

STATE ELECTION COMMISSION, ORISSA,
TOSHALI BHAWAN, B-2, 1st FLOOR, SATYANAGAR,
BHUBANESWAR-751007

ELECTION URGENT
BY FAX
BY E-mail

No. Ele (GP) 75 /2011/ 3306 /SEC., Date 12.8.2011

ORDER

Sub: **Preparation of Electoral Roll for General Elections to Grama Panchayats, Panchayat Samities and Zilla Parishads - 2012.**

Whereas according to Article 243-E of the Constitution of India, election to reconstitute Panchayat Bodies shall be completed before the expiry of their term of five years from the date appointed for their first meeting and first meetings of the Grama Panchayats, Panchayat Samities and Zilla Parishads in the State were held on 10.03.2007, 11.03.2007 and 13.03.2007 respectively;

Whereas, the term of Dhinkia Gram Panchayat under Ersama Panchayat Samiti in the District of Jagatsinghpur shall be completed in May, 2014 as the first meeting of the said Gram Panchayat was held in 14.05.2009;

Whereas, it is necessary to prepare Ward-wise Electoral Rolls of all Grama Panchayats for conduct of the General Elections to the 3-tiers of Panchayati Raj Institutions including Ward-wise Electoral Rolls of Dhinkia Grama Panchayat as the Electoral Roll prepared under Orissa Gram Panchayat Rules shall form the final Electoral Roll of Samiti and Parishad Constituency.

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 Orissa Grama Panchayat Act, 1964, Orissa Panchayat Samiti Act, 1959 and Orissa Zilla Parishad Act, 1991 and Rules framed there under directs that Ward-wise Preliminary Electoral roll of all Grama Panchayats shall be prepared in Form No.1 appended herewith as per the **procedure given in Schedule - I** of this Order.

Since, there will be simultaneous poll for Grama Panchayats, Panchayat Samitis and Zilla Parishads, the final electoral roll of every Grama Panchayat prepared under the Orissa Grama Panchayat Election Rules comprised within the Samiti Constituency as well as Parishad Constituency including revision or addition or alteration if any, shall together form the final Electoral Roll of Samiti and Parishad Constituency.

The Commission also directs that all persons eligible to be voters by the qualifying date i.e. **01.11.2011** shall have opportunity to file claims in appropriate form prescribed in Orissa Grama Panchayat Election Rules, 1965 for inclusion of their names in the Electoral Rolls as per rules. The Commission further directs that claims of all qualified voters shall be disposed of in accordance with the procedure prescribed by the Commission and the new names to be added to the Roll shall be entered in Form No.1-A appended to this order.

The programme for preparation of Electoral Roll is mentioned in **Schedule -II** appended to this order.

This order is available in the Commission's website "secorissa.org".

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


(M.D. Barik)
Secretary

Memo No. 3307 /SEC., Date: **12.8.2011**

Copy with enclosures forwarded to the Director, Printing, Stationery & Publication, Orissa Cuttack with request to publish the order in the next extraordinary issue of Orissa Gazette and forward 500 copies thereof to the Commission.


Secretary

Memo No. 3308 /SEC., Date: **12.8.2011**

Copy with enclosures forwarded to Chief Secretary, Orissa/Commissioner-cum-Secretary, Panchayati Raj Deptt./ All Revenue Divisional Commissioners for information and necessary action.


Secretary

Memo No. 3309 /SEC., Date: **12.8.2011**

Copy with enclosures forwarded to all Collectors & Electoral Registration Officers / Sub-Collectors / B.D.Os / D.P.Os for information and necessary action.


Secretary

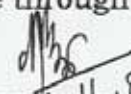
Memo No. 3310 /SEC., Date: **12.8.2011**

Copy with enclosures forwarded to all Political Parties for information and necessary action.


Secretary

Memo No. 3311 /SEC., Date: **12.8.2011**

Copy forwarded to Sri Madan Mohan Mishra, Computer Programmer to upload it in Commission's website and transmit the same through e-mail.


Secretary

Schedule - I

PROCEDURE FOR PREPARATION OF THE ELECTORAL ROLL

1. The Collector as Electoral Registration Officer will be in overall charge of preparation and finalisation of Electoral Roll of respective Grama Panchayat / Panchayat Samiti / Zilla Parishad Constituencies.
2. Ordinarily, the Collector shall authorize the B.D.O to function as E.R.O in respect of the G.P. Wards/P.S. & Z.P. Constituencies coming within his/her area. He/She may also authorize Tahasildar as E.R.O as a stand-bye measure.
3. The Electoral Roll of Assembly Constituencies prepared and published by the Election Commission of India on 12.01.2011 and currently in force shall be the basis for preparation of the preliminary ward-wise Electoral Rolls. 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 5(1) of O.G.P.E. Rules. 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.
4. Any person who is qualified under the provisions of the Representation of the people Act,1950 or the Orissa Grama Panchayats Act,1964 to be registered as a voter in any Grama, shall be eligible to be registered in the Electoral Roll of a ward and the name of a person who is disqualified under the provisions of the said Acts shall be liable for removal from the Electoral Roll of the said ward.
5. All qualified voters shall have the opportunity to file claims in Form No.16 prescribed under Orissa Grama Panchayat Election Rules, 1965 for inclusion of their names in the Electoral Roll and can file objections in Form No.17 to the entry as per rules. In all cases receipt appended to the Forms has to be given to the claimants/objectors.
6. The preliminary Electoral Roll of the ward prepared in accordance with Rule 5(1) of O.G.P.E. Rules shall be published by the E.R.O. at a conspicuous place at the headquarters of the Grama Sasan together with a notice in Form No.2, in accordance with the provisions under Rule 5(3). Such notice shall also be published in the Notice Board of Collector/Sub-Collector and in the concerned Panchayat Samiti.
 - 6.1 It should be ensured that the copies of preliminary electoral roll is kept open at G.P. Office for inspection by the public for entire period during filing of claims. and objections .
7. The Electoral Registration Officers shall notify the date / time and place for disposal of the claims and objection received in Form No.16 & 17 under Orissa Grama Panchayat Election Rules.
 - 7.1 The Electoral Registration Officer shall cause enquiry into all claims and objections u/r 7(1) in a summary manner which shall be kept on record. Normally, the disposal of claims and objections should begin after the last date of filing of claims and objections.
 - 7.2 When large number of claims and objections are received, preliminary enquiry can as well begin even during the period of filing

- claims and objections by engaging other Government Official at his disposal.
- 7.3 A field Official of the Government under whose jurisdiction the area falls may as well be associated.
 - 7.4 However, no decision will be taken simply on the basis of the enquiry report without hearing the person concerned who has filed claims or objections.
 - 7.5 On the scheduled date of hearing, the Electoral Registration Officer shall take into account the materials of enquiry and hear the person concerned. The contents of hearing be recorded in a summary manner. If the person concerned does not turn up on the scheduled date and time of hearing, the Electoral Registration Officer shall take appropriate decision taking into account the materials available before him and the fact of his absence at the time of hearing can as well be recorded.
 - 7.6 Final decision of the Electoral Registration Officer in respect of each claim and objection and to that effect finding in brief should be kept in record.
 8. After disposal of claims and objections filed before the Electoral Registration Officer, he will compile the same and will make necessary amendment to the Preliminary Electoral Roll. This draft Electoral Roll will be kept open for inspection in the office of Grama Panchayat as well as in the Office of Panchayat Samiti for the period notified by the Commission.
 9. Any person aggrieved by the decision of the ERO, can make an application to the Block Development Officer-cum-Electoral Registration Officer within the date given in **schedule II**. The application shall be received in the Block Office and acknowledged with receipt. A register should be maintained incorporating the name of the petitioner, name of the GP, Ward No. date of receipt etc.
 10. The Block Development Officer-cum-Electoral Registration Officer shall conduct further enquiry under Rule 7(2) of the Orissa Grama Panchayat Election Rules 1965. He shall peruse the record of the concerned Electoral Registration Officer and shall dispose of the application in the manner stated in para 7 of this instructions. Eligible names for enrollment shall appropriately be kept in Form No. 1-A after which the draft Electoral Roll shall be made final.
 - 10.1 The names figuring in Form I-A shall appear at the bottom of the names in Form - I (after deletions) in the Final Roll of each Ward.
 11. The name of the Polling Station shall be indicated in the Electoral Roll
 12. The final Electoral Roll of each ward shall be published u/r 8(1) of the OGPE Rule 1965.
 13. Two bound copies of the final Electoral Roll as published by the Electoral Registration Officer Grama Panchayat-wise duly authenticated by him should be kept in his office and one copy thereof shall be sent to the Commission as per the dateline fixed.

**PROGRAMME FOR PREPARATION AND
PRINTING OF ELECTORAL ROLL**

Sl. No.	Stages	Dates
1.	Splitting of Electoral Roll of Assembly Constituency relatable to the Ward under section 9(2) and Rule 5(1)	22.08.2011 to 13.09.2011
2.	Preliminary publication of Ward-wise Electoral Roll at Grama Panchayat headquarters u/r 5(3) of O.G.P.E. Rules, 1965.	14.09.2011
3.	Filing of objections and claims u/r 5(5).	Upto 21.09.2011
4.	Enquiry by Electoral Registration Officer u/r 7(1).	22.09.2011 to 01.10.2011
5.	Inspection of the draft Electoral Roll and Filing of application, if any, to the BDO against the decision of the ERO at 4 above.	12.10.2011 to 15.10.2011
6.	Disposal of the applications by the BDO & ERO u/r 7(2).	17.10.2011 to 22.10.2011
7.	Publication of Final Electoral Roll u/r 8(1).	02.11.2011
8.	Submission of authenticated final Electoral Roll to S.E.C. u/r 8(2) to the Commission.	08.11.2011
9.	Completion of Printing of Electoral Roll u/r 8(3).	28.11.2011
10.	Submission of printed copy to the Commission.	03.12.2011


11.8.11
Secretary

NOTICE OF FINAL PUBLICATION OF ELECTORAL ROLL

(Prescribed by State Election Commission, Orissa)

It is hereby notified that the Final Electoral Roll enclosed hereto prepared under Rule 7(4) of the Orissa Grama Panchayat Election Rules, 1965 with reference to **01.11.2011** as the qualifying date, is hereby published and available in the office of the undersigned.

ELECTORAL REGISTRATION OFFICER

Place

Date

Memo No. _____/SEC., Date

Copy of the notice along with the Electoral Roll of all wards of _____ Grama Panchayat forwarded to the Notice Board of the undersigned/ concerned Grama Panchayat for publication.

ELECTORAL REGISTRATION OFFICER

ଫର୍ମ ନଂ ୧

[ଓଡ଼ିଶା ଗ୍ରା. ପ. ନିୟମ 7(4) ଦ୍ରଷ୍ଟବ୍ୟ]

ଭୋଟର ତାଲିକା

ଜିଲ୍ଲା ବିଧାନସଭା ନିର୍ବାଚନ ମଣ୍ଡଳୀ

ସବ୍ଡିଭିଜନ୍ ଜିଲ୍ଲାପରିଷଦ ନିର୍ବାଚନ ମଣ୍ଡଳୀ

ବ୍ଲକ୍/ପଞ୍ଚାୟତ ସମିତି ଗ୍ରାମ ପଞ୍ଚାୟତ

ଥାନା ଗ୍ରାମ

ଭୋଟ କେନ୍ଦ୍ରର ଅବସ୍ଥିତି ପ୍ଲଟ ନଂ

କ୍ରମିକ ସଂଖ୍ୟା	ଘର ନଂ	ନାମ-ପିତା/ସ୍ୱାମୀଙ୍କ ନାମ	ବୟସ	ବିଧାନ ସଭା ନିର୍ବାଚନ ମଣ୍ଡଳୀ ଭୋଟର ତାଲିକାରେ କ୍ରମିକ ସଂଖ୍ୟା	ମତଦାତା
(1)	(2)	(3)	(4)	(5)	(6)

(ଦସ୍ତଖତ ଓ ମୋହର)
ଇଲେକ୍ଟୋରାଲ ରେଜିଷ୍ଟ୍ରେସନ ଅଫିସର

ଫର୍ମ ନଂ ୧-ଏ

[ଓଡ଼ିଶା ଗ୍ରା. ପ. ନିୟମ 7(4) ଦ୍ରଷ୍ଟବ୍ୟ]

ଯୋଗ ତାଲିକା

ଜିଲ୍ଲା ବିଧାନସଭା ନିର୍ବାଚନ ମଣ୍ଡଳୀ

ସବ୍ଡିଭିଜନ୍ ଜିଲ୍ଲାପରିଷଦ ନିର୍ବାଚନ ମଣ୍ଡଳୀ

ବ୍ଲକ୍/ପଞ୍ଚାୟତ ସମିତି ଗ୍ରାମ ପଞ୍ଚାୟତ

ଥାନା ଗ୍ରାମ

ଭୋଟ କେନ୍ଦ୍ରର ଅବସ୍ଥିତି ପ୍ଲଟ ନଂ

କ୍ରମିକ ସଂଖ୍ୟା	ଘର ନଂ	ନାମ-ପିତା/ସ୍ୱାମୀଙ୍କ ନାମ	ବୟସ	ବିଧାନ ସଭା ନିର୍ବାଚନ ମଣ୍ଡଳୀ ଭୋଟର ତାଲିକାରେ କ୍ରମିକ ସଂଖ୍ୟା	ମତଦାତା
(1)	(2)	(3)	(4)	(5)	(6)

(ଦସ୍ତଖତ ଓ ମୋହର)
ଇଲେକ୍ଟୋରାଲ ରେଜିଷ୍ଟ୍ରେସନ ଅଫିସର

ELECTION URGENT

ନିର୍ବାଚନ ଅଗ୍ରାଧିକାର

ରାଜ୍ୟ ନିର୍ବାଚନ ଆୟୋଗ, ଓଡ଼ିଶା

ତୋଷାଳୀ ଭବନ, ବି - ୨, ପ୍ରଥମ ମହଲା,

ସତ୍ୟନଗର, ଭୁବନେଶ୍ୱର - ୦୭

ମମେମ
ନଂ ----- ରା.ନି.ଆ

ତାରିଖ ୧୨.୮.୨୦୧୧

ପ୍ରେରକ :

ଶ୍ରୀଯୁକ୍ତ ମୁରଲୀଧର ବାରିକ୍, ଆଇ.ଏ.ଏସ୍
ସଚିବ ।

ପ୍ରାପ୍ତେଷୁ :

ସମସ୍ତ ଜିଲ୍ଲାପାଳ ।

ବିଷୟ : ଭୋଟର ତାଲିକା ପ୍ରସ୍ତୁତି - ଫାରମ ସଂଖ୍ୟା 16 (ନାମ ଅନ୍ତର୍ଭୁକ୍ତ କରିବା
ନିମନ୍ତେ ଦାବିପତ୍ର) ସଂଶୋଧନ ସମ୍ବନ୍ଧେ ।

ମହାଶୟ / ମହାଶୟା,

ମୁଁ ନିର୍ଦ୍ଦେଶିତ ହୋଇ ଜଣାଉଅଛି ଯେ ଆଗାମୀ ପଂଚାୟତ ଅନୁଷ୍ଠାନ ଗୁଡ଼ିକର ସାଧାରଣ
ନିର୍ବାଚନ ନିମନ୍ତେ ଭୋଟର ତାଲିକା ପ୍ରସ୍ତୁତି ସଂପର୍କରେ ଆବଶ୍ୟକୀୟ ନିର୍ଦ୍ଦେଶନାମା
ପଠାଯାଇଅଛି । ଫାରମ ନଂ 16 ଓ ଫାରମ ନଂ 17 ଯେଉଁଥିରେ ଦାବି ଏବଂ ଆପଣ
ଗ୍ରହଣ କରାଯିବ ତାହାର ପ୍ରାତି ସ୍ୱୀକାର କରାଯାଇ ରହିବ୍ ଦେବା ନିମନ୍ତେ ବ୍ୟବସ୍ଥା
କରାଯାଇଅଛି ।

ଫାରମ ନଂ 16 (ଦାବିପତ୍ର)ର ନିମ୍ନ ଅଂଶକୁ କମିଶନ ସଂଶୋଧନ କରୁଛନ୍ତି ।

ii) ମୋର ବୟସ ଜାନୁଆରୀ ପହିଲା /ଶେଷ ଅପ୍ରେଲରେ --- ବର୍ଷ ଏବଂ -- ମାସ
ଥିଲା ।

ସଂଶୋଧନ

ii) ମୋର ବୟସ ୦୧.୧୧.୨୦୧୧ରେ -- ବର୍ଷ ଏବଂ --- ମାସ ଅଟେ ।


ଜିଲ୍ଲାପାଳମାନେ ମଣ୍ଡଳ ଉନ୍ନୟନ ଅଧିକାରୀମାନଙ୍କୁ ବୈଠକରେ ଉପଲେଖ ସଂଶୋଧନ
ସଂପର୍କରେ ବିଶେଷଭାବେ ଆଲୋଚନା କରିବେ ଏବଂ ମଣ୍ଡଳ ଉନ୍ନୟନ ଅଧିକାରୀମାନେ
ଦାବିଦାରମାନଙ୍କୁ 16 ନଂ ଫାରମ ଦେବା ପୂର୍ବରୁ ଯେପରି ଆବଶ୍ୟକୀୟ ସଂଶୋଧନ ହେବ
ସେଥିପ୍ରତି ବିଶେଷ ଧ୍ୟାନ ଦେବେ ।

ମଣ୍ଡଳ ଉନ୍ନୟନ ଅଧିକାରୀମାନେ ମଧ୍ୟ ନିଜ ସ୍ତରରେ ଭୋଟର ତାଲିକା ପ୍ରସ୍ତୁତିରେ ସଂପୃକ୍ତ ସମସ୍ତ ଅଧିକାରୀମାନଙ୍କ ବୈଠକରେ ଉପରୋକ୍ତ ବିଷୟରେ ବିଷଦଭାବେ ଆଲୋଚନା କରିବେ ।

ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା ପ୍ରକାଶନ ସମୟରେ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରର ଅବସ୍ଥିତି ଉଲ୍ଲେଖ କରାଯିବ । ଯଦି ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ରର ଅବସ୍ଥିତି ନେଇ କେହି ଆପତ୍ତି କରନ୍ତି ଓ ଆପତ୍ତି ଯଥାର୍ଥ ହୋଇଥାଏ ତେବେ ଜିଲ୍ଲାପାଳଙ୍କ ଅନୁମୋଦନ କ୍ରମେ ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ର ପରିବର୍ତ୍ତନ କରାଯାଇପାରେ ।

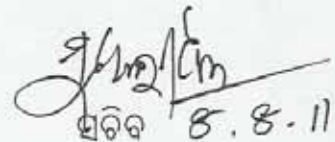
ଏହାକୁ ଜରୁରୀ ମନେକରିବେ ।

ଆପଣଙ୍କ ବିଶ୍ୱସ୍ତ


ସଚିବ ୫.୫.୧୧

ନଂ ୩୩୧୦ / ରା.ନି.ଆ ତା ୧୨.୫.୨୦୧୧

ଏହାର ଏକକିତା ନକଲ ସମସ୍ତ ଉପଜିଲ୍ଲାପାଳ / ଜିଲ୍ଲା ପଂଚାୟତ ଅଧିକାରୀ / ସମସ୍ତ ମଣ୍ଡଳ ଉନ୍ନୟନ ଅଧିକାରୀଙ୍କ ଅବଗତି ଏବଂ ବିହିତ କାର୍ଯ୍ୟାନୁଷ୍ଠାନ ନିମନ୍ତେ ପ୍ରେରଣ କରାଗଲା ।


ସଚିବ ୫.୫.୧୧

BY FAX
ELECTION URGENT

STATE ELECTION COMMISSION, ORISSA,
TOSHALI BHAWAN, B-2, 1ST FLOOR, SATYANAGAR,
BHUBANESWAR-751007

No. 3312 /SEC.,

Dated 12.8.2011

From

Sri M.D.Barik, IAS,
Secretary.

To

All Collectors.

Sub : Disposal of claims and objections u/r Rule 7(1) and application under Rule 7(2) of O.G.P.E. Rules 1965.-**procedure thereof.**

Madam/Sir,

I am directed to say that procedure for preparation of Electoral Roll has already been communicated in Commission's Order No. 3306 dtd. 12.08.2011. The Commission hereby clarifies the manner of disposal of claims and objections u/r 7(1) and the application for further enquiry u/r 7 (2) as follows:

A. Procedure for disposal of application under Rule 7(1)

1. The ERO should remain present at the designated place with Form No.16 and 17 and each application shall be acknowledged by granting receipt.
- 1.1. Every claim or objection shall either be presented to the E.R.O. within the scheduled period. In case, the ERO is indisposed, alternative arrangement be made to receive the claims and objections.
- 1.2. Individual application should only be accepted. However, if individual application relating to the members to the same household, i.e., same family, are presented together, they may be accepted.
- 1.3. Claims and objections presented **in bulk** by any individual / organization or Political Party should be refused to be accepted.
- 1.4. The claims and objections should be completed in all respect. The claimant or objector may be asked to rectify the defects if any; and to submit the form in complete form.
- 1.6. No claims or objections shall be received after the date appointed for the purpose.

2. The E.R.O. shall dispose of all claims and objections in a summary manner and shall record his decision thereon. For this, he may take assistance of any other person whom he considers fit.
- 2.1. The E.R.O. should personally hear the claimant or the objector as the case may be, and shall record his decision in each case and the brief reason for such decision.
- 2.2. The claimant should satisfy either by production of documentary evidence or any such other particulars about his age as required by the ERO. In absence of any such evidence, the claims can be disposed of after the summary enquiry to the satisfaction of the ERO.
- 2.3. Since, claims and objections will be disposed of at the Grama Panchayat headquarter or at any conspicuous place within the Grama Panchayat, assistance of School teachers may be taken for verification of records relating to age residence, membership of a particular household etc..

B. Procedure for disposal of application under Rule 7(2)

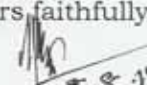
1. Only those persons who have filed Form No.16 and 17 earlier will be allowed to file application before the B.D.O. No fresh application will be received by the B.D.O
- 1.1 Each application shall be acknowledged by granting a receipt and the same shall be entered in a Register to be maintained at the Block Office.
- 1.2. The Block Development Officer before disposal of the application shall peruse the decision and the reason recorded by the ERO.
- 1.3 The Block Development Officer shall record his decision on agreeing or disagreeing to the decision of the ERO.
- 1.4. After the disposal of all applications, addition or alteration can be made to the voter list and the final voter list shall be published u/r 8(1) of the O.G.P.E. Rules 1965.

The Commission while gives scope to the eligible person for enrollment as voter at the same time would like to advise to take adequate caution against inclusion of ineligible persons as voter.

The Commission therefore, desires that adequate precaution and proper monitoring shall be done at your level for preparation of error free Electoral Roll for ensuing Panchayat Election.

The above instruction of the Commission shall immediately be brought to the notice of all Block Development Officers.

Yours faithfully,


Secretary 8-11