

No. 20/1/2014-2-Pol.
HARYANA GOVERNMENT
CHIEF SECRETARY'S OFFICE
POLITICAL BRANCH

Dated Chandigarh the 7th February, 2025

To

1. All the Administrative Secretaries to Government, Haryana.
2. All the Heads of Departments to Government, Haryana.
3. All the MDs/CAs of Boards/Corporations in Haryana.
4. All the Divisional Commissioners in Haryana
5. Deputy Commissioners in Haryana except Panchkula, Charkhi Dadri and Rewari.

Subject:- Ban on Postings/Transfers of Officers/Officials who are engaged in conduct of General elections of the municipal bodies in the State of Haryana during the period Model Code of Conduct is in force.

Sir/Madam,

I am directed to refer to the subject noted above and to enclose herewith a copy of Letter No. SEC/1ME/2025/654, dated 04.02.2025 alongwith Notification Nos. SEC/1ME/2025/530 and SEC/1ME/2025/581 both dated 04.02.2025 received from the State Election Commission Haryana vide which attention of Hon'ble Chief Minister /Ministers /Ministers of State has been invited and it has been requested to strictly follow the model code of conduct during the programme of General Elections of Municipal Bodies for the seats of Mayors & Members of all the wards of 08 Municipal Corporations and Presidents & Members of all the wards of 04 Municipal Councils & 21 Municipal Committees and bye-elections of 02 seats of Mayors i.e Municipal Corporations, Ambala and Sonapat; 03 seats of Presidents i.e. President Municipal Council, Sohana (Gurugram); Municipal Committee, Assandh (Karnal) & Municipal Committee, Ismailabad (Kurukshetra) and 03 seats of Members i.e. Ward No. 11 of Municipal Committee, Ladwa (Kurukshetra); Ward No. 14 of Municipal Committee, Safidon (Jind) & Ward No. 5 of Municipal Committee, Taraori (Karnal) for which nomination papers (except Municipal Corporation, Panipat) will be presented from 11.02.2025 to 17.02.2025 (except 12.02.2025 & 16.02.2025 being holidays) and in respect of Municipal Corporation, Panipat from 21.02.2025 to 27.02.2025 (except 23.02.2025 & 26.02.2025 being holidays). Poll (except Municipal Corporation Panipat) will be held on 02.03.2025 and in respect of Municipal Corporation Panipat which will be held on 09.03.2025.

2 It is, therefore, requested that the officers/officials of the State Government deputed to conduct the above said elections or connected with conduct of these elections in any manner should not be transferred till the declaration of results of above said elections. However, in case, where it is considered necessary to transfer an officer/official connected with the above said elections, prior written approval of the State Election Commission must be obtained.

3 Copy of this letter alongwith aforementioned Notification can be downloaded from **csaryana.gov.in** from Political and Parliamentary Affairs (Branch).

4 These Instructions may be complied with strictly

Yours faithfully,

Superintendent, Political

Endst. No. 20/1/2014-2-Pol.

Dated Chandigarh, the 7th February, 2025

A copy is forwarded to the State Election Commissioner, Haryana, Nirvachan Sadan Plot No. 2, Sector 17, Panchkula with reference to their letter No. SEC/1ME/2025/654, dated 04.02.2025 for information.

Superintendent, Political



STATE ELECTION COMMISSION, HARYANA
NIRVACHAN SADAN, PLOT NO. 2, SECTOR- 17
PANCHKULA, HARYANA – 134109

Website: www.secharyana.gov.in
Email id: sec@hry.nic.in

Phone: +91172 258 4810
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Most Immediate/Date Bound
Municipal Election

No.SEC/1ME/2025/654

Dated: 04.02.2025

To

**The Chief Secretary to Government of Haryana,
Chandigarh.
(In political branch)**

**Subject: Ban on Postings/Transfers of Officers/Officials who are engaged in
conduct of General elections of the municipal bodies in the State of
Haryana during the period Model Code of Conduct is in force.**

Sir,

I have been directed to refer to the above subject and to say that the State Election Commission, Haryana has issued notifications for conduct of general elections for the seats of Mayors & Members of all the wards of 08 Municipal Corporations and Presidents & Members of all the wards of 04 Municipal Councils & 21 Municipal Committees (as per list at Annexure –A) and bye-elections of 02 seats of Mayors i.e. Municipal Corporations, Ambala and Sonapat; 03 seats of Presidents i.e. President, Municipal Council, Sohana (Gurugram); Municipal Committee, Assandh (Karnal) & Municipal Committee, Ismailabad (Kurukshetra) and 03 seats of Members i.e. Ward No. 11 of Municipal Committee, Ladwa (Kurukshetra); Ward No. 14 of Municipal Committee, Safidon (Jind) & Ward No. 5 of Municipal Committee, Taraori (Karnal) vide Notification Nos. SEC/1ME/2025/530 and SEC/1ME/2025/581 both dated 04.02.2025 (copies enclosed). As per schedule, nomination papers (except Municipal Corporation, Panipat) shall be presented from **11.02.2025 to 17.02.2025** (except 12.02.2025 & 16.02.2025 being holidays) and in respect of Municipal Corporation, Panipat from **21.02.2025 to**




27.02.2025 (except 23.02.2025 & 26.02.2025 being holidays). Poll (except Municipal Corporation, Panipat) shall be held on **02.03.2025** and in respect of Municipal Corporation, Panipat on **09.03.2025**. Re-poll if any required, shall be held on **04.03.2025** (except Municipal Corporation, Panipat) and in respect of Municipal Corporation, Panipat on **11.03.2025**. Counting of votes shall be held on **12.03.2025** at **8.00 A.M.** at the place(s) specified by the Deputy Commissioner concerned and result shall be declared immediately after the completion of counting.

2. I have, therefore, been directed to request you that officers/officials of the State Government deputed to conduct the abovesaid elections should not be transferred till the declaration of election results of these Municipal Corporations/Committees/Municipal Councils. However, in case, where it is considered necessary to transfer an officer/official connected with the above said Municipal elections in large public interest due to some emergency, prior written approval of State Election Commission, Haryana must be obtained. Necessary instructions in this regard may kindly be issued to all the Departments, Boards, Corporations, Autonomous Bodies/Authorities etc. of the State Government under intimation to the State Election Commission, Haryana.

Yours faithfully,

Encl:-As above



Asstt. State Election Commissioner
for State Election Commissioner, Haryana

Endst. No.SEC/1ME/2025/655-679

Dated: 04.02.2025

A copy is forwarded to the following for information and immediate compliance of above orders:-

1. Commissioner and Secretary to Government of Haryana, Urban Local Bodies Department, Chandigarh
2. Director General of Police, Haryana, Panchkula.
3. Director, Urban Local Bodies Department, Haryana, Panchkula.
All the Deputy Commissioners in the State except Panchkula, Charkhi Dadri and Rewari.
4. Director, Information, Public Relations and Languages Department, Haryana, Chandigarh.
5. Controller, Printing and Stationery Department, Haryana, Chandigarh for publication in the Haryana Government Gazette.


Asstt. State Election Commissioner
for State Election Commissioner, Haryana

. ANNEXURE-A					
Sr. No.	Name of District	Name of Municipal Corporations		Name of Municipal Councils	Name of Municipal Committees.
1.	Ambala		1.	Ambala Sadar	1. Barara
2.	Bhiwani				2. Bawani Khera
					3. Loharu
					4. Siwani
3.	Fatehabad		-	-	5. Jakhal Mandi
4.	Faridabad	1. Faridabad		-	-
5.	Gurugram	2. Gurugram	2.	Pataudi Jatauli Mandi	6. Farukh Nagar
		3. Manesar			
6.	Hisar	4. Hisar	-	-	7. Narnaund
7.	Jhajjar	-	-	-	8. Beri
8.	Jind	-	-	-	9. Julana
9.	Kaithal				10. Kalayat
					11. Siwan
					12. Pundri
10.	Karnal	5. Karnal		-	13. Indri
					14. Nilokheri
11.	Kurukshetra	--	3.	Thanesar	--
12.	Mahendergarh	-		-	15. Ateli Mandi
					16. Kanina
13.	Nuh	-	-	-	17. Taoru
14.	Palwal	-	-	-	18. Hathin
15.	Panipat	6. Panipat			
16.	Rohtak	7. Rohtak	-	-	19. Kalanaur
17.	Sirsa	-	4.	Sirsa	-
18.	Sonepat	-	-	-	20. Kharkhoda
19.	Yamuna Nagar	8. Yamuna Nagar	-	-	21. Radaur



STATE ELECTION COMMISSION, HARYANA
NIRVACHAN SADAN, PLOT NO. 2, SECTOR- 17
PANCHKULA, HARYANA – 134109

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NOTIFICATION

Dated: 04.02.2025

No. SEC/1ME/2025/530: In exercise of power vested under clause (1) of the Article 243 ZA of the Constitution of India, Section 9 of the Haryana Municipal Corporation Act, 1994 and Rule 21(1) of the Haryana Municipal Corporation Election Rules, 1994 and all other powers enabling it in this behalf, I, Dhanpat Singh, State Election Commissioner, Haryana, hereby prescribe the following election programme for conduct of General Elections of the seats of Mayors and Members of all the wards of Municipal Corporation, Faridabad, Gurugram, Manesar, Hisar, Karnal, Panipat, Rohtak & Yamuna Nagar and bye-elections for the 02 vacant seats of Mayors i.e. Municipal Corporations, Sonapat & Ambala.

Schedule for conduct of General Elections of Municipal Corporations (Except Municipal Corporation, Panipat) and bye-elections for the 02 vacant seats of Mayors.			Schedule for conduct of General Elections of Municipal Corporation, Panipat.
(1)	Date on which notice shall be published/posted by the Returning Officer for inviting nominations under Rule 22.	05.02.2025 (Wednesday)	05.02.2025 (Wednesday)
(2)	Dates on which Nomination papers shall be presented and posted under Rule 21(2)(i) & (ii).	11.02.2025 (Tuesday) to 17.02.2025 (Monday) 11.00 A.M. to 03.00 P.M. (Except 12.02.2025 & 16.02.2025 being holidays)	21.02.2025 (Friday) to 27.02.2025 (Thursday) 11.00 A.M. to 03.00 P.M. (Except 23.02.2025 and 26.02.2025 being holidays)
(3)	Date on which the nomination papers shall be scrutinized under Rule 21(2)(iii).	18.02.2025 (Tuesday) 11.30 A.M. onwards	28.02.2025 (Friday) 11.30 A.M. onwards
(4)	Last date for withdrawal of candidature under Rule 21(2)(vi).	19.02.2025 (Wednesday) Between 11.00 A.M to 3.00 P.M.	01.03.2025 (Saturday) Between 11.00 A.M to 3.00 P.M.
(5)	Date on which symbols shall be allotted to the contesting candidates.	19.02.2025 (Wednesday) after 3.00 PM	01.03.2025 (Saturday) after 3.00 PM
(6)	Date on which the list of contesting candidates shall be posted under Rule 21(2)(vii).	19.02.2025 (Wednesday)	01.03.2025 (Saturday)
(7)	Date on which list of polling stations shall be posted under Rule 21(2)(viii).	19.02.2025 (Wednesday)	01.03.2025 (Saturday)
(8)	Date on which poll shall be held under Rule 21(2)(ix).	02.03.2025 (Sunday)	09.03.2025 (Sunday)

(9)	Re-poll, if any.	04.03.2025 (Tuesday)	11.03.2025 (Tuesday)
(10)	Timing of the poll.	Between 8.00 A.M. to 6.00 P.M	Between 8.00 A.M. to 6.00 P.M
(11)	Date, time and place on which the votes polled shall be counted.	On 12.03.2025 at 8.00 A.M. at the place(s) specified by the Deputy Commissioner concerned.	
(12)	Date on which the election result shall be declared.	Immediately after the completion of counting.	

2. The State Election Commission, Haryana in exercise of powers vested under Rule 21(3) & (4) of the Haryana Municipal Corporation Election Rules, 1994, authorize the Deputy Commissioners concerned to designate Returning Officers and Assistant Returning Officers who shall be the officers of the Government for the conduct of the General Elections of the seats of Mayors and Members of all the wards of Municipal Corporation, Faridabad, Gurugram, Manesar, Hisar, Karnal, Panipat, Rohtak & Yamuna Nagar and bye-elections for the 02 vacant seats of Mayors i.e. Municipal Corporations, Sonapat & Ambala.

3. The concerned Returning Officer shall publish a notice of the above election programme on **05.02.2025** at his office, office of the Deputy Commissioner and Municipal Corporation concerned and at such other conspicuous places in the area of the Municipal Corporation, as determined by him in this behalf under Rule 22 of the Haryana Municipal Corporation Election Rules, 1994. No nomination (except Municipal Corporation, Panipat) shall be filed on 12.02.2025 & 16.02.2025 and in respect of Municipal Corporation, Panipat on 23.02.2025 & 26.02.2025 being public holidays. During the period of nomination information about the nomination papers must be hosted in the website of the District Administration and Municipal Corporation concerned at least by 4.00 P.M. every day.

4. I further direct that after the withdrawal of candidature(s), a list of validly nominated candidates shall be prepared by the Returning Officer under Rule 29 of the Haryana Municipal Corporation Elections Rules, 1994, in Hindi and English. A list of nomination received, nomination rejected, nomination withdrawal and contesting candidates etc. with every detail shall be published at every stage and the same must be posted at some conspicuous places and in the office of the concerned Returning Officer or in the office of Municipal Corporation concerned.

5. Under Section 23A of the Haryana Municipal Corporation Act, 1994 read with rule 50 of the Haryana Municipal Corporation Election Rules, 1994, I hereby specify that the votes shall be cast by and recording of votes by Electronic Voting Machines (EVMs) in general/bye-elections of the Municipal Corporation concerned.

6. It is further directed that the option "None of the above (NOTA)" on EVMs/Ballot papers" shall be implemented in these elections. The directions in this respect given in the State Election Commission's order issued under Endst. No. SEC/1ME/2016/3653-3659 dated 14th December, 2016 and further modification No.SEC/1ME/2018/5833-5880

4

dated 22.11.2018 must be followed meticulously. However, the salient features of the NOTA are as under:

- (i) NOTA shall be treated as a 'Fictional Electoral Candidate' while declaring the election results.
- (ii) In case, a contesting candidate and the "Fictional Electoral Candidate" i.e. NOTA securing highest and equal number of valid votes; then the contesting candidate (not NOTA) shall be declared as elected.
- (iii) If in any election, all the contesting candidates individually receive lesser votes than the 'Fictional Electoral Candidate' i.e. NOTA, then none of the contesting candidates will be declared as elected.
- (iv) In case of a situation arising as described in sub-section (iii) above, fresh election shall be held for that seat. Further all such contesting candidates who secured less votes than NOTA shall not be eligible to re-file the nomination/contest the re-election.
- (v) However, if in re-election, NOTA again gets highest number of votes, then re-election will not be taken for second time and the contesting candidate securing the highest number of votes (excluding NOTA) shall be declared as elected.

The following procedure shall be followed in such circumstances,

- i) If a Returning Officer, upon completion of counting of votes but before declaration of result, finds that NOTA has received higher valid votes than all other contesting candidates individually; then he (i.e. Returning Officer) shall not declare the result for that particular seat/s and shall immediately send a report to the State Election Commission to this effect.
- ii) Upon receipt of such report, the State Election Commission shall after satisfaction, declare fresh election programme for the said seat/s.

7. The State Election Commission, Haryana further directs to print photographs of the contesting candidates on the ballot papers alongwith other particulars to be displayed on the balloting unit of EVMs and in the tender ballot papers in addition to the existing particulars. Photograph of the candidate shall be printed in the panel and appear on the right side of the name in between the name and symbol of the candidate. The size of the photograph to be printed on the ballot paper shall be 2 cm in breadth and 2.5 cm in height. The ballot paper for the post of Mayor of Municipal Corporation shall be of pink colour and for Members it shall be of white colour.

8. It is further directed that all voters of the respective area who have been issued the Electoral Photo Identity Cards for the State Legislative Assembly and Lok Sabha Elections and whose Electoral Photo Identity Card Numbers have been mentioned in case of the Municipal Voters list also, shall have to produce these cards to exercise their franchise when coming to the polling stations for voting, the polling for which is scheduled to take place on **02.03.2025** (except Municipal Corporation, Panipat) and in respect of Municipal Corporation, **Panipat on 09.03.2025**. In case of EPIC of a voter is

7 not available then he/she may also be allowed to cast his/her vote on production of any of the following photo identity papers:--

i)	Driving License,
ii)	Income Tax Identity (PAN) Card,
iii)	Service Identity Card issued to employees by Central/State Government Offices, Public Sector Undertakings, Local Bodies or other public Limited Company,
iv)	Pass Book of accounts, having photograph, opened in a scheduled bank or post office,
v)	Freedom Fighter Identity Card having photograph,
vi)	SC/ST/OBC certificate having photograph, issued by competent authority,
vii)	Certificate of Physical Handicap having photograph issued by the Competent Authority,
viii)	Arms License having photograph,
ix)	Job Cards with photograph issued under the National Rural Employment Guarantee Scheme,
x)	Property documents with photographs such as Pattas, Registered Deeds etc,
xi)	Pension Documents such as Ex-Servicemen Pension Book/Pension Payment Order, Ex-Servicemen's Widow/Dependent Certificate, Old Age Pension Order, Widow Pension Order, with photograph,
xii)	Health Insurance Scheme Smart Cards with Photograph,
xiii)	Ration Cards or any other similar documents establishing the identity of the electors to the satisfaction of the Presiding Officer, having photograph.
xiv)	Aadhar Card issued by UIDAI
xv)	Passport

In case of an odd elector, who does not possess any of the above photo identity cards, he/she would be allowed to vote, if he/she is able to establish his/her identity to the satisfaction of the Presiding Officer and such other Polling Officer authorized by the Presiding Officer in this behalf.

9. It is further directed to make the following security arrangements for the conduct of free, fare and peaceful elections:-

- i. Adequate police personnel shall be deployed at the polling stations, counting centers for security and maintenance of law and order to ensure free, fair and peaceful election.
- ii. Daily law and order report shall be sent to the State Election Commission till the election process is complete.
- iii. A copy of the plan for deployment of Executive Magistrates, Sector Magistrate and police personnel must also be sent to the Commission well in time.
- iv. Provide security to the contesting candidates, if they desire so.
- v. It shall be ensured that no untoward incident takes place during elections.

10. In order to curb undesirable and illegal activities, the Commission hereby imposes restriction to hire or procure not more than 05 vehicles or vessels by the candidate contesting for the post of Mayor and 02 vehicles by the contesting candidate for the seat of Member of a Municipal Corporation, whether on payment or otherwise, for use by a contesting candidate himself/herself or his/her agents or his/her supporters on the day of poll during the election. It is also stated that:-

- i. The expression "Vehicle" means any vehicle used or capable of being used for the purpose of road transport whether propelled by mechanical/electrical power or otherwise, and whether used for drawing other vehicle or otherwise.
- ii. The contesting candidates shall be issued permits as per proforma prescribed by the Commission appended herewith. The permits shall be issued to the contesting candidates at least 2 days before the day of poll.
- iii. The District Administration shall keep a close watch on the vehicles used by persons accompanying the contesting candidates and their supporters to prevent any likely mischief, including criminal activities such as carrying of illegal arms and weapons. If any of these vehicles, either of a contesting candidate or a private owner, is found to be involved in any such act or for carting anti-social elements with the intention to intimidate or create terror in the minds of voters, it shall be the duty of local administration to impound such vehicles and not to release them till the process of elections is completed. In addition, appropriate legal action against the owner and or occupant/occupants of such vehicle(s) and the candidate who is/are involved in such illegal activities shall also be taken as per law.
- iv. The District Administration shall launch a drive for checking of vehicles immediately upon announcement of the elections and shall continue the drive till completion of the election process.
- v. All recognized National/State Political Parties in the state of Haryana and all contesting candidates or their agents authorized by them must be made aware of these guidelines/instructions.
- vi. Permit for use of vehicles by contesting candidates during election shall be issued in the following performa:-

PROFORMA

MUNICIPAL CORPORATION ELECTIONS, 2025

Permit No. _____

Municipal Corporation _____

Name of Candidate _____

Contesting the election of *Mayor or Member from Ward No. _____

Vehicle Number _____

Returning Officer
Seal

*Strike out the inappropriate alternative

9 11. In view of the provisions of rule 14 A of the Haryana Municipal Corporation Election Rules, 1994 (in case of Municipal Corporation, Panipat provisions of rule 14 A shall be applicable after 19.02.2025), after issuance of programme for election of Municipal Corporation(s), if any person whose name is not included in the ward wise electoral roll of concerned Municipal Corporation finally published, but his/her name exists in the relevant part of the electoral roll of the Legislative Assembly constituency, he/she may apply (in Form "A") to the Returning Officer for the inclusion of his/her name in the electoral rolls of concerned Municipal Corporation till the last date of filing nomination. Returning Officer shall be the competent authority for inclusion of such name(s) in the electoral roll from the issuance of election programme till the last date of filing of nomination. The decision taken by the Returning Officer on such applications shall be final. If the name of any applicant has been included in the electoral roll of any ward of the concerned Municipal Corporation and he/she intends to contest the election, he/she shall be allowed to file his/her nomination. No amendment, transposition or deletion of any entry in the electoral roll shall be made and no direction for inclusion of a name in the electoral roll of any ward shall be given, after the last date for filing of nominations for an election in that Municipal Corporation.

12. The State Election Commission further directs that the guidelines pertaining to **"facilitation of voters at polling stations on polling day"** issued vide No. SEC/1ME/2021/1238-1281 dated 11.06.2021 may be complied with meticulously during the General/bye-elections of the Municipal Corporations.

13. Guidelines pertaining to "Publication of criminal antecedents" issued vide No. SEC/1ME/2021/3057-3088 dated 17.08.2021 must also be complied with meticulously during general/bye-elections of the Municipal Corporations. Some of the major guidelines to be followed at the time of general elections are reproduced as under:-

(a) Candidates who have criminal cases against them- either pending or in which the candidate has been convicted, shall publish a declaration about such cases, for wide publicity, in two newspapers (at least one Hindi and one English) having wide circulation in the concerned municipal area. The declaration is required to be published (in prescribed Format C-1) at least on three different dates from the day following the last date for withdrawal of candidatures and upto two days before the date of poll.

(b) Candidates with criminal cases are also required to publish the above declaration on local TV channels or cable networks (If locally available) on three different dates during the above mentioned period and upto 48 hours ending with the hour fixed for conclusion of poll.

(c) The Returning Officer shall give a written reminder (in prescribed Format C-2) about the directions given herein for publishing declaration about the criminal cases in newspapers and local TV channels or cable networks (if locally available) for wide publicity to all candidates who have criminal cases as per the declaration in items (5) and (6) of Form 1C. The candidates shall submit copies of the newspapers in which their declaration in this regard was published to the Deputy Commissioner or an officer

authorized by the State Election Commission, alongwith their account of election expenses.

(d) In the case of candidates with criminal cases set up by political parties, whether recognized parties or registered un-recognized parties, such candidates are required to declare before the Returning Officer concerned that they have informed their political party about the criminal cases against them.

(e) Recognized Political parties and registered un-recognized parties, which set up candidates with criminal cases, either pending or of past conviction, are required to publish declaration (in prescribed Format C-3) giving details in this regard on their website as well as in local TV channels or cable networks (if locally available) and at least two newspapers (one Hindi and one English) having wide circulation in the municipal area concerned.

(f) Recognized Political parties and registered un-recognized parties, which set up candidates with criminal cases shall have to submit a report to the Deputy Commissioner concerned stating that they have fulfilled the requirements of the directions, and shall enclose paper cutting containing declaration published by the party in this respect. This shall be done within 30 days of completion of election.

14. Information pertaining to criminal antecedents of the contesting candidates obtained in the prescribed forms alongwith nomination paper must also be hosted on the official website of district administration and the same shall remain hosted on the website till the completion of next general election of that municipal body. The directions in this respect given in the Commission's letter No. SEC/1ME/2017/1117-38 dated 2nd June, 2017 must be meticulously followed.

15. The revised expenditure limit to be incurred by the contesting candidate or his/her authorized election agent(s) for the election of Mayor and Member of the Municipal Corporation must be brought to the notice of all contesting candidates.

Mayor	Member
Rs. 30,00,000/-	Rs. 7,50,000/-

16. Re-poll, if any required, shall be held on **04.03.2025** (except Municipal Corporation, Panipat) and in respect of Municipal Corporation, **Panipat on 11.03.2025** and counting of votes shall be held on **12.03.2025 at 8.00 A.M.** at the place(s) specified by the Deputy Commissioner concerned. The details (Accounts) of votes polled at each polling station shall be prepared in Part-II of Form 17 and forwarded to the Returning Officer concerned for consolidation in Form 8, mentioning therein the total number of valid votes polled in favour of each candidate on each polling station and declare the candidate, who is found to have obtained the largest number of votes, as elected Mayor of Municipal Corporation concerned and Member of respective ward.

17. After declaration of result of elections under Rule 63, the Returning Officer shall forthwith post a copy of return (i.e. Form 8- Consolidation of account of the counted ballot papers) at a conspicuous place in his office and send a copy thereof to the Deputy Commissioner, who shall forward immediately but not later than three days, the name of the elected candidate to the State Election Commission, Haryana for notification in the official gazette. The Deputy Commissioner shall ensure that the names and other particulars of the elected candidate should be the same as are recorded in the nomination paper.

18. All contesting candidates are required to maintain account of election expenditure and submit the same within 30 days from the date of declaration of the result of the election to the Deputy Commissioner or an officer authorized by the State Election Commission, failing which the defaulting candidate shall be liable to be disqualified under Section 8E of the Haryana Municipal Corporation Act, 1994 and Haryana Municipal Corporation Election Expenditure (Maintenance and submission of accounts), Order, 2018, for a period of five years from the date of issue of such order.

Dhanpat Singh
State Election Commissioner, Haryana

Endst. No. SEC/1ME/2025/531-580

Dated: 04.02.2025

A copy of above is forwarded to the following for information and immediate compliance of above orders:-

1. Chief Secretary to Government of Haryana, Chandigarh.
2. Additional Chief Secretary to Govt. of Haryana, Home Department, Chandigarh.
3. Commissioner and Secretary to Government of Haryana, Urban Local Bodies Department, Chandigarh.
4. Divisional Commissioner, Ambala, Faridabad, Gurugram, Hisar, Rohtak & Karnal
5. Director-General of Police, Haryana, Panchkula.
6. Director, Urban Local Bodies, Haryana, Panchkula.
7. Director, Information, Public Relations and Languages Department, Haryana, Chandigarh.
8. Deputy Commissioner, Ambala, Faridabad, Gurugram, Hisar, Karnal, Panipat, Rohtak, Sonapat & Yamuna Nagar
9. Superintendent of Police, Ambala, Faridabad, Gurugram, Hisar, Karnal, Panipat, Rohtak, Sonapat & Yamuna Nagar.
10. Commissioner, Municipal Corporation, Ambala, Faridabad, Gurugram, Manesar, Hisar, Karnal, Panipat, Rohtak, Sonapat & Yamuna Nagar.
11. President/General Secretary of the recognized National/State Political Parties.
12. A copy is forwarded to the Controller, Printing & Stationery Department, Haryana for publication in the Haryana Government Gazette. He is requested to supply 10 copies of the notification to this Commission for information and record.


Asstt. State Election Commissioner
for State Election Commissioner, Haryana



STATE ELECTION COMMISSION, HARYANA
NIRVACHAN SADAN, PLOT NO. 2, SECTOR- 17
PANCHKULA, HARYANA – 134109

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Phone : +91172 258 4810
Fax : +91 172 258 5904

NOTIFICATION

Dated: 04.02.2025

No. SEC/1ME/2025/581: In exercise of the powers vested under clause (1) of the article 243 ZA of the Constitution of India, section 3A of the Haryana Municipal Act, 1973 and rule 19 (1) the Haryana Municipal Elections Rules, 1978 and all other powers enabling me in this behalf, I, Dhanpat Singh, State Election Commissioner, Haryana, hereby prescribe the following election programme for conduct of general elections for the seats of Presidents and Members of all the wards of 04 Municipal Councils & 21 Municipal Committees (as per list at Annexure –A) and bye-elections for the 03 vacant seats of Presidents i.e. President, Municipal Council, Sohana (Gurugram); Municipal Committee, Assandh (Karnal) & Municipal Committee, Ismailabad (Kurukshetra) and 03 seats of Members i.e. Ward No. 11 of Municipal Committee, Ladwa (Kurukshetra); Ward No. 14 of Municipal Committee, Safidon (Jind) & Ward No. 5 of Municipal Committee, Taraori (Karnal):

(1)	Date on which notice shall be published/posted by the Returning Officer for inviting nominations under Rule 20.	05.02.2025 (Wednesday)
(2)	Dates on which Nomination papers shall be presented and posted under Rule 19(2)(i)&(ii).	11.02.2025 (Tuesday) to 17.02.2025 (Monday) 11.00 A.M. to 03.00 P.M. (Except 12.02.2025 & 16.02.2025 being holidays)
(3)	Date on which the nomination papers shall be scrutinized under Rule 19(2)(iii)	18.02.2025 (Tuesday) 11.30 A.M. onwards
(4)	Last date for withdrawal of candidature under Rule 19(2)(vi).	19.02.2025 (Wednesday) Between 11.00 A.M to 3.00 P.M.
(5)	Date on which symbols shall be allotted to the contesting candidates.	19.02.2025 (Wednesday) after 3.00 PM
(6)	Date on which the list of contesting candidates shall be posted under Rule 19(2)(vii).	19.02.2025 (Wednesday)
(7)	Date on which list of polling stations shall be posted under Rule 19(2)(viii).	19.02.2025 (Wednesday)
(8)	Date on which the poll shall be held under Rule 19(2)(ix).	02.03.2025 (Sunday)
(9)	Date for Re-poll, if any required	04.03.2025 (Tuesday)

(10)	Timing of the poll	Between 8.00 A.M. to 6.00 P.M
(11)	Date, time and place on which the votes polled shall be counted.	On 12.03.2025 at 8.00 A.M.at the place(s) specified by the Deputy Commissioner concerned
(12)	Date on which the election result would be declared.	Immediately after the completion of counting.

Note: Bye-election of the seat of President, Municipal Committee, Assandh (Karnal) and Ward No. 14 of Municipal Committee, Safidon (Jind) shall be subject to the outcome of Special Leave Petitions (SLP) No. 029953 of 2024 titled 'Satish Kumar versus State of Haryana & others' and Civil Writ Petition No. 10439 of 2024 'titled Ram Bharose versus State of Haryana and others', respectively.

2. I, Dhanpat Singh, State Election Commissioner, Haryana in exercise of powers vested in me under Rule 19 (3) & (4) of the Haryana Municipal Election Rules, 1978, authorize the Deputy Commissioners concerned to designate Returning Officers and Assistant Returning Officers who shall be the officers of the Government for conduct of general elections for the seats of Presidents and Members of all the wards of Municipal Councils/Municipal Committees in their respective districts and bye-elections for the 03 vacant seats of Presidents i.e. President, Municipal Council, Sohana (Gurugram); Municipal Committee, Assandh (Karnal) & Municipal Committee, Ismailabad (Kurukshetra) and 03 seats of Members i.e. Ward No. 11 of Municipal Committee, Ladwa (Kurukshetra); Ward No. 14 of Municipal Committee, Safidon (Jind) & Ward No. 5 of Municipal Committee, Taraori (Karnal).

3. The Returning Officer shall publish a notice of the above election programme on **05.02.2025** at his/her office, office of the Deputy Commissioner and Municipal Councils/Municipal Committees concerned and at such other conspicuous places in the area of Municipal Council/Municipal Committee concerned in which the elections are to be held, as determined by him/her in this behalf under Rule 20 of the Haryana Municipal Election Rules, 1978. No nomination shall be filed on **12.02.2025 & 16.02.2025** being a public holidays. During the period of nomination information about the nomination papers must be hosted on the website of the District Administration and Municipal Council/Municipal Committee concerned at least by 4.00 P.M. every day.

4. I further direct that after withdrawal of candidature(s), a list of validly nominated candidates shall be prepared by the Returning Officer under rule 28 of the Haryana Municipal Elections Rules, 1978, in Hindi and English. A list of nominations received, nominations rejected, nominations withdrawn and contesting candidates etc. with every detail shall be published at every stage and the same must be posted at some conspicuous places and in the office of the concerned

Returning Officer or in the office of Municipal Council/Municipal Committee concerned.

5. Under section 275 (1A) of the Haryana Municipal Act, 1973 read with rule 49 of the Haryana Municipal Election Rules, 1978, I hereby specify that the votes shall be cast by and recording of votes by Electronic Voting Machines (EVMs) in general/bye-elections of the Municipal Council/Municipal Committee concerned.

6. It is further directed that the option "None of the above (NOTA)" on EVMs/Ballot papers" shall be implemented in these elections. The directions in this respect given in the State Election Commission's order issued under Endst. No. SEC/1ME/2016/3653-3659 dated 14th December, 2016 and further modification No.SEC/1ME/2018/5833-5880 dated 22.11.2018 must be followed meticulously.

However, the salient features of the NOTA are as under:

- (i) NOTA shall be treated as a 'Fictional Electoral Candidate' while declaring the election results.
- (ii) In case, a contesting candidate and the "Fictional Electoral Candidate" i.e. NOTA securing highest and equal number of valid votes; then the contesting candidate (not NOTA) shall be declared as elected.
- (iii) If in any election, all the contesting candidates individually receive lesser votes than the 'Fictional Electoral Candidate' i.e. NOTA, then none of the contesting candidates will be declared as elected.
- (iv) In case of a situation arising as described in sub-section (iii) above, fresh election shall be held for that seat. Further all such contesting candidates who secured less votes than NOTA shall not be eligible to re-file the nomination/contest the re-election.
- (v) However, if in re-election, NOTA again gets highest number of votes, then re-election will not be taken for second time and the contesting candidate securing the highest number of votes (excluding NOTA) shall be declared as elected.

The following procedure shall be followed in such circumstances,

- i) If a Returning Officer, upon completion of counting of votes but before declaration of result, finds that NOTA has received higher valid votes than all other contesting candidates individually; then he (i.e. Returning Officer) shall not declare the result for that particular seat/s and shall immediately send a report to the State Election Commission to this effect.
- ii) Upon receipt of such report, the State Election Commission shall after satisfaction, declare fresh election programme for the said seat/s.

7. The State Election Commission, Haryana further directs to print photographs of the contesting candidates on the ballot papers alongwith other particulars to be displayed on the balloting unit of EVMs and in the tender ballot papers in addition to the existing particulars. Photograph of the candidate shall be printed in the panel and appear on right side of the name in between the name and symbol of the

candidate. The size of the photograph to be printed on the ballot paper shall be 2 cm in breadth and 2.5 cm in height. The ballot paper for the post of President of the Municipal Council/Municipal Committee shall be of pink colour and for Members it shall be of white colour.

8. It is further directed that all voters of the respective area who have been issued the Electoral Photo Identity Cards for the State Legislative Assembly and Lok Sabha Elections and whose Electoral Photo Identity Card numbers have been mentioned in the Municipal Voters list also, shall have to produce these cards to exercise their franchise when coming to the polling stations for voting, the polling for which is scheduled to take place on **02.03.2025**. In case of EPIC of a voter is not available then he/she may also be allowed to cast his/her vote on production of any of the following photo identity papers:-

i)	Driving License,
ii)	Income Tax PAN Card,
iii)	Service Identity Card issued to employees by Central/State Government Offices, Public Sector Undertakings, Local Bodies or other public Limited Company,
iv)	Pass Book of an account, having photograph, opened in a scheduled Bank or post office,
v)	Freedom Fighter Identity Card having photograph,
vi)	SC/ST/OBC certificate having photograph, issued by competent authority,
vii)	Certificate of Physical Handicap having photograph issued by the Competent Authority,
viii)	Arms License having photograph,
ix)	Job Cards with photograph issued under the National Rural Employment Guarantee Scheme,
x)	Property documents with photographs such as Pattas, Registered Deeds etc.,
xi)	Pension Documents such as Ex-Servicemen Pension Book/Pension Payment Order, Ex-Servicemen's Widow/Dependent Certificate, Old Age Pension Order, Widow Pension Order, with photograph,
xii)	Health Insurance Scheme Smart Cards with Photograph,
xiii)	Ration Cards or any other similar documents establishing the identity of the electors to the satisfaction of the Presiding Officer, having photograph.
xiv)	Aadhar Card issued by UIDAI
xv)	Passport

In case of an odd elector, who does not possess any of the above photo identity cards, he/she would be allowed to vote, if he/she is able to establish his/her identity to the satisfaction of the Presiding Officer and such other Polling Officer authorized by the Presiding Officer in this behalf.

9. It is further directed to make the following security arrangements for conduct of free, fair and peaceful election:-

- i. Adequate police personnel shall be deployed at the polling stations, counting centers for security and maintenance of law and order to ensure free, fair and peaceful election.
- ii. Daily law and order report shall be sent to the State Election Commission till the election process is complete.
- iii. A copy of the plan for deployment of Executive Magistrates, Sector Magistrate and police personnel must also be sent to the Commission well in time.
- iv. Provide security to the contesting candidates, if they so desire.
- v. It shall be ensured that no untoward incident takes place during elections.

10. In order to curb undesirable and illegal activities, the State Election Commission hereby imposes restrictions to hire or procure not more than 05 vehicles by a candidate contesting for the post of President and 02 vehicles by the contesting candidate for the seat of Member of a Municipal Council/Municipal Committee, whether on payment or otherwise, for use by a contesting candidate himself/herself or his/her agents or his/her supporters on the day of poll during the election. It is also stated that :-

- i. The expression "Vehicle" means any vehicle used or capable of being used for the purpose of road transport whether propelled by mechanical/electrical power or otherwise, and whether used for drawing other vehicle or otherwise.
- ii. The contesting candidates shall be issued permits as per proforma prescribed by the Commission appended herewith. The permits shall be issued to the contesting candidates at least 2 days before the day of poll.
- iii. The District Administration shall keep a close watch on the vehicles used by persons accompanying the contesting candidates and their supporters to prevent any likely mischief, including criminal activities such as carrying of illegal arms and weapons. If any of these vehicles, either of a contesting candidate or a private owner, is found to be involved in any such act or for carting anti-social elements with the intention to intimidate or create terror in the minds of voters, it shall be the duty of local administration to impound such vehicles and not to release them till the process of elections is completed. In addition, appropriate legal action against the owner and or occupant/occupants of such vehicle(s) and the candidate who is/are involved in such illegal activities shall also be taken as per law.
- iv. The District Administration shall launch a drive*for checking of vehicles immediately upon announcement of the elections and shall continue the drive till completion of the election process.
- v. All recognized National/State Political Parties in the state of Haryana and all contesting candidates or their agents authorized by them must be made aware of these guidelines/instructions.
- vi. Permit for use of vehicles by contesting candidates during election shall be issued in the following perform a :-

PROFORMA

MUNICIPAL ELECTIONS, 2025

Permit No. _____

Municipal Council/Municipal Committee _____

Name of Candidate _____

Contesting the election of *President or Member from Ward No. _____

Vehicle Number _____

Returning Officer
Seal

*Strike out the inappropriate alternative

11. In view of the provisions of rule 14 A of the Haryana Municipal Election Rules, 1978, after issuance of programme for election of the municipalities (Councils/Committees), if any person whose name is not included in the ward wise electoral roll of concerned municipality finally published, but his/her name exists in the relevant part of the electoral roll of the Legislative Assembly constituency, he/she may apply (in Form "A") to the Returning Officer for the inclusion of his/her name in the electoral rolls of municipality till the last date of filing nomination. Returning Officer shall be the competent authority for inclusion of such name(s) in the electoral roll from the issuance of election programme till the last date of filing of nomination. The decision taken by the Returning Officer on such applications shall be final. If the name of any applicant has been included in the electoral roll of any ward of the concerned municipality and he/she intends to contest the election, he/she shall be allowed to file his/her nomination. No amendment, transposition or deletion of any entry in the electoral roll shall be made and no direction for inclusion of a name in the electoral roll of any ward shall be given, after the last date for filing of nominations for an election in that municipality.

12. The State Election Commission further directs that the guidelines pertaining to **"facilitation of voters at polling stations on polling day"** issued vide No. SEC/1ME/2021/1238-1281 dated 11.06.2021 may be complied with meticulously during the General/bye-elections of the Municipal Councils/Municipal Committees.

13. Guidelines pertaining to "Publication of criminal antecedents" issued vide No. SEC/1ME/2021/3057-3088 dated 17.08.2021 must also be complied with meticulously during general/bye-elections of the Municipal Councils/Municipal Committees. Some of the major guidelines to be followed at the time of general elections are reproduced as under:-

- (a) Candidates who have criminal cases against them- either pending or in which the candidate has been convicted, shall publish a declaration about such cases, for wide publicity, in two newspapers (at least one Hindi and one English) having wide circulation in the concerned municipal area. The declaration is required to be published (in prescribed Format C-1) at least on three different dates from the

day following the last date for withdrawal of candidatures and upto two days before the date of poll.

(b) Candidates with criminal cases are also required to publish the above declaration on local TV channels or cable networks (If locally available) on three different dates during the above mentioned period and upto 48 hours ending with the hour fixed for conclusion of poll.

(c) The Returning Officer shall give a written reminder (in prescribed Format C-2) about the directions given herein for publishing declaration about the criminal cases in newspapers and local TV channels or cable networks (if locally available) for wide publicity to all candidates who have criminal cases as per the declaration in items (5) and (6) of Form 1C. The candidates shall submit copies of the newspapers in which their declaration in this regard was published to the Deputy Commissioner or an officer authorized by the State Election Commission, alongwith their account of election expenses.

(d) In the case of candidates with criminal cases set up by political parties, whether recognized parties or registered un-recognized parties, such candidates are required to declare before the Returning Officer concerned that they have informed their political party about the criminal cases against them.

(e) Recognized Political parties and registered un-recognized parties, which set up candidates with criminal cases, either pending or of past conviction, are required to publish declaration (in prescribed Format C-3) giving details in this regard on their website as well as in local TV channels or cable networks (if locally available) and at least two newspapers (one Hindi and one English) having wide circulation in the municipal area concerned.

(f) Recognized Political parties and registered un-recognized parties, which set up candidates with criminal cases shall have to submit a report to the Deputy Commissioner concerned stating that they have fulfilled the requirements of the directions, and shall enclose paper cutting containing declaration published by the party in this respect. This shall be done within 30 days of completion of election.

14. Information pertaining to criminal antecedents of the contesting candidates obtained in the prescribed forms alongwith nomination paper must also be hosted on the official website of district administration and the same shall remain hosted on the website till the completion of next general election of that municipal body. The directions in this respect given in the Commission's letter No. SEC/1ME/2017/1117-38 dated 2nd June, 2017 must be meticulously followed.

15. The revised expenditure limit to be incurred by the contesting candidate or his/her authorized election agent(s) for the election of President and Member of the Municipal Committee/Council must be brought to the notice of all contesting candidates.

Name of Municipal Body	President	Member
Municipal Council	Rs. 20,00,000	Rs. 4,50,000
Municipal Committee	Rs. 12,50,000	Rs. 3,00,000

16. Re-poll, if any required, shall be held on **04.03.2025** and counting of votes shall be held on **12.03.2025 at 8.00 A.M.** at the place(s) specified by the Deputy Commissioner concerned. The details (Accounts) of votes polled at each polling station shall be prepared in Part-II of Form 18 and forwarded to the Returning Officer concerned for consolidation in Form 8, mentioning therein the total number of valid votes polled in favour of each candidate on each polling station and declare the candidate, who is found to have obtained the largest number of votes, as elected President of Municipal Council/Municipal Committee concerned and Member of respective ward.

17. After declaration of result of election under Rule 62, the Returning Officer shall forthwith post a copy of return (i.e. Form 8- Consolidation of account of the counted ballot papers) at a conspicuous place in his office and send a copy thereof to the Deputy Commissioner, who shall forward the same immediately but not later than three days, names of the candidates elected to the State Election Commission, Haryana for notifying the same in the official gazette. The Deputy Commissioner shall ensure that the names and other particulars of the elected candidates should be the same as are recorded in the nomination paper.

18. All contesting candidates are required to maintain account of election expenditure and submit the same within 30 days from the date of declaration of the result of the election to the Deputy Commissioner or an officer authorized by the State Election Commission, failing which the defaulting candidate shall be liable to be disqualified under Section 13F of the Haryana Municipal Act, 1973 and Haryana Municipal Election Expenditure (Maintenance and submission of accounts) Order, 2020, for a period of five years from the date of issue of such order.

Dhanpat Singh
State Election Commissioner, Haryana

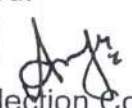
Endst. No. SEC/1ME/2025/582-653

Dated: 04.02.2025

A copy of above is forwarded to the following for information and immediate compliance of above orders:-

1. Chief Secretary to Government of Haryana, Chandigarh.
2. Additional Chief Secretary to Govt. of Haryana, Home Department, Chandigarh.
3. Commissioner and Secretary to Government of Haryana, Urban Local Bodies Department, Chandigarh.
4. Divisional Commissioner, Ambala, Gurugram, Rohtak, Hisar, Karnal and Faridabad.
5. Director General of Police, Haryana, Panchkula.
6. Director, Urban Local Bodies, Haryana, Chandigarh.

7. Director, Information, Public Relations and Languages Department, Haryana, Chandigarh.
8. Deputy Commissioner, Ambala, Bhiwani, Fatehabad, Gurugram, Jind, Jhajjar, Hisar, Kaithal, Karnal, Kurukshetra, Mahendergarh, Nuh, Palwal, Rohtak, Sonapat, Sirsa and Yamuna Nagar.
9. Superintendents of Police, Ambala, Bhiwani, Fatehabad, Gurugram, Jind, Jhajjar, Hisar, Kaithal, Karnal, Kurukshetra, Mahendergarh, Nuh, Palwal, Rohtak, Sonapat, Sirsa and Yamuna Nagar.
10. District Municipal Commissioner, Ambala, Bhiwani, Fatehabad, Gurugram, Jind, Jhajjar, Hisar, Kaithal, Karnal, Kurukshetra, Mahendergarh, Nuh, Palwal, Rohtak, Sonapat, Sirsa and Yamuna Nagar.
11. President/General Secretary of the recognized National/State Political Parties.
12. Controller, Printing & Stationery Department, Haryana for publication in the Haryana Government Gazette. He is requested to supply 10 copies of the notification to this Commission for information and record.


Asstt. State Election Commissioner
for State Election Commissioner, Haryana

GENERAL ELECTIONS OF MUNICIPAL COUNCILS AND COMMITTEES

Sr. No.	Name of District		Name of Municipal Councils		Name of Municipal Committees.
1.	Ambala	1.	Ambala Sadar	1.	Barara
2.	Bhiwani			2.	Bawani Khera
				3.	Loharu
				4.	Siwani
3.	Fatehabad	-	-	5.	Jakhal Mandi
4.	Gurugram	2.	Pataudi Jatauli Mandi	6.	Farukh Nagar
5.	Hisar	-	-	7.	Narnaund
6.	Jhajjar	-	-	8.	Beri
7.	Jind	-	-	9.	Julana
8.	Kaithal		-	10.	Kalayati
				11.	Siwan
				12.	Pundri
9.	Karnal		-	13.	Indri
				14.	Nilokheri
10.	Kurukshetra	3.	Thanesar	--	--
11.	Mahendergarh		-	15.	Ateli Mandi
				16.	Kanina
12.	Nuh	-	-	17.	Taoru
13.	Palwal	-	-	18.	Hathin
14.	Rohtak	-	-	19.	Kalanaur
15.	Sirsa	4.	Sirsa	--	-
16.	Sonepat	-	-	20.	Kharkhoda
17.	Yamuna Nagar	-	-	21.	Radaur