

# The Odisha Gazette

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## STATE ELECTION COMMISSION, ODISHA

TOSHALI BHAWAN, B-2, 1st FLOOR, SATYANAGAR, BHUBANESWAR - 751 007

### ORDER

The 31st March 2015

No. 1879-SEC.—Whereas, the Government in Housing & Urban Development Department have created two Notified Area Councils, i. e. Champua Notified Area Council in Keonjhar District and Balliguda Notified Area Council in Kandhamal 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 and furnished the same to the Commission ;

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 2015 shall have opportunity to file claims in appropriate form prescribed in the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 for inclusion of their names in the Electoral Roll 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 11-A of Odisha Municipal Act, 1950, read with the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 thereunder directs that Wardwise Electoral Roll of the Champua Notified Area Council in Keonjhar District and Balliguda Notified Area Council in Kandhamal District shall be prepared as per the programme laid down in Schedule - I in the manner prescribed in Schedule - II of this order.

## SCHEDULE I

**PROGRAMME FOR PREPARATION OF ELECTORAL ROLL FOR GENERAL  
ELECTION TO CHAMPUA N. A. C. & BALLIGUDA N. A. C.**

Sl. No.	Particulars	Date	Place/REMARKS
(1)	(2)	(3)	(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 Odisha Municipal (D.W.R.S. & C.E) Rules, 1994.	09-04-2015 to 20-04-2015.	..
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.	21-04-2015	(1) Noticeboard of the Election Officer. (2) Noticeboard 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).	21-04-2015 to 25-04-2015	(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).	21-04-2015 to 27-04-2015 (Except Govt. Holidays).	The Office of the Election Officer.
5	Enquiry and correction before hearing of claims and objections by Election Officer under Rule 9.	28-04-2015 to 30-04-2015	..
6	Publication of list of claims and objections received and all corrections made by the Election Officer in form No. V under Rule 10.	01-05-2015	In the Noticeboards of the N. A. C. and Office of the Election Officer.
7	Hearing and disposal of claims and objections by Election Officer under Rule 11.	06-05-2015 to 11-05-2015 (Except Govt. Holidays).	As may be fixed by the Election Officer.

(1)	(2)	(3)	(4)
8	Date of draft publication	12-05-2015	(1) Noticeboard of the Election Officer. (2) Noticeboard of concerned ULB. (3) At a conspicuous place in the Ward.
9	Appeal against the orders of the Election Officer before the District Magistrate.	13-05-2015 to 18-05-2015 (Except Govt. Holidays).	The office of the District Magistrate.
10	Disposal of Appeal by the District Magistrate.	19-05-2015 to 26-05-2015 (Except Govt. Holidays).	As may be fixed by the District Magistrate.
11	Forwarding of orders by the District Magistrate to Election Officer.	27-05-2015	..
12	Date of publication of final Electoral Roll under Rule 15.	28-05-2015 to 30-05-2015.	(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 Station/Booths.	28-05-2015 to 30-05-2015.	(1) Noticeboard of the Election Officer. (2) Noticeboard of concerned ULB. (3) At a conspicuous place in the Ward.
14	Finalisation of Polling Stations/Booths	01-06-2015 to 04-06-2015.	..
15	Submission of Booth list to State Election Commission by the Election Officer for approval.	05-06-2015	..
16	Approval of Booth list by State Election Commission.	08-06-2015	..
17	Submission of printed copy of final Electoral Roll to the Commission.	20-06-2015	..

*N.B.* — The rules referred herein refer to the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994.

By order and in the name of  
State Election Commission, Odisha  
D. SATPATHY  
Secretary

## PROCEDURE FOR PREPARATION OF ELECTORAL ROLL

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

3. The Electoral Roll of the Assembly Constituency prepared by the Election Commission of India published during January 2015 and currently in force, shall be the basis for preparation of preliminary Wardwise Electoral Roll of the Notified Area Council concerned and all persons eligible to be voters by the qualifying date, i. e. the 1st January 2015 shall have opportunity to file claims in appropriate form prescribed in the Odisha 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 Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules, 1994 and be published in accordance with Rule 7 of the said Rules. 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 the Odisha Municipal Election Rules, 1994 that the fact of publication of preliminary Electoral Roll shall be notified in one Odia news paper 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. Wide publicity should be given in each Ward regarding preparation of Electoral Roll so as to create sufficient awareness among the voters.

7. Any person whose name is already enrolled in Assembly Electoral Roll, published January 2015 but does not find place in the Wardwise Electoral Roll now prepared as per Para. 4 above can file claims or objections for enrollment/correction in the entry in Form No. III & IV respectively. It is made clear that fresh claims for enrollment as voter shall be entertained as per Para. 3 above.

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

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

10. 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 NAC, 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.

11. 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.

12. 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 ଯୌର ନିର୍ବାଚନ ନିମନ୍ତେ ଉଦ୍ଦିଷ୍ଟ । ବିଧାନସଭା ଓ ଲୋକସଭା ଭୋଟର ତାଲିକା ଭିନ୍ନ ଅଟେ ଓ ତାହା ଭାରତ ନିର୍ବାଚନ କମିଶନଙ୍କ ଦ୍ୱାରା 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/NAC has been duly published as per the provisions of Odisha Municipal (DWRS & 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.

13. After final publication of the Electoral Roll also any person may apply to the Election Office for correction of the existing entry in the final Electoral Roll under Rule 15(2) of the 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, 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.

15. 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 stations/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 stations/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 stations.

The draft of polling stations so published shall be discussed with the representatives of recognised 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.

16. The final Electoral so published shall then be split up boothwise.

17. 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 vide letter No. 987, dated the 18th February 2013. 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. Photostat 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/ପୌରପାଳିକା

**ପ୍ରେସ୍ ବିଜ୍ଞପ୍ତି**

..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌରପାଳିକାର ଉପନିର୍ବାଚନ ନିମନ୍ତେ ଭୋଟର ତାଲିକା ପ୍ରସ୍ତୁତି ପାଇଁ ରାଜ୍ୟ ନିର୍ବାଚନ କମିଶନ ନିର୍ଦ୍ଦେଶ ପ୍ରଦାନ କରିଛନ୍ତି । ..... ରେ ପ୍ରକାଶିତ ବିଧାନ ସଭା ଭୋଟର ତାଲିକାକୁ ଭିତ୍ତିକରି, ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା ..... ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌରପାଳିକାର କାର୍ଯ୍ୟାଳୟରେ ପ୍ରକାଶନ କରାଯାଇଛି ଏବଂ ସର୍ବସାଧାରଣଙ୍କ ପରିଦର୍ଶନ ପାଇଁ ଉକ୍ତ ଭୋଟର ତାଲିକା ..... କାର୍ଯ୍ୟାଳୟରେ ତାରିଖ ..... ୨୦୧୫ରୁ ତାରିଖ ..... ୨୦୧୫ ପର୍ଯ୍ୟନ୍ତ ଉନ୍ମୁକ୍ତ ରହିବ । ଭୋଟରମାନଙ୍କୁ ଜଣାଇ ଦିଆଯାଇଛି ଯେ, ତାଙ୍କର ନାମ ସଂପୂର୍ଣ୍ଣ ଓଡ଼ିଆରେ ଠିକ୍ ଭାବେ ଭୋଟର ତାଲିକାଭୁକ୍ତ ହୋଇଛି କି ନାହିଁ ତନଖି କରିନିଅନ୍ତୁ । ଯଦି କୌଣସି ଭୋଟରଙ୍କ ନାମ ବିଧାନ ସଭା ଭୋଟର ତାଲିକାଭୁକ୍ତ ଥାଇ ଓଡ଼ିଆରେ ପ୍ରସ୍ତୁତ ହୋଇଥିବା ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌରପାଳିକା ଭୋଟର ତାଲିକାରେ ସ୍ଥାନ ପାଇ ନଥାଏ ତେବେ ଭୋଟର ତାଲିକାରେ ନାମ ଅନ୍ତର୍ଭୁକ୍ତ, ସଂଶୋଧନ କରିବା ପାଇଁ ଫାରମ ନଂ. III ରେ ଦରଖାସ୍ତ ନିମ୍ନ ସ୍ୱାକ୍ଷରକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟରେ ତାରିଖ ..... ୨୦୧୫ରୁ ତାରିଖ ..... ୨୦୧୫ ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ । ଅନୁରୂପଭାବେ ପ୍ରାଥମିକ ଭୋଟର ତାଲିକାରେ ଅନ୍ତର୍ଭୁକ୍ତ ହୋଇଥିବା କୌଣସି ଭୋଟରଙ୍କ ନାମ ସଂପର୍କରେ ଆପଣ ଫାରମ ନଂ. IV ଉପରୋକ୍ତ ତାରିଖ ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ । ଫାରମ ନଂ. III ଓ IV ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟରୁ ବିନା ମୂଲ୍ୟରେ ମିଳିପାରିବ । ଯଦି ନିର୍ଦ୍ଧାରିତ ଛାପା ଫାରମ ନ ମିଳେ, ତେବେ ତାହାର ଅବିକଳ ନକଲ ହାତରେ ଲେଖି ଅଥବା ଟାଇପ, ଫଟୋକପି କିମ୍ବା ସାଇଲେସ୍କୋପିକଲ କରି ନିର୍ଦ୍ଧାରିତ ସମୟସୀମା ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ ।

ନିର୍ବାଚନ ଅଧିକାରୀ

**APPENDIX 'B' TO SCHEDULE - II**

**ବୁଡ଼ାନ୍ତ ଭୋଟର ତାଲିକା ପ୍ରକାଶନର ନୋଟିସ**

(ରାଜ୍ୟ ନିର୍ବାଚନ ଆୟୁକ୍ତଙ୍କ ଦ୍ୱାରା ନିର୍ଦ୍ଧାରିତ)

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

ସ୍ଥାନ .....

ନିର୍ବାଚନ ଅଧିକାରୀ

ତାରିଖ .....

ପୌରପାଳିକା/ଅଧିସୂଚିତ କ୍ଷେତ୍ର ପରିଷଦ

(ନିୟମ ୪ ଦ୍ରଷ୍ଟବ୍ୟ)

ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା - ୨୦୧୩

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

ଝାଡ଼ି ନଂ. ....

କ୍ରମିକ ନଂ.	ଘର ନଂ.	ପିତା ବା ସ୍ୱାମୀଙ୍କ ନାମ ସହିତ ନିର୍ବାଚକଙ୍କ ନାମ	ବୟସ	ଲିଙ୍ଗ	ବିଧାନ ସଭା ନିର୍ବାଚନ ମଣ୍ଡଳୀର ଭାଗ ସଂଖ୍ୟା/ ଭୋଟର ତାଲିକା କ୍ରମିକ ନଂ.
୧	୨	୩	୪	୫	୬

ଫାରମ ନଂ. 1-A

ଯୋଗ ତାଲିକା

କ୍ରମିକ ନଂ.	ଘର ନଂ.	ପିତା ବା ସ୍ୱାମୀଙ୍କ ନାମ ସହିତ ନିର୍ବାଚକଙ୍କ ନାମ	ବୟସ	ଲିଙ୍ଗ	ବିଧାନ ସଭା ନିର୍ବାଚନ ମଣ୍ଡଳୀର ଭାଗ ସଂଖ୍ୟା/ ଭୋଟର ତାଲିକା କ୍ରମିକ ନଂ.
୧	୨	୩	୪	୫	୬



## APPENDIX 'C' TO SCHEDULE - II

## ଭୋଟ ଗ୍ରହଣ କେନ୍ଦ୍ର ତାଲିକା

ଜିଲ୍ଲା .....

ଅଧିକୃତ କ୍ଷେତ୍ର ପରିଷଦ/ପୌର ପରିଷଦ/

ସବ୍ଡିଭିଜନ .....

ପୌର ନିଗମ .....

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