

**STATE ELECTION COMMISSION, ODISHA,  
TOSHALI BHAWAN, B-2, 1<sup>ST</sup> FLOOR, SATYANAGAR,  
BHUBANESWAR-751007**

No. 115 /SEC.,

Date: 20.01.2025

**O R D E R**

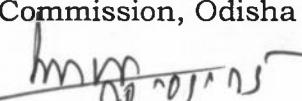
Whereas, Collector, Ganjam has submitted proposal for by-elections to the office Panchayat Samiti Member, Dhumuchhai Gram Panchayat under Bellaguntha Panchayat Samiti in the District of Ganjam as per Odisha Panchayat Samiti Election Rules, 1991;

Whereas, the Commission has decided to prepare ward-wise Electoral Roll for the concerned Panchayat Samiti on the basis of Assembly Electoral Roll published by Election Commission of India during January, 2025;

Whereas, it is necessary to prepare Ward-wise Electoral Rolls of Gram Panchayat of Dhumuchhai for conduct of by-election;

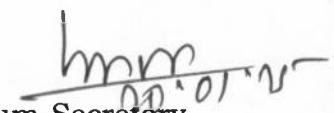
Now, therefore, the State Election Commission, in exercise of powers vested in it by virtue of Article 243-K of the Constitution of India read with relevant provisions of Odisha Panchayat Samiti Act, 1959 and Rules framed there under directs that ward-wise preliminary Electoral Roll of the concerned Gram Panchayat shall be prepared as per schedule detailed in Annexure-I according to the procedure prescribed in Annexure-II of this order. The final Electoral Roll of the Gram Panchayat prepared under Odisha Gram Panchayat Election Rules, 1965 comprised above Samiti Constituency including revision, addition or alteration, if any, shall together form the Electoral Roll of the Panchayat Samiti Constituency.

By order and in the name of  
State Election Commission, Odisha

  
(R.N. Sahu)  
OSD-cum-Secretary

Memo No. 116 / SEC., Date 20.01.2025

Copy with enclosures forwarded to the Director, Printing, Stationery & Publication, Odisha, Cuttack with a request to publish the order in the next extraordinary issue of Odisha Gazette and forward 10 copies thereof to the Commission.

  
OSD-cum-Secretary  
K.T.O.

Memo No. 117 / SEC., Date: 20.01.2025

Copy with enclosures forwarded to Commissioner-cum-Secretary to Govt., Panchayati Raj & Drinking Water Department for information and necessary action.

*hmr 01-25*  
OSD-cum-Secretary

Memo No. 118 / SEC., Date 20.01.2025

Copy with enclosures forwarded to the Collector, Ganjam & Electoral Registration Officer/Sub-Collector, Bhanjanagar /Block Development Officer, Bellaguntha/District Panchayat Officer, Ganjam for information and necessary action.

*hmr 01-25*  
OSD-cum-Secretary

Memo. No. 119 / SEC., Date 20.01.2025

Copy with enclosures forwarded to OSD to the State Election Commissioner, Odisha for kind information of the Commissioner.

*hmr 01-25*  
OSD-cum-Secretary

Memo No. 120 / SEC., Date 20.01.2025

Copy with enclosures forwarded to ~~all~~ all Officers /Store Section/ Gazette Notification Seat/ Electoral Roll consignment seat, SEC/ Computer Programmer, S.E.C in charge of Website of SEC / Notice Board of SEC for information and necessary action.

*hmr 01-25*  
OSD-cum-Secretary

**ANNEXURE -I****SCHEDULE FOR REVISION OF ELECTORAL ROLL**

<b>Sl. No.</b>	<b>Stages</b>	<b>Dates</b>
(1)	(2)	(3)
1.	Splitting of Electoral Rolls of Assembly Constituency relatable to the Ward under Section 9(2) of OGP Act and Rule 5(1) of OGPE Rules, 1965.	27.01.2025 to 30.01.2025
2.	Preliminary publication of Ward-wise Electoral Roll at Gram Panchayat headquarters u/r 5(3) of O.G.P.E. Rules, 1965.	31.01.2025
3.	Filling of objection and claims u/r 5(5) of O.G.P .E. Rules, 1965.	By 07.02.2025
4.	Summary enquiry and disposal of claims and Objections by Electoral Registration Officer u/ r 7(1) of O.G.P.E. Rules, 1965.	10.02.2025 to 13.02.2025
5.	Final Publication of Electoral Roll under Rule 8(1) of O.G.P.E. Rules, 1965.	15.02.2025
6.	Submission of two copies of authenticated manuscript of final Electoral Roll to the S.E.C u/r 8(2) of O.G.P.E Rules, 1965.	19.02.2025
7.	Submission of two copies of authenticated printed final Electoral Roll to the State Election Commission, Odisha u/r 8(2) of O.G.P.E Rules, 1965.	28.02.2025

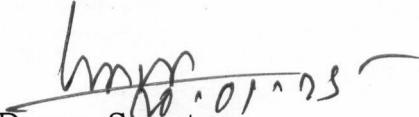
The Act/Rules referred to above are as prescribed in the Odisha Gram Panchayat Act, 1964 and Odisha Gram Panchayat Election Rules, 1965.

*hmv*  
OSD-cum-Secretary

**ANNEXURE-II**

**PROCEDURE FOR PREPARATION OF THE ELECTORAL ROLL**

1. The Collector as Electoral Registration Officer will be in overall charge of preparation and finalization of electoral roll of the concerned Panchayat Samiti .
2. Ordinarily, the Collector shall authorize the B.D.O to function as E.R.O in respect of the Wards & P.S. Constituency coming within his/her area. He/she may also authorize Tahasildar as E.R.O. as a stand-by measure.
3. The Electoral Roll of Assembly Constituencies prepared and published by the Election Commission of India during **January, 2025** and subsequent revisions thereon currently in force shall be the basis for preparation of the preliminary ward-wise Electoral Rolls. During preparation of Electoral Roll the addition and deletion list of Assembly Electoral Roll shall be taken into consideration.
4. For of conduct of by-election to Panchayat Samiti Member, Electoral Roll of concerned Panchayat Samiti shall be updated. For this purpose the Electoral Roll of Assembly Constituency relating to concerned Panchayat Samiti have to be split into separate Electoral Roll for the concerned Gram Panchayat under the Panchayat Samiti ward-wise.
5. The preliminary Electoral Roll shall be prepared in Form No.1 prescribed by the Commission under the seal and signature of the Electoral Registration Officer.
6. (i) The preliminary Electoral Roll of the Ward prepared in accordance with Rule 5(1) of O.G.P.E. Rules, 1965 shall be published by the E.R.O. at a conspicuous place at the headquarters of the Gram Sasan together with a notice in Form No.2, in accordance with the provisions under Rule 5(3).  
(ii) Such notice shall also be published in the Notice Board of the concerned Panchayat Samiti, Sub-Collector and Collector office.  
(iii) It should be ensured that the copies of the preliminary Electoral Roll is kept open at Gram Panchayat Office for inspection by the public for entire period during filing of claims and objections.
7. Only the claims of persons whose name find place in the Assembly Electoral Roll 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. After completion of enquiry into all claims and objections in the manner prescribed above, the Electoral Registration Officer shall prepare the final Electoral Roll.
9. **Electoral Roll of the concerned Ward & Panchayat Samiti constituency where by-election is proposed shall be printed.**
10. Final Electoral Roll and printed copy of the Electoral Roll shall be duly authenticated by E.R.O. at every page and forwarded to Commission with both Soft and Hard copy.

  
OSD-cum-Secretary