

The Odisha Gazette

EXTRAORDINARY
PUBLISHED BY AUTHORITY

No. 195 CUTTACK, WEDNESDAY, FEBRUARY 02, 2022/MAGHA 13, 1943

STATE ELECTION COMMISSION, ODISHA, TOSHALI BHAWAN, B-2,
1ST FLOOR, SATYA NAGAR, BHUBANESWAR- 751007

ORDER

The 2nd February 2022

No-1768-SEC.—Whereas, the term of five years from the date appointed for the first meeting has been completed in respect of Bhubaneswar Municipal Corporation, Cuttack Municipal Corporation and Berhampur Municipal Corporation;

Whereas, final notifications of Division of the area of the Bhubaneswar Municipal Corporation, Cuttack Municipal Corporation and Berhampur Municipal Corporation into Wards and Reservation of Seats for conduct of General Election as required u/r 3(5) of Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003 have been furnished by the Government to the Commission;

Whereas, it is necessary to prepare Ward-Wise Electoral Roll of the Corporations;

Whereas, the Government in Housing and Urban Development Department vide the Notification published in the official Gazette on 19th January, 2022 has amended the Odisha Municipal (Division of City into Wards reservation of Seats and Conduct of Election) Rules, 2003 authorizing that the Election Commission may prescribe different periods while drawing up detailed schedule for preparation of Electoral Roll for Municipal Ward;

Whereas, the Assembly Electoral Roll as on 01.01.2022 and published on 5th January, 2022 by the Election Commission of India will be adopted for preparation of Ward-wise Electoral Roll of the Corporations and there will be no qualifying date for enrollment of new voters as the Electoral Roll has been very recently published;

Now, therefore, the State Election Commission in exercise of powers vested in it under Article 243 ZA of Constitution and under section 65 of Odisha Municipal Corporation Act, 2003 read with (Division of City into Wards reservation of Seats and Conduct of

Election) Rules, 2003 directs that Ward-Wise Electoral Roll of the **Bhubaneswar Municipal Corporation, Cuttack Municipal Corporation and Berhampur Municipal Corporation** shall be prepared as per the programme laid down in Schedule-I in the manner prescribed in Schedule-II of this order.

By Order and in the name of
State Election Commission, Odisha
R. N. SAHU
Secretary

SCHEDULE-I**PROGRAMME FOR PREPARATION OF ELECTORAL ROLL FOR GENERAL ELECTION TO MUNICIPAL CORPORATIONS.**

Sl. No.	Particulars	Date	Place/Remarks
1.	Preparation for publication of preliminary Electoral Roll of all Municipal Wards in Form No. V comprising the name of the voters included in the Electoral Roll of Assembly Constituency relatable to the area of the Ward under Rule 5 of the Odisha Municipal (DC, WRS& CE) Rules, 2003.	02.02.2022 to 09.02.2022	
2.	Publication of Preliminary Electoral Roll and notices in Form No. VI by the Election Officer inviting objections under Rule 8 (1) and (2) (a) of all Wards of the Corporation (b) of each Ward.	10.02.2022	1) Notice Board of the Election Officer. 2) Notice Board of Municipal Corporation 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 8 (3).	11.02.2022 to 15.02.2022 (including holidays)	1) Notice Board of the Election Officer. 2) Notice Board of Municipal Corporation 3) At a conspicuous place in the Ward
4.	Filing of claims and objections before the Election Officer U/R 9 (2)	11.02.2022 to 16.02.2022 (including holidays)	The Office of the Election Officer.
5.	Enquiry and correction before hearing of claims and objections by Election Officer U/R 10	17.02.2022	
6.	Publication of list of claims and objections received and all corrections made by the Election Officer in form No.IX U/R 11.	17.02.2022 By 5.00 PM	In the Notice Boards of the Municipality and Office of the Election Officer

7.	Hearing and disposal of claims and objections by Election Officer U/R 12.	18.02.2022	As may be fixed by the Election Officer
8.	Date of draft publication	19.02.2022	1) Notice Board of the Election Officer. 2) Notice Board of concerned Corporation. 3) At a conspicuous place in the Ward
9.	Appeal against the orders of the Election Officer before the District Magistrate.	21.02.2022	The Office of the District Magistrate.
10.	Disposal of Appeal by the District Magistrate.	22.02.2022	As may be fixed by the District Magistrate.
11.	Forwarding of orders by the District Magistrate to Election Officer.	By 23.02.2022	
12.	Date of publication of final Electoral Roll U/R 16.	24.02.2022	1) Notice Board of the Election Officer. 2) Notice Board of concerned Corporation. 3) At a conspicuous place in the Ward
13	Submission of printed copy of final Electoral Roll to the Commission.	By 28..02.2022	

N.B.: The rules referred to herein refer to the Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules,2003

Secretary

SCHEDULE-II**PROCEDURE FOR PREPARATION OF WARD-WISE ELECTORAL ROLL FOR GENERAL ELECTIONS TO BHUBANESWAR MUNICIPAL CORPORATION, CUTTACK MUNICIPAL CORPORATION AND BERHAMPUR MUNICIPAL CORPORATION.**

1. The District Magistrate as Election Officer shall be in overall charge of preparation of Electoral Rolls of all Corporations in the district.
2. The Election Officer appointed for the Corporations will be responsible for preparation and finalization of the Ward-wise Electoral Rolls of the concerned Corporations.
3. More than one Election Officer can be appointed with approval of the Commission for specific and limited purpose of receiving claims and objections, causing enquiry and hearing of claims and objections.
4. The Electoral Roll of Assembly Constituencies prepared and published by the Election Commission of India during January, 2022 with 1st January 2022 as the qualifying date and currently in force shall be the basis for preparation of the preliminary ward-wise Electoral Roll of Corporations. 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 4 of the Odisha Municipal (Delimitation of Wards, Reservation of Seats and Conduct of Election) Rules 1994. The preliminary electoral roll shall be prepared in Form No.1 under the seal and signature of the Election Officer.

The Commission has already sent Assembly Constituency-wise Electoral Roll data-base published in January, 2022 by the Election Commission of India in a C.D in Excel Format and detailed instructions for preparation of Ward wise Electoral Roll for the Municipalities/ NACs out of the database in Excel format vide Commission's letter No.65 dtd.04.01.2022.

5. Preliminary Electoral Roll for each Ward shall be prepared in Form No. V prescribed under Rule 5 of the Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and conduct of Election) Rules, 2003 and be published in accordance with Rule 8 of the said Rules (Sample copy of form enclosed). The Election Officer shall publish a notice in Form No. VI specifying the mode in which and the time within which claims and objections are to be preferred and the date on which and the place at which he will begin to sit for their disposal. 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.

Any person whose name finds place in the Assembly Electoral Roll published in January, 2022 but has not been included in Ward-wise preliminary Electoral Roll prepared can apply in Form No. VII to enter his/her name in the Electoral Roll. A person whose name and particulars has been entered in the wrong place of Wards of the Corporation can also apply for correction in the same Form. **Except as above no other type of claims will be entertained.**

The Commission vide Letter No.1615/SEC dtd.25.1.2022 has prescribed that National Parties and State Parties recognized in the State of Odisha shall be given free copies of Electoral Roll both soft and hard copy on the date of preliminary publication of Electoral Roll.

6. It has been provided in Rule 8(4) of the Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and conduct of Election) Rules, 2003 that the fact of publication of Preliminary Electoral Roll shall be notified in one or more Odia newspaper circulating in the district. A model format in Odia is enclosed in Appendix-A of this schedule which may be published **in one newspaper only.**
7. (i) Any person whose name is already enrolled in Assembly Electoral Roll, 2022 but does not figure in the preliminary Ward wise Electoral Roll or is entered in an incorrect place or with incorrect particulars on the preliminary Electoral Roll and who objects to the inclusion of his own name or the name of any other person in the said Roll may prefer a claim or objection before the Election Officer for correction or deletion of the entry in Form No. VII & VIII as the case may be, prescribed under the Odisha Municipal Corporation (Division of City into Wards , Reservation of Seats and Conduct of Election) Rules, 2003. The Election Officer shall give receipts to the applicants in support of their claims and objections.
 - (ii) Only the claims of persons whose name finds place in the Assembly Electoral Roll, 2022 but does not find place in the Electoral Roll of the Ward now prepared shall only be entertained. **No new claims for enrolment shall be entertained.**
8. The Election Officer shall notify the date/time and place for disposal of claims and objections received.
9. The claims and objections shall be enquired into by the Election Officer. He can also take steps for correction of clerical/accidental mistakes U/R 10 of the Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003.

10 After disposal of claims and objections filed as per paragraph 7(i) & (ii) above, the Election Officer will prepare a draft Electoral Roll and publish the same as per the approved programme.

11 Any person aggrieved by the order passed by the Election Officer can file an appeal petition before the District Magistrate within the period fixed by the Commission. The application shall be received by the District Magistrate with an acknowledgment 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 Corporation, the Ward he belongs, date and time of receipt of the appeal will be incorporated.

The District Magistrate within the period fixed by the Commission 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. The Commission would like to make it clear that the District Magistrate alone is the Appellate Authority; however, he may entrust the enquiry to an officer not below the rank of Additional District Magistrate. 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.

12. After disposal of all the appeals by the District Magistrate, the final electoral roll shall be prepared and published by the Election Officer as in Schedule-I at the prescribed places. The Commission has prescribed a model format Appendix-B of this schedule to be used for final publication of Electoral Roll.

13. The following certificate shall be given by the Election Officer concerned at the end of each Ward.

"Certified that the Electoral Roll of Ward No.----- of----- Corporation has been duly published as per the provisions of the Odisha Municipal Corporation (Division of City into Wards, Reservation of Seats and Conduct of Election) Rules, 2003 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.

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 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 of the Electoral Roll a copy of the same shall be sent by the Election Officer to the District Magistrate concerned before printing of the Electoral Roll is taken up.
15. After splitting up of the final Electoral Roll booth wise, 30 copies of the Electoral Roll of each Ward shall be printed booth wise locally at the approved rate. The Election Officer shall ensure to check each and every entry in the printed copy with reference final Electoral Roll.
16. The Electoral Roll has to be prepared both in hard and soft copy Corporation-wise. One copy of the printed Electoral Roll for the entire Corporation both in hard and soft copy shall also be sent to the Commission.
17. Each National/State Party for Odisha shall be supplied with a copy of the same free of cost. Any other person interested in purchasing a copy of the Electoral Roll for a Ward/Booth of any Corporation may do so on cost to cost basis.

ଫାରମ ନଂ V
(ଅଧିନିୟମ ୫ ଦ୍ରଷ୍ଟବ୍ୟ)
ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା - ୨୦୧୩

ଜିଲ୍ଲାପୌର
ନିଗମ.....ସର୍ବତ୍ରିଭିଜନ.....
ଓଡ଼ି ନଂ.

କ୍ରମିକ ନଂ	ଘର ନଂ	ପିତା ବା ସ୍ଵାମୀଙ୍କ ନାମ ନିର୍ବାଚନଙ୍କ ନାମ	ବୟସ	ଲିଙ୍ଗ	ବିଧାନସଭା ନିର୍ବାଚନ ମଣ୍ଡଳୀର ଭାଗ ସଂଖ୍ୟା/ ଭୋଟର ତାଲିକା କ୍ରମିକ ନଂ
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ଫାରମ ନଂ. **VA**
ଯୋଗ ତାଲିକା

କ୍ରମିକ ନଂ.	ଘ. ନଂ.	ପିତା ବା ସ୍ଵାମୀଙ୍କ ନାମ ସହିତ ନିର୍ବାଚକଙ୍କ ନାମ	ବୟସ	ଲିଙ୍ଗ	ବିଧାନ ସଭା ନିର୍ବାଚନ ମଣ୍ଡଳୀର ଭାଗ ସଂଖ୍ୟା/ଭୋଟର ତାଲିକା କ୍ରମିକ ନଂ.
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APPENDIX A TO SCHEDULE II

.....ପୌର ନିଗମ

ପ୍ରେସ ବିଜ୍ଞପ୍ତି

..... ପୌର ନିଗମର ନିର୍ବାଚନ ନିମନ୍ତେ ଭୋଟର ତାଲିକା ପ୍ରସ୍ତୁତି ପାଇଁ ରାଜ୍ୟ ନିର୍ବାଚନ କମିଶନ ନିର୍ଦ୍ଦେଶ ପ୍ରଦାନ କରିଛନ୍ତି । ଜାନୁଆରୀ ୨୦୨୨ରେ ପ୍ରକାଶିତ ବିଧାନ ସଭା ଭୋଟର ତାଲିକାକୁ ଭିତ୍ତିକରି ପ୍ରାଥମିକ ଭୋଟର ତାଲିକା ପୌର ନିଗମର କାର୍ଯ୍ୟାଳୟରେ ପ୍ରକାଶନ କରାଯାଇଛି ଏବଂ ସର୍ବସାଧାରଣଙ୍କ ପରିଦର୍ଶନ ପାଇଁ ଉକ୍ତ ଭୋଟର ତାଲିକା କାର୍ଯ୍ୟାଳୟରେ ତାରିଖ୨୦୨୨ ରୁ ତାରିଖ୨୦୨୨ ପର୍ଯ୍ୟନ୍ତ ଉନ୍ମୁକ୍ତ ରହିବ । ଭୋଟରମାନଙ୍କୁ ଜଣାଇ ଦିଆଯାଇଛି ଯେ, ତାଙ୍କର ନାମ ସଂପୃକ୍ତ ଓ୍ଵାର୍ଡରେ ଠିକ୍ ଭାବେ ଭୋଟର ତାଲିକାଭୁକ୍ତ ହୋଇଛି କି ନାହିଁ ତନଖି କରିନିଅନ୍ତୁ । ଯଦି କୌଣସି ଭୋଟରଙ୍କ ନାମ ବିଧାନ ସଭା ଭୋଟର ତାଲିକାଭୁକ୍ତ ଥାଇ ଓ୍ଵାର୍ଡଓ୍ଵାରୀ ପ୍ରସ୍ତୁତ ହୋଇଥିବା ପୌର ନିଗମ ଭୋଟର ତାଲିକାରେ ସ୍ଥାନ ପାଇ ନ ଥାଏ । ତେବେ ଭୋଟର ତାଲିକାରେ ନାମର ଅକ୍ଷତ୍ଵ, ସଂଶୋଧନ କରିବା ପାଇଁ ଫାରମ ନଂ VIIରେ ଦରଖାସ୍ତ୍ର ନିମ୍ନ ସ୍ଵାକ୍ଷରକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟରେ ତାରିଖ.....୨୦୨୨ ରୁ ତାରିଖ୨୦୨୨ ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ ଏବଂ ଯେଉଁମାନଙ୍କର ନାମ ଭୁଲ ଓ୍ଵାର୍ଡରେ ଅକ୍ଷତ୍ଵ ହୋଇଥିବ ସେମାନେ ମଧ୍ୟ ସଂଶୋଧନ ପାଇଁ ଫାରମ ନଂ VIIIରେ ଦରଖାସ୍ତ୍ର ତାରିଖ୨୦୨୨ ରୁ ତାରିଖ୨୦୨୨ ମଧ୍ୟରେ ଦାଖଲ କରି ପାରିବେ । ପ୍ରାଥମିକ ଭୋଟର ତାଲିକାରେ ଅକ୍ଷତ୍ଵ ହୋଇଥିବା କୌଣସି ଭୋଟରଙ୍କର ନାମ ସଂପର୍କରେ ଆପଣ ଫାରମ ନଂ VIIIରେ ଉପରୋକ୍ତ ତାରିଖ ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ । ଫାରମ ନଂ VII ଓ ଫାରମ ନଂ VIII ନିର୍ବାଚନ ଅଧିକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟରୁ ବିନା ମୂଲ୍ୟରେ ମିଳିପାରିବ । ଯଦି ନିର୍ଦ୍ଧାରିତ ଛପା ଫାରମ ନ ମିଳେ, ତେବେ ତାହାର ଅବିକଳ ନକଲ ହାତରେ ଲେଖି ଅଥବା ଟାଇପ, ଫଟୋକପି କିମ୍ବା ସାଇଲୋଷ୍ଟାଇଲ୍ କରି ନିର୍ଦ୍ଧାରିତ ସମୟସୀମା ମଧ୍ୟରେ ଦାଖଲ କରିପାରିବେ ।

ନିର୍ବାଚନ ଅଧିକାରୀ

APPENDIX-B TO SCHEDULE-II

ବୃତ୍ତାନ୍ତ ଭୋଟର ତାଲିକା ପ୍ରକାଶନର ନୋଟିସ
(ରାଜ୍ୟ ନିର୍ବାଚନ ଆୟୁକ୍ତଙ୍କ ଦ୍ଵାରା ନିର୍ଦ୍ଧାରିତ)

ଏତଦ୍ଵାରା ସର୍ବସାଧାରଣଙ୍କ ଗୋଚରାର୍ଥେ ଜଣାଇ ଦିଆଯାଉଅଛି ଯେ, ଓଡ଼ିଶା ପୌର ନିଗମ ନିର୍ବାଚନ ନିୟମ, ୨୦୦୩ର ଧାରା ୧୬ ଅନୁଯାୟୀ ପ୍ରସ୍ତୁତ ସଂଲଗ୍ନ ବୃତ୍ତାନ୍ତ ଭୋଟର ତାଲିକା ପ୍ରକାଶ କରାଯାଇଛି ଏବଂ ନିମ୍ନ ସ୍ଵାକ୍ଷରକାରୀଙ୍କ କାର୍ଯ୍ୟାଳୟ ଓ ପୌର ନିଗମ କାର୍ଯ୍ୟାଳୟରେ ତା.....ରିଖରୁ ତା.....ରିଖ ପର୍ଯ୍ୟନ୍ତ ଉପଲବ୍ଧ ଅଟେ ।

ସ୍ଥାନ
ତାରିଖ

ନିର୍ବାଚନ ଅଧିକାରୀ
ପୌର ନିଗମ