

Theme 9 - Electoral Roll (ER)

Guidance Plan:

1. The PPT opens with constitutional/legal provisions and listing of all the Forms related to ER.
2. The principles and concept of ordinary residence, conditions/disqualifications for enrollment and procedure of preparation/revision of ER, role of various authorities, including BLOs and BLAs have been explained in detail. EROs should note the recent modifications in the Forms and the changes in the law (4 qualifying dates) and the consequent ECI instructions
3. The various pre-revision activities, draft publication and the manner of disposal of claims and objections, enquiry, field verification, etc. and the steps involved in pre-final publication and printing of final ER have been brought out in different slides. Action in the case of homeless persons and the various documents for verification of age and ordinarily resident status are also brought out and explained.
4. The PPT goes on to explain steps like integration of roll, health analysis of ER, handling of advance applications, suo-motu action (the process under ERONET 2 does not automatically gives the option to the ERO and special procedure is required – ECI order dated 11 Aug 2023) by ERO and so on. Precautions to be taken in relation to deletion of names in an election year need to be carefully observed by EROs
5. The various statutory and procedural aspect of printing integrated roll for election , sharing copies with recognized political parties and candidates of such parties and the form in which such sharing is permitted have been brought in the second half of the PPT.
6. Towards the end of the PPT all the recent amendments in the Act, Rules and Forms and the implications thereof have been listed. The norms for super checking of Forms by DEO, Roll Observers and CEO are also laid down in the last slide.
7. EROs should necessarily refer to the ER Manual, PPT and connected resource material on ERONet and various other related resource materials on the subject.

Constitutional Provision

Constitution of India (Part- XV- 'Elections'- Article 324 to 329)

• **Article 324-** Superintendence, Direction and Control of elections to be vested in EC for:

- (1) Preparation of ER and conduct of election
- (2) Composition of EC
- (3) CEC shall be Chairman
- (4) Regional Commissioners
- (5) Service conditions and tenure of EC and CEC
- (6) President and Governor to provide staff for functions conferred on EC

Contd...

Constitutional Provision- contd.

- **Article 325**
 - ✓ One General Roll for every territorial constituency
 - ✓ No person shall be ineligible for inclusion in ER on ground of religion, race, caste, sex or any of them
- **Article 326**
 - ✓ Universal Adult Suffrage
 - ✓ Qualification- Citizen of India, 18 years on qualifying date
 - ✓ Disqualification- Non-residence. Unsoundness of mind. Disqualified on basis of crime/corrupt practice/illegal practice

Contd...

Constitutional Provision- contd.

- **Article 327-** Parliament to make provision for elections to legislatures
- **Article 328-** State Legislatures may make provision with respect to all matters relating to elections to the legislature of the concerned state including preparation of ER.
- **Article 329-** Courts barred to interfere in electoral matters when the election process is on. Challenge to any election can only be through election petitions before High Court of the State.

Statutory Provisions

- **RPA, 1950**

- Officers (Part- IIA- S 13A to 13CC)
- ER for PC (Part- IIB- S 13D)
- ER for AC (Part- III- S 14 to 25A)
- ER for Council Constituencies (Part-IV S 27)
- Electoral College for council of State and Legislative Council (Part –IV-A, S 27A)
- General Provisions (Part-V- S 28 to 32)

- **RER, 1960**

- ER for ACs (R 4 to 27 RER 1960)
- Preservation and Disposal of ER (R 32 to 34 RER 1960)
- Statutory Forms (**Forms 1-19**)

Contd...

Statutory Forms for ER preparation under R 7, 8, 8B, 10, 13, 15, 19, 22 & 31 RER, 1960

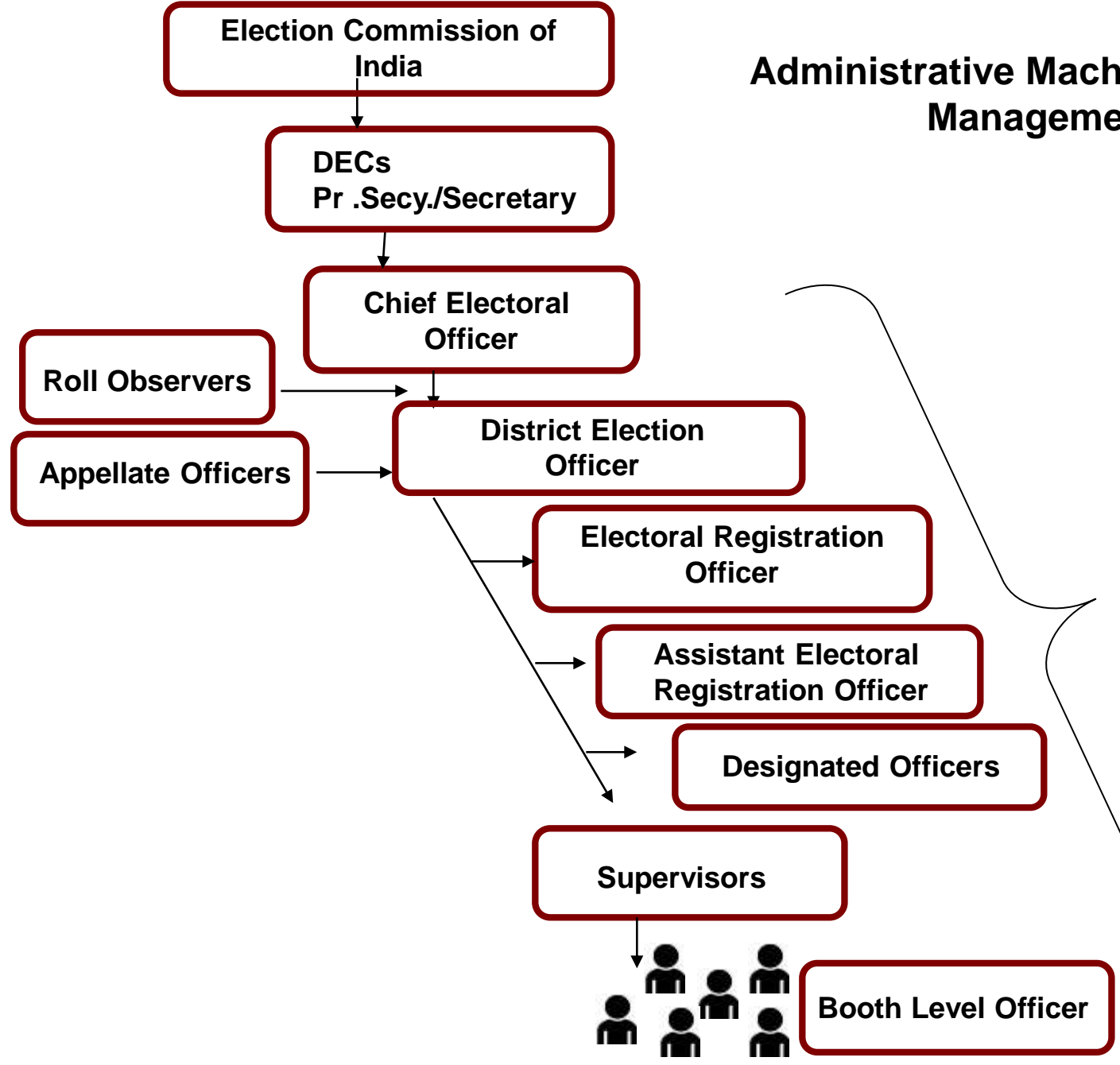
S. No.	Form	Description
1.	Form 1	Statement as to place of Ordinary Residence by a Person holding a Declared Office
2.	Form 2	Statement as to place of Ordinary Residence by a member of the Armed Forces
3.	Form 2A	Statement as to place of Ordinary Residence by a member of an armed police force of a State, who is serving outside that State
4	Form 3	Statement as to place of Ordinary Residence by a person employed under the Government of India in a post outside India
5	Form 4	Letter of request to occupants of a dwelling unit.
6	Form 5	Notice of publication of Electoral Roll in Draft
7	Form 6	Application for inclusion of name in Electoral Roll (<u>New Electors</u>)
8	Form 6 A	Application for inclusion of name in Electoral Roll by an overseas elector.
9	Form 6B	Intimation of Aadhaar
10	Form 7	Application for objecting proposed inclusion or seeking deletion of name in Electoral Roll
11	Form 8	Application for shifting of residence /correction to particulars entered in Electoral Roll/replacement of EPIC/Marking of PwD.

Contd...

Statutory Forms for ER preparation under R 7, 8, 8B, 10, 13, 15, 19, 22 & 31 RER, 1960 – contd.

S.no.	Form	Description
12	Form 9	List of applications for inclusion of names received in Form 6
13	Form 10	List of applications for objection to inclusion of names received in Form 7
14	Form 11	List of applications for correction of entries/Replacement of EPIC/Marking of PwD in Electoral Roll - received in Form 8
15	Form 11A	List of applications for shifting of addresses within AC - received in Form 8
16	Form 11B	List of applications for shifting of addresses outside AC - received in Form 8
17	Form 12	Notice of hearing of a claim
18	Form 13	Notice to the objector
19	Form 14	Notice to the person in respect of whom objection has been made
20	Form 15	Notice of hearing of an objection to particulars of an entry in the E. Roll
21	Form 16	Notice of final publication of Electoral Roll
22	Form 17	Application for name in e roll for local authorities constituency
23	Form 18	Application for inclusion of name in roll for graduates constituency
24	Form 19	Application for inclusion of name in roll for teachers constituency

Administrative Machinery for ER Management



On deemed deputation to ECI (S 13 CC RPA 1950)

Basic Concepts of registration - Disqualifications for Registration (S 16 RPA 1950)

16. Disqualifications for registration in an electoral roll —

(1) A person shall be disqualified for registration in an electoral roll if he—

(a) is not a citizen of India; or

(b) is of unsound mind and stands so declared by a competent court; or

(c) is for the time being disqualified from voting under the provisions of any law relating to corrupt practices and other offenses in connection with elections.

(2) The name of any person who becomes so disqualified after registration shall forthwith be struck off the electoral roll in which it is included:

Provided that the name of any person struck off the electoral roll of a constituency by reason of a disqualification under clause (c) of sub-section (1) shall forthwith be reinstated in that roll if such disqualification is, during the period such roll is in force, removed under any law authorizing such removal.

Contd...

Basic Concepts of registration – Age qualification - contd.

Age qualification - Qualifying Dates - documents for determining age - **S 14 RPA 1950**–

- **Qualifying Dates (S 14 RPA 1950)**
- Date with reference to which eligibility of an applicant is determined.
 - 1st January, 1st April, 1st July and 1st October (Four Qualifying dates)
- Determination of age on qualifying date (List of documents)
- **Documents for age proof** - Birth certificate issued by Competent Local Body/ Municipal Authority/ Registrar of Births & Deaths, Aadhaar Card, PAN Card, Driving License, Certificates of Class X or Class XII issued by CBSE/ICSE/ State Education Boards, if it contains Date of Birth, Indian Passport or any other document for Proof of Date of Birth
- If none of the documents mentioned in the form is available, the applicant should enclose some other document in support of age proof; and name of the said document should be mentioned in item 7(ii) and item (iv) of 'DECLARATION' part in Form. In such case, the applicant will have to appear personally before Electoral Registration Officer or any other officer designated by him for verification.

Basic Concepts of registration – Determination of Citizenship - contd.

Citizenship – admissible documents as proof:

- ERO will bear in mind the Constitution and **Citizenship Act, 1955** and all other provisions related to the citizenship before passing the order.
- Though the onus of proof of citizenship lies on applicant, the ERO must be satisfied with all the proofs which can be any of the following:-
 - National Register of Citizens (NRC)
 - Citizenship certificate issued by competent authority
 - Valid passport by Government of India
 - Birth Certificate etc.
- If still not satisfied the ERO should refer the matter to the competent authority under the relevant law.

Basic Concepts of registration – Ordinary Residence - contd.

Criteria to decide 'Ordinarily Resident' status:

Ordinary Residence (S 20 RPA 1950)-

- No minimum period specified
- Person should be sleeping regularly at the place
- Temporary absence - no disqualification
- Mere ownership of a dwelling place - no qualification
- Exceptional categories- MP/MLA/MLC, patients under treatment from mental illness, detained prisoners, service voters and wives if living with them, Declared office holders and wives if living with them, Overseas Indian Electors, students, Sangha electors
- Documentary proof of residence may not be insisted if it is not available specially in case of homeless persons, tenants who have disputes with landlords, sex workers etc.
- In such cases the BLO or some other officers can verify by visiting the place of residence mentioned in the application form that the applicant actually lives there.

Maintenance of Electoral Roll (ER)

Periodicity of revision of ER – types of revision - ER for AC – ER for PC – RER, 1960:

Periodicity of Revision (S 21 RPA 1950)

- Before each election.
- However, ECI may direct revision in any year.
- Annual Revision, though not provided in laws.

Types of Revision (R 25(1) RER 1960)

- Intensive Revision, OR
- Summary Revision, OR
- Special Summary Revision, OR
- Partly intensive and partly summary.

ER for AC and PC

- ER is prepared AC wise (S 14 to 25 RPA 1950)
- In States/UTs having LA, no separate ER for PC where ER of PC is comprised of ER of its Assembly segments (S 13D RPA 1950)
- ER are organized as geographically defined parts (R 5 RER 1960). Parts are further organized into Sections and households
- Each Part has an identified PS where electors cast their votes on the poll day

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Maintenance of Electoral Roll (ER) – contd.

Language - particulars – structure of ER – ECI directions – Constituency Map – area covered – title page - number of parts - summary sheet:

Language of ER (R 4 RER 1960)

- ECI to notify the languages in which the ER of a constituency is to be prepared.
- It is normally the official language of the **state** being spoken by majority of the people.
- If any minority language is spoken by not less than 20% of the population , then ECI notifies that language also.
- ER in metropolitan cities shall be prepared in English also.
- The last part is also published in English only.
- Currently, ER is published in 16 languages throughout the country.

Layout and Structure of ER

- ER of every AC should have title page specifying:
 - Year of preparation/revision
 - Number, name and reservation status
 - Details of Constituency and number of Parts
- Followed by table of contents indicating serial order of area covered
- Title page is followed by Constituency Map
- Summary sheet attached at the end of Assembly Roll

Maintenance of Electoral Roll (ER) – Structure of ER– contd.

Layout of ER – Part - Sections – 10 Column format – Summary Sheet – Overseas Electors – Service Voters – Last part – Maximum number in a Part:

- ✓ ER is divided into convenient 'Parts' with identifiable geographical boundary having its individual title page **(R 5 RER 1960)**
- ✓ This title page is followed by a sketch map of Polling Station area in that Part
- ✓ These Parts are further organized into Sections
- ✓ Followed by elector details in prescribed format
- ✓ The electors details are arranged in 10-column format
- ✓ Summary sheet is provided at the end of Roll of a Part
- ✓ Last Section in each Part is for Overseas Electors
- ✓ Number of names included in any Part should not exceed 2000 **(R 5 (4) RER 1960)**
- ✓ Last Part of Roll, lists the details of Service Voters (SVs) in English only.

Electoral Roll Cycle Activities - snapshot

- Pre-revision activities for Special Summary revision (SSR)
- Draft Publication of ER
- Revision - filing and disposal of claims and objections
- Final Publication of ER
- Post-publication actions
- Continuous Updation of ER
- Frozen period for ER

NB 1: ER remains continuously in state of updation throughout the year

NB 2: During election the ER will remain frozen during the period from last date of nominations to date of completion of election

Contd...

Electoral Roll Cycle – SSR - Pre-revision activities – contd.

Pre-revision activities (Preparatory work)

- Identification of Revision Staff and their training/orientation,
- Meetings with political parties by CEO/DEO to explain schedule and seek cooperation.
- Removal of DSE/PSE and Logical errors
- Check the presence of names of marked electors
- Rearrangements of Parts after Rationalization of PS
- Control table updation
- House to house survey by BLO
- Updation of BLO Register
- Preparation of supplements of continuous updating
- Integration of supplements and preparation of integrated ER
- Availability and Provisioning of Forms
- Readiness of CEO's website

Electoral Roll Cycle – SSR - Revision Period activities - contd.

Revision Period activities

- Draft Publication (**R 10 RER 1960**)
- Period of claims and objections (**R 12 RER 1960**)- Within period of 30 days from date of draft publication- minimum period 15 days
- Disposal of claims and objections
- Preparation of supplements
- Final Publication (**R 22 RER 1960**)

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Electoral Roll Cycle – SSR - Draft Publication – contd.

Publication of Draft ER – integration of last final roll with supplement of continuous updation – notice in **Form 5**:

- Draft roll will be an integrated roll (Draft roll shall be prepared after integration of last final roll plus supplement of the continuous updation, removal of deleted entries and bunching of family members)
- ERO publishes ER in Draft by making copy available for inspection and inviting advance application from prospective electors becoming eligible w.r.t subsequent qualifying date of the year (i.e. 1st April, 1st July, 1st October) through notice in **Form 5 (R 10 RER 1960)**:
 - At his office, within the Constituency
 - At place specified by him, if his office is outside the Constituency

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Electoral Roll Cycle – SSR - Draft Publication – contd.

Steps involved and guidance for publication of draft ER:

- PDF format of ER (only in text mode) is uploaded at CEO's website
- Also published in PS for general electors to check and file their claims/objections
- ER in all Constituencies in a State/District is published on the same day.
- Publication of Roll includes all Parts of Roll of Assembly Constituency and service Voters list in the last Part.
- If ER published in more than one language, all ERs to be identical and published simultaneously
- Publication is not made on public holiday
- Free of cost 2 copies of ER to every recognized political party **R 11 (c) RER 1960**
- One soft PDF copy and one hard print copy of ER to be shared with political parties
- Soft copy only indicates that photograph is available against the elector's details and hard copy contains the photographs
- Soft copies of ER without images are given within a week on payment to all concerned persons
- Proper acknowledgement-receipts from the representative of the political parties must be obtained and kept in record.

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Electoral Roll Cycle – SSR - Post publication actions– contd.

Analysis of health indicators of ER:

- ERO reports to CEO immediately in case of any omission of names from ER
- CEO reports to ECI all such omission cases
- CEO/DEO and ERO call recognized political parties to obtain their suggestions for any corrections in the Draft Roll
- ERO also scrutinizes Rolls himself particularly individual households showing more than 10 electors, etc.
- ERO arranges for reading aloud of each Part Roll before the concerned Gram Sabha/ Ward Committee
- ERO to carry out analysis of health indicators of ER like EP ratio, gender ratio, age cohort and sends **Format 1 -8**.

Electoral Roll Cycle – SSR - Health analysis of ER – contd.

Analysis of Health of ER – EP ratio – age cohort – abnormal addition/deletion – ASD:

- Elector population ratio is studied and reported to ECI revealing the age-wise under or over enrollments in comparison to census figures
- Age cohort analysis of the electors in the Roll with census population for various ages groups is carried out
- PS wise abnormal addition and deletion over last 3 years is identified, verified, corrected and reported to ECI
- Data on EPIC & photo coverage roll is analyzed in the prescribed **Formats 1-8**
- Data on voters registered but found absent (ASD) during field verification is collected and appropriate action is taken under **R 21A RER 1960**
- ERO exhibits on the notice board of his office, list of names to be deleted from the Roll to invite any objections

Electoral Roll Cycle – SSR - Disposal of Claims and Objections - General Guidance

Filing of claims and objections – protocol for disposal by ERO – Forms ‘in bulk’

- Advance applications received during or after the Annual SSR shall be disposed of by the EROs in the concerned subsequent quarters as per instructions laid down vide **Commission’s letter dated 16.03.2023 and letter no. 23/Inst/2023-ERS dated 28th June, 2023**
- Lists of the received forms shall be prepared in **Forms 9, 10, 11, 11A and 11B** and be displayed at ERO’s notice board, Polling Station notice board, Website of CEO.
- Only individual applications are to be accepted, except for an individual presenting the applications of the same households
- BLO/AERO/ERO should not receive Forms ‘in bulk’ submitted by one person on behalf of many persons not belonging to the same family
- It should be noted that
 - Form is not unsigned or without thumb impression **(R 17 of RER, 1960)**
 - No column in the Form is left blank

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NB: BLAs can submit upto 10 applications per day and a total of 30 applications during the entire revision

Electoral Roll Cycle – SSR - Disposal of Claims and Objections - General Guidance – Contd.

- Details of the immediate family members (father, mother, husband, siblings) already enrolled in the Rolls should be indicated by applicants applying for the first time. Date of birth should be indicated. Earlier Age was allowed but now only date of birth is allowed.
- Underage applicant should not get enrolled
- EPIC details should also be reflected in the Form
- ERO may refer applications (**Form 6,7,8**) to the AERO for disposal in accordance with law and both ERO and AERO can get the details locally verified by the verifying officers
- ERO may directly allow the entry in ER under **RER 1960** if he/she is satisfied with the details or may verify in case of doubt

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Electoral Roll Cycle – SSR - Disposal of Claims and Objections - General Guidance – Homeless Persons – Contd.

- In case of claim for enrolment by a homeless person who does not possess any of the documents regarding address, BLO to visit the address of homeless given in **Form-6** at night to ascertain that they actually sleep at the place given as their address in **Form- 6**.
- If the BLO is able to verify that the homeless person actually sleeps at that place, no documentary proof of place or residence shall be necessary.
- If required, BLO must visit for more than one night for such verification
- In all such cases, statement of Homeless Persons about the place of ordinary residence shall be recorded by the BLO

Electoral Roll Cycle – SSR - Disposal of Claims and Objections - General Guidance –Contd.

Procedure to be followed in disposal of claims/objections – hearing, if required – evidence on oath regarding age - decision of ERO to be recorded – list to be displayed in **Forms 9, 10, 11, 11A, 11B**:

- An individual notice with date and time of hearing should be sent to the applicants by the ERO in case of inquiry.
- The ERO has power to require any claimant, objector, person objected to, to appear in person before him for clarification and **sub-rule (3) of R 20 RER 1960**, ERO can ask the information on oath / affidavit.
- ERO should record the decisions with the reasons and should enter the decision just below the entries in the respective **Forms 9, 10, 11, 11A, 11B**
- List of applications accepted and rejected should be displayed on the notice board for any claim or objections (**Form 6, 6A, 7, 8**)
- If the ERO is not satisfied of the age proof of the applicant even after the verification, he/she may take the evidence on oath of applicant as well as any member of family
- **Form 7** should be carefully scrutinized so that they are not used to delete names of genuine electors
- In doubtful cases, where persons are not found at home during verification, ERO should send an individual notice in **Format B by registered post with AD or speed post giving 15 days to respond** with a date and time of hearing either before ERO or AERO
- In case of inconvenience in traveling hearing could be held at the village/taluka /zonal offices
- **The process of deletion of PSE/DSE, dead and shifted electors to be done as per the SoP laid down in Commission's letter dated 11.08.23**

Roll Cycle – SSR - Preparation of Final Electoral Roll – contd.

Procedure for preparation of final Electoral Roll – Draft ER plus supplements in 3 components

- Final Electoral Roll is the Draft Electoral Roll with the lists of supplements prepared in the prescribed format.
- Supplements have three components:
 - Component I – Additions
 - Component II – Deletions
 - Component III – Corrections
- All components of supplements are in same language as of basic Electoral Roll published as Draft
- Serial numbers for voters in Supplement - Component I is the continuation of last serial number in draft Roll
- If there are no entries in one or more components, “nil” is entered under the relevant heading
- In case of all “nil” amendments, “nil” Final lists of amendments are prepared

Roll Cycle – SSR – steps prior to publishing final Electoral Roll – contd.

Analysis in **Formats 1-8** - AC wise analysis of EP ratio – final roll in integrated form:

- The Supplements are prepared but not published or shared with anybody. Those are simply kept in ERO-net for record and future reference of EROs.
- Statistical Analysis in **Formats 1-8**.
- Assembly and PS wise analysis of EP ratio, Sex ratio, Age Cohorts, additions and deletions percentages against expected values
- Permission to be sought from ECI for final publication based on analysis of **Formats 1-8**
- Final roll is published in integrated form without disturbing Sl. Nos. of draft roll.

Electoral Roll Cycle – SSR –publishing of Final Roll – contd.

Integration of Final Roll (R 22(3) RER 1960)

- The final roll will be an integrated roll (mother roll plus all entries added, deleted and modified during revision period).
- Integration of final roll would not mean a merger/amalgamation of integrated draft roll with supplements of revision period. There would be no change in the serial number of entries appeared in draft roll.
- All the additions made during revision period will be put in chronological order giving continuous serial number starting with serial number of last entry in draft roll with all deletions and modifications reflected with appropriate mark.
- The modified entry will replace the existing entry with a sign of #. Similarly, against the serial number of a deleted entry, the words 'DELETED' shall be super imposed diagonally on the elector detail box.
- The reason 'E', 'S', 'Q', 'R', 'M', shall be prefixed against the serial number of each deleted entry.
- No separate supplements (addition list, deletion list, modification list) shall be printed, though the list will be kept in ERO-Net for reference.

Electoral Roll Cycle – SSR – Disposal of claims and objection for advance application – contd.

Manner of disposal of claim applications received in advance during SSR – applicants attaining qualifying age after 1st January – applications in 4 buckets: **(Instruction No. 23/Inst/2023-ERS dated 28th June,2023)**

- ERO needs to dispose of all advance applications plus pending claims and objections within a specified period
- **The updated electoral roll will be published only at the time of final publication of electoral roll after SSR.**
- **Only supplement consisting of addition list, deletion list, and modification list prepared on the basis of disposal of advance application in r/o the relevant qualifying date and all other Forms received under continuous updation during the quarter will be generated and put on website of CEO**
- **The supplement at the end of every quarter will be prepared by the 10th of the month in which the subsequent qualifying date falls.**
- **All the supplements prepared during the year after the last SSR shall be integrated for preparing the draft roll for the next SSR.**

Electoral Roll Cycle – Election Year (Commission's letter dated 11.08.23)

- **After final publication of rolls, deletion can be done only on the basis of Form 7 or on the basis of a request of deletion made by the concerned elector in declaration part of Form 8**
- **The DEO shall monitor all additions, deletions and corrections from the date of final publication of electoral rolls onwards. In case, deletion of more than 0.1% of total number of electors in any AC, DEO shall take approval of CEO before allowing deletion by ERO.**
- **After the announcement of elections, no deletion or correction of entries can be done even on the basis of forms received.**
- **Forms 7, 8, received till the date of announcement of election would be processed as per due procedure till the 10th day from the date of announcement. *Forms 7, 8 received after the announcement of election would be kept separately and shall be taken up for disposal only after completion of election.***
- **There may be some instances where Form 8 for shifting from one place to another might be received after the announcement of elections. In such cases, it would not be appropriate to deny such claims in support of the applicants' registration at the new place.**
- **In view of the position mentioned, the Commission has directed that in all such cases where Form 8 are received for shifting from one place to another, the applicant will be enrolled at new address, while he will be listed as ASD voter at old address, if located in same state.**
- **All the Form 6 and Form 8 seeking shifting of address (within constituency /outside constituency) received till 10 days before the last date of filing nominations in that constituency shall be disposed of after due process, therefore, the addition/deletion list reflecting entries from the date of final publication to the last date of filing nomination shall be printed after the last date of filing nomination**

Electoral Roll Cycle – Integrated Roll for election – contd.

Preparation and printing of integrated roll for elections – integration of 2nd supplement – integrated roll as on last date of nomination to be given to recognized parties/candidates:

- On last date of filing nominations, rolls shall be frozen.
- All **Forms - 6** received till 10 days before the last date of nominations shall be disposed off and additions shall be added below the basic mother roll without disturbing sequence/serial number of electors so added with caption “Additions during Continuous Updation”.
- Deletion and modification made in second supplement shall be reflected at the appropriate serial number.
- All the newly modified entries will replace the existing entries. The existing entry will be included in the modification supplement.
- List of additions, deletions and modifications shall be generated through ERO-Net for future reference only. It will not be printed or shared with political parties.
- The integrated roll printed after last date of filing of nominations shall be given to the contesting candidates of recognized political parties within 3 days of last date of withdrawal of candidatures.
- The identical integrated roll, after indicating postal ballot/EDC/adding proxy shall be used for polling.

Electoral Roll Cycle – Preparation and Printing of Integrated Electoral Roll for election

- The deleted entry will continue at the serial number of the entry, indicating the abbreviated form of reason i.e. 'E', 'S', 'Q', 'R', 'M' for such deletion. Similarly, the new modified entry will replace the existing entry with a sign of # against the serial number to indicate that the entry has been modified.
- To differentiate the deletions and modifications done during Annual Summary Revision and updated during subsequent quarters, following marking would be indicated –

No. of Supplement	Marking for deletion	Marking for modification
Supplement 1 (Prepared during Annual SSR)	DELETED	#
Supplement 2 (Quarter 2)	DELETED 2	(2)#
Supplement 3 (Quarter 3)	DELETED 3	(3)#
Supplement 4 (Quarter 4)	DELETED 4	(4)#

Electoral Roll Cycle – Hosting of ER on website – contd.

SOP for hosting ER on website – sharing with political parties/others:

- **Image PDF** (non-editable) of ER, with only details and without photograph of electors, shall be hosted on the CEOs' website.
- Access to view such image PDF to be strictly provided through CAPTCHA containing alphabet, numeral and special character.
- Wherever soft copy of ER is shared with political parties/others, it should be in the image pdf Format with only the details and without the photograph.

Recent Reforms...

Broad areas of reforms

- Use of Aadhaar for electoral registration purpose
- Multiple qualifying dates
- Gender neutral provision for service and special electors
- Power to acquire premises for the purpose of conduct of elections
- Modifications in Electoral Services Forms

NB: relevant changes have already been incorporated in the slides

Modification in electoral services - Forms – Amendments made in 2022

- **Registration of Electors (Amendment) Rules, 2022** have been notified vide Min. of L&J notification dated 17th June, 2022 under **S 28 RPA, 1950 (43 of 1950)**. Vide this amendment:
 - Modifications have been done in the registration forms for electors namely **Form 1, 2, 2A, 3, 6, 7, 8, 11, 11A, 18 and 19**.
 - New **Forms, 6B and 11B** are introduced
 - **Forms 8A, 8B, 001** and part of **Form-6** are merged with **Form 8**.
 - Modified Forms came into force on **01st August, 2022**.

Modification in electoral services - Forms – Amendments made in 2022 – contd.

- There are no substantial changes made in the **Form 1, 2, 2A, 3, 18 & 19** apart from seeking Aadhaar details of electors.
- **Form-1:** Statement as to place of ordinary Residence by a person holding a declared office
- **Form-2:** Statement as to place of ordinary Residence by member of the Armed Forces
- **Form-2A:** Statement as to place of Ordinary Residence by a member of the Armed police force of a state, who is serving outside that state
- **Form-3:** Statement as to place of Ordinary Residence by a person employed under Government of India in a post outside India
- **Form-18:** Claim for inclusion of name in the electoral roll for a Graduate's constituency
- **Form-19:** Claim for inclusion of name in the electoral roll for a Teacher's constituency

Modification in electoral services - Forms – Amendments made in 2022 – contd.

- The revised **Form-6** is only for “registration of new voters/electors”.
- Provision for application for shifting from one constituency to another constituency in the earlier **Form 6** has been removed.
- Provision for submission of Aadhaar number voluntarily for identification of new voters
- Details of Legal Guardian in case of Orphan/ Guru in case Third Gender can now be given under details of relatives.
- Some documents have been prescribed for proof of Date of Birth [7(b)(i)] and proof of **residence[8(b)(i)]**, which will ensure speedy delivery of services.
- For PwD electors, percentage of disability should be mentioned along with its certificate. However, it is an optional field.

Modification in electoral services - Forms – Amendments made in 2022 – contd.

Form 6A:

- There is **no change** in existing Form - 6A for “inclusion of name in Electoral Roll by an overseas Indian elector” and it shall continue to remain in force/existence.

New Form 6B:

- **Form 6B:** Letter of information of Aadhaar number for the purpose of electoral roll authentication
- If the already registered voter is not able to furnish Aadhaar number, existing elector can submit anyone of the notified eleven documents
- This form is meant for authentication of exiting voters in e-roll through Aadhaar or anyone of the notified eleven documents
- Central Government notified 1st April 2023 as the date on or before which every person whose name is included in the electoral roll may intimate his Aadhaar number.
- Mobile number and e-mail address of all electors are to be collected in **Form-6B**, so that e-services like e-EPIC, e-Voter Slip, SMS/email based Polling information, etc can be communicated whenever required

Communication in electoral services - Forms – Amendments made in 2022 – 11 alternative documents for authentication through **Form 6B** - contd.

1. MGNREGA Job Card
2. Passbooks with photograph issued by Bank/Post Office
3. Health Insurance Smart Card Issued under the scheme of Ministry of Labour
4. Driving License
5. PAN Card
6. Smart Card issued by RGI under NPR
7. Indian Passport
8. Pension document with photograph
9. Service Identity card with photograph issued to employees by Central/State Govt./PUS/Public Limited Companies
10. Official Identity Card issued to MPs/MLAs/MLCs
11. Unique Identity ID (UDID) Card, issued by M/o Social Justice and Empowerment, Govt. of India

Modification in electoral services - Forms – Amendments made in 2022 – contd.

Modified **Form-7** and new significant provisions:

- The application can be made by an elector in the existing electoral roll of the constituency.
- The application can be an objection in respect of a registered elector

or

an objection to the proposed inclusion of any entry in the electoral roll of the constituency in which the applicant himself is registered

or

a request for deletion of the applicant's own name from the electoral roll

- A provision for attaching the death certificate has also been made.

Modification in electoral services - Forms – Amendments made in 2022 – **Form 8** - contd.

- Old **Form 8A, 8B, 001** and part of **Form-6** are merged with modified **Form 8**
- Four electoral services can be availed by existing electors in the roll using **Form 8** –

(1) Shifting of Residence:

- Applicant can make request to delete from previous address and shifting to current address to Registration Officer of the constituency in which presently ordinarily residing.
- In other words, shifting within the constituency or outside the constituency
- Self-attested copy of address proof of either in the name of applicant or anyone of the parents/spouse/adult child, if already enrolled with as elector at the same address

Contd...

Modification in electoral services - Forms – Amendments made in 2022 – **Form 8** - contd.

(2) Correction of Entries in Existing Electoral Roll

- Existing elector can make application to correct details in the electoral roll/EPIC
- Elector has to return old EPIC

(3) Issue of Replacement of EPIC without correction

- Existing elector can make application for issue of Replacement EPIC on the ground of loss or destroyed due to reason beyond control like flood, fire or other natural disasters, etc or mutilated.
- Elector has to return mutilated EPIC/old EPIC or copy of FIR/police report in case of lost EPIC

(4) Request for marking as Person with Disability

- Provides for marking of category of disability and percentage of disability

Modification in electoral services - Forms – Amendments made in 2022 – contd.

Modified **Form 11**:

- List of objections/Application for correction of entries/ Replacement of EPIC/ Marking of PwD Electors received in **Form 8**.

Modified **Form 11A**:

- List of applications for shifting of address within the constituency received in **Form 8**.

New **Form 11B**:

- List of objections for shifting of address outside the constituency received in **Form 8**.

mechanism of super-checking of forms disposed of by AEROs/EROs, by superior authorities i.e. DEO, Roll Observer and CEO;

SI. No.	Authorities conducting Super-checking	Timeline
1.	DEO-Verification of 50 Forms (20 additions+20 deletions+10 modifications) in the district covering all ACs under his jurisdiction (or) atleast 10 forms (4 additions+4 deletions+2 modifications) in each of the ACs of the district, by table top exercise. Out of these verified forms, field verification must be done in a minimum 10 forms.	Upto 7 days after last date of disposal by EROs.
2.	Roll Observers - Verification of 250 forms (100 additions + 100 deletions + 50 modifications) in the assigned districts or at least 10 forms (4 additions+ 4 deletions+ 2 modifications) in each of the assigned districts, by table top exercise. Out of these verified forms, field verification must be done in a minimum 20 forms.	Upto 7 days after last date of disposal by EROs.
3.	CEO- Verification of 250 forms (100 additions+100 deletions+50 modifications) in the State covering all districts or atleast 10 forms (4 additions+ 4 deletions+ 2 modifications) in each district, by table top exercise. Out of these verified forms, field verification must be done in a minimum 20 forms.	Upto 7 days after last date of disposal by EROs.
4.	Reversal of order, if need be, by EROs.	Upto 5 days after super checking by DEO, Roll Observer and CEO.