govt. Revenue and DM Department/Panchayati Raj & Drinking Water Department for information and necessary action.

Secretary 3.2.2022

District wise list of Urban Local Bodies Election Officer where in General Election will be conducted

Sl. No.	Name of the District.	Sl. No.	Name of the Urban Local Body	Designation of Election Officer
I	II	III	IV	V
1	**Angul**	1	Angul Municipality	Sri Basudev Satpathy, OAS-I(SB), Sub-Collector, Angul
		2	Athamalik N.A.C.	Mrs. Sofi Sainika, OAS, Tahasildar, Athamalik
		3	Talcher Municipality	Sri Biswaranjan Ratha, OAS(SB), Sub-Collector, Talcher
2	**Balangir**	4	Patnagarh N.A.C.	Dr. Pushpanjali Panda OAS, Tahasildar, Patnagarh
		5	Tusura N.A.C.	Shri Rabindra Kumar Patel, Tahasildar, Tusura
		6	Balangir Municipality	Shri Lambodar Dharua, OAS GR.A (S), Sub-Collector, Balangir
		7	Titilagarh Municipality	Shri Sudarshan Say, OAS-A(S), PD,DUDA, Balangir
		8	Kantabanji N.A.C.	Shri Gunamani Sunani, OAS, Tahasildar, Bangomunda
3	**Balasore**	9	Balasore Municipality	Sri Bhabesh Kumar Nayak, OAS (SAG), Addl. District Magistrate, (Rev.),
		10	Jaleswar Municipality	Sri Nilu Mohaptra, OAS (S), Addl. District Magistrate, (Gen.)
		11	Soro Municipality	Sri Kishor Chandra Swain, OAS (S), Addl. Sub-Collector, Balasore
		12	Nilagiri N.A.C.	Sri Bira Kishore Panigrahi, OAS (S), P.A., ITDA, Nilagiri
		13	Remuna N.A.C	Sri Sitanshu Sekhar Das, OAS, (J.B.), Tahasildar, Remuna
4	**Bargarh**	14	Bargarh Municipality	Sri Suvendra Kumar Samal, OAS-I(SB), Sub-Collector, Baragarh
		15	Barpali N.A.C	Sri Akshya Kumar Bag, OAS-I(JB), Tahasildar, Barpali
		16	Padmapur N.A.C	Sri Sanjan Seth, OAS-I(JB), Tahasildar, Padampur
		17	Bijepur N.A.C	Sri Artaran Thati, OAS-I(JB), Tahasildar, Bijepur
5	**Bhadrak**	18	Basudevpur Municipality	Smt. Anita Nayak,OAS-I (JB),Tahasildar, Basudevpur
		19	Bhadrak Municipality	Sri Monoj Patra, OAS-(SB),Sub-Collector, Bhadrak
		20	Dhamnagar N.A.C.	Sri Kshirod kumar Panda, OAS-I(JB), Tahasildar, Dhamnagar
		21	Chandabali N.A.C.	Sri Susanta Sutar, OAS-I(JB), Tahasildar, Chandbali
6	**Boudh**	22	Boudhgarh N.A.C.	Sri Abinash Pandia, OAS, Tahasildar, Boudh

7	**Cuttack**	23	Athagarh N.A.C.	Sri Priyabrata Das, OAS-1(JB), Tahasildar, Athagarh
		24	Banki N.A.C.	Sri Satya Ranjan Panda, OAS-1(JB), Tahasildar, Banki
		25	Choudwar Municipality	Sri Pratap Chandra Beura, OAS-A(SB), Sub-Collector, Cuttack Sadar
8	**Deogarh**	26	Deogarh Municipality	Sri Brajabandhu Bhoi, OAS (S), Sub-Collector, Deogarh
9	**Dhenkanal**	27	Dhenkanal Municipality	Ms. Snigdharani Dhal, OAS(S), Sub-Collector, Dhenkanal
		28	Bhuban N.A.C.	Sri Pravas Kumar Behura, OAS(I), Tahasildar, Bhuban
		29	Kamakhyanagar N.A.C	Sri Jhasaketan Nayak, ORS, Addl. Tahasildar, Kamakhyanagar
10	**Gajapati**	30	Kasinagar N.A.C.	Sri Gopal Krushna Adhikery, ORS, Asst. Collector, Gajapati
		31	Paralakhemundi Municipality	Sri Dilip Kumar Maharana, OAS-I (SB), Sub-Collector, Parlakhemundi
11	**Ganjam**	32	Aska N.A.C.	Sri Sanjaya Kumar Samantara, OAS-1 (JB), Tahasildar, Aska
		33	Belguntha N.A.C.	Sri Dharanidhar Behera, ORS, Addl. Tahasildar, Bellaguntha
		34	Bhanjanagar N.A.C.	Sri Alok Kumar Pradhan, OAS-1 (JB), Tahasildar, Bhanjanagar
		35	Buguda N.A.C.	Sri Sangram Keshari Jena, OAS-1 (JB), Tahasildar, Buguda
		36	Chhatrapur N AC.	Sri Prakash Kumar Mishra, OAS-1 (JB), Tahasildar, Chhatrapur
		37	Chikiti N.A.C.	Sri Biswaranjan Kanhar, OAS-1 (JB), Tahasildar, Chikiti
		38	Digapahandi N.A.C.	Sri Sipak Kumar Patro, OAS-1 (JB), Tahasildar Digapahandi
		39	Ganjam N.A.C.	Sri Arun Kumar Nayak, OAS-1 (JB), Tahasildar, Ganjam
		40	Gopalpur N.A.C.	Smt. Sonali Chand, OAS-1 (JB), Tahasildar, Konisi
		41	Hinjilicut Municipality	Sri Nilamadhab Bhoi, OAS (S), Sub-Collector, Chhatrapur
		42	Kabisuryanagar NAC	Sri Monalisha Acharjee, OAS(JB), Tahasildar, Kabisuryanagar
		43	Khalikot N.A.C	Sri Raj Kishore Pattanaik, OAS-1 (JB), Tahasildar, Khallikote
		44	Kodala N.A.C.	Ms. Sasmita Satapathy, OAS-1 (JB), Tahasildar, Kodala
		45	Polsara N.A.C.	Sri Dilip Kumar Nayak, OAS-1 (JB), Tahasildar, Polasara
		46	Purusottampur NAC	Sri Nitish Tripathy, OAS-1(JB), Tahasildar, Purushottampur
		47	Rambha N.A.C.	Smt. Jyotirmaya Das, ORS, Addl. Tahasildar, Khallikote

		48	Soroda N.A.C.	Sri Prafulla Chandra Dakua, OAS-1(JB), Tahasildar, Sorada
12	**Jagatsinghpur**	49	Jagatsinghpur Municipality	Smt. Chinmayee Biswal, OAS(S), Addl. District Magistrate, Jagatsinghpur
		50	Paradeep Municipality	Sri Dharmendra Malik, OAS(S), Sub-Collector, Jagatsinghpur
13	**Jajpur**	51	Vyasanagar Municipality	Sri Santosh Kumar Mishra, OAS(SAG), Addl. District Magistrate, Kalinganagar
		52	Jajpur Municipality	Dr Sarat Chandra Mohapatra, OAS(S), Sub-Collector, Jajpur
14	**Jharsuguda**	53	Brajarajnagar Municipality	Sri Lankeswar Amat, OAS(S), Addl. District Magistrate(Revenue), Jharsuguda
		54	Jharsuguda Municipality	Sri Praber Kumar Nayak, OAS(S), Addl. District Magistrate, (General), Jharsuguda
		55	Belpahar Municipality	Sri Sukanta Majhi, OAS(SB), Addl. PD, DRDA, Jharsuguda
15	**Kalahandi**	56	Bhawanipatna Municipality	Dr Biswajit Das, OAS(SB), Sub-Collector, Bhawanipatna
		57	Dharmagarh N.A.C	Sri Harekrushna Bariha, OAS-1(JB), Tahasildar, Dharmagarh
		58	Kesinga N.A.C	Sri Jyotirmaya Kar, OAS-1(JB), Tahasildar, Kesinga
		59	Junagarh N.A.C	Sri Bedbyas Bhoi, OAS-1(JB), Tahasildar, Junagarh
16	**Kandhamal**	60	G.Udayagiri N.A.C	Ms. Subhranjali Pradhan, OAS-I(JB), Tahasildar, G.Udayagiri
		61	Balliguda N.A.C	Sri Sasanka Patra, OAS-I(JB), Tahasildar, Balliguda
		62	Phulbani Municipality	Sri Seshadeb Mishra, OAS(S), Sub-Collector, Khandhamal, Phulbani
17	**Kendrapara**	63	Kendrapara Municipality	Sri Niranjana Behera, OAS (S), Sub-Collector, Kendrapara
		64	Pattamundai Muncipality	Sri Mandardhar Mahalik, OAS-A(S.B), Addl. PD, DRDA, Kendrapara
18	**Keonjhar**	65	Anandapur Municipality	Sri Gopinath Kuanra, OAS-I(SB), Sub-Collector, Anandapur
		66	Barbil Municipality	Sri Pratap Pritimaye, OAS(S), Sub-Collector, Champua
		67	Joda Municipality	Sri Jadumani Mahala, OAS(S), Addl. District Magistrate (Revenue), Keonjhar
		68	Champua N.A.C	Smt. Sai Sasmita Hata, OAS, Tahasildar, Champua
		69	Keonjhargarh Municipality	Sri Rama Chandra Kisku, OAS(S), Sub-Collector, Keonjhar
19	**Khurda**	70	Jatni Municipality	Sri Debabrata Sahoo, OAS(S), Sub-Collector, Bhubaneswar
		71	Balugaon N.A.C.	Suresh Chandra Panda, OAS, Tahasildar, Chilika

		72	Banapur N.A.C.	Sri Kunjabihari Badajena, OAS-I(JB), Tahasildar, Banapur
		73	Khurda Municipality	Sri Gaurav Shivaji, Isalwar, IAS, Sub-Collector, Khordha
20	**Koraput**	74	Kotpad N.A.C.	Sri Bhaktabandhu Janardan Dalei, OAS-A (SB), Tahasildar, Kotpad
		75	Sunabeda Municipality	Sri Rajendra Majhi, OAS(S), Addl. District Magistrate, Koraput
		76	Jeypore Municipality	Sri Bedabara Pradhan, OAS(S), Sub-Collector, Jeypore
		77	Koraput Municipality	Sri Lalit Kumar Kanhar, OAS-A(SB), Sub-Collector, Koraput
21	**Malkangiri**	78	Malkangiri Municipality	Sri Akshaya Kumar Khemundu, OAS-GR-A(SB), Sub-Collector & SDM, Malkangiri
		79	Balimela N.A.C	Sri T. Padmanav Dora, OAS-I(JB), Tahasildar, Chitrakonda
22	**Mayurbhanj**	80	Rairangpur Municipality	Sri Saroj Kumar Dash, OAS (S), Sub-Collector & Sub-Division Magistrate, Bamanghaty, Rairangpur
		81	Udala N.A.C.	Ms. Manisha Madhulika Hembram, OAS-A(JB), Tahasildar, Udala
		82	Baripada Municipality	Sri Basanta Kumar Sethi, OAS(S), PA, ITDA, Baripada
		83	Karanjia N.A.C.	Sri Smruti Ranjan Sahu, OAS-A(JB), Tahasildar, Karanjia
23	**Nayagarh**	84	Khandapada N.A.C.	Sri Partha Sarathi Hansda, OAS, Tahasildar, Khandapada
		85	Ranapur N.A.C	Sri Jugal Mishra, OAS, Tahasildar, Ranpur
		86	Daspalla N.A.C	Sri K. Venkateswar Rao, ORS, Addl. Tahasildar, Daspalla
		87	Nayagarh Municipality	Sri Lagnajit Rout, OAS, Sub-Collector, Nayagarh
24	**Nawarangpur**	88	Nawarangpur Municipality	Sri Abhimanyu Majhi, OAS(S), PA, ITDA, Nabarangpur
		89	Umarkot Municipality	Sri Prasanta Kumar Rout, OAS(SB), Addl. Sub-Collector, Nabarangapur
25	**Nuapada**	90	Khariar Road N.A.C	Sri Debendra Kumar Rout, OAS-I (JB), Tahasildar, Nuapada
		91	Khariar N.A.C	Ms. Sindhusuta Patra, OAS-I(JB), Tahasildar, Khariar
		92	Nuapada N.A.C.	Sri Purnananda Patel, OAS –I (JB) Tahasildar, Komna
26	**Puri**	93	Konark N.A.C.	Shaikh Sagir, OAS(I) (JB), Tahasildar, GOP
		94	Nimapada N.A.C.	Smt. Smrutiprangya Priyadarshini, OAS-I (JB), Tahasildar, Nimapara

		95	Pipili N.A.C.	Sri Sapan kumar Nanda, OAS-1(JB), Tahasildar, Pipili
		96	Puri Municipality	Sri Jyoti Shankar Mohapatra, OAS(S), Project Director, DRDA, Puri
27	**Rayagada**	97	Gudari N.A.C.	Miss Bharateedevi, OAS, Tahasildar, Gudari
		98	Gunupur Municipality	Sri J. Sonal, IAS, Sub-Collector, Gunupur
		99	Rayagada Municipality	Sri Pratap Chandra Pradhan, OAS (Sr.), Sub-Collector, Rayagada
28	**Sambalpur**	100	Kuchinda N.A.C	Ms. Pratima Ping, OAS, Tahasildar, Kuchinda
		101	Redhakhol N.A.C	Sri Bercius Dungdung, OAS, Tahasildar, Rairkhol
29	**Subarnapur**	102	Sonepur Municipality	Shri Nihar Ranjan Kanhar, OAS (SB), Sub-Collector, Sonepur
		103	Tarbha N.A.C	Sri Anadi Charan Sahoo, OAS, Tahasildar, Tarbha
		104	Binika N.A.C	Sri Mukteswar Panigrahi, OAS (JB), Tahasildar, Binika
30	**Sundargarh**	105	Biramitrapur Municipality	Sri Daulat chandrakar, OAS(S), Sub-Collector, Panposh
		106	Rajgangpur Municipality	Sri Abhimanyu Behera, OAS(S), Sub-Collector, Sadar, Sundargarh
		107	Sundargarh Municipality	Sri Rita Dang, OAS(S), PD, DUDA, Sundargarh

Municipal Corporation

1	Cuttack	Cuttack Municipal Corporation	Sri Bijay Kumar Khandayatray, OAS(SAG), Addl. District Magistrate, Cuttack
2	Ganjam	Berhampur Municipal Corporation	Sri Keerthi Vasan V, IAS, Sub-Collector, Berhampur
3	Khurda	Bhubaneswar Municipal Corporation	Sri Prafulla Kumar Swain, OAS (SAG), ADM, Bhubaneswar

ELECTION URGENT

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1st FLOOR,
SATYANAGAR, BHUBANESWAR-751007
Email ID – stateelectioncommission.odisha@gmail.com
Fax No. 0674-2573494

No.1760 /SEC., Date: 02/02/2022

ORDER

Whereas, the term of five years from the date appointed for the first meeting has been completed in respect of 106 Municipalities/NACs;

Whereas, Remuna NAC under Nilagiri Sub-Division in Balasore District is a newly constituted NAC;

Whereas, the names of above Municipalities/NACs are as detailed in Schedule-I;

Whereas, final Notifications of Delimitation of Wards and Reservation of Seats of these Urban Local Bodies for conduct of General Elections as required U/R 2-A(5) of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules 1994 have been furnished by the District Magistrates to the Commission;

Whereas, it is necessary to prepare Ward-Wise Electoral Roll of the Municipalities/NACs as detailed in Schedule -II for conduct of General Elections;

Whereas, the Government in H&UD Department vide the Notification published in the official Gazette on 19th January, 2022 has amended the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 authorizing that the Election Commission may prescribe different periods while drawing up detailed schedule for preparation of Electoral Roll for Municipal Ward;

Whereas, the Assembly Electoral Roll as on 01.01.2022 and published on 5th January, 2022 by the Election Commission of India will be adopted for preparation of Ward-wise Electoral Roll of the Municipalities/NACs and there will be no separate qualifying date for enrollment of new voters as the Electoral Roll has been very recently published;

Now, therefore, the State Election Commission in exercise of powers vested in it under Article 243 ZA of Constitution and under Section 11A of Odisha Municipal Act, 1950 read with the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules 1994, there under directs that the Ward-Wise Electoral Roll of the Municipalities/NACs as detailed in Schedule -I shall be prepared as per the programme laid down in Schedule-II in the manner prescribed in Schedule-III of this order.

By Order and in the name of
State Election Commission, Odisha

02.02.2022

(R. N. Sahu)
Secretary

Memo No. 1761 /SEC., Date: 02/02/2022

Copy with enclosures forwarded to the Director, Printing, Stationery and Publication, Odisha, Cuttack with request to publish the order in the next extraordinary issue of Odisha Gazette on 02.02.2022 and send 100 copies to the Commission.

Secretary 02.2022

Memo No. 1762 /SEC., Date: 02/02/2022

Copy with enclosures forwarded to Chief Secretary, Odisha/Principal Secretary to Govt., Housing and Urban Development Department/ all RDCs for information and necessary action.

Secretary 02.2022

Memo No. 1763 /SEC., Date: 02/02/2022

Copy with enclosures forwarded to all District Magistrates/all Election Officers/ all Executive Officers of all Municipalities/NACs except Attabira/ Hindol for information and necessary action.

Secretary 02.2022

Memo No. 1764 /SEC., Date: 02/02/2022

Copy with enclosures forwarded to all Political Parties for information and necessary action.

Secretary 02.2022

Memo No. 1765 /SEC., Date: 02/02/2022

Copy forwarded to Sr. P.S. to SEC for information of the Commissioner / All Officers, SEC for information.

Secretary 02.2022

Memo No. 1766 /SEC., Date: 02/02/2022

Copy with enclosures forwarded to Gazette Notification Seat/ Store Section/ Notice Board (SEC) for information and necessary action.

Secretary 02.2022

Memo No. 1767 /SEC., Date: 02/02/2022

Copy with enclosures to Computer Programmer, SEC to transmit the same through e-mail to All District Magistrates & upload it in the website of the Commission.

Secretary 02.2022

SCHEDULE-I

District wise list of Urban Local Bodies wherein General Election will be conducted

SL.No.	Name of the District	SL. No.	Municipality/ NAC
1	2	3	4
1	*Angul*	1	Angul Municipality
		2	Athamallik NAC
		3	Talcher Municipality
2	*Balangir*	4	Balangir Municipality
		5	Kantabanjhi NAC
		6	Patnagarh NAC
		7	Tusura NAC
		8	Titilagarh Municipality
3	*Balasore*	9	Balasore Municipality
		10	Jaleswar Municipality
		11	Soro Municipality
		12	Nilagiri NAC
		13	Remuna NAC
4	*Baragarh*	14	Baragarh Municipality
		15	Padampur NAC
		16	Barpalli NAC
		17	Bijepur NAC
5	*Bhadrak*	18	Bhadrak Municipality
		19	Basudevpur Municipality
		20	Chandbali NAC
		21	Dhamnagar NAC
6	*Boudh*	22	Boudhgarh NAC
7	*Cuttack*	23	Athagarh NAC
		24	Banki NAC
		25	Choudwar Municipality
8	*Deogarh*	26	Deogarh Municipality
9	*Dhenkanal*	27	Bhuban NAC
		28	Dhenkanal Municipality
		29	Kamakhyanagar NAC
10	*Gajapati*	30	Paralakhemundi Municipality
		31	Kasinagar NAC
11	*Ganjam*	32	Aska NAC
		33	Belaguntha NAC
		34	Bhanjanagar NAC
		35	Buguda NAC
		36	Chatrapur NAC

		37	Chikiti NAC
		38	Digapahandi NAC
		39	Ganjam NAC
		40	Gopalpur NAC
		41	Hinjilicut Municipality
		42	Kavisuryanagar NAC
		43	Khallikot NAC
		44	Kodala NAC
		45	Polsora NAC
		46	Purusottampur NAC
		47	Rambha NAC
		48	Soroda NAC
12	*Jagatsinghpur*	49	Jagatsinghpur Municipality
		50	Paradeep Municipality
13	*Jajpur*	51	Jajpur Municipality
		52	Vyasanagar Municipality
14	*Jharsuguda*	53	Belpahar Municipality
		54	Brajarajnagar Municipality
		55	Jharsuguda Municipality
15	*Kalahandi*	56	Bhawanipatna Municipality
		57	Junagarh NAC
		58	Dharamgarh NAC
		59	Kesinga NAC
16	*Kendrapara*	60	Kendrapara Municipality
		61	Pattamundai Municipality
17	*Keonjhar*	62	Anandapur Municipality
		63	Barbil Municipality
		64	Joda Municipality
		65	Champua NAC
		66	Keonjhorgarh Municipality
18	*Khurda*	67	Balugaon NAC
		68	Banpur NAC
		69	Jatni Municipality
		70	Khurda Municipality
19	*Koraput*	71	Jaypore Municipality
		72	Koraput Municipality
		73	Kotpad NAC
		74	Sunabedha Municipality
20	*Malkangiri*	75	Balimela NAC
		76	Malkangiri Municipality
21	*Mayurbhanj*	77	Baripada Municipality
		78	Karanjia NAC

		79	Rairangpur Municipality
		80	Udala NAC
22	*Nayagarh*	81	Khandapara NAC
		82	Ranpur NAC
		83	Daspala NAC
		84	Nayagarh Municipality
23	*Nowrangpur*	85	Nowrangpur Municipality
		86	Umerkote Municipality
24	*Nuapara*	87	Nuapada NAC
		88	Khariar NAC
		89	Khariar Road NAC
25	*Kandhamal*	90	G. Udayagiri NAC
		91	Balliguda NAC
		92	Phulbani Municipality
26	*Puri*	93	Konark NAC
		94	Nimapara NAC
		95	Pipili NAC
		96	Puri Municipality
27	*Rayagada*	97	Gudari NAC
		98	Gunupur Municipality
		99	Raygada Municipality
28	*Sambalpur*	100	Kuchinda NAC
		101	Redhakhol NAC
29	*Subarnapur*	102	Binika NAC
		103	Sonepur Municipality
		104	Tarva NAC
30	*Sundargarh*	105	Biramitrapur Municipality
		106	Rajgangpur Municipality
		107	Sundargarh Municipality

SCHEDULE-II

PROGRAMME FOR PREPARATION OF ELECTORAL ROLL FOR GENERAL ELECTIONS TO MUNICIPLITIES/NACs-2022

Sl. No.	Particulars	Date	Place/Remarks
1.	Preparation for publication of preliminary Electoral Roll of all Municipal Wards in Form No. I comprising the name of the voters included in the Electoral Roll of Assembly Constituency relatable to the area of the Ward under Rule 4 of the Odisha Municipal (DWRS & CE) Rules, 1994.	02.02.2022 to 09.02.2022	
2.	Publication of Preliminary Electoral Roll and notices in Form No. II by the Election Officer inviting objections under Rule 7 (1) and (2) (a) of all Wards of the Municipality, (b) of each Ward.	10.02.2022	1) Notice Board of the Election Officer. 2) Notice Board of concerned ULB. 3) At a conspicuous place in the Ward
3.	Date up to which the preliminary Electoral Roll to be kept open for inspection by public under Rule 7 (3).	11.02.2022 To 15.02.2022 (including holidays)	1) Notice Board of the Election Officer. 2) Notice Board of concerned ULB. 3) At a conspicuous place in the Ward
4.	Filing of claims and objections before the Election Officer u/r 8 (2)	11.02.2022 To 16.02.2022 (including holidays)	The Office of the Election Officer.
5.	Enquiry and correction before hearing of claims and objections by Election Officer u/r 9	17.02.2022	
6.	Publication of list of claims and objections received and all corrections made by the Election Officer in form No. V u/r 10.	17.02.2022 By 5.00 PM	In the Notice Boards of the Municipality and Office of the Election Officer
7.	Hearing and disposal of claims and objections by Election Officer u/r 11.	18.02.2022	As may be fixed by the Election Officer

8.	Date of draft publication	19.02.2022	1) Notice Board of the Election Officer. 2) Notice Board of concerned ULB. 3) At a conspicuous place in the Ward
9.	Appeal against the orders of the Election Officer before the District Magistrate.	21.02.2022	The Office of the District Magistrate.
10.	Disposal of Appeal by the District Magistrate.	22.02.2022	As may be fixed by the District Magistrate.
11.	Forwarding of orders by the District Magistrate to Election Officer.	By 23.02.2022	
12.	Date of publication of final Electoral Roll u/r 15.	24.02.2022	1) Notice Board of the Election Officer. 2) Notice Board of concerned ULB. 3) At a conspicuous place in the Ward
13.	Submission of printed copy of final Electoral Roll to the Commission.	By 28.02.2022	

N.B. : The rules referred herein refer to The Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules 1994.

SCHEDULE-III

PROCEDURE FOR PREPARATION OF WARD-WISE ELECTORAL ROLL FOR GENERAL ELECTIONS TO MUNICIPALITIES/NACs.

1. The District Magistrate as Election Officer shall be in overall charge of preparation of Electoral Rolls of all the Municipalities/NACs in the district.

2. The Election Officer appointed for the Municipalities/ NACs will be responsible for preparation and finalization of the Ward-wise Electoral Rolls of the concerned Municipalities/ NACs.

3. In case of big Municipalities more than one Election Officer can be appointed with approval of the Commission for specific and limited purpose of receiving claims and objections, causing enquiry and hearing of claims and objections.

4. The Electoral Roll of Assembly Constituencies prepared and published by the Election Commission of India during January, 2022 with 1st January 2022 as the qualifying date and currently in force shall be the basis for preparation of the preliminary ward-wise electoral roll of Municipalities/ NACs. For this purpose, the electoral roll of Assembly Constituency relatable to the Ward shall have to be split up into separate electoral roll for every Ward as per Rule 4 of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules 1994. The preliminary electoral roll shall be prepared in Form No.1 under the seal and signature of the Election Officer.

   The Commission has already sent Assembly Constituency-wise Electoral Roll data-base published in January, 2022 by the Election Commission of India in a C.D in Excel Format and detailed instructions for preparation of Ward wise Electoral Roll for the Municipalities/ NACs out of the database in Excel format vide Commission's letter No.65 dtd.04.01.2022.

5. Preliminary Electoral Roll for each Ward shall be prepared in Form No. I prescribed under Rule 4 and be published in accordance with Rule 7of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 (Sample copy of form enclosed). The Election Officer shall publish a notice in Form No. II specifying the mode in which and the time within which claims and objections are to be preferred and the date on which and the place at which he/she will begin to sit for their disposal. It should be ensured that the copies of Preliminary Electoral Roll or the portion thereof, as the case may be, relating to each Ward shall be kept open for inspection by the public for a period indicated in the programme drawn up by the Commission vide Schedule II. An Assistant/Clerk may be entrusted to help the public in inspection of the Preliminary Electoral Roll during the period.

   Any person whose name finds place in the Assembly Electoral Roll published in January, 2022 but has not been included in Ward-wise preliminary Electoral Roll prepared can apply in Form No. III to enter his/her name in the Electoral Roll. A person whose name and particulars has been entered in the wrong place of Wards of

Municipality/ NAC can also apply for correction in the same Form. **Except as above no other type of claims will be entertained.**

The Commission vide Letter No.1615/SEC dtd.25.1.2022 has prescribed that National Parties and State Parties recognized in the State of Odisha shall be given free copies of Electoral Roll both soft and hard copy on the date of preliminary publication of Electoral Roll.

6. It has been provided in Rule 7(4) of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules 1994 that the fact of publication of Preliminary Electoral Roll shall be notified in one Odia newspaper circulating in the district. A model format in Odia is enclosed in Appendix-A of this schedule which may be published **in one newspaper only.**

7. (i) Any person whose name is already enrolled in the Assembly Electoral Roll, 2022 but does not figure in the preliminary Ward-wise Electoral Roll or is entered in an incorrect place or with incorrect particulars on the preliminary Electoral Roll and who objects to the inclusion of his own name or the name of any other person in the said Roll may prefer claims/objection before the Election Officer for correction or deletion of the entry in Form No. III and IV prescribed under Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules 1994. The Election Officer shall give Receipts to the applicants in support of their claims and objections.

(ii) Only the claims of persons whose name finds place in the Assembly Electoral Roll, 2022 but does not find place in the Electoral Roll of the Ward now prepared shall be entertained. **No new claims for enrolment shall be entertained.**

8. The Election Officer shall notify the date/time and place for disposal of claims and objections received.

9. The objections shall be enquired into by the Election Officer. He can also take steps for correction of clerical/accidental mistakes U/R 9.

10. After disposal of claims and objections filed as per paragraph 7(i) & (ii) above by the Election Officer U/R 11, the Election Officer will prepare a draft Electoral Roll and publish the same as per the approved programme.

11. Any person aggrieved by the order passed by the Election Officer U/R 11 can file an appeal petition before the District Magistrate within the period fixed be the Commission. The application shall be received by the District Magistrate with an acknowledgment to the concerned party. A Register will be maintained wherein all details namely the name of the applicant, name of the Municipality/NAC, the Ward he belongs, date and time of receipt of the appeal will be incorporated.

The District Magistrate within the period fixed by the Commission is required to dispose of the appeal by conducting a summary enquiry either by himself or by an Officer not below the rank of ADM. The Commission would like to make it clear that the District Magistrate alone is the Appellate Authority; however, he may entrust the enquiry to an officer not below the rank of Additional District Magistrate. Hearing and disposal of the appeal shall be done

invariably by the District Magistrate and the proceeding will be fixed the Commission. The application shall be received by the District Magistrate with an acknowledgment to the concerned party. A Register will be maintained wherein all details on which on each appeal petition namely the name of the applicant, name of the Municipality/NAC, the Ward he belongs, date and time of receipt of the appeal will be incorporated.

The District Magistrate within the period fixed by the Commission is required to dispose of the appeal by conducting a summary enquiry either by himself or by an Officer not below the rank of ADM. The Commission would like to make it clear that the District Magistrate alone is the Appellate Authority; however, he may entrust the enquiry to an officer not below the rank of Additional District Magistrate. Hearing and disposal of the appeal shall be done invariably by the District Magistrate and the proceeding will be summary in nature. The Order passed by the District Magistrate as Appellate Authority shall be final.

12. After disposal of all the appeals by the District Magistrate, the final electoral roll shall be prepared and published by the Election Officer as in Schedule-II at the prescribed places. The Commission has prescribed a model format Appendix-B of this schedule to be used for final publication of Electoral Roll.

13. The following certificate shall be given by the Election Officer concerned at the end of each Ward.

"Certified that the Electoral Roll of Ward No.____ of Municipality/ N.A.C has been duly published as per the provisions of Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 on _____."

Election Officer

Apart from appending the certificate at the last page, each page of the Electoral Roll is to be authenticated with the signature of the Election Officer along with the Official Seal.

After final publication of the Electoral Roll also any person may apply to the Election Officer for correction of the existing entry in the final Electoral Roll U/R 15(2) of Odisha Municipal Election Rules and if the Election Officer is satisfied that the entry relates to the applicant and is erroneous or defective in any particular he may correct the roll accordingly and publish such correction in the same manner as the final Roll.

14. After final publication of the Electoral Roll, a copy of the same shall be sent by the Election Officer to the District Magistrate concerned before printing of the Electoral Roll is taken up.

15. After splitting up of the final Electoral Roll booth wise, 30 copies of the Electoral Roll of each Ward shall be printed booth wise locally at the approved rate. The Election Officer shall ensure to check each and every entry in the printed copy with reference to the final Electoral Roll.

16. The electoral roll has to be prepared both in hard and soft copy ULB-wise. One copy of the printed Electoral Roll for the entire Municipality/NAC both in hard and soft copy shall also be sent to the Commission.

17. Each National/State Party for Odisha shall be supplied with a copy of the same free of cost. Any other person interested in purchasing a copy of the Electoral Roll for a Ward/Booth of a Municipality/NAC may do so on cost to cost basis.

ଫାରମ 1

ନିୟମ ୪ ଦ୍ରଷ୍ଟବ୍ୟ

ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା – ୨୦୧୩

ଜିଲ୍ଲା ..... ପୌର ପରିଷଦ/ବିଜ୍ଞାପିତ ଅଞ୍ଚଳ ପରିଷଦ

..... ସବ୍‌ଡ଼ିଭିଜନ୍ .....

ୱାର୍ଡ଼ ନଂ. .....

ାକ ନଂ.	ଘ. ନଂ.	ପିତା ବା ସ୍ୱାମୀଙ୍କ ନାମ ସହିତ ନିର୍ବାଚକଙ୍କ ନାମ	ବୟସ	ଲିଙ୍ଗ	ବିଧାନ ସଭା ନିର୍ବାଚନମଣ୍ଡ ଭାଗ ସଂଖ୍ୟା/ଭୋଟର ତା କ୍ରମିକ ନଂ.
୧	୨	୩	୪	୫	୬

ଫାରମ 1 - A

ଯୋଗ ତାଲିକା

୍ରମିକ ନଂ.	ଘ. ନଂ.	ପିତା ବା ସ୍ୱାମୀଙ୍କ ନାମ ସହିତ ନିର୍ବାଚକଙ୍କ ନାମ	ବୟସ	ଲିଙ୍ଗ	ବିଧାନ ସଭା ନିର୍ବାଚନ ମଣ୍ଡ ଭାଗ ସଂଖ୍ୟା/ଭୋଟର ତାଲି କ୍ରମିକ ନଂ.
୧	୨	୩	୪	୫	୬

APPENDIX A TO SCHEDULE III

..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌର ପରିଷଦ

ପ୍ରେସ ବିଜ୍ଞପ୍ତି

..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌର ପରିଷଦର ନିର୍ବାଚନ ନିମନ୍ତେ ଭୋଟର ତାଲିକା ପ୍ରସ୍ତୁତି ପାଇଁ ରାଜ୍ୟ ନିର୍ବାଚନ କମିଶନ ନିର୍ଦ୍ଦେଶ ପ୍ରଦାନ କରିଛନ୍ତି । ଜାନୁଆରୀ ୨୦୨୨ରେ ପ୍ରକାଶିତ ବିଧାନ ସଭା ଭୋଟର ତାଲିକାକୁ ଭିତ୍ତିକରି ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା ..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌର ପରିଷଦର କାର୍ଯ୍ୟାଳୟରେ ପ୍ରକାଶନ କରାଯାଇଛି ଏବଂ ସର୍ବସାଧାରଣଙ୍କ ପରିଦର୍ଶନ ପାଇଁ ଉକ୍ତ ଭୋଟର ତାଲିକା ..... କାର୍ଯ୍ୟାଳୟରେ ତାରିଖ .....୨୦୨୨ରୁ ତାରିଖ .....୨୦୨୨ ପର୍ଯ୍ୟନ୍ତ ଉନ୍ମୁକ୍ତ ରହିବ । ଭୋଟରମାନଙ୍କୁ ଜଣାଇ ଦିଆଯାଇଛି ଯେ, ତାଙ୍କର ନାମ ସଂପୃକ୍ତ ୱାର୍ଡରେ ଠିକ୍ ଭାବେ ଭୋଟର ତାଲିକାଭୁକ୍ତ ହୋଇଛି କି ନାହିଁ ତନଖି କରିନିଅନ୍ତୁ । ଯଦି କୌଣସି ଭୋଟରଙ୍କ ନାମ ବିଧାନ ସଭା ଭୋଟର ତାଲିକାଭୁକ୍ତ ଥାଇ ୱାର୍ଡୱାରୀ ପ୍ରସ୍ତୁତ ହୋଇଥିବା ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌର ପରିଷଦ ଭୋଟର ତାଲିକାରେ ସ୍ଥାନ ପାଇ ନ ଥାଏ ତେବେ ଭୋଟର ତାଲିକାରେ ନାମ ଅନ୍ତର୍ଭୁକ୍ତ, ସଂଶୋଧନ କରିବା ପାଇଁ ଫାରମ ନଂ IIIରେ ଦରଖାସ୍ତ ନିମ୍ନ ସାକ୍ଷତକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟରେ ତାରିଖ .....୨୦୨୨ ରୁ ତାରିଖ .....୨୦୨୨ ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ ଏବଂ ଯେଉଁମାନଙ୍କର ନାମ ଭୁଲ ୱାର୍ଡରେ ଅର୍ନ୍ତଭୁକ୍ତ ହୋଇଥିବ ସେମାନେ ମଧ୍ୟ ସଂଶୋଧନ ପାଇଁ ଫାରମ ନଂ IV ରେ ଦରଖାସ୍ତ ତାରିଖ .....୨୦୨୨ରୁ ତାରିଖ .....୨୦୨୨ ମଧ୍ୟରେ ଦାଖଲ କରି ପରିବେ । ପ୍ରାଥମିକ ଭୋଟର ତାଲିକାରେ ଅନ୍ତର୍ଭୁକ୍ତ ହୋଇଥିବା କୌଣସି ଭୋଟରଙ୍କର ନାମ ସଂପର୍କରେ ଆପତ୍ତି ଫାରମ ନଂ IV ରେ ଉପରୋକ୍ତ ତାରିଖ ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ । ଫାରମ ନଂ III ଓ ଫାରମ ନଂ IV ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟରୁ ବିନା ମୂଲ୍ୟରେ ମିଳିପାରିବ । ଯଦି ନିର୍ଦ୍ଧାରିତ ଛପା ଫାରମ ନ ମିଳେ, ତେବେ ତାହାର ଅବିକଳ ନକଲ ହାତରେ ଲେଖି ଅଥବା ଟାଇପ, ଫଟୋକପି କିମ୍ବା ସାଇକ୍ଲୋଷ୍ଟାଇଲ୍ କରି ନିର୍ଦ୍ଧାରିତ ସମୟସୀମା ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ ।

ନିର୍ବାଚନ ଅଧିକାରୀ

ଚୂଡ଼ାନ୍ତ ଭୋଟର ତାଲିକା ପ୍ରକାଶନର ନୋଟିସ
(ରାଜ୍ୟ ନିର୍ବାଚନ କମିଶନଙ୍କ ଦ୍ୱାରା ନିର୍ଦ୍ଧାରିତ)

ଏତଦ୍ୱାରା ସର୍ବସାଧାରଣଙ୍କ ଗୋଚରାର୍ଥେ ଜଣାଇ ଦିଆଯାଉଅଛି ଯେ ଓଡ଼ିଶା ପୌର ନିୟମ, ୧୯୫୦ର ଧାରା 15 ଅନୁଯାୟୀ ପ୍ରସ୍ତୁତ ସଂଲଗ୍ନ ଚୂଡ଼ାନ୍ତ ଭୋଟର ତାଲିକା ପ୍ରକାଶ କରାଯାଇଛି ଏବଂ ଏହା ନିମ୍ନ ସ୍ୱାକ୍ଷରକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ ଓ ପୌର କାର୍ଯ୍ୟାଳୟରେ ତା ..... ରିଖରୁ ତା ..... ରିଖ ପର୍ଯ୍ୟନ୍ତ ଉପଲବ୍ଧ ଅଟେ ।

ସ୍ଥାନ ..... ନିର୍ବାଚନ ଅଧିକାରୀ

ତାରିଖ ....

ପୌର ପରିଷଦ/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ

ELECTION URGENT

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1st FLOOR,
SATYANAGAR, BHUBANESWAR-751007
Email ID – stateelectioncommission.odisha@gmail.com
Fax No. 0674-2573494

No. 1776 /SEC., Date: 02/02/202

ORDER

Whereas, the Commission has ordered to prepare Ward-Wise Electoral Roll of the Municipalities/NACs as detailed in Schedule–I for conduct of General Elections to Urban Local Bodies (ULBs);

Whereas, the name of polling station shall be entered in the final Ward-Wise Electoral Roll of the Municipalities/NACs;

Whereas, it is necessary to finalise the polling stations of ULBs before publication of the final Electoral Roll;

Now, therefore, the State Election Commission in exercise of powers vested in it under Article 243 ZA of Constitution and under Rule 36 of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules 1994 directs that the polling stations of the Municipalities/NACs detailed in Schedule–I shall be finalized as per the programme mentioned in schedule-II in the manner prescribed in Schedule–III in enclosed Format.

By Order and in the name of
State Election Commission,
Odisha

02.02.2022
(R.N. Sahu)
Secretary

Memo No. 1777 /SEC., Date: 02/02/2022
Copy with enclosures forwarded to the Director, Printing, Stationery and Publication, Odisha, Cuttack with request to publish the order in the next extraordinary issue of Odisha Gazette on 02.02.2022 and send 100 copies to the Commission.

Secretary 02.02.2022

Memo No. 1778 /SEC., Date: 02/02/2022
Copy with enclosures forwarded to Principal Secretary to Govt., Housing and Urban Development Department for information and necessary action.

Secretary 02.02.2022

Memo No. 1779 /SEC., Date: 02/02/2022
Copy with enclosures forwarded to all District Magistrates/all Election Officers/Executive Officers of Municipalities/NACs except Attabira/Hindol for information and necessary action.

Secretary 02.02.2022

Memo No. 1780 /SEC., Date: 02/02/2022

Copy with enclosures forwarded to all Political Parties for information and necessary action.

Secretary 02.02.2022

Memo No. 1781 /SEC., Date: 02/02/2022

Copy forwarded to Sr. P.S. to SEC for information of the Commissioner / All Officers, SEC for information.

Secretary 02.02.2022

Memo No. 1782 /SEC., Date: 02/02/2022

Copy with enclosures forwarded to Gazette Notification Seat/ Store Section/ Notice Board (SEC) for information and necessary action.

Secretary 02.02.2022

Memo No. 1783 /SEC., Date: 02/02/2022

Copy with enclosures to Computer Programmer, SEC to transmit the same through e-mail to All District Magistrates & upload it in the website of the Commission.

Secretary 02.02.2022

SCHEDULE-I

District wise list of Urban Local Bodies wherein General Election will be conducted

SL.No.	Name of the District	SL. No.	Municipality/ NAC
1	2	3	4
1	*Angul*	1	Angul Municipality
		2	Athamallik NAC
		3	Talcher Municipality
2	*Balangir*	4	Balangir Municipality
		5	Kantabanjhi NAC
		6	Patnagarh NAC
		7	Tusura NAC
		8	Titilagarh Municipality
3	*Balasore*	9	Balasore Municipality
		10	Jaleswar Municipality
		11	Soro Municipality
		12	Nilagiri NAC
		13	Remuna NAC
4	*Baragarh*	14	Baragarh Municipality
		15	Padampur NAC
		16	Barpalli NAC
		17	Bijepur NAC
5	*Bhadrak*	18	Bhadrak Municipality
		19	Basudevpur Municipality
		20	Chandbali NAC
		21	Dhamnagar NAC
6	*Boudh*	22	Boudhgarh NAC
7	*Cuttack*	23	Athagarh NAC
		24	Banki NAC
		25	Choudwar Municipality
8	*Deogarh*	26	Deogarh Municipality
9	*Dhenkanal*	27	Bhuban NAC
		28	Dhenkanal Municipality
		29	Kamakhyanagar NAC
10	*Gajapati*	30	Paralakhemundi Municipality
		31	Kasinagar NAC
11	*Ganjam*	32	Aska NAC
		33	Belaguntha NAC
		34	Bhanjanagar NAC
		35	Buguda NAC
		36	Chatrapur NAC

		37	Chikiti NAC
		38	Digapahandi NAC
		39	Ganjam NAC
		40	Gopalpur NAC
		41	Hinjilicut Municipality
		42	Kavisuryanagar NAC
		43	Khallikot NAC
		44	Kodala NAC
		45	Polsora NAC
		46	Purusottampur NAC
		47	Rambha NAC
		48	Soroda NAC
12	***Jagatsinghpur***	49	Jagatsinghpur Municipality
		50	Paradeep Municipality
13	***Jajpur***	51	Jajpur Municipality
		52	Vyasanagar Municipality
14	***Jharsuguda***	53	Belpahar Municipality
		54	Brajarajnagar Municipality
		55	Jharsuguda Municipality
15	***Kalahandi***	56	Bhawanipatna Municipality
		57	Junagarh NAC
		58	Dharamgarh NAC
		59	Kesinga NAC
16	***Kendrapara***	60	Kendrapara Municipality
		61	Pattamundai Municipality
17	***Keonjhar***	62	Anandapur Municipality
		63	Barbil Municipality
		64	Joda Municipality
		65	Champua NAC
		66	Keonjhorgarh Municipality
18	***Khurda***	67	Balugaon NAC
		68	Banpur NAC
		69	Jatni Municipality
		70	Khurda Municipality
19	***Koraput***	71	Jaypore Municipality
		72	Koraput Municipality
		73	Kotpad NAC
		74	Sunabedha Municipality
20	***Malkangiri***	75	Balimela NAC
		76	Malkangiri Municipality
21	***Mayurbhanj***	77	Baripada Municipality
		78	Karanjia NAC

		79	Rairangpur Municipality
		80	Udala NAC
22	*Nayagarh*	81	Khandapara NAC
		82	Ranpur NAC
		83	Daspala NAC
		84	Nayagarh Municipality
23	*Nowrangpur*	85	Nowrangpur Municipality
		86	Umerkote Municipality
24	*Nuapara*	87	Nuapada NAC
		88	Khariar NAC
		89	Khariar Road NAC
25	*Kandhamal*	90	G. Udayagiri NAC
		91	Balliguda NAC
		92	Phulbani Municipality
26	*Puri*	93	Konark NAC
		94	Nimapara NAC
		95	Pipili NAC
		96	Puri Municipality
27	*Rayagada*	97	Gudari NAC
		98	Gunupur Municipality
		99	Raygada Municipality
28	*Sambalpur*	100	Kuchinda NAC
		101	Redhakhol NAC
29	*Subarnapur*	102	Binika NAC
		103	Sonepur Municipality
		104	Tarva NAC
30	*Sundargarh*	105	Biramitrapur Municipality
		106	Rajgangpur Municipality
		107	Sundargarh Municipality

SCHEDULE-II

PROGRAMME FOR FINALISATION OF POLLING STATIONS /BOOTHS FOR GENERAL ELECTION TO MUNICIPLITIES/NACs-2022

Sl. No.	Particulars	Date	Place/Remarks
1.	Publication of proposed list of polling stations/ booths.	10.02.2022 to 12.02.2022	1) Notice Board of the Election Officer. 2) Notice Board of concerned ULB. 3) At a conspicuous place in the Ward
2.	Finalisation of Polling Stations /booths	14.02.2022	
3.	Submission of booth list to State Election Commission by the Election Officer for approval.	By 15.02.2022	
4.	Approval of booth list by State Election Commission	By 19.02.2022	

SCHEDULE-III

1. A draft list of polling stations/ booths showing the polling area it covers and serial No. of voters who are allotted to such polling station/ booths should be published in the form prescribed by the Commission.

2. The same shall be published in the office of the Municipality/ Election Officer and in a conspicuous place in the Ward.

3. A model format in Odia for draft publication of polling stations has been appended to this order.

4. Public objections, if any, on the location of polling stations may be received within period fixed by the Commission.

5. The draft list of polling stations so published shall be discussed with the representative of recognised Political Parties (who may be noticed earlier). After taking into consideration the objections, if any, received from the public and views of the Political Parties, the Election Officer shall draw a list of polling stations.

6. The polling Stations so prepared shall be submitted to the Commission for approval.

APPENDIX-C TO SCHEDULE -III

ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ର ତାଲିକା

ଜିଲ୍ଲା ..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌର ପରିଷଦ
ସବ୍‌ଡିଭିଜନ୍ .....
ନିଗମ .....

ୱାର୍ଡ଼ ନ°.	ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ର/ ବୁଥର ଅବସ୍ଥିତି	ଅନ୍ତର୍ଭୁକ୍ତ ଭୋଟ ଗ୍ରହଣ ଅଞ୍ଚଳ	ଆବଣ୍ଟିତ ଭୋଟରଙ୍କ କ୍ରମିକ ନ°.	ମନ୍ତବ୍ୟ ଯଦି କିଛି ଥାଏ
୧	୨	୩	୪	୫

ମୋଟ ୱାର୍ଡ଼ ସଂଖ୍ୟା—
ମୋଟ ଭୋଟଗ୍ରହଣ କେନ୍ଦ୍ର/ବୁଥ ସଂଖ୍ୟା—
ମୋଟ ଭୋଟର ସଂଖ୍ୟା—

ତାରିଖ ..... ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

ବି. ଦ୍ର.–ଯାହାର ଯଦି କୌଣସି ଆପତ୍ତି ବା ଅଭିଯୋଗ ଥାଏ ସେମାନେ ତାଲିକା ପ୍ରକାଶନର ୩ ଦିନ ମଧ୍ୟରେ ତାହା ଦାଖଲ କରିବେ ।

ULB ELECTIONS
URGENT

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 1961 /SEC Date: 03/02/2022

From

Shri R.N.Sahu, IAS
Secretary.

To

All District Magistrates.

Sub: General Election to Urban Local Bodies, 2022 -
Provision of Secretarial assistance for the Election Officers.

Madam/Sir,

I am directed to say that as per Commission's Order No158/SEC, 07.01.2022, the District Magistrates have been appointed as Election Officers in respect of the Municipalities/NACs/Corporations within their respective jurisdiction and shall remain in overall charge of the supervision of Preparation of Electoral Roll and Conduct of Elections to the Urban Local Bodies in the district. Any other Officer appointed as an Election Officer for a Urban Local Body should function within the premises of that Local Body for which required accommodation with all logistic support and Secretarial assistance may be provided by the concerned Municipal Commissioners/ Executive Officers.

All concerned may please be instructed accordingly.

Yours faithfully,

Secretary 3.2.2022

Memo No. 1962 /SEC, Date: 03/02/2022

Copy forwarded to the Principal Secretary to Government, Housing & Urban Development Department with a request to issue appropriate instructions to the Municipal Commissioner/Executive Officers concerned.

Secretary 3.2.2022

Memo No. 1963/SEC, Date: 03/02/2022

Copy to all Election Officers/Municipal Commissioner, Bhubaneswar Municipal Corporation/Cuttack Municipal Corporation/Berhampur Municipal Corporation/ Executive Officers of ULBs for information and necessary action.

Secretary 3.2.2022

STATE ELECTION COMMISSION, ODISHA
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYANAGAR
BHUBANESWAR-751007

No. 775 dated the 14th January 2022

From

Sri R. N. Sahu, I.A.S.,
Secretary

To

All District Magistrates

Sub: Procedure for finalisation of Polling Station/Booth for General Elections to Urban Local Bodies 2022

Madam/Sir,

I am directed to say that Rule 36 of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 & Rule 35 of Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election Rules, 2003) provides that the Election Officer of every Municipality shall, with the previous approval of the Election Commission, provide sufficient number of Polling Stations for each Ward and shall publish in such manner as the Election Commission may direct, a list showing the Polling Stations so provided and the polling areas for which they have been provided. After the final publication of the Electoral Roll, the electors will be split up Polling Station/booth wise.

The State Election Commission directs that the following procedure shall be adopted in finalisation of the Polling Station/booth. :-

1. One Polling booth shall be provided for a well defined polling area covering on an average of 1,000 electors, as far as practicable. In case the number of voters in a proposed booth exceeds 1200, there should be one more booth, equally distributing the voters as far as possible.

2. The polling station should be carefully selected in advance and to the extent possible, they may be located more or less in permanent fireproof public buildings.

3. The polling booths should not be located in the premises of police stations, hospitals, religious institutions and private buildings.

4. There can be more than one booth in one Polling Station. But, there must be separate waiting area, entrance and exit for each such booth.

5. The Polling Stations should ordinarily be located in Government or Government aided schools and other Government or semi-Government institutions as the furniture and equipments required for the poll would be available there and be made use of without any extra expenditure. Private clubs shall not be taken for location of booths even though the club buildings may be used for public purposes.

6. The location of polling booths in community centers shall be avoided

7. Where no suitable public building is available, Polling Stations may be located in temporary structures. But this should be avoided as it is not safe in rain, fire, etc. Only in exceptional cases when there is no other alternative such a recourse may be taken to. Such temporary structures shall be certified by the District Magistrate that there are no alternative permanent public buildings available in the Ward, and setting up booth in a temporary structure is a last resort.

8. The location of the polling booth thus worked out, the polling area it covers and the serial number of the voters of a Ward who are allotted to such booth for voting should be published in draft in the form prescribed by the Commission (copy enclosed) by affixing the same at a conspicuous place of the Ward, the notice board of the NAC/ Municipality/Corporation concerned and in the notice board of the Election Officer.

9. Three days' notice shall be given to the public for filing of objections, if any, and to offer their suggestions on the location of the Polling Station(s)/booth(s).

10. The draft list of Polling Stations shall also be discussed with the representatives of the **recognized political parties.**

11. After taking into consideration the objections and suggestions received from the public and the political parties, the Election Officer shall draw the list of Polling Stations and booths and submit the same to the State Election Commission for approval.

12. The Polling Stations and booths approved by the Commission for the Urban Local Body is final and cannot be altered without prior approval of the Commission.

13. Copies of the approved list of Polling Stations/booths in the form mentioned at Para 8 above shall be given to the local representatives of each of the recognized political parties free of cost. A copy of the list of Polling Stations shall be forwarded by the Election Officer to the State Election Commission for record.

14. After the Polling Stations/polling booths are finalized, the Electoral Roll of each NAC/Municipality/Corporation shall be printed booth wise.

These instructions are issued for identification of polling stations in advance and tagging of voters to polling stations during preparation of ward wise electoral roll to ULBs. Detailed schedule will be issued in due course.

Yours faithfully,

14.01.2022

Secretary

Memo. No. 776 /SEC., dated the 14/01/2022

Copy forwarded to the Principal Secretary to Government, Housing & Urban Development Department for information and necessary action.

14.01.2022

Secretary

Memo. No. 777/SEC., dated the 14/01/2022

Copy forwarded to Director, Municipal Administration, Odisha for information and necessary action.

Secretary

14.01.2022

GOVERNMENT OF ORISSA
FINANCE DEPARTMENT

No. 32022–Comp. 24/97–F.

From

Shri B. K. Tripathy,
Under-Secretary to Government.

To

The Secretary, State Election Commission, Orissa,
Samabaya Bhawan, Janapath, Unit IX,
Bhubaneswar.

SUBJECT—Clarification regarding receipt head of General Municipal Election.

REFERENCE—Your letter No. 5563, Dt. 14-07-1997 Bhubaneswar, the 2nd August 1997.

Sir,

In inviting a reference on the above noted subject, I am directed to state that as per the accounting procedure the deposits made by the candidates contesting elections shall be deposited under the Head 8443–Civil Deposit–121–Deposit in connection with election-Deposit made by candidates for Councillors/Chairman to Urban Local Bodies.

In case of refund of the security deposit made by the candidates, the required amount shall be withdrawn from the above head of account. In case of forfeiture of the amount deposited by the candidate the same shall also be withdrawn from civil deposit and credited to receipt head 0070–Other Administrative Service–02–Elections–104–Fees, Fines and forfeitures.

To sum up, for both of the purposes, the deposits made under Civil Deposit shall be withdrawn. When the refund amount will be paid to the person concerned, the forfeited amount shall be credited to the appropriate receipt head of account indicated above.

Yours faithfully

B. K. TRIPATHY

Under-Secretary to Government

Memo. No. Ele.-MI-11/97–7-8-1997

Copy forwarded to all Executive Officers of U.L.Bs./Election Officers for information and necessary action.

Sd/-

Under-Secretary to Government

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 1955 /SEC., Date: 03/02/2022

From
Sri R.N. Sahu, IAS
Secretary

To
All District Magistrates.

Sub: Scrutiny of nomination for seats reserved for SC/ST.

Madam/Sir,

I am directed to say that seats/ offices have been reserved for Scheduled Castes/ Scheduled Tribes under Municipal Laws in the State pursuant to the stipulation in Article 243-D of the Constitution of India. The list of Scheduled Castes, Scheduled Tribes of Odisha supplied by S.T. and S.C. Development Department, Government of Odisha is enclosed herewith as Annexure I & II.

This may kindly be brought to the notice of all the officers authorized by you as Election officers for guidance and necessary action on their part.

Yours faithfully,

Secretary 3.2.2022

Memo No. 1956 /SEC, Date: 03/02/2022

Copy forwarded to all Revenue Division Commissioners for information and necessary action.

Secretary 3.2.2022

Memo. No. 1957/SEC, Date: 03/02/2022

Copy forwarded to all Election Officers/ Municipal Commissioners/Executive Officers of ULBs for information and necessary action.

Secretary 3.2.2022

GOVERNMENT OF ODISHA
ST & SC DEVELOPMENT, M & BC WELFARE DEPARTMENT
****

No. 19661 /SSD, Bhubaneswar Dated 07/10/2021
PT1-STSCD-PCR-STUDY-0003-2013

From

Sri Laxman Kumar Mallick
Director, SC Welfare

To

The Secretary,
State Election Commission, Odisha, Toshali Bhawan,
B-2,1st Floor, Satyanagar, Bhubaneswar-751007

Sub:- List of ST, SC and SEBC of Odisha.

Sir,

In inviting reference to the subject noted above I am directed to enclose herewith the list of ST, SC and SEBC of Odisha for your kind information and necessary action.

Yours faithfully,

Encl. as above.

7/10/2021
Director, SC Welfare

ANNEXURE-I

ODISHA - List of Scheduled Castes

List of Scheduled Castes notified (after addition/deletion)as per the Constitution (Scheduled Castes) Order, 1950, as amended vide Modification Order 1956, Amendment Act, 1976 and the Constitution (Scheduled Castes) Order (Amendment) Act 2002 No. 25 dated 27.5.2002. of Ministry of Law, Justice and Company Affairs, read with The Constitution (SCs) Order (Second Amendment) Act, 2002 No. 61 of 2002 dated 18.12.2002 of Ministry of Law & Justice republished vide Notification No. 7797-I- Legis-5/2002-L dated 7.6.2003 of Law Deptt, Govt. of Orissa and, vide Gazette of India No.381dt.30.8.2007, Gazette of India No.40 dt.18.12.2014, Gazette of India No.7 dt.23.03.2015, Gazette of India No 27 dt 9.05.2016& Gazette of India No 17 dt 01.05.2017 .

Sl. No.	Scheduled Castes
1.	Adi-Andhra
2	Amant, Amat, Dandachhatra Majhi, Amata, Amath
3.	Audhelia
4.	Badaik
5.	Bagheti, Baghuti
6.	Bajikar
7.	Bari
8.	**Deleted vide Constitution (SCs) Order (Amendment) Act, 2016. No.24 of 2016**
9.	Basor, Burud
10.	Bauri, Buna Bauri, Dasia Bauri
11.	Bauti
12.	Bavuri
13.	Bedia,Bejia, Bajia
14.	Beldar
15.	Bhata
16.	Bhoi
17.	Chachati
18.	Chakali
19.	Chamar, Mochi, Muchi, Satnami,Chamara, Chamar-Ravidas,Chamar-Rohidas..
20.	Chandala
21.	Chandhai Maru
22.	**Deleted vide Constitution (SCs) Order(Amendment) Act, 2002. No. 25 of 2002**
23.	Dandasi
24.	Dewar, Dhibara, Keuta, Kaibarta
25.	Dhanwar
26.	Dhoba, Dhobi, Rajak, Rajaka
27.	Dom, Dombo, Duria Dom, Adhuria Dom, Adhuria Domb
28.	Dosadha
29.	Ganda
30	Ghantaraghada, Ghantra

Sl. No.	Scheduled Castes
31.	Ghasi, Ghasia
32.	Ghogia
33.	Ghusuria
34.	Godagali
35.	Godari
36.	Godra
37.	Gokha
38.	Gorait, Korait
39.	Haddi, Hadi, Hari
40.	Irika
41.	Jaggali, Jaggili, Jagli
42.	Kandra, Kandara, Kadama,Kuduma,Kodma,Kodama.
43.	Karua
44.	Katia, Khatia
45.	Kela, Sapua Kela, Nalua Kela, Sabakhia Kela, Matia Kela, Gaudia Kela
46.	Khadala, Khadal, Khodal
47.	Kodalo, Khodalo
48.	Kori
49.	**Deleted vide Constitution (SCs) Order (Amendment) Act, 2016. No.24 of 2016**
50.	Kurunga
51.	Laban
52.	Laheri
53.	Madari
54.	Madiga
55.	Mahuria
56.	Mala, Jhala, Malo, Zala, Malha, Jhola
57.	Mang
58.	Mangan
59.	Mehra, Mahar
60.	Mehtar, Bhangi
61.	Mewar
62.	Mundapotta
63.	Musahar
64.	Nagarchi
65.	Namasudra
66.	Paidi
67.	Painda
68.	Pamidi
69.	Pan, Pano, Buna Pana, Desua Pana, Buna Pano
70.	Panchama
71.	Panika
72.	Panka

Sl. No.	Scheduled Castes
73.	Pantanti
74.	Pap
75.	Pasi
76.	Patial, Patikar, Patratanti, Potua
77.	Rajna
78.	Relli
79.	Sabakhia , Sualgiri, Swalgiri
80.	Samasi
81.	Sanei
82.	Sapari
83.	Sauntia, Santia
84.	Sidhria
85.	Sinduria
86.	Siyal, Khajuria
87.	Tamadia
88.	Tamudia
89.	Tanla
90.	**Deleted vide Constitution (SCs) Order(Amendment) Act, 2002 No. 25 of 2002**
91.	Turi, Betra
92.	Ujia
93.	Valamiki, Valmiki
94.	Mangali (in Koraput&Kalahandi dist.) inserted vide Constitution (SCs) Order(Amendment) Act, 2002 No. 25 of 2002
95.	Mirgan (in Nowrangpur dist.) inserted vide Constitution (SCs) Order (Amendment) Act, 2002 No. 25 of 2002

***

ANNEXURE - II

List of Scheduled Tribes

List of Scheduled Tribes notified (after addition/deletion)as per the Scheduled Castes and Scheduled Tribes Order, 1950 as amended by Modification Order, 1956, Amendment Act, 1976 and The Scheduled Castes and Scheduled Tribes Order (Amendment) Act 2002 No. 10 dated 8.1.2003 of Ministry of Law & Justice republished by the Notification No. 7799/ L dated 7.6.2003 of Law Department, Govt. of Orissa.

Sl. No.	Scheduled Tribes
1.	Bagata, Bhakta
2.	Baiga
3.	Banjara, Banjari
4.	Bathudi, Bathuri
5.	Bhottada, Dhotada, Bhotra, Bhatra, Bhattara, Bhotora, Bhatara
6.	Bhuiya, Bhuyan
7.	Bhumia
8.	Bhumij, Teli Bhumij, Haladipokhria Bhumij, Haladi Pokharia Bhumija, Desi Bhumij, Desia Bhumij, Tamaria Bhumij
9.	Bhunjia
10.	Binjhal, Binjhwar
11.	Binjhia, Binjhoa
12.	Birhor
13.	Bondo Poraja, Bonda Paroja, Banda Paroja
14.	Chenchu
15.	Dal
16.	Desua Bhumij
17.	Dharua, Dhuruba, Dhurva
18.	Didayi, Didai Paroja, Didai
19.	Gadaba, Bodo Gadaba, Gutob Gadaba, Kapu Gadaba, Ollara Gadaba, Parenga Gadaba, Sano Gadaba
20.	Gandia
21.	Ghara
22.	Gond, Gondo, Rajgond, Maria Gond, Dhur Gond
23.	Ho
24.	Holva
25.	Jatapu
26.	Juang
27.	Kandha Gauda
28.	Kawar, Kanwar
29.	Kharia, Kharian, Berga Kharia, Dhelki Kharia, Dudh Kharia, Erenga Kharia, Munda Kharia, Oraon Kharia, Khadia, Pahari Kharia
30.	Kharwar
31.	Khond, Kond, Kandha, Nanguli Kandha, Sitha Kandha, Kondh, Kui, Buda Kondh, Bura Kandha, Desia Kandha, Dungaria Kondh, Kutia Kandha, Kandha Gauda, Muli Kondh, Malua Kondh, Pengo Kandha, Raja Kondh, Raj Khond

32.	Kisan, Nagesar, Nagesia
33.	Kol
34.	Kolah Loharas, Kol Loharas
35.	Kolha
36.	Koli, Malhar
37.	Kondadora
38.	Kora, Khaira, Khayara
39.	Korua
40.	Kotia
41.	Koya, Gumba Koya, Koitur Koya, Kamar Koya, Musara Koya
42.	Kulis
43.	Lodha, Nodh, Nodha, Lodh
44.	Madia
45.	Mahali
46.	Mankidi
47.	Mankirdia, Mankria, Mankidi
48.	Matya, Matia
49.	Mirdhas, Kuda, Koda
50.	Munda, Munda Lohara, Munda Mahalis, Nagabanshi Munda, Oriya Munda
51.	Mundari
52.	Omanatya, Omanatyo, Amanatya
53.	Oraon, Dhangar, Uran
54.	Parenga
55.	Paroja, Parja, Bodo Paroja, Barong Jhodia Paroja, Chhelia Paroja, Jhodia Paroja, Konda Paroja, Paraja, Ponga Paroja, Sodia Paroja, Sano Paroja, Solia Paroja
56.	Pentia
57.	Rajuar
58.	Santal
59.	Saora, Savar, Saura, Sahara, Arsi Saora, Based Saora, Bhima Saora, Bhimma Saora, Chumura Saora, Jara Savar, Jadu Saora, Jati Saora, Juari Saora, Kampu Saora, Kampa Soura, Kapo Saora, Kindal Saora, Kumbi Kancher Saora, Kalapithia Saora, Kirat Saora, Lanjia Saora, Lamba Lanjia Saora, Luara Saora, Luar Saora, Laria Savar, Malia Saora, Malla Saora, Uriya Saora, Raika Saora, Sudda Saora, Sarda Saora, Tankala Saora, Patro Saora, Vesu Saora
60.	Shabar, Lodha
61.	Sounti
62.	Tharua, Tharua Bindhani

ELECTION URGENT
BY FAX/E-MAIL

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 2083 /SEC., Date: 07/02/2022

From

Shri R. N. Sahu, IAS
Secretary.

To

All District Magistrates.

Sub: **General Elections to ULBs, 2022 –**
Submission of Affidavit by the candidates.

Madam/Sir,

I am directed to invite a reference to Commission's Order No. 1/SEC dated 1st January 2004 on furnishing of affidavit along with nomination papers by the Candidates contesting for the office of Councilor/Corporator. In view of recent amendments to the Municipal Corporation & Municipal Acts & Rules, there will be direct election to the office of Chairperson/Mayor. The Commission has decided that candidates contesting for the office of Chairperson/Mayor will also file affidavit as prescribed in Commission's aforesaid order.

2. Non-furnishing of affidavit shall render the nomination of the candidate liable for rejection. The Election Officer should be careful to issue the format prescribed by the Commission at the time of issuing the nomination paper to the contesting candidates.

3. The candidate shall be asked to furnish a copy of the affidavit either Xeroxed/typed or handwritten and signed by him which must be compared by the Election Officer with the original affidavit and after authentication by the Election Officer, the same shall be displayed in the Notice Board for wide dissemination.

4. A copy of the affidavit shall also be uploaded in the District website and / or in the website of the ULB.

5. In case of any shortcomings noticed in the affidavit, the Election Officer shall allow the candidates to take back the same on proper acknowledgement for rectification and re-submission within the period prescribed for filling of nomination.

6. The Commission prescribes a new affidavit format to be used in the Elections to the Municipality as well as Municipal Corporations.

It is, therefore, requested that the above instructions may kindly be brought to the notice of all Election Officers appointed to receive the nomination and scrutiny thereof for the forthcoming General Election to ULBs, 2022.

Yours faithfully,

Encls.- Affidavit -12 pages

07.02.2022
Secretary

Memo No. 2084 / SEC., Dated: 07/02/2022

Copy forwarded to Principal Secretary to Government, Housing & Urban Development for information and necessary action.

07.02.2022
Secretary

Memo No 2085 /SEC, Date: 07/02/2022

Copy forwarded to all Election Officers/ Municipal Commissioners/ Executive Officers for information and necessary action.

07.02.2022
Secretary

Memo No 2086 /SEC, Date: 07/02/2022

Copy forwarded to all Political Parties for information and necessary action.

07.02.2022
Secretary

Please affix your recent passport size photograph here

AFFIDAVIT TO BE FILED BY THE CANDIDATE ALONGWITH NOMINATION PAPER TO THE ELECTION OFFICER /RETURNING OFFICER FOR ELECTION TO OFFICE OF

Ward No._____ of _____NAC/Municipality/Municipal Corporation for the office of Councillor /Corporator/

OR _____ NAC/Municipality/Municipal Corporation for the office of Chairperson/Mayor

(strike out whichever is not applicable)

I.....son/daughter/wife of.....Aged..... years, resident of.....(mention full postal address), a candidate at the above election, do hereby solemnly affirm and state on oath as under:-

(1) I am a candidate set up by----------

(name of the political party) / am contesting as an Independent candidate. (strike out whichever is not applicable)

(2) My name is enrolled in.....(Name of the Ward No_____ Municipality/ Municipal Corporation), at Serial No.....in Booth No.....

(3) My contact telephone number(s) is/are.....and my e-mail id (if any) is..... and my social media account(s) (if any) is/are

(i).....
(ii).....

(4) Details of Permanent Account Number (PAN) and status of filing of Income tax return:

Sl. No.	Names	PAN	The financial year for which the last Income-tax return has been filed	Total income shown in Income Tax Return(in Rupees) for the last five Financial Years completed (as on 31st March)	
1.	Self			(i)	
				(ii)	
				(iii)	
				(iv)	
				(v)	
2.	Spouse			(i)	
				(ii)	
				(iii)	
				(iv)	
				(v)	
3.	HUF (If Candidate is Karta/Coparcener)			(i)	
				(ii)	
				(iii)	
				(iv)	
				(v)	
4.	Dependent 1			(i)	
				(ii)	
				(iii)	
				(iv)	
				(v)	

5.	Dependent 2			(i)	
				(ii)	
				(iii)	
				(iv)	
				(v)	
6.	Dependent 3...			(i)	
				(ii)	
				(iii)	
				(iv)	
				(v)	

Note: It is mandatory for PAN holder to mention PAN and in case of no PAN, it should be clearly stated "No PAN allotted".

(5) Pending criminal cases

(i) I declare that there is no pending criminal case against me.
(Tick this alternative if there is no criminal case pending against the Candidate and write NOT APPLICABLE against alternative (ii) below)

OR

(ii) The following criminal cases are pending against me:

(If there are pending criminal cases against the candidate, then tick this alternative and score off alternative (i) above, and give details of all pending cases in the Table below)

Table

(a)	FIR No. with name and address of Police Station concerned			

b)	Case No. with Name of the Court			
(c)	Section(s) of concerned Acts/Codes involved (give no.of the Section, e.g. Section.....of IPC, etc.).			
(d)	Brief description of offence			
(e)	Whether charges have been framed (mention YES or NO)			
(f)	If answer against (e) above is YES, then give the date on which charges were framed			
(g)	Whether any Appeal/Application for revision has been filed against the proceedings (Mention YES or NO)			

(6)Cases of conviction

(i) I declare that I have not been convicted for any criminal offence.

(Tick this alternative, if the candidate has not been convicted and write NOT APPLICABLE against alternative (ii) below)

OR

(ii) I have been convicted for the offences mentioned below:

(If the candidate has been convicted, then tick this alternative and score off alternative **(i)** above, and give details in the Table below)

Table

(a)	Case No.			
(b)	Name of the Court			
(c)	Sections of Acts/Codes involved (give no. of the Section, e.g. Section..... of IPC, etc.).			

(d)	Brief description of offence for which convicted			
(e)	Dates of orders of conviction			
(f)	Punishment imposed(indicate period of imprisonment awarded and/or quantum of the fine imposed)			
(g)	Whether any Appeal has been filed against conviction order (Mention YES or No) Repeat the above sequence in respect of each separate case of conviction.			
(h)	If answer to (g) above is YES, give details and present status of appeal			
(i)	Discharged /acquitted in the cases(s) Section of the Act and description of the offence			
(j)	The Court Which had taken cognizance			
(k)	Case No			
(l)	Details of Appeal/application for revision etc. if any filed against above order taking cognizance			
(m)	Cases(s) is/ are pending against me which cognizance has been taken by Court Section Act and Desription of the offence for which cognizance			
(n)	The Court Which had taken cognizance			
(o)	Case No			

(p)	Details of Appeal/application for revision etc. if any filed against above order taking cognizance			

1. Details should be given in reverse chronological order, i.e., the latest case to be mentioned first and backwards in the order of dates for the other cases.
2. Additional sheet may be added if required.

(7) That I give herein below the details of the assets (movable and immovable etc.) of myself, my spouse and all dependents:

A. **Details of movable assets :**

Note: 1. Assets in joint name indicating the extent of joint ownership will also have to be given.

Note: 2. In case of deposit/Investment, the details including Serial Number, Amount, date of deposit, the scheme, Name of Bank/Institution and Branch are to be given.

Note: 3.Value of Bonds/Share Debentures as per the current market value in Stock Exchange in respect of listed companies and as per books in case of non-listed companies should be given.

Note: 4. 'Dependent' means parents, son(s), daughter(s) of the candidate or spouse and any other person related to the candidate whether by blood or marriage, who have no separate means of income and who are dependent on the candidate for their livelihood.

Note: 5. Details including amount is to be given separately in respect of each investment

Note: 6. Details should include the interest in or ownership.

Explanation,- For the purpose of this Form, the expression" includes, details of all deposits or investments ;

S. No.	Description	Self	Spouse	HUF	Dependent -1	Dependent -2	Dependent -3
(i)	Cash in hand						

ii)	Details of deposit in Bank accounts (FDRs, Term Deposits and all other types of deposits including saving accounts), Deposits with Financial Institutions ,Post Office/Current Accounts, Non-Banking Financial Companies and Cooperative societies and the amount in each such deposit						
(iii)	Details of investment in Bonds, Debentures/Shares and units in companies/Mutual Funds and others and the amount.						
(iv)	Details of investment in NSS, Postal Saving, Insurance Policies and investment in any Financial instruments in Post office or Insurance Company and the amount						
(v)	Personal loans/advance given to any person or entity including firm, company, Trust etc. and other receivables from debtors and the amount.						
(vi)	Motor Vehicles such as Jeep, Cars Bus, Trucks Heavy Vehicles (Details of Make, registration number. etc. year of purchase and amount) with approx. present market value according to you						
(vii)	Jewellery, Gold, Gold Ornaments Silver and Silver Ornaments valuable thing(s) (give details of weight and value) with approx. present market value according to you						
(viii)	Any other assets such as value of claims/interest						
(ix)	Gross Total value						

(8) Details of Immovable assets:

Note: 1. Properties in joint ownership indicating the extent of joint ownership will also have to be indicated

Note: 2. Each land or building or apartment should be mentioned separately in this format

Note: 3. Details should include the interest in or ownership of assets.

Sl. No	Description	Self	Spouse	HUF	Dependent-1	Dependent-2	Dependent -3
(i)	Agricultural Land Location(s) Survey number(s)						
	Area (total measurement in acres)						
	Whether inherited property (Yes or No)						
	Date of purchase in case of self - acquired property						
	Cost of Land (in case of purchase) at the time of purchase						
	Any Investment on the land by way of development, construction etc.						
	Approximate Current market value						
(ii)	Non-Agricultural Land Location(s) Survey number(s)						
	Area (total measurement in sq. ft.)						
	Whether inherited property (Yes or No)						
	Date of purchase in case of self - acquired property						
	Cost of Land (in case of purchase) at the time of purchase						

	Any Investment on the land by way of development, construction etc.						
	Approximate current market value						
(iii)	Commercial Buildings (including apartments) -Location(s) -Survey number(s)						
	Area (total measurement in sq. ft.)						
	Built-up Area (total measurement in sq.ft.)						
	Whether inherited property (Yes or No)						
	Date of purchase in case of self - acquired property						
	Cost of property (in case of purchase) at the time of purchase						
	Any Investment on the property by way of development, construction etc.						
	Approximate current market value						
(iv)	Residential Buildings (including apartments): -Location (s) -Survey number(s)						
	Area (Total measurement in sq. ft)						
	Built up Area (Total measurement in sq. ft.)						
	Whether inherited property (Yes or No)						
	Date of purchase in case of self – acquired property						

	Cost of property (in case of purchase) at the time of purchase						
	Any Investment on the land by way of development, construction etc.						
	Approximate current market value						
(v)	Others (such as interest in property)						
(vi)	Total of current market value of (i) to (v) above						

(9) Give herein below the details of liabilities/dues to public financial institutions and government:-

(Note: Please give separate details of name of bank, institution, entity or individual and amount before each item)

S. No.	Description	Self	Spouse	HUF	Dependent-1	Dependent-2	Dependent-3
(i)	**Loan or dues to Bank/Financial Institution(s)** Name of Bank or Financial Institution, Amount outstanding, Nature of loan						
	Loan or dues to any other individuals/ entity other than mentioned above. Name(s), Amount outstanding, nature of loan						
	Any other liability						
	Grand total of liabilities						

(10) Details of profession or occupation:

(a) Self.....
(b) Spouse .....

(10A) Details of source(s) of income:
(a) Self..... .
(b) Spouse .....

(C) Source of income, if any, of dependents,.....

(10B) Contracts with appropriate Government and any public company or companies

(a)details of contracts entered by the candidate.....

(b) details of contracts entered into by spouse .....

(c) details of contracts entered into by dependents .....

(d) details of contracts entered into by Hindu Undivided Family or trust in which the candidate or spouse or dependents have interest .....

(e) details of contracts, entered into by Partnership Firms in which candidate or spouse or dependents are partners .....

(f) details of contracts, entered into by private companies in which candidate or spouse or dependents have share .....

(11). My educational qualification is as under:

.....

(Give details of highest School / University education mentioning the full form of the certificate/ diploma/ degree course, name of the School /College/ University and the year in which the course was completed.)

VERIFICATION

I, the deponent, above named, do hereby verify and declare that the contents of this affidavit are true and correct to the best of my knowledge and belief and no part of it is false and nothing material has been concealed there from. I further declare that:-

(a) there is no case of conviction or pending case against me other than those mentioned in items 5 and 6 of Part A and B above;

(b) I, my spouse, or my dependents do not have any asset or liability, other than those mentioned in items 7 and 8 , 9 above.

Verified at.....this the.....day o f.....

Witnesses:

1.

2.

DEPONENT

Note: 1. Affidavit should be filed latest by 3.00 PM on the last day of filing nominations.

Note: 2. Affidavit should be sworn before an Oath Commissioner or Magistrate of the First Class or before a Notary Public or Executive Magistrate.

Note: 3. All columns should be filled up and no column to be left blank. If there is no information to furnish in respect of any item, either "Nil" or "Not applicable", as the case may be, should be mentioned.

Note: 4. The affidavit should be either typed or written legibly and neatly.

Note: 5. Each page of the Affidavit should be signed by the deponent and the Affidavit should bear on each page the stamp of the Notary or Oath Commissioner or Magistrate of the First Class or Executive Magistrate before whom the Affidavit is sworn.

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 1947 /SEC Date: 3-2-2022

ORDER

In accordance with the Rule 57 A of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 and Rule 57 of Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003 the State Election Commission hereby notify that all elections to the Office of Mayors/Chairpersons & Corporators/Councillors shall be held by using Electronic Voting Machines supplied by the State Election Commission.

This is for information of all concerned.

By order and name of
State Election Commission, Odisha

Secretary 3.2.2022

Memo No. 1948 /SEC, Date: 3.2.2022

Copy forwarded to Director, Printing Stationary and Publication, Odisha, Cuttack with a request to publish this order in an extraordinary issue of Odisha Gazette on and supply 50 copies to this Commission.

Secretary 3.2.2022

Memo No. 1949 /SEC Date: 3.2.2022

Copy forwarded to the Chief Secretary to Govt. of Odisha for kind information.

Secretary 3.2.2022

Memo No. 1950 /SEC Date: 3.2.2022

Copy forwarded to the Principal Secretary to Govt. Housing & Urban Development Department for information and necessary action.

Secretary 3.2.2022

Memo No. 1951 /SEC, Date: 3.2.2022

Copy forwarded to all District Magistrates for information and necessary action.

Secretary 3.2.2022

Memo No. 1952 /SEC, Date: 3.2.2022

Copy forwarded to all Election Officers/ Municipal Commissioners/Executive Officers of ULBs for information and necessary action.

Secretary 3.2.2022

ELECTION URGENT

STATE ELELCTION COMMISSION, ODISHA
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYANAGAR,
BHUBANESWAR-751007
E-mail ID – stateelectioncommission.odisha@gmail.com
Fax No. 0674-2573494

No. 3453 /SEC., Date: 05/11/2021

ORDER

Sub: **Rate of payment of requisition charges to private vehicles.**

In supersession of all previous orders on the subject, the State Election Commission, Odisha, has been pleased to fix the rates of compensation for different types of privately owned vehicles taking into the rate fixed by the Home (Elections) Department for payment of the requisition for different types of private vehicles for Election/Bye-election to Panchayati Raj Institutions/Urban Local Bodies by the Collectors and District Magistrates within the State as indicated in the schedule below.

Sl. No	Types of vehicle	Compensation Amount per day
1.	10 Wheeler Truck (GVW 25,000 kg)	Rs.2,400/-(Rupees Two thousand Four hundred)
2.	Standard Truck	Rs.1,900/-(Rupees One thousand Nine hundred)
3.	Mini Truck (GVW upto 7,500 kg)	Rs.1,200/-(Rupees One thousand Two hundred)
4.	Tata Ace/Force/Mahindra Minidor (GVW up to 2,000 kg)	Rs.850/-(Rupees Eight hundred and Fifty)
5.	Bus (up to 20 seats)	Rs.1,600/-/-(Rupees One thousand and Six hundred)
6.	Bus (21to 31 seats)	Rs.2,200/-(Rupees Two thousand and Two hundred)
7.	Bus (32 to 40 seats)	Rs.3,000/-(Rupees Three thousand)
8.	Bus (41 seat and above)	Rs.3,800/-(Rupees Three thousand and Eight hundred)
9.	Non-AC(Tata Indica/ Ambassador/ Tata Indigo) Non-AC Vehicles(5Seat less)	Rs.900/-(Rupees Nine hundred)

10.	Non AC Bolero/Marshal/Jeep/ Trekker(More than 5 seat)	Rs.1,000/-(Rupees One thousand)
11.	AC Bolero/Marshal/Jeep/ Trekker(More than 5 seat)	Rs.1,100/- (Rupees One thousand One hundred)
12.	AC (Toyota Qualis/Chevrolet Tavera/Mahindra Scorpio)	Rs.1,300/- (Rupees One thousand Three hundred)
13.	AC (Toyota Innova/Tata Safari)	Rs.1,500/- (Rupees One thousand Five hundred
14.	Auto Rickshaw	Rs.500/-(Rupees Five hundred)
15.	Tractor with Trailer	Rs.800/-(Rupees Eight hundred)
16.	Motor Cycle	Rs.300/-(Rupees Three hundred)

2. When a vehicle is detained for more than 12 hours in any day it will be treated as on duty for a full day and vehicles detained for less than 12 hours will be treated as on duty for half a day, and compensation will be paid accordingly.
3. Before making the full payment, it should be certified that POL issued to the vehicles have been fully utilized for Election duty. In case of unutilized POL in a vehicle the value there-of should be deducted from the bill of the said vehicle.
4. Separate Log Book in duplicate should be maintained for each vehicle.
5. Requisition charges of vehicle used by the Police Personnel shall be borne by the Collector concerned but the cost of POL of the vehicle shall be paid out of the funds placed with the D.G. & I.G. of Police by the Commission.

By order and in the name of
State Election Commission, Odisha

(R.N. Sahu)
Secretary

Memo No. 3454 /SEC., Dated the 05/11/2021

Copy forwarded to Accountant General, Odisha for information and necessary action.

Secretary

Memo No. 3455 /SEC., Dated the 05/11/2021

Copy forwarded to Principal Secretary to Govt. Panchayati Raj & D.W. Department/H & U.D Department/ /Commerce & Transport Department/ Home Department /D.G. & I.G. of Police, Orissa/All Collectors & District Magistrates/All Superintendent of Police/All District Panchayat Officers /All Executive Officers for information and necessary action.

Secretary

ULB ELECTIONS
URGENT

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 1960/SEC. Dt. 03/02/2022

From

Shri R.N. Sahu, IAS
Secretary.

To

All District Magistrates.

Sub: Procurement of Election materials for use in the ensuing General Election to ULBs-2022.

Madam/Sir,

I am directed to say that each polling party will have to be supplied with a number of election materials for use during the General Election to ULBs. The forms, envelopes, labels, indelible ink and different types of seals are supplied by the Commission. The non-Consumable items i.e. metal trunk, screen for Voting Compartment, LED Lamp, empty cigarette tin, Lock and Key, etc., already available with the District Panchayat Officers will have to be utilized for the General Election to ULBs-2022. Some consumable materials may have to be purchased at your level for which Commission will place funds in due course. Arrangements may be made to collect the above non- consumable materials available with the District Panchayat Officer after completion of the PRIs elections.

2. It is possible that some materials which were purchased during the last ULB Elections are still available with you. Those materials could also be used.

3. Strict economy should be observed in procuring the election materials. Financial Rules and regulations should be scrupulously followed for the purpose.

4. Procurement of election materials by any officer other than District Magistrate is not permitted.

Yours faithfully,

3.2.2022

Secretary

STATE ELECTION COMMISSION, ORISSA
TOSHALI PLAZA, BLOCK B-2, 1ST FLOOR
SATYANAGAR BHUBANESWAR

No. Ele-MI-2195, dated the 30th May 2008

From

Sêri F. C. Satapathy,
Secretary.

To

All District Magistrates.

SUBJECT—Appointment of Polling Agent during poll and counting in the ensuing Municipal Elections.

Madam/Sir,

I am directed to say that as per the definition contained in Rule 2(h) of Orissa Municipal (Delimitation of Wards, Reservation of seats and Conduct of Elections) Rules, 1994, Polling Agent means a person duly authorized by a contesting candidate for whom votes are polled during the election in respect of one or more polling stations or places specified for counting of votes. A candidate can appoint the polling agent with the prior approval of the Election Officer. Similarly, a candidate can also appoint **one representative to be present at the time of counting** of votes under Rule 58 of the said Rules. With the prior approval of Election Officer, No form of appointment of Polling Agent/Counting Agent has, however, been prescribed in the Rules for the purpose.

In order to ensure uniformity, the State Election Commission has prescribed a form for the purpose, a copy of which is enclosed. The said form shall be submitted in duplicate duly filled in by the candidate to the Election Officer concerned before 5 P.M. of the date immediately preceding the date fixed for poll or counting, as the case may be. One copy of the form will be retained in the Election Officer's office and the second copy shall be given to the candidate or his Polling Agent or Counting Agent. **The Election Officer must ensure that the candidate/Polling Agent/ Counting Agent should sign in full on the form prescribed by the Commission**. The appointment order shall be presented by the polling agent to the Presiding Officer concerned at the booth/counting hall.

Yours faithfully
F. C. SATAPATHY
Secretary

Memo No. 2196-SEC., ated the 30th May 2008

Copy with enclosure forwarded to all Election Officers/All Executive Officers of ULBs./ All Political Parties for information and necessary action.

Sd/-
Secretary

FORM OF APPOINTMENT OF POLLING AGENT/COUNTING AGENT

(Prescribed by State Election Commission, Orissa)

Election to the Municipality/NAC .....

From Ward No. .....

To

The Election Officer ..... Municipality/NAC.

I ..... (Name of the candidate) a contesting candidate for Ward No. ..... do hereby give notice that I have appointed ..... (Name of the Agent) as Polling Agent/ Counting Agent to attend the polling booth No. ..... of ward No. ..... located at ..... during poll/counting.

Full Signature of Candidate

Date :

I agree to act as such Polling Agent/Counting agent.

Full signature of Polling Agent/Counting Agent.

Declaration of Polling Agent/Counting Agent to be Signed before the Election Officer

I hereby declare that I will not at this election/counting for ward No. ..... do anything forbidden by Orissa Municipal Act, 1950 and Orissa Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Elections) Rules, 1994.

Date :

Full signature of Polling Agent/
Counting Agent

Signed before me.

Approved

Date :

Seal & Signature of Election Officer

..... Municipality

N.B. : (1) The form is to be submitted in duplicate to the Election Officer by 5 P.M. of the date preceding the date of Poll/Counting.

(2) Strike out whichever is not applicable.

(3) The Polling agent is required to be present at the polling station one hour before the commencement of poll in order to attend the mock polling through E.V.M.

ତାରିଖ. . . . . .

ପୋଲିଂ ଏଜେଣ୍ଟ/କାଉଣ୍ଟିଂ ଏଜେଣ୍ଟଙ୍କ ପୂରା ସ୍ୱାକ୍ଷର

ମୋ ଆଗରେ ସ୍ୱାକ୍ଷରିତ

ଅନୁମୋଦିତ

ତାରିଖ. . . . . .

ନିର୍ବାଚନ ଅଧିକାରୀ

..... ପୌର ପରିଷଦ/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ

(ସ୍ୱାକ୍ଷର ଓ ମୋହର)

ବି. ଦ୍ର. : (୧) ଏହି ଫର୍ମରେ ଦୁଇକିତା ପ୍ରତିରୂପ ନକଲ ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କୁ ଭୋଟ ଗ୍ରହଣ/ଗଣତିର ପୂର୍ବଦିନ ଅପରାହ୍ନ ୫ ଘଟିକା ସୁଦ୍ଧା ପ୍ରଦାନ କରାଯିବ ।

(୨) ଯାହା ଅଦରକାରୀ କାଟି ଦିଆଯାଉ ।

(୩) ଭୋଟ ଗ୍ରହଣ ଆରମ୍ଭର ଏକ ଘଣ୍ଟା ପୂର୍ବରୁ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରରେ E.V.M. ଦ୍ୱାରା ହେଉଥିବା କୃତ୍ରିମ ଭୋଟ ଗ୍ରହଣକୁ ଦେଖିବା ପାଇଁ ପୋଲିଂ ଏଜେଣ୍ଟଙ୍କର ଉପସ୍ଥିତି ଆବଶ୍ୟକ ।

। ଅଧୋସ୍ୱାକ୍ଷରକାରୀ ଜଣେ ସାକ୍ଷୀଙ୍କ ସମ୍ମୁଖରେ ମୋର ସହି ଦେଇଛି ।

ତାରିଖ ୨୦୨୨ ମସିହା ଅକ୍ଟୋବର ମାସ ୨୫ ତାରିଖରେ ମୁଁ, ଶ୍ରୀଯୁକ୍ତ ..... ପିତା ..... ବୟସ ..... ଜାତି ..... ବୃତ୍ତି ଓ ବାସସ୍ଥାନ ..... (ଏହାପରେ ଏହା ଦ୍ୱିତୀୟ ପକ୍ଷ ବୋଲି ଉଲ୍ଲେଖିତ ହେବେ) ଆଜିଠାରୁ ୩୦ ବର୍ଷ ପାଇଁ ଏହି ଚୁକ୍ତିନାମା ସମ୍ପାଦନ କରୁଛନ୍ତି ।

(ଏହାପରେ ଚୁକ୍ତିନାମାର ସର୍ତ୍ତାବଳୀ ଲେଖାଯିବ)

ଏତଦ୍ଦ୍ୱାରା ଉଭୟ ପକ୍ଷଙ୍କର ସ୍ୱାକ୍ଷର/ଚିହ୍ନଟ ଅଙ୍ଗୁଠା

ତାରିଖ ମାସ ସାଲ ସ୍ୱାକ୍ଷର/ଚିହ୍ନଟ ଅଙ୍ଗୁଠା

। ଉପରୋକ୍ତ ଚୁକ୍ତିନାମାର ସର୍ତ୍ତାବଳୀ ମୋତେ ବୁଝାଇ ଦିଆଯିବାରୁ ମୁଁ ସ୍ୱାକ୍ଷର/ଚିହ୍ନଟ ଅଙ୍ଗୁଠା ଦେଇଛି ।

ସାକ୍ଷୀ

ତାରିଖ ମାସ ସାଲ

। ଉପରୋକ୍ତ ଚୁକ୍ତିନାମା ସର୍ତ୍ତାବଳୀ ମୋତେ ବୁଝାଇ ଦିଆଯିବାରୁ ମୁଁ ସ୍ୱାକ୍ଷର/ଚିହ୍ନଟ ଅଙ୍ଗୁଠା ଦେଇଛି ।

ସାକ୍ଷୀ ମାସ ସାଲ ..... ପିତା ..... ବୟସ ..... ଜାତି ..... ବୃତ୍ତି ଓ ବାସସ୍ଥାନ .....

ଏହି ଚୁକ୍ତିନାମା ଲେଖିବାରେ ମୋର ସହି ଦେଇଛି (ଯଦି ସାକ୍ଷୀ)

। ଅଧୋସ୍ୱାକ୍ଷରକାରୀ ଜଣେ ସାକ୍ଷୀଙ୍କ ସମ୍ମୁଖରେ ମୋର ସହି ଦେଇଛି ।

ତାରିଖ ମାସ ସାଲ

ସାକ୍ଷୀ

ତାରିଖ ମାସ ସାଲ .....

। ଉପରୋକ୍ତ ସର୍ତ୍ତାବଳୀ ମୋତେ ବୁଝାଇ ଦିଆଯିବାରୁ ମୁଁ ସ୍ୱାକ୍ଷର/ଚିହ୍ନଟ ଅଙ୍ଗୁଠା ଦେଇଛି ।

(ଏହାପରେ ମାଲିକ ଏବଂ ଭଡାଟିଆଙ୍କ ସର୍ତ୍ତାବଳୀ ଲେଖାଯିବ)

ଏବଂ ଚୁଡ଼ାନ୍ତ ଚୁକ୍ତିନାମା ସ୍ୱାକ୍ଷର/ଚିହ୍ନଟ ଅଙ୍ଗୁଠା

ELECTION URGENT

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 2672 /SEC Date: 11/02/2022

From
Sri R. N. Sahu, IAS
Secretary.

To
All District Magistrates.

Sub: General Elections to ULBs, 2022 –
District Magistrate's report to the Commission at the end of poll.

Madam/Sir,

The State Election Commission in exercise of plenary powers vested in it under Article 243-ZA of the Constitution of India, is pleased to direct that the District Magistrate as Election Officer in over all charge of conduct and supervision of election to the Municipalities in the District shall send by e-mail a detailed message to the Commission in the format prescribed below by 8 P.M. on the day of poll.

Format of the message

I) Name of the District.
II) Weather condition during the poll hours.
III) Average percentage of votes polled ULB wise in the District.
IV) Instances of impersonation & bogus voting.
V) Instances of interruption or obstruction of poll due to riots, open violence, natural calamity or any other cause.
VI) Instances of interruption due to technical problems caused in EVM.
VII) Instances of vitiation of the poll by any of the EVMs having been unlawfully taken out of the custody of Presiding Officer or unintentionally/ accidentally lost or destroyed or damaged.

VIII) Instances of booth capturing.

IX) Mistakes and irregularities, if any, committed by the polling personnel which have a bearing on the election.

X) Has the District Magistrate in his/her capacity as Election Officer already recommended to the Commission for deferment or cancellation of poll for any of the above ground. If the answer is 'yes' please give details.

XI) Have the polling parties deposited the election documents and EVMs after completing the poll.

The message may be sent by mail and followed up by dispatch of post copy on the same day.

Yours faithfully,

10.2.2022

Secretary

STATE ELECTION COMMISSION, ORISSA
TOSHALI PLAZA , BLOCK-B2, 1ST FLOOR
SATYANAGAR, BHUBANESWAR

No. 2213-SEC., dated the 30th May 2008

From :

Shri F. C. Satapathy,
Secretary.

To

All District Magistrates.

SUBJECT—Issue of certified copies of documents relating to Municipal General Election.

Sir,

I am directed to say that certified copies of the Orders of the Election Officer on matters relating to entries in the Electoral Roll, on rejection / acceptance of nomination papers filed by the contesting candidates, result of counting and other documents not having any bearing on the secrecy of voting, are to be supplied to the interested applicants. The Commission orders that the following procedures shall be followed in the matter of granting certified copies of election related documents :

(1) The Election Officers who have the facility of record room in their own office will issue certified copy as per the procedure laid down in the Orissa Records Manual.

(2) The Election officers who do not have the facility of record room in their own office will issue true and attested copies of the documents required by the concerned party who has to make an application in accordance with the provisions of Chapter IX of Orissa Records Manual. The fees required for the purpose shall be deposited by the concerned party in cash for which a receipt will be granted. The fees thus received will be credited in due course in the Head of Account, i.e., 02–Election–101–Sale Proceeds of Election Forms and Documents–Receipt from Municipal General Election.

(The copies of the required documents may be prepared manually or making Xerox copies of the same if such facilities are available. The documents should be attested as true copy of the Original)

(3) Copies of the documents, which have bearing on the secrecy of voting, should not be granted.

However, the Commission makes it very clear that after the process of election is over, the Election Officer shall submit all the election related documents to the District Magistrate concerned for preservation of those documents in the district record room. The District Magistrate or any officer authorized by the District Magistrate shall issue the certified copy to the applicant in accordance with the provisions laid down in the Orissa Records Manual.

Yours faithfully
F. C. SATAPATHY
Secretary

Memo No. 2214-SEC., dated the 30th May 2008

Copy to all Election Officers for information and necessary action.

Sd/-

Secretary

STATE ELECTION COMMISSION,ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYANAGAR,
BHUBANESWAR-751007
E-mail ID – stateelectioncommission.odisha@gmail.com
Fax No. 0674-2573494

No. 4550 /SEC., Date: 07/12/2021

ORDER

Whereas the superintendence, direction and control of all election to Municipalities in the State are vested under Article 243-ZA of the Constitution of India with the State Election Commission;

And whereas, with a view to preventing impersonation at the election and in the interest of sanctity of elections and conduct of such elections in a fair and efficient manner, it is necessary to produce an **identity card** by the voters for facilitating their identification at the time of poll;

Now, therefore, in exercise of the powers conferred under Article 243-ZA of the Constitution of India read with relevant provisions of the Odisha Municipality Act, 1950, Odisha Municipal Corporation Act, 2003, The Odishal Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Elections) Rules, 1994 and the Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Elections) Rules, 2003, the State Election Commission, Odisha hereby directs that during the General Election or by-election to Urban Local Bodies at all levels, each voter at the time of the polling is required to produce any one of the following documents in support of his/ her identity.

1. Electors Photo Identity Card issued by the Election Commission of India
2. Aadhaar Card
3. Passport
4. Driving License
5. Service Identity Card with Photograph issued to employees by Central/State Government/Public Sector Undertaking, Local Bodies/ Public limited companies;
6. Pass-Book with photograph issued by Bank, Post Office;
7. PAN card;
8. Smart Card issued by RGI under NPR;
9. Pension document with photograph
10. Official Identity Cards issued to MPs, MLAs
11. Certificates of Disability

12. Freedom Fighter Identity Card
13. Any other documentary evidence establishing the Identity of the Voters to the satisfaction of the Presiding Officer.

It is clarified that any documents as enumerated above, which are available for the head of the family can also be considered for the purpose of identification of other members of the same family. Similarly an identification document in the name of one member of the family can also be considered for identification of any other member of the same family provided they are enlisted in the same household of the voter list.

It should be noted that possession of an Identity Card as specified above will not confer the right to vote unless/ his/her name finds place in the electoral roll supplied to the polling party.

This order supersedes all previous orders issued by the Commission in this regard.

By Order and in the name of
State Election Commission, Odisha

7.12.M

(R.N. Sahu)
Secretary

Memo No.4551 /SEC., Date: 07/12/2021

Copy forwarded to Director, Printing, Stationery and Publication, Odisha, Cuttack with request to publish the order in the next extraordinary issue of Odisha Gazette and supply ten (10) copies to the Commission.

Secretary 7.12.M

Memo No.4552/SEC., Date: 07/12/2021

Copy forwarded to Principal Secretary to Government, Housing and Urban Development Department for information and necessary action.

Secretary 7.12.M

Memo No.4553/SEC., Date: 07/12/2021

Copy forwarded to all District Magistrates/ Executive Officers for information and necessary action.

Secretary 7.12.M

Memo No.4554/SEC., Date: 07/12/2021

Copy forwarded to All Political Parties for information and necessary action.

Secretary 7.12.M

ELECTION URGENT

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 2673 /SEC Date: 11/02/2022

From
Sri R. N. Sahu, IAS
Secretary.

To
All District Magistrates.

Sub: General Elections to ULBs, 2022 –
Forms of notice to Corporators/ Councillors to attend the meeting for Election of Deputy Mayor/Vice Chairperson of Municipal Corporation/Municipalities/NAC .

Madam/Sir,

I am directed to say that the Commission has been pleased to prescribe the enclosed forms for issue of notice under Rule 69 of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 to the Councillors to attend the meeting for election of Vice-Chairperson and under Rule 82 of the Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Elections) Rules, 2003 to the Corporators to attend the meeting for election of Deputy Mayor.

Yours faithfully,

Secretary 2.2

Memo No. 2674 /SEC, Date: 11/02/2022
Copy with enclosure forwarded to all Election Officers/Municipal Commissioner/ Executive Officers of Urban Local Bodies for information and necessary action.

Secretary 2.2

Notice U/R 69 to Councillors
To attend meeting for election of Vice Chairperson
(Prescribed by the State Election Commission)

Notice is hereby given U/R 69 of Orissa Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 to all the Councillors of ..... N.A.C./ Municipality that the meeting shall be held on dated.....at.....AM. at (Specify the place) to elect the Vice Chairperson in accordance with the provisions of Orissa Municipal Act, 1950 and Orissa Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994.

The office of the Vice-Chairperson is reserved for..... ... .

As authorized by the State Election Commission Shri/Shrimati/Kumari (Name and designation of the Officer) ..... shall preside over the meeting.

You are requested to attend the said meeting. The election schedule is given below:—

(1) Filing of nominations by candidates for the office of Vice-Chairperson U/R 70.	:	10 A.M. to 11 A M.
(2) Scrutiny of the nominations	:	11 A.M. to 12 Noon
(3) Withdrawal of candidature, if any	:	Before 1-00 P.M.
(4) Voting	:	1-30 P.M. to 3-30 P.M. (in case of 2 candidates).
(5) Counting of votes		After voting is over
(6) Declaration of result (u/r72)		After counting is over

Date .....

Place

Signature and Seal of Chairperson

.....

N.A.C./Municipality

To:

Shri / Smt..... ... .

Councillor,

Ward No ....

NOTICE U/R 82 TO CORPORATORS

To attend meeting for election of Deputy Mayor
(Prescribed by the State Election Commission)

Notice is hereby given U/R 82 of Orissa Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003 to all the Corporators of .....Municipal Corporation that a meeting shall be held on Dt. ..... at ..... A.M. at ..... (Specify the place) to elect the Deputy Mayor in accordance with the provisions of O.M.C Act, 2003 and Orissa Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003.

The office of the Deputy Mayor is reserved for .....
As authorized by the State Election Commission, Shri /Shrimati/Kumari (Name and designation of the Officer)..... shall preside over the meeting.

You are requested to attend the said meeting. The election schedule is given below :-

(1)	Filing of nominations by candidates for the office of Chairperson U/R 83.	:	10 A.M. to 11 A.M.
(2)	Scrutiny of the nominations	:	11 A.M. to 12 Noon
(3)	Withdrawal of candidature, if any	:	Before 1-00 P.M.
(4)	Voting	:	1-30 P.M. to 3-30 P.M. (in case of 2 candidates). 1-30 P.M. till completion of the process. (in case of more than 2 candidates)
(5)	Counting of votes	:	After voting is over
(6)	Declaration of result (u/r 85)	:	After counting is over

Date .....
Place .....

Signature and Seal of Mayor
.....
Municipal Corporation

To

Shri / Smt. .....Corporator,
Ward No. .....

ULB ELECTION
URGENT

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 2809 /SEC Date: 14/02/2022

From

Shri R.N. Sahu, IAS
Secretary.

To

All District Magistrates.

Sub: General Election to ULBs, 2022-
Form of nomination by candidates for election of Vice-Chairperson of Municipality/NAC and Deputy Mayor of Municipal Corporation.

Madam/Sir,

I am directed to say that according to Rule 70 of Orissa Municipal Election Rules, 1994, a candidate for the office of the Vice-Chairperson of a Municipality /NAC shall be proposed by one Councilor and seconded by another and the names of the candidates proposed and seconded shall be read out by the President of the meeting. Similarly, according to Rule 83 of Orissa Municipal Corporation Election Rules, 2003, the Deputy Mayor of a Municipal Corporation shall be proposed by one Corporator and seconded by another and the names of the candidates proposed and seconded shall be read out by the President of the meeting.

No form of nomination has been prescribed in the Rules. In order to ensure uniformity, the Commission has prescribed a nomination form (copy enclosed) to be used by a candidate who intends to contest for the office of Vice-Chairperson/Deputy Mayor.

Yours faithfully,

14.2.2022
Secretary

Memo No. 2810 /SEC, Date: 14/02/2022

Copy with enclosure forwarded to All Election Officers/ All Municipal Commissioners/All Executive Officers of all NACs/ Municipalities for information and necessary action.

14.2.2022
Secretary

Nomination paper for the office of Vice-Chairperson/ Deputy Mayor of..... NAC/ Municipal Council/ Municipal Corporation

(Prescribed by State Election Commission, Odisha)

Reservation Status.....

1.	Full name of the Candidate	:
2.	Male/ Female	:
3.	Ward from which the Candidate has been elected	:
4.	Political Party to which he/she belongs	:
5.	Caste (SC/ ST/ General)	:
6.	Full name of the Proposer	:
7.	Ward from which the Proposer has been elected	:
8.	Full name of the Seconder	:
9.	Ward from which the Seconder has been elected	:
10.	Signature of the Proposer	:
11.	Signature of the Seconder	:

CANDIDATE'S DECLARATION

I declare that I am willing to contest for the office of the *Vice-Chairperson/ Deputy Mayor.

Signature of the Candidate

This nomination paper was presented to me by ..... on .....

Signature of the Election Officer

(*Strike out whichever is not applicable)

ମ୍ୟୁନିସିପାଲ କର୍ପୋରେସନର ଉପମେୟର/ ପୌର ପରିଷଦ /
ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର ଉପାଧ୍ୟକ୍ଷ ପଦବୀ ନିମନ୍ତେ ମନୋନୟନ ପତ୍ର
(ରାଜ୍ୟ ନିର୍ବାଚନ କମିଶନଙ୍କ ଦ୍ୱାରା ନିର୍ଦ୍ଧାରିତ)

ଆରକ୍ଷଣ ସ୍ଥିତି.....

1. ପ୍ରାର୍ଥୀଙ୍କ ପୂରା ନାମ :
2. ପୁରୁଷ/ ସ୍ତ୍ରୀ :
3. ୱାର୍ଡ ନଂ.(ଯେଉଁଠାରୁ ନିର୍ବାଚିତ ହୋଇଛନ୍ତି) :
4. କେଉଁ ରାଜନୈତିକ ଦଳର ସଭ୍ୟ ଅଟନ୍ତି କିମ୍ବା ନିର୍ଦ୍ଦଳୀୟ :
5. ବର୍ଗ (ଅନୁସୂଚିତ ଜାତି /ଅନୁସୂଚିତ ଜନଜାତି/ ସାଧାରଣ) :
6. ପ୍ରସ୍ତାବକଙ୍କ ପୂରା ନାମ :
7. ୱାର୍ଡ ନଂ. (ଯେଉଁଠାରୁ ପ୍ରସ୍ତାବକ ନିର୍ବାଚିତ ହୋଇଛନ୍ତି) :
8. ସମର୍ଥକଙ୍କ ପୂରା ନାମ :
9. ୱାର୍ଡ ନଂ. (ଯେଉଁଠାରୁ ସମର୍ଥକ ନିର୍ବାଚିତ ହୋଇଛନ୍ତି) :
10. ପ୍ରସ୍ତାବକଙ୍କ ସ୍ୱାକ୍ଷର :
11. ସମର୍ଥକଙ୍କ ସ୍ୱାକ୍ଷର :

<u>ପ୍ରାର୍ଥୀଙ୍କ ଘୋଷଣା</u>

ମୁଁ ଘୋଷଣା କରୁଅଛି ଯେ *ଉପାଧ୍ୟକ୍ଷ/ ଉପମୟର ପଦ ପାଇଁ ନିର୍ବାଚନରେ ପ୍ରାର୍ଥୀ ହେବାକୁ ସମ୍ମତି ପ୍ରକାଶ କରୁଅଛି ।

ପ୍ରାର୍ଥୀଙ୍କ ସ୍ୱାକ୍ଷର

ଏହି ମନୋନୟନ ପତ୍ର ..... ଙ୍କ ଦ୍ୱାରା
..... ତାରିଖ ..... ଘଟିକାରେ ମୋ ନିକଟରେ ଦାଖଲ କରାଯାଇଛି ।

ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ ସ୍ୱାକ୍ଷର

(ବି. ଦ୍ର. - *ଯାହା ପ୍ରଯୁଜ୍ୟ ନୁହେଁ ତାହା କାଟି ଦିଅନ୍ତୁ)

ELECTION URGENT

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 2685 /SEC Date: 11/02/2022

From
Sri R. N. Sahu, IAS
Secretary.

To
All District Magistrates.

Sub: General Election to ULBs, 2022-
Manner of writing the names of Candidates in the voting paper for Election Vice-Chairperson and Deputy Mayor.

Madam/Sir,

I. am directed to say that Rule 72 (1) of the Odisha Municipal (Delimitation of Wards and Reservation of Seats & Conduct of Election) Rules, 1994 and Rule 85 (1) of the Odisha Municipal Corporation (Division of city into Wards, Reservation of Seats & Conduct of Election) Rules, 2003 stipulate that every Councillor/Corporator wishing to cast his/her vote for the office of Vice- Chair person/Deputy Mayor, as the case may be, shall be supplied with a voting paper on which names of all candidates shall be mentioned both in English and Odia. A format has also been prescribed under the above Rules for Preparation of "voting paper"

Further, the Commission taking into consideration Rules 43 of Odisha Municipal (Delimitation of Wards and Reservation of Seats & Conduct of Election) Rules, 1994 (which governs the preparation of ballot papers) and the corresponding provision in the Odisha Municipal Corporation (Division of city into Wards, Reservation of Seats & Conduct of Election) Rules, 2003 has Ordered that the names of the candidates shall be arranged in alphabetical order in Odia and below each name, the said name shall be written in English. Sufficient space between one candidate and the other, and against each name in Col -2 for placing the cross mark, be provided.

This may be brought to the notice of all Election Officers immediately.

Yours faithfully,

11-2-22
Secretary

ELECTION URGENT

ULB ELECTION
URGENT

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 2804 /SEC Date: 14/02/2022

From

Shri R.N. Sahu, IAS
Secretary.

To

All District Magistrates.

Sub: General Election to ULBs, 2022-
Form of declaration of result for election of Vice-Chairperson.

Madam/Sir,

I am directed to say that as per Rule 75 of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994, the Officer authorized to preside over the meeting of Councilors to elect Vice-Chairperson shall declare the result of such election in the form prescribed by the Commission (copy enclosed) .

Yours faithfully,

14.2.2022
Secretary

Memo No. 2805/SEC, Date: 14/02/2022

Copy with enclosure forwarded to the all Election Officers/all Executive Officers of all NACs/ Municipalities for information and necessary action.

14.2.2022
Secretary

DECLARATION OF RESULTS OF ELECTION OF VICE-CHAIRPERSON

(Prescribed by the State Election Commission, Odisha)

In pursuance of Rule 75 (b) of the Odisha Municipal (Delimitation of Wards, Reservation of seats and conduct of Election) Rules, 1994, Shri/Smt. _____ has been duly elected as Vice-Chairperson of _____ Municipality/ NAC in the district of _____ in the meeting held on _____

Place :

Date :

Signature with seal of the Officer presiding over the Meeting to elect Vice-Chairperson

Memo No. _____/ SEC, dated _____

Copy forwarded to the Secretary, State Election Commission, Odisha, Bhubaneswar/ District Magistrate/ Executive Officer of _____ Municipality/ NAC for information and necessary publication in their noticeboard.

Signature with seal of the Officer presiding over the Meeting to elect Vice-Chairperson

Election Urgent
Top Priority
By Fax/By E-mail

STATE ELECTION COMMISSION, ODISHA
TOSHALI BHAWAN, B-2, 1ST FLOOR,
SATYANAGAR, BHUBANESWAR-751007
E-Mail ID – stateelectioncommission.odisha@gmail.com

***

No 2044 /SEC., Date: 06/02/2022

From

Shri R.N. Sahu, IAS
Secretary.

To

All District Magistrates.

Sub: General Elections to ULBs,2022- **Clarification on the status of Councillor nominated by the State Government.**

Ref: No Ele.55/08-15201/HUD dated 30th May 2008

Madam/Sir,

In inviting a reference to subject cited above I am directed to say that during Elections to ULBs,2008 the Housing and Urban Development Department in consultation with the Law Department have clarified that nominated Councillor by the State Government is not eligible to participate in elections to the Office of Chairperson. At that time elections to Chairperson was conducted indirectly by the Councilors from among themselves.

In the meantime, Govt. in H and UD have amended the Odisha Municipal Act,1950 that the office of the Chairperson of ULBs and Mayor of Municipal Corporations will be elected in direct election.

In view of the said amendment, the above clarification is applicable only for Vice Chairperson/Deputy Mayor election and the Commission directs that the above clarification issued by H and UD Department be construed accordingly .

Yours faithfully,

Secretary 6.2.2022

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 2762 /SEC Date: 13/02/2022

ORDER

Subject:- Lodging of accounts of election expenditure by candidate for election as a Chairperson/ Councillor to a Municipality/N.A.C.

Whereas, in pursuance of Sub-Section(2) of Section 17A of the Orissa Municipal Act, 1950, every candidate for election as a Chairperson/Councillor to a Municipality is required to maintain or cause to be maintained, a true and separate account of all expenditure incurred or authorized by him in connection with the said election between the date on which he has been nominated as a candidate and the date of declaration of result of the said election;

whereas under sub-section(4) of the said Section 17A, the accounts are required to contain such particulars as may be prescribed by the Commission; and

Whereas, the Commission has revised limit on expenditure that may be incurred by a candidate vide Notification No. 2032/SEC dated 06.02.2022;

Whereas, the Commission, vide its Notification No.2275, dated the 2nd June, 2008 has prescribed the format and the particulars for maintenance of such accounts by a candidate; and

Whereas, in pursuance of sub-section(5) of the said Section 17A, every candidate is required to lodge with the Election Commission, the said accounts of election within one month from the date of the declaration of results of election.

Now, therefore, the Commission has been pleased to order that such accounts of election expenditure shall be lodged by a candidate or any person authorized by him in the prescribed format before the District Magistrate for the Municipalities/N.A.Cs. in their district within one month from the declaration of result of the election.

The District Magistrate will make necessary verification or cause the verification done by an officer authorized and forward the same to the

Commission within 7 days from the date of receipt of accounts of election expenses from the candidate or any person authorized by him along with relevant accounts of expenditure and accompanying vouchers.

The verification report shall be sent to the Commission in the proforma enclosed for the Municipality/N.A.C. wise in respect of the contesting candidates.

By Order and in the name of
State Election Commission, Odisha

Secretary 13.2.2022

Memo No. 2763 /SEC., Date: 13/02/2022

Copy forwarded to the Principal Secretary, H & U.D. Department/All District Magistrates for information and necessary action.

Secretary 13.2.2022

Memo No. 2764 /SEC., Date: 13/02/2022

Copy forwarded to the Director, Printing, Stationery & Publication, Odisha for publication of this order in the extraordinary Gazette and supply 100 copies to the Commission.

Secretary 13.2.2022

Memo No. 2765 /SEC., Date: 13/02/2022

Copy forwarded to all State Level National Parties/State Parties for information and necessary action.

Secretary 13.2.2022

STATE ELECTION COMMISSION, ORISSA

TOSHALI PLAZA , BLOCK-B2 1ST FLOOR,

SATYANAGAR, BHUBANESWAR

No. 2275–Ele.-ML-SEC., dated the 2nd June 2008

NOTIFICATION

In exercise of powers conferred under sub-section (4) of Section 17A of the Orissa Municipal Act 1950, the State Election Commission hereby specifies that the account of all election expenditure incurred by a candidate and/or any person authorized by him, as required to be maintained under Section 17A shall be maintained in the form as given hereunder—

Accounts of Election Expenditure

Name of the candidate :

Name of the Political Party, if any :

Name of the Municipality and the number of the Ward from which contested :

Date of declaration of result :

Part I

DAY-TO-DAY ACCOUNT

Day of expenditure	Nature of expenditure	Amount of Expenditure		Date of payment of outstanding amount, if any	Name & address of payee
		Paid	Outstanding		
1	2	3	4	5	6

Serial No. of voucher in case of amount paid	Serial No. of Bill in case of an amount outstanding	Name and Address of person to whom the amount is paid or payable	REMARKS
7	8	9	10

Certified that this is a true copy of the account kept by me / my authorized person under Section 17A of Orissa Municipal Act, 1950.

Full Signature of the Candidate or Authorized Person

PART –II

ABSTRACT STATEMENT OF ELECTION EXPENSES

Head of Expenditure	Quantity/ Number	Name of Person/ Political Party/ body Association incurring or authorizing the expenditure	Amount of expenditure	Date(s) of payment	Mode of payment	Evidence of payment enclosed with the account	REMARKS
1	2	3	4	5	6	7	8
1. Expenditure on security deposit							
2. Expenditure on purchase of Electoral Rolls.							
3. Expenditure on printing: (a) manifestos (b) posters (c) handbills (d) others							
4. Expenditure on advertisement (a) Wall writing(in private buildings). (b) Distribution of handbills. (c) Pasting of Posters (d) Publications (e) Video and audio cassettes. (f) Others							
5. Expenditure on stationery.							
6. Expenditure on postage & telegram.							
7. Expenditure on election meeting. (a) Hiring charges of places. (b) Hiring charges of pendals. (c) Loudspeakers							
8. Hiring charges and fuel charges of motor vehicles. (a) the candidate (b) election agents (c) polling agent and others.							
9. Refreshment given (a) to election agent (b) to polling agent (c) to counting agents (d) Others to be specified							
10.Miscellaneous expenditure not listed above (like VIP visits, engagement of photographers etc.							

PART III

DECLARATION

I, ... Son / Daughter / Wife of Shri ..... hereby declare that I was a contesting candidate at the General Elections to .....Municipality /N.A.C. from Ward No....., the result of which was declared on .....

2. That I / my Agent kept a separate and correct account of all expenditure in connection with the above election incurred or authorized by me between ..... (the date on which I was nominated) and the date of declaration of the result thereof, both days inclusive.

3. That the account of my election expenditure in Part I annexed hereto includes all items of election expenditure incurred or authorized by me or by my Agent and nothing has been concealed or withheld / suppressed therefrom.

4. That abstract of the election expenses in Part II of the said account annexed hereto also includes all expenditure incurred or authorized by any Political Party or any other association/ organization / body or other individual who supported my candidature.

5. That declaration in the foregoing Paragraph (1) to (4) are true to the best of my knowledge and belief and that nothing is false and nothing material has been concealed.

.....

Full Signature of the Candidate

By order and in the name of

State Election Commission, Orissa

F. C. SATAPATHY
Secretary

MEMO. No. 2276 / SEC., dated : 2-6-2008

Copy forwarded to Commissioner-*cum*-Secretary to Govt.of Orissa, H. & U.D. Deptt. For information and necessary action.

Sd/-

Secretary

MEMO No. 2277 / SEC., dated : 2-6-2008

Copy forwarded to all District Magistrates/Election Officers for information and necessary action.

Sd/-

Secretary

MEMO No. 2278 / SEC., dated : 2-6-2008

Copy forwarded to all Political Parties for information & necessary action.

Sd/-

Secretary

STATE ELECTION COMMISSION, ODISHA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID-stateelectioncommission.odisha@gmail.com/sec.odisha@gov.in
Fax No.0674-2573494

No. 2045 /SEC Date: 06/02/2022

ORDER

Sub: Voting by a Voter on Polling duty at another Polling Station within same NAC/Municipality/Corporation.

Whereas in pursuance of Rule 57-G of Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Elections) Rules, 1994 and Rule 63 of Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Elections) Rules, 2003 if a voter on election duty who is registered as an elector in the NAC/Municipality or Municipal Corporation chooses to vote in person at the polling station where he is on duty on the day of polling, he should send a application to the Election Officer in the Form prescribed by the Commission;

And whereas the Election Officer on receipt of the application shall issue a certificate in Form of Authorisation to vote at a polling booth other than the one where he is enrolled as a voter to the person concerned entitling him to record his vote at the polling station where he is employed as Presiding Officer or Polling Officer or Polling Agent;

Now, therefore, the Commission in exercise of powers conferred under Article 243-ZA of the Constitution, direct that the voter on election duty which includes Polling Agent duly appointed by the contesting candidate shall send an application in the Form annexed prescribed by the Commission to the Election Officer so as to reach the Election Officer at least **four days** before the date of poll.

By order and in the name of
State Election Commission, Orissa

Secretary 6.2.2022

Memo No. 2047 /SEC., Date: 06/02/2022

Copy forwarded to Principal Secretary to Government, Housing and Urban Development Department for information and necessary action.

Secretary 6.2.2022

Memo No. 2048 /SEC., Date: 06/02/2022

Copy forwarded to all District Magistrates/Election Officers for information and necessary action.

Secretary 6.2.2022

STATE ELECTION COMMISSION, ORISSA
TOSHALI PLAZA, B-2, 1 ST FLOOR,
SATYANAGAR, BHUBANESWAR – 751 007

No. 2290–Ele. (MI) 2008- S.E.C., Dated the 2nd June 2008

From

Shri F. C. Satapathy
Secretary

To

All District Magistrates.

SUBJECT–Scrutiny of nomination – Supply of information by the Urban Local Bodies to the Election Officer regarding arrear dues, interest in subsisting contracts, etc. of the contesting candidates.

Madam/Sir,

I am directed to say that Section 16 of the Orissa Municipal Act, 1950 and Section 70 of Orissa Municipal Corporation Act, 2003 lay down the procedure for disqualification of being a candidate for election. Among other things, the above quoted Sections contain the following provisions which mostly relate to various affairs of Municipality or Corporation in one way or other.

As per Section 16 of the Orissa Municipal Act, 1950–

"No person shall be qualified for election as a Councillor of a Municipality if such person –

(vi) is in arrear or any dues payable to the Municipality without sufficient cause shown to the satisfaction of the Election Officer, for a period of one year immediately preceding the year in which the election is held; or

(viii) is interested in a subsisting contract, either directly or indirectly made with or any work being done for the Municipality, except as a shareholder in a registered joint stock company or Co-operative Society, constituted under the law for the time being in force :

Provided that a person shall not be deemed to have any interest in such contract or work by reason only of his having a share or interest in; –

(a) any lease, sale or purchase of immovable property or any agreement for the same; or

(b) any agreement for the loan of money or any security of the payment of money only; or

(c) any newspaper in which any advertisement relating to the affairs of the Municipality is or may be inserted; or

(d) the sale to the Municipality of any articles in which he regularly trades or the purchase from the Municipality of any article to a value in either case, not exceeding fifteen hundred rupees in the aggregate, in any year during the period of the contractor work; or

STATE ELECTION COMMISSION, ODISHA
TOSHALI BHAWAN, 1ST FLOOR, SATYA NAGAR,
BHUBANESWAR-751007
E-Mail ID: stateelectioncommission.odisha@gmail.com/ sec.odisha@gov.in
Fax: 0674-2573494

No. 2813 /S.E.C., Date: 14/02/2022

From

Shri R.N. Sahu, IAS
Secretary.

To

All District Magistrates.

Sub: General Election to ULBs, 2022 –
Appointment of Presiding Officer and Polling Officers.

Madam/Sir,

In inviting a reference to the subject cited above, I am directed to say that as per Rule 35 of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 and Rule 34 of the Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003, the Election Officer shall appoint one Presiding Officer and one or more Polling Offices for each Polling Station. The Commission has decided that a polling party will consist of one Presiding Officer and four Polling Officers apart from the police personnel to be attached to the polling party. However, the Commission lays down the following guidelines for selection of the polling personnel:

(a) Presiding Officer and Polling Officers are to be classified on the basis of scale of pay and their post and rank. As far as practicable, Gazetted Officers will be deployed as Presiding Officers and failing that, officials who are working in supervisory capacity only, should be deployed as Presiding Officers. The Presiding Officer should be of higher scale/grade in comparison to the other Polling Officers of that polling party.

(b) The Presiding Officer (PO) should preferably be familiar with EVM operations in earlier election(s).

(c) A person having residence in a particular Ward shall not be assigned polling duties in any of the Polling Stations of that Ward.

(d) A polling party should not have more than one personnel from the same office.

(e) A polling party should not have more than one personnel having residence in the same Ward.

(f) No employee of the Municipality shall be appointed as a Presiding Officer or Polling Officer. No judicial or Police Officer shall be appointed as Presiding Officer or Polling Officer.

(g) No casual (NMR, DLR type) employee can be assigned polling duties.

The Commission further directs that the Election Officer shall take steps to constitute the polling team so that the formation of polling team will be ready **at least fortnight** before the date of actual poll. The Election Officer shall requisition the employees of different offices in the following format before formation of polling team.

Name of the Office with location _____

Sl. No.	Name of Employee	Designation	Scale of Pay	Residential Address with Ward No.	Remarks
1	2	3	4	5	6

In order to ensure uniformity, the Commission has prescribed a form for such purpose (copy enclosed). The Election Officer should ensure that the appointment order must be served to the officers appointed for the purpose in a proper manner. He shall obtain signature of the persons drafted for the polling duty in the duplicate form.

This instruction supersedes Commission's letter No.3161 dtd. 28.05.2013.

Yours faithfully

Secretary 9.2.2022

Memo No 2814 /SEC., Dated 14/02/2022

Copy forwarded to All Municipal Commissioners/All Executive Officers for information and necessary action.

14.2.2022

Secretary

ORDER OF THE APPOINTMENT OF PRESIDING OFFICERS & POLLING OFFICERS

(Prescribed by the Election Commission)
(General Election to _____
NAC/Municipality/Corporation)

In pursuance of **Rule 35 of Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 and Rule 34 of Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003, I hereby appoint the officers specified in Column (3) & (4) of the table below as Presiding Officer/Polling Officer for the booth specified in Column (2).

In pursuance of the direction of the State Election Commission, the officer mentioned in Column (3) of the table will be designated as Presiding Officer and perform the duties as prescribed in the said Rules. The other Polling Officers mentioned in Column (4) of the table would perform their duties as are assigned to them under the said Rules, by the State Election Commission, Election Officer and Presiding Officer.

Ward No.	Polling Station No. & Name with complete particulars of its location	Name & Designation of Presiding Officer	Name & Designation of the other Polling Officers	Remarks
[1]	[2]	[3]	[4]	[5]
			1.	
			2.	
			3.	

The training of Presiding Officer and 1st Polling Officer will be held at _____ (hours) on _____ (date) in _____ (place).

The poll will be taken on _____ (date) between _____ hours and _____ hours. The Presiding Officer should arrange to collect the polling materials on _____(date) from _____.

(Full address of the place)
and after the poll, those should be returned to the collecting centre at _____.
(Full address of the place)

Place _____
Date _____

Signature of the Election Officer of
_____NAC/Municipality/Municipal Corporation

**Strike out which is not applicable.

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Fax No.0674-2573494

No. 1992/SEC Date. 05/02/2022

From

Shri R. N. Sahu, IAS
Secretary.

To

All District Magistrates.

Sub; General Elections to Urban Local Bodies, 2022-
Remuneration to Polling and Counting personnel, expenditure on booth arrangement instructions regarding.

Madam/Sir,

I am directed to say that after careful consideration, the State Election Commission has been pleased to revise the remuneration to polling and counting personnel and for booth arrangement as follows for the General Elections to Urban Local Bodies.

(A) Remuneration to Polling Personnel

Sl. No.	Personnel	Remuneration for Polling party (per day)	On the other day
(1)	(2)	(3)	(4)
(i)	Presiding Officer	Rs.350/	Rs.250/-
(ii)	Polling Officer	Rs.275/-	Rs.200/-
(iii)	Polling Officer of Group D category	Rs.200/-	Rs.150/-

(B) Remuneration to counting personnel

Sl. No.	Personnel	Remuneration for Polling party (per day)
(1)	(2)	(3)
(i)	Counting Supervisor	Rs.350/-
(ii)	Counting Assistant	Rs.275/-
(iii)	Counting officer of group D Category	Rs.200/-

2. These rates are applicable for attending training classes.
3. The Commission has further ordered that road mileage at the rate prescribed in Odisha T.A. rules shall also be paid if the Polling and Counting personnel are drafted from outside.

4. Polling and Counting personnel deployed at the polling station shall be paid Rs.150/- per head towards refreshment charges on the day of poll and counting respectively.
5. Refreshment charges may be provided to the staff engaged for counting with a ceiling limit of Rs.10,000/- only for Municipal Corporations Rs.8,000/- only for big Municipalities like Puri and Balasore Rs.4,000/- only for other Municipalities/ NACs.
6. The Executive Magistrates /Sector Officers and other staff deployed for maintenance of law and order and other supervisory arrangements during the election will be paid Rs.300/- per day.
7. On the day of Election of Deputy Mayor and Vice Chairperson an amount of Rs. 1,000/- only may also be spent towards contingency.
8. The Drivers of Govt. Vehicles requisitioned for election works shall be paid Rs.130/- per day.

(C) Booth arrangement:

1

i)	Erection of temporary structure for setting up polling booth	Rs.3,000/-per temporary structure
ii)	Provision of drinking water in booth	Rs.75/- per booth
iii)	Booth Contingency	Rs.75/- per booth

2. In case of difficulty on part of the Presiding Officers to produce vouchers for the petty items of expenditure a certificate (Certified that Rs. _____ has been spent to meet the various contingencies for the smooth conduct of poll, dated signature of the Presiding Officer with Municipality/NAC/Corporation and Ward/ Polling Station number) should be given.
3. The entitlement for attending training may be paid soon after the training is over.
4. The amount due to the polling personnel in respect of each polling station together with the Acquaintance Roll prepared by the Election Officer will be made over to the Presiding Officers concerned from the respective dispersal counters. After the poll , the Election Officers will receive back the Acquaintance Rolls together with the undisbursed amount, if any, from the Presiding Officer concerned along with the returnable polling materials
5. The remuneration to the polling personnel will be disbursed by the Presiding Officer concerned after the closure of poll. The remuneration to the reserved polling personnel who are not deputed for polling duty will be disbursed to them at the dispersal center before they are relieved.

6. The Acquaintance Roll for the remuneration for counting duty will be prepared by the Election Officer and the amount will be disbursed at the counting station after the counting is over.
7. Unspent balance, if any shall be refunded in to Treasury immediately after the elections under intimation to the Commission.

Yours faithfully,

Secretary 4.2.2022

Memo No. 1993 /SEC, Date: 05/02/22

Copy forwarded to Accountant General, (A&E), Odisha, Bhubaneswar for information and necessary action.

Secretary 4.2.2022

Memo No 1994 /SEC, Date: 05/02/22

Copy forwarded to Principal Secretary to Govt. Housing and Urban Development Department, Bhubaneswar for information and necessary action.

Secretary 4.2.2022

Memo No. 1995 /SEC, Date: 05/02/22

Copy forwarded to all Election Officers/ Municipal Commissioners/Executive Officers for information and necessary action.

Secretary 4.2.2022

STATE ELECTION COMMISSION, ODISHA,
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Fax No.0674-2573494

No. 1996 /SEC., Date: 05/02/2022

From

Shri R. N. Sahu, IAS
Secretary.

To

The Director General and Inspector General of Police,
Odisha, Cuttack
Commandant General, Home Guard, Odisha, Cuttack.

Sub: General Elections to Urban Local Bodies, 2022-
Sanction of remuneration to the Police personnel.

Sir,

I am directed to say that the Commission has been pleased to approve the following rates of remuneration of various categories of police personnel, Home Guards deployed on polling duty and the manner of disbursement of such remuneration shall be as under.

A. Rate of Remuneration

SL. No.	Category of staff	On the day of Poll	Other day
1	ASI & Above Officers	Rs.350/-	Rs.250/-
2	Armed and Civil Police Constables	Rs.275/-	Rs.200/-
3	Forest Guards and Grama Rakhis	Rs.200/-	Rs.150/-
4	Home Guards	Daily call Allowance (DCA) as prescribed by the Government.	Daily call Allowance (DCA) as prescribed by the Government.

The above rate of remuneration will be applicable to the Officers and staff attached to polling party at the polling station and will also be applicable to the personnel deployed on mobile parties.

TA/D.A for Constables/Home Guards etc. attached to each polling party would be paid at the above rate by the District Magistrate concerned from funds placed by the commission.

In the sensitive, hypersensitive booths, if more constables/ Police Personnel are deployed for law and order duty (other than the polling party) they would be paid remuneration by the D.G. Police for which funds have been placed separately. It is clarified that only one Police Personnel either ASI/ Constable/Gram Rakhi/Home Guard will be paid by the District Magistrate concerned to each booth.

B. Food packet cost on polling day and law and order duties.

Persons deployed on poll duty and counting duty shall be paid @ Rs.100/- per day towards refreshment cost on the day of poll and counting by the District Magistrate concerned.

C. Mode of payment of Remuneration.

The above rate of remuneration will be applicable to the Officers and staff deployed on election related duty at polling Station and will also be applicable to the Personnel deployed on Mobile party. The payment of remuneration of Persons belonging to the categories 1 & 2 and Grama Rakhi's (included in category 3) who are attached to polling parties shall be made by the District Magistrate through the Election Officer. Payment of remuneration of all other personnel who are on poll duty but are not attached to any polling party shall be made by the Director General of Police, Odisha through the District Magistrates and District Superintendent of Police.

The number of persons belonging to each of the above categories who shall be attached to polling parties and who shall be assigned other poll related duties shall be worked out jointly by the District Magistrate and the Deputy Commissioner of Police/District Superintendent of Police.

The Superintendent of Police shall earmark an Officer not below the rank of Inspector of the Police from the District Establishment to liaise with concerned Election Officer and furnish him names of persons belonging to each of the above mentioned categories and details of the polling stations to which such persons are being attached to enable the latter to make advance payment to such person towards their remuneration and refreshment cost before they proceed to their assigned Polling Station.

This supersedes all other earlier circulars issued on the subject.

Yours faithfully,

Secretary 2.2022

Memo No. 1997 /SEC , Date 05/02/2022

Copy forwarded to Accountant General (A & E), Odisha Bhubaneswar for information and necessary action.

Secretary 2.2022

Memo No. 1998 /SEC, Date 05/02/2022

Copy forwarded to the Principal Secretary to Government, Housing and Urban Development Department for information and necessary action.

Secretary 2.2022

Memo No. 1999 /SEC, Date 05/02/2022

Copy Forwarded to Chief Conservator of Forest, Odisha Bhubaneswar for information and necessary action.

Secretary 5.2.2022

Memo No. 2000 /SEC Date 05/02/2022

Copy forwarded to all District Magistrates/Superintendents of Police /Deputy Commissioners of Police for information and necessary action.

Secretary 5.2.2022

Memo No. 2001 /SEC, Date 05/02/2022

Copy forwarded to All Municipal Commissioners/ Executive Officers for information and necessary action.

Secretary 5.2.2022

STATE ELECTION COMMISSION, ORISSA
TOSHALI PLAZA, B-2, 1ST FLOOR
SATYANAGAR, BHUBANESWAR – 751007

No. 2899-SEC., Date : 03-07-2008

From

Shri F. C. Satapathy,
Secretary.

To

The District Magistrates,
Mayurbhanj, Sundergarh, Koraput, Rayagada, Nabarangpur, Malkangiri, Sambalpur, Keonjhar, Kandhamal, Gajapati, Kalahandi & Balasore.

Sub : Important judgment of the Hon'ble High Court of Orissa regarding applicability of 74th Amendment of the Constitution of India to the Scheduled Areas.

Sir,

In inviting a reference to the subject cited above, I am directed to say that the Hon'ble High Court of Orissa have delivered an important judgment on 14-08-2003 in W.P.(C) No. 7646 of 2003 regarding applicability of the 74th Amendment of the Constitution of India to the Scheduled Areas of the State. This judgment was delivered on the petition filed by one Rashid Aslam, a resident of Rourkela Municipality.

Part IX-A was inserted in the Constitution of India by the Constitution (74th Amendment) Act, 1992 which contain the provision relating to Municipality. Article 243ZC reads as "Nothing in this part shall apply to the Scheduled Areas referred to in clause (1), and the tribal areas referred to in clause (2), in Article 244". In this context your attention is drawn to para 5 of 5th Schedule of the Constitution of India. Sub-Para 1 of Para 5 of the said schedule provides:

"(1) Notwithstanding anything in this Constitution, the Governor may by public notification direct that any particular Act of Parliament or of the Legislature of the State shall not apply to a Scheduled Area or any part thereof in the State or shall apply to a scheduled area or any part thereof in the State subject to such exceptions and modification as he may specify in the notification and any direction given under this sub-paragraph may be given as to have retrospective effect."

The contention of the petitioner was that since Article 243ZC provides that the 74th Amendment shall not apply to the Scheduled Areas, Rourkela Municipality being within Sundergarh District which is a Scheduled Area, no election shall be held to the said Municipality.

The Hon'ble High Court in their judgment have observed that these two provisions (Article 243ZC and Sub-Para 1 of Para 5 of the 5th Schedule of the Constitution) are contradictory to each other. At the same time they have observed that all efforts must be made to adopt an interpretation so that one part or the other do not become devoid of any application or meaning.

The claim of the petitioner is that the provision of Article 243ZC being repugnant or inconsistent with that of the provision of Paragraph 5 of the 5th Schedule, it will be the Article 243ZC which would prevail over paragraph-5 of the 5th Schedule.

The Hon'ble High court in their judgment dated 14-8-2003 have observed that in view of the provisions contained in sub-para 1 of Para-5 of the 5th Schedule of Constitution of India, the State Legislature is not deprived of any such power to make laws applicable to all Municipalities situated within the scheduled Areas/tribal Areas. The State is not under obligation or compulsion to make any law in conformity with Part-IXA of the Constitution so far as their applicability to scheduled Areas/tribal Area is concerned.

It is pertinent to mention here that the Orissa Municipal (Amendment) Act, 1994 which received the assent of the Governor on 23rd May, 1994 wherein clause 2(c) of the said Amendment provided that "nothing in this Act shall apply to the Scheduled Areas referred to in clause (1) of Article 244 of the Constitution." Subsequently, the Government in Housing & Urban Development Department with the assent of the Governor from 31st day of May 1994 published in Notification No. 743 dated 14-8-1995 provided that the provisions of the Orissa Municipal Act, 1950 shall be deemed to have been applied to the Scheduled Areas of the State w.e.f. 31st May, 1994 (copy enclosed).

Hence, in conformity of Notification dated 14th August, 1995 elections are being held in the Municipal areas situated within the Scheduled Areas of the State.

Yours faithfully,

F. C. SATAPATHY

Secretary

STATE ELECTION COMMISSION, ODISHA,
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Fax No.0674-2573494

No. 2770 /SEC Date: 13/02/2022

ORDER

Whereas, Rule 27 of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 provides that anybody wishing to stand for election to a Municipal Council shall deposit or cause to be deposited with the Election Officer a sum of Rs.50/- in cash in case of a Member of the Scheduled Tribe or Scheduled Caste if he/she proves himself/herself to be the member of such Tribe/Caste by producing a certificate to that effect from the competent authority before the Election Officer;

Whereas, the Odisha Municipal Corporation (Division of City in to Wards, Reservation Of Seats and Conduct of Election) Rules, 2003 is silent regarding submission of Caste Certificate by the candidates contesting to the reserved seats;

Whereas, it is necessary for the candidates contesting to the Wards reserved for SC/SCW/ST/STW to produce the caste certificate issued from competent authority in support of his/her claim that he/she belongs to reserved category;

Now, therefore, the Commission in exercise of its power under Article 243-ZA of the Constitution of India, Section 11-A of the Odisha Municipal Act, 1950 and Section 62(1) of the Odisha Municipal Corporation Act, 2003 directs that all those contesting to the seats reserved for SC/SCW/ST/STW shall have to submit the caste certificate of that category issued by the Competent Authority along with nomination form in the manner prescribed below:

a) Xerox copy of caste certificate shall be enclosed with nomination Form and the candidate or his/her representative shall be asked to submit the original certificate for verification during the time of scrutiny.
b) Non-submission of caste certificate by a candidate shall lead to rejection of candidature.
c) Caste Certificate issued from the competent authority anywhere in the State of Odisha is acceptable but Caste Certificate issued from outside the State is not acceptable.

d) On verification, the Election Officer is to satisfy himself that the candidate contesting for reserved seat belong to SC/SCW/ST/STW as the case may be.

e) Where the certificate produced by the candidate is challenged that the certificate produced is forged or is not issued by the competent authority, the Election Officer should get the position cross checked with the authority which purportedly issued the SC/ST candidate in question, before deciding the validity of the nomination paper of the candidate concerned. If on such cross checking/verification the Election Officer is satisfied that the certificate in question is not genuine, he shall not only reject the nomination of the candidate concerned but also initiate criminal proceeding against the candidate for adducing forged documentary evidence before him.

By Order and in the name of
State Election Commissioner, Odisha.

13.2.22

(R.N. Sahu)
Secretary

Memo No. 2771 /SEC., Date: 13/02/2022

Copy forwarded to the Director, Printing, Stationery and Publication, Odisha, Cuttack with request to publish the order in the next extraordinary issue of Odisha Gazettee and send 200 copies to the Commission.

Secretary 13.2.22

Memo No. 2772 /SEC., Date: 13/02/2022

Copy forwarded to the Chief Secretary, Odisha/Principal Secretary, H & U.D. Department/All R.D.Cs for information and necessary action.

Secretary 13.2.22

Memo No. 2773 /SEC., Date: 13/02/2022

Copy forwarded to all District Magistrates/Commissioners of all Municipal Corporations/Election Officer/Executive Officers of all Municipalities and NACs for information and necessary action.

Secretary 13.2.22

Memo No. 2774 /SEC., Date: 13/02/2022

Copy forwarded to all Political Parties for information and necessary action.

Secretary 13.2.22

STATE ELECTION COMMISSION, ODISHA

Toshali Bhawan, B-2, 1st Floor, Satyanagar, Bhubaneswar – 751007 (Odisha)
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Letter No 2676 Date 11/02/2022

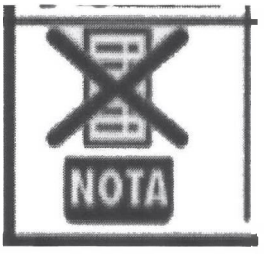
ORDER

Whereas in pursuance of Article 243-ZA of the Constitution, the State Election Commission is vested with the power of superintendence, direction and control of preparation of electoral roll for, and conduct of all elections to Municipalities;

Whereas there is no provision of providing NOTA (None of the Above) option to the electors under the Odisha Municipal Act, 1950 and the Odisha Municipal Corporation Act, 2003 and the Rules framed thereunder;

Whereas the Election Commission of India, have provided the option of NOTA to the electors for elections to Legislative Assemblies and Lok Sabha;

Now, therefore, the State Election Commission in exercise of powers vested in it under Article 243 ZA of the Constitution, directs that the option NOTA (None Of The Above) will be provided to the electors for the General Elections to Urban Local Bodies. The words ଉପରୋକ୍ତ ପ୍ରାର୍ଥୀଙ୍କ ମଧ୍ୟରୁ କେହି ନୁହନ୍ତି shall be printed in the last panel after the last candidate, and the symbol shown below shall be printed in the symbol column.



By order and in the name of
State Election Commission, Odisha

11.2.2022
(R. N. Sahu)
Secretary

Memo No. 2677 / SEC., Date: 11/02/2022

Copy forwarded to the Director, Printing, Stationery and Publication, Odisha, Cuttack with request to publish the order in the next extraordinary issue of Odisha Gazette and send 100 copies to the Commission.

Secretary 11.2.2022

Memo No. 2678 / SEC., Date: 11/02/2022

Copy forwarded to Chief Secretary, Odisha/ Principal Secretary to Govt., Housing and Urban Development Department/ all RDCs for information and necessary action.

Secretary 11.2.2022

Memo No. 2679 / SEC., Date: 11/02/2022

Copy to Computer Programmer, SEC to transmit the same through e-mail to all District Magistrates & upload it in the website of the Commission.

Secretary 11.2.2022

Memo No. 2680 / SEC., Date: 11/02/2022

Copy to Computer Programmer, SEC to transmit the same through e-mail to all Election Officers/ Municipal Commissioners/ Executive Officers for information and necessary action.

Secretary 11.2.2022

Memo No. 2681 / SEC., Date: 11/02/2022

Copy with enclosures forwarded to all Political Parties for information and necessary action.

Secretary 11.2.2022

Memo No. 2682 / SEC., Date: 11/02/2022

Copy forwarded to Sr. Private Secretary to State Election Commissioner for information of the Commissioner/ All Officers, SEC for information.

Secretary 11.2.2022

Memo No. 2683 / SEC., Date: 11/02/2022

Copy with enclosures forwarded to Gazette Notification Seat/ Store Section/ Notice Board (SEC) for information and necessary action.

Secretary 11.2.2022

File No.SECO-13012/15/2021-ELECTION SECTION-SECO-SECO

STATE ELECTION COMMISSION, ODISHA,
TOSHALI, BHAWAN, B-2, 1ST FLOOR, SATYANAGAR,
BHUBANESWAR-751007
E-Mail ID: stateelectioncommission.odisha@gmail.com/sec.odisha.gov.in
FAX: 0674-2573494

No. 4679 /SEC,

Date: 14/12/2021

From

Shri R. N. Sahu, IAS
Secretary.

To

All District Magistrates.

Sub: Appointment of 4th Polling Officer & issue of Voter Slips- Regarding.

Madam/Sir,

As you are aware, the Odisha Municipal Act-1950 and Odisha Municipal Corporation Act-2003 have been amended to provide direct election to the Office of Chairperson/Mayor. Copies of the Amendments have been sent vide Memo No.18073/H&UD, dated.27.10.2021 by the Government in Housing & Urban Development Department.

In view of the direct election to the office of Chairperson/Mayor and amended Rule 44 of Odisha Municipal Corporation (Delimitation of Wards and Reservation of Seats & Conduct of Election) Rules, 2003 and amended Rule 55 of Odisha Municipal Corporation (Delimitation of Wards and Reservation of Seats & Conduct of Election) Rules, 1994 one additional EVM will be provided to each polling Station. For smooth conduct of the Poll, the Commission has decided to provide one additional Polling Officer, i.e.4th Polling Officer in all the Polling Stations in the Urban Local Bodies. The 4th Polling Officer will remain in charge of the Control Unit of the EVM meant for Election of Councillor/Corporator. The 3rd Polling Officer will remain in charge of Control unit of the EVM meant for Election of Chairperson/Mayor.

In view of the amended provision, the 2nd Polling Officer will issue voter slips to the elector. The 1st voter slip will be handed over to the elector after identification and obtaining the signature of the elector in the Voter's Register. The elector will hand over the slip to the 3rd Polling officer who will allow the elector to proceed to the voting compartment meant for election of Chairperson/Mayor, by pressing the ballot button on the control unit. After the elector has cast his vote for the office of Chairperson/Mayor, the 2nd Polling Officer will hand over the 2nd voter slip to the elector. The elector will proceed to the 4th Polling Officer who will receive the voter's slip and allow the elector to proceed to the voting compartment to cast vote for election to office of Councilor/Corporator. The 4th Polling Officer will press the ballot button of the control unit to allow the elector to cast his vote. After casting both the votes, the elector will leave the polling Station.

These instructions may be brought of notice to all concerned for their guidance and strict adherence.

Yours faithfully,

14.12.21
Secretary

Memo No. 4680 /SEC.. Date: 14/12/2021

Copy forwarded to Principal Secretary to Government, Housing and Urban Development Department for information and necessary action.

14.12.21

Secretary

STATE ELECTION COMMISSION, ODISHA,
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No. 2032 /SEC Date: 06/02/2022

NOTIFICATION

In exercise of the powers conferred under Sub-Section (1) of Section 17-A of the Odisha Municipal Act, 1950 and Section-82 of Odisha Municipal Corporation Act, 2003 and having consulted the State Government, the State Election Commission, Odisha hereby revises as follows the limit on expenditure that may be incurred by a candidate either by himself or through any person authorized by him for election as Councillor/Corporator/Chairperson/Mayor to a NAC/ Municipality/ Municipal Corporation.

Sl. No.	NACs/Municipality/Municipal Corporation	Maximum limit of election expenses by a candidate for Councillor/Corporator	Maximum limit of election expenses by a candidate for Chairperson/Mayor
[1]	[2]	[3]	[4]
i.	NACs/Municipalities having a population up to 50,000	Rs.50,000/-	Rs.2,00,000/-
ii.	Municipalities having a population between 50,000 to 1,00,000	Rs.75,000/-	Rs.3,00,000/-
iii.	Municipalities having a population above 1,00,000	Rs.1,00,000/-	Rs.5,00,000/-
iv.	Municipal Corporation	Rs.2,00,000/-	Rs.12,00,000/-

By order and in the name of
State Election Commission, Orissa

6.2.2022
Secretary

Memo No. 2033 /SEC., Date: 06/02/2022

Copy forwarded to Director, Printing, Stationery and Publication, Odisha, Cuttack with request to publish the order in the next extraordinary issue of Odisha Gazette and supply ten (10) copies to the Commission.

Secretary 6.2.2022

Memo No. 2034 /SEC., Date: 06|02|2022

Copy forwarded to Principal Secretary to Government, Housing and Urban Development Department for information and necessary action.

Secretary

Memo No. 2035 /SEC., Date: 06|02|2022

Copy forwarded to all District Magistrates/Municipal Commissioner/ Executive Officers for information and necessary action.

Secretary

Memo No. 2036 /SEC., Date: 06|02|2022

Copy forwarded to all Political Parties for information and necessary action.

Secretary

STATE ELECTION COMMISSION, ODISHA

Toshali Bhawan, B-2, 1st Floor, Satyanagar, Bhubaneswar – 751007 (Odisha)
Ph. 0674-2573495 (O) Fax : 0674 - 2573494
E-mail : sec.odisha@gov.in / stateelectioncommission.odisha@gmail.com

Letter No. 2368 Date 08/02/2022

ORDER

Whereas the Commission has ordered that Electronic Voting Machines (EVMs) will be used for General Elections to the office of Councillors / Corporators/ Chairpersons/ Mayors of the Urban Local Bodies in the State;

And whereas Rule 57F of Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules 1994 and Rule 62(1) of Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003 provides that tendered ballot paper will be supplied to an elector which shall be of such design and particulars as Commission may specify:

And whereas Rule 57G of Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules 1994 and Rule 63(1) of Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003 provides that a voter on duty at another Polling Station will be supplied to an elector which shall be of such design and particulars as Commission may specify:

Now, therefore, the State Election Commission in exercise of powers vested in it under Article 243 ZA of the Constitution, directs that the ballot paper used in Electronic Voting Machines shall also be used as tendered ballot paper and supplied to an elector on duty at another Polling Station.

By order and in the name of
State Election Commission, Odisha

8.2.2022

(R. N. Sahu)
Secretary

Memo No. 2369 / SEC., Date: 08/02/2022

Copy forwarded to the Director, Printing, Stationery and Publication, Odisha, Cuttack with request to publish the order in the next extraordinary issue of Odisha Gazette and send 100 copies to the Commission.

Secretary 8.2.2022

Memo No. 2370 / SEC., Date: 08/02/2022

Copy forwarded to Chief Secretary, Odisha/ Principal Secretary to Govt., Housing and Urban Development Department/ all RDCs for information and necessary action.

Secretary 8.2.2022

Memo No. 2371 / SEC., Date: 08/02/2022

Copy forwarded to all Political Parties for information and necessary action.

Secretary 8.2.2022

Memo No. 2372 / SEC., Date: 08/02/2022

Copy forwarded to Sr. Private Secretary to State Election Commissioner for information of the Commissioner/ All Officers, SEC for information.

Secretary 8.2.2022

Memo No. 2373 / SEC., Date: 08/02/2022

Copy forwarded to Gazette Notification Seat/ Store Section/ Notice Board (SEC) for information and necessary action.

Secretary 8.2.2022

Memo No. 2374 / SEC., Date: 08/02/2022

Copy to Computer Programmer, SEC to transmit the same through e-mail to concerned District Magistrates & upload it in the website of the Commission.

Secretary 8.2.2022

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