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**STATE ELECTION COMMISSION, ODISHA  
TOSHALI BHAWAN, B-2, 1st FLOOR, SATYANAGAR  
BHUBANESWAR-751 007**

**ORDER**

The 16th September 2014

No. 4629-SEC.—Whereas, the Government in Housing & Urban Development Department have created 2 Notified Area Councils, i. e. Daspalla Notified Area council in Nayagarh District, Tusura Notified Area Council in Balangir District ;

Whereas, the concerned District Magistrates have published the final notifications for Delimitation of Wards and Reservation of Seats of these Urban Local Bodies as per the order of Government in Housing & Urban Development Department ;

Whereas, it is necessary to prepare Wardwise Electoral Roll of aforesaid Notified Area Councils before conduct of General Election. The Commission directs that all persons eligible to be voters by the qualifying date, i. e. the 1st January 2014 shall have opportunity to file claims in appropriate form prescribed in the Orissa Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 for inclusion of their names in the Electoral Rolls as per rules and claims of all qualified voters shall be disposed of in accordance with the procedures prescribed by the Commission and the names to be added to the Roll shall be entered in Form No. 1A appended to the order ;

Now, therefore, the State Election Commission in exercise of powers vested in it under Article 243 ZA of Constitution and under Section 11A of Orissa Municipal Act, 1950 directs that Wardwise Electoral Roll of the Daspalla Notified Area Council in Nayagarh District and Tusura Notified Area Council in Balangir District shall be prepared as per the programme laid down in Schedule-I in the manner prescribed in Schedule-II of this Order.

SCHEDULE OF PROGRAMME FOR PREPARATION AND PRINTING OF ELECTORAL ROLL IN  
DASPALLA AND TUSURAN.A.C.

Sl.No. (1)	Particulars (2)	Date (3)	Place/Remarks (4)
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 Orissa Municipal (DW, RS & CE) Rules, 1994.	22-09-2014 to 30-09-2014 (Except Public Holiday).	..
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.	08-10-2014	(1) Noticeboard of the Election Officer. (2) Noticeboard of the concerned ULB. (3) At a conspicuous place in the Ward.
3	Date up to which the preliminary Electoral Roll be kept open for inspection by public under Rule 7 (3).	08-10-2014 to 14-10-2014 (Except Public Holiday).	(1) Noticeboard of the Election Officer (2) Noticeboard of concerned ULB. (3) At a conspicuous place in the Ward.
4	Filing of claims and objections before the Election Officer under Rule 8 (2).	08-10-2014 to 15-10-2014 (Except Public Holiday).	The Office of the Election Officer.
5	Enquiry and correction before hearing of claims and objections by Election Officer under Rule 9.	16-10-2014 to 18-10-2014.	..
6	Publication of list of claims and objections Enquiry and corrections before hearing of claims and objections by Election Officer under Rule 10.	15-10-2014	The Office of the Election Officer.
7	Hearing and disposal of claims and objections by Election Officer under Rule 11.	20-10-2014 to 24-10-2014 (except public Holiday).	..
8	Date of draft publication	25-10-2014	(1) Noticeboard of the Election Officer (2) Noticeboard of concerned ULB. (3) At a conspicuous place in the Ward.

(1)	(2)	(3)	(4)
9	Appeal against the orders of the Election Officer before the District Magistrate under Rule 11A. (within 5 days of publication by Election Officer).	27-10-2014 to 31-11-2014 (except public Holiday).	The Office of the District Magistrate.
10	Disposal of Appeal by the District Magistrate under Rule 11A.	01-11-2014 to 12-11-2014 (except public Holiday).	..
11	Forwarding of orders by the District Magistrate to Election Officer.	13-11-2014	..
12	Date of publication of final Electoral Roll under Rule 15.	14-11-2014 to 17-11-2014	(1) Noticeboard of the Election Officer (2) Noticeboard of concerned ULB. (3) At a conspicuous place in the Ward.
13	Publication of proposed list of polling stations/booths.	14-11-2014 to 17-11-2014.	..
14	Finalisation of polling booth/station	18-11-2014 to 20-11-2014.	..
15	Submission of booth list State Election Commission by the Election Officer for approval.	By 22-11-2014	..
16	Approval of booth list by the State Election Commission.	By 25-11-2014	..
17	Submission of printed copy of final Electoral Roll to the Commission.	By 01-12-2014	..

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

D. SATPATHY

Secretary

#### SCHEDULE- II

#### PROCEDURE FOR PREPARATION OF ELECTORAL ROLL

1. The District Magistrate as Election Officer shall be in overall charge of preparation of Electoral Roll of the Notified Area Council concerned.

2. The Election Officer appointed by the Commission will be in charge of preparation and finalisation of the Wardwise Electoral Roll of the Notified Area Council concerned.

3. The Electoral Roll of the Assembly Constituency prepared by the Election Commission of India published during January 2014 and currently in force, shall be the basis for preparation of preliminary Wardwise Electoral Roll of the Notified Area Councils concerned and all persons eligible

to be voters by the qualifying date, i. e. the 1st January 2014 shall have opportunity to file claims in appropriate form prescribed in the Orissa Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 for inclusion of their names in the Electoral Rolls as per rules and claims of all qualified voters shall be disposed of in accordance with the procedures prescribed by the Commission and the names to be added to the Roll shall be entered in Form No. 1A appended to the order. (Sample copy of the form enclosed).

4. Preliminary Electoral Roll for each Ward shall be prepared in Form No. 1 (sample copy of the form enclosed) prescribed under Rule 4 of the Orissa Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 and be published in accordance with Rule 7 of the said rule. 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 I. An Assistant/Clerk may be entrusted to help the public in inspection of the Preliminary Electoral Roll during the period.

5. It has been provided in Rule 7 (4) of Orissa Municipal 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 with necessary modification in one newspaper for one day only. Care may be taken to ensure that the said paper would really be having wide circulation in the district.

6. Any person whose name is already enrolled in Assembly Electoral Roll, published during January 2014 but does not find place in the Wardwise Electoral Roll now prepared as per Para. 4 above can file claims or objections for enrolment/correction in the entry in Form No. III & IV respectively. It is made clear that fresh claim for enrolment as voter shall be entertained as per Para. 3 above.

7. The claims and objections shall be enquired into by the Election Officer. He can also take steps for correction of clerical/accidental mistakes under Rule 9 of Orissa Municipal (DW, RS and CE) Rules, 1994.

8. After hearing and disposal of claims and objections and finalisation of Electoral Roll by the Election Officer under Rule 11, the Election Officer will prepare a draft Electoral Roll and publish the same as per the approved Programme.

9. Any person aggrieved by the order passed by the Election Officer under Rule 11 can file an appeal petition before the District Magistrate within five days from the date of completion of all works under Rules 11 & 13 by the Election Officer. The application shall be received by the District Magistrate with an acknowledgement 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 N.A.C., the Ward he belongs, date and time of receipt of the appeal will be incorporated.

The District Magistrate within 7 (seven) days 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. 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.

10. After disposal of all the appeals by the District Magistrate, the Final Electoral Roll shall be prepared and published by the Election Officer for three consecutive days at the prescribed places as per the corresponding rule. The name of such voters are to be inserted at the appropriate place of the Electoral Roll. The Commission has prescribed a model form at Appendix B of this Schedule to be used for final publication of Electoral Roll.

11. 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 :

1. ଏହି ଭୋଟର ତାଲିକା ପୌର ନିର୍ବାଚନ ନିମନ୍ତେ ଉଦ୍ଦିଷ୍ଟ । ବିଧାନସଭା ଓ ଲୋକସଭା ଭୋଟର ତାଲିକା ଭିନ୍ନ ଅଟେ ଓ ତାହା ଭାରତ ନିର୍ବାଚନ କମିଶନଙ୍କ ଦ୍ଵାରା ପ୍ରକାଶନ କରାଯାଏ । ପ୍ରତ୍ୟେକ ବିଧାନସଭା ଓ ଲୋକସଭା ନିର୍ବାଚନ ପୂର୍ବରୁ ଭୋଟର ତାଲିକାରେ ଆପଣଙ୍କ ନାମ ଅଛି କି ନାହିଁ ତନଖି କରନ୍ତୁ ।
2. "Certified that the Electoral Roll of Ward No. .... of ..... Municipality/N.A.C. has been duly published as per the provisions of Orissa Municipal (DW, RS & CE) 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.

12. 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 under Rule 15(2) of Orissa 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.

13. After final publication, photo copy of the manuscript shall be sent by the Election Officer to the District magistrate concerned before printing of the electoral roll is taken up.

14. After publication of the Electoral Roll, 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 by posting the same in the office of the NACs/Election Officer and in a conspicuous place in the Ward. The Election Officer should have worked out the details for preparing such list of polling station/booths before the final publication of Electoral Roll so that it will be convenient for him in publish the draft list of polling station promptly. A model format in Odia for draft publication of polling stations has been appended in Appendix C. Public objections, if any, on the location of polling stations may be received within the stipulated time from the draft publication of the list of polling station.

The draft of polling stations so published shall be discussed with the representatives of recognized political parties (who may be noticed earlier) and 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 and submit the same to the Commission for approval.

15. The final Electoral Roll so published shall then be split up Boothwise.

14. After splitting up of the final Electoral Roll Boothwise, 30 copies of the Electoral Roll of each Ward shall be printed boothwise locally at rates approved by the Commission. The Election Officer shall ensure to check each and every entry in the final printed copy with reference to the manuscript in order to have error free final Electoral Roll. Photostate copies of the Electoral Roll of the Wards of the Municipality shall be duly authenticated and forwarded to Commission. Each National Party/ State Party of Odisha shall also be supplied with a copy of the same free of cost.

## APPENDIX A TO SCHEDULE II

..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ

### ପ୍ରେସ୍ ବିଜ୍ଞପ୍ତି

..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର ନିର୍ବାଚନ ନିମନ୍ତେ ଭୋଟର ତାଲିକା ପ୍ରସ୍ତୁତି ପାଇଁ ରାଜ୍ୟ ନିର୍ବାଚନ କମିଶନ ନିର୍ଦ୍ଦେଶ ପ୍ରଦାନ କରିଛନ୍ତି । .....ରେ ପ୍ରକାଶିତ ବିଧାନସଭା ଭୋଟର ତାଲିକାକୁ ଭିତ୍ତିକରି, ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା ..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦର କାର୍ଯ୍ୟାଳୟରେ ପ୍ରକାଶନ କରାଯାଇଛି ଏବଂ ସର୍ବସାଧାରଣଙ୍କ ପରିଦର୍ଶନ ପାଇଁ ଉକ୍ତ ଭୋଟର ତାଲିକା ..... କାର୍ଯ୍ୟାଳୟରେ ତାରିଖ ..... ୨୦୧୪ରୁ ତାରିଖ ..... ୨୦୧୪ ପର୍ଯ୍ୟନ୍ତ ଉନ୍ମୁକ୍ତ ରହିବ । ଭୋଟରମାନଙ୍କୁ ଜଣାଇ ଦିଆଯାଇଛି ଯେ, ତାଙ୍କର ନାମ ସମ୍ପୂର୍ଣ୍ଣ ଓଡ଼ିଶା ଠିକ୍ ଭାବେ ଭୋଟର ତାଲିକାଭୁକ୍ତ ହୋଇଛି କି ନାହିଁ ତନଖି କରିନିଅନ୍ତୁ । ଯଦି କୌଣସି ଭୋଟରଙ୍କ ନାମ ବିଧାନସଭା ଭୋଟର ତାଲିକାଭୁକ୍ତ ଥାଇ ଓଡ଼ିଶା ପ୍ରସ୍ତୁତ ହୋଇଥିବା ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ ଭୋଟର ତାଲିକାରେ ସ୍ଥାନ ପାଇ ନଥାଏ ତେବେ ଭୋଟର ତାଲିକାରେ ନାମ ଅନ୍ତର୍ଭୁକ୍ତ, ସଂଶୋଧନ କରିବା ପାଇଁ ଫାରମ ନଂ. IIIରେ ଦରଖାସ୍ତ ନିମ୍ନ ସ୍ୱାକ୍ଷରକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟରେ ତାରିଖ .....୨୦୧୪ରୁ ତାରିଖ .....୨୦୧୪ ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ । ଅନୁରୂପଭାବେ ପ୍ରାଥମିକ ଭୋଟର ତାଲିକାରେ ଅନ୍ତର୍ଭୁକ୍ତ ହୋଇଥିବା କୌଣସି ଭୋଟରଙ୍କ ନାମ ସମ୍ପର୍କରେ ଆପଣ ଫାରମ ନଂ. IV ଉପରୋକ୍ତ ତାରିଖ ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ । ଫାରମ ନଂ. III ଓ IV ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟରୁ ବିନା ମୂଲ୍ୟରେ ମିଳିପାରିବ । ଯଦି ନିର୍ଦ୍ଧାରିତ ଛପା ଫାରମ ନ ମିଳେ, ତେବେ ତାହାର ଅବିକଳ ନକଲ ହାତରେ ଲେଖି ଅଥବା ଟାଇପ, ଫଟୋକପି କିମ୍ବା ସାଇଲୋସ୍କୋପ୍ କରି ନିର୍ଦ୍ଧାରିତ ସମୟସୀମା ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ ।

ନିର୍ବାଚନ ଅଧିକାରୀ

## APPENDIX B TO SCHEDULE II

## ଚୁଡ଼ାନ୍ତ ଭୋଟର ତାଲିକା ପ୍ରକାଶନର ନୋଟିସ

(ରାଜ୍ୟ ନିର୍ବାଚନ ଆୟୁକ୍ତଙ୍କ ଦ୍ଵାରା ନିର୍ଦ୍ଧାରିତ)

ଏତଦ୍ଵାରା ସର୍ବସାଧାରଣଙ୍କ ଗୋଚରାର୍ଥେ ଜଣାଇ ଦିଆଯାଉଅଛି ଯେ ଓଡ଼ିଶା ପୌର ନିର୍ବାଚନ ନିୟମ, ୧୯୯୪ର ଧାରା ୧୫ ଅନୁଯାୟୀ ପ୍ରସ୍ତୁତ ସଂଲଗ୍ନ ଚୁଡ଼ାନ୍ତ ଭୋଟର ତାଲିକା ପ୍ରକାଶ କରାଯାଇଛି ଏବଂ ଏହା ନିମ୍ନ ସ୍ଵାକ୍ଷରକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ ଓ ପୌର କାର୍ଯ୍ୟାଳୟରେ ତା .....ରିଖରୁ ତା .....ରିଖ ପର୍ଯ୍ୟନ୍ତ ଉପଲବ୍ଧ ଅଟେ ।

ସ୍ଥାନ : .....

ନିର୍ବାଚନ ଅଧିକାରୀ

ତାରିଖ : .....

..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ

## ଫାରମ 1

(ନିୟମ ୪ ଦ୍ରଷ୍ଟବ୍ୟ)

## ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା - ୨୦୧୪

ଜିଲ୍ଲା ..... ପୌର ପରିଷଦ/ବିଜ୍ଞାପିତ ଅଞ୍ଚଳ ପରିଷଦ

..... ସବ୍ଡିଭିଜନ୍ .....  
.....

ଖାର୍ଡ ନଂ. ....

କ୍ର. ନଂ.	ଘ. ନଂ.	ପିତା ବା ସ୍ଵାମୀଙ୍କ ନାମ ସହିତ ନିର୍ବାଚକଙ୍କ ନାମ	ବୟସ	ଲିଙ୍ଗ	ବିଧାନ ସଭା ନିର୍ବାଚନମଣ୍ଡଳୀର ଭାଗ ସଂଖ୍ୟା/ଭୋଟର ତାଲିକା କ୍ରମିକ ନଂ.
୧	୨	୩	୪	୫	୬

## ଫାରମ 1-A

(ଅଧିନିୟମ 4 ଦ୍ରଷ୍ଟବ୍ୟ)

## ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା

ଯୋଗ ତାଲିକା

ଜିଲ୍ଲା ..... ପୌର ପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର  
 ପରିଷଦ..... ସବ୍ଡିଭିଜନ୍ .....  
 ଖାର୍ଚ୍ଚ ନଂ. ....

କ୍ରମିକ ନଂ.	ଘର ନଂ.	ନିର୍ବାଚକଙ୍କ ନାମ ଓ ପିତା ବା ସ୍ଵାମୀଙ୍କ ନାମ	ବୟସ	ଲିଙ୍ଗ
୧	୨	୩	୪	୫