

Most Immediate/Date Bound
Municipal Election

No. 20/1/2014-2-Pol.
HARYANA GOVERNMENT
CHIEF SECRETARY'S OFFICE
POLITICAL & PARLIAMENTARY AFFAIRS DEPARTMENT
Dated Chandigarh the 4th December, 2020

To

1. All the Additional Chief Secretaries to Government, Haryana.
2. All the Principal Secretaries to Government, Haryana.
3. All the Heads of Departments to Government, Haryana.
4. All the MDs/CAs of Boards/Corporations in Haryana.
5. All Divisional Commissioners in Haryana.
6. All Deputy Commissioners in Haryana

Subject:- Ban on Posting/Transfer of Officers/Officials who are engaged in the Municipal Elections in the State of Haryana.

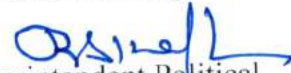
Sir/Madam,

I am directed to refer to the subject noted above and to say that State Election Commission, Haryana has issued notification No. SEC/1ME/2020/3165 and No. SEC/1ME/2020/3184, dated 03.12.2020 for the conduct of the General Elections of the seat of Mayor and Members of all the wards of Municipal Corporation, Ambala, Panchkula & Sonapat and President and Members of Municipal Council Rewari, Municipal Committee, Sampla (Rohtak), Dharuhera (Rewari) & Ukalana (Hisar) and Bye-elections of W. No. 07 of Municipal Committee, Indri (Karnal), W. No. 13 of Bhuna (Fatehabad), W. No. 12 of Rajound (Kaithal), W. No. 14 of Municipal Council, Fatehabad and W. No. 29 of Municipal Council, Sirsa which will be held on **27.12.2020**.

2 You are, therefore, requested that the officers/officials of the State Government deputed to conduct the above said elections should not be transferred till the declaration of election result. However, in case, where it is considered necessary to transfer an officer/official connected with the above said Municipal Elections, prior approval of this Commission be obtained.

3 Copy of this letter alongwith afore mentioned notification can be down loaded from **csharyana.gov.in** under **Political and Parliamentary Affairs Department**.

Yours faithfully



Superintendent Political

for Chief Secretary to Government, Haryana.

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

Dated Chandigarh, the 4th December, 2020

A copy is forwarded to the State Election Commissioner, Haryana, Nirvachan Sadan Plot No. 2, Sector 17, Panchkula with reference to his letter No. SEC/1ME/2020/3210, dated 03.12.2020 for information.



Superintendent Political

for Chief Secretary to Government, Haryana



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

Fax : +91 172 258 5904

Most Immediate/Date Bound **Municipal Election**

No.SEC/1ME/2020/3210

Dated: 03.12.2020

To

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

**Subject : Ban on Posting/Transfer of Officers/Officials who are engaged
in the Municipal Elections in the State of Haryana.**

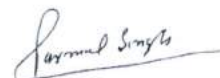
Sir,

I am directed to refer to the subject cited above and to say that the State Election Commission, Haryana has issued the notifications for the conduct of the General Elections of the seat of Mayor and members of all the wards of Municipal Corporation, Ambala, Panchkula & Sonapat and President and Members of Municipal Council Rewari, Municipal Committee, Sampla (Rohtak), Dharuhera (Rewari) & Ukalana (Hisar) and Bye- elections of W. No. 07 of Municipal Committee, Indri (Karnal), W. No. 13 of Bhuna (Fatehabad), W. No. 12 of Rajound (Kaithal), W. No. 14 of Municipal Council, Fatehabad and W. No. 29 of Municipal Council, Sirsa vide Notification No. SEC/1ME/2020/3165 and SEC/1ME/2020/3184 dated 03.12.2020 (copies enclosed), respectively. As per schedule, the nomination papers shall be presented from **11.12.2020 to 16.12.2020** and poll shall be held on **27.12.2020**. Re-poll if any required, shall be held on **29.12.2020** and counting of votes shall be held on **30.12.2020 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 am, therefore, directed to request you that officers/officials of the State Government deputed to conduct the general/bye-elections of abovesaid municipalities should not be transferred till the declaration of election results. However, in case, where it is considered necessary to transfer an officer/official connected with the above said Municipal Elections, prior approval of this Commission be obtained. Necessary instructions in this regard may kindly be issued to all the Departments, Boards, Corporations etc. of the State Government under intimation to the State Election Commission, Haryana.

Yours faithfully,

Encl:-As above.



(Parmal Singh)

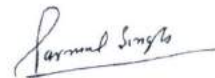
Assistant State Election Commissioner, Haryana

No.SEC/1ME/2020/3211-3225

Dated: 03.12.2020

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

1. Additional Chief Secretary to Government Haryana, Urban Local Bodies Department, Haryana, Chandigarh.
2. Director General of Police, Haryana, Panchkula.
3. Director, Urban Local Bodies Department, Haryana, Panchkula.
4. Deputy Commissioner, Ambala, Panchkula, Sonapat, Rewari, Rohtak, Hisar, Karnal, kaithal, Fatehabad and Sirsa.
5. Director, Information, Public Relations and cultural affairs Department, Haryana, Chandigarh.
6. Controller, Printing and Stationery Department, Haryana, Chandigarh for publication in the Haryana Government Gazette.



(Parmal Singh)

Assistant State Election Commissioner, Haryana



STATE ELECTION COMMISSION, HARYANA

NIRVACHAN SADAN, PLOT NO. 2, SECTOR- 17

PANCHKULA, HARYANA – 134109

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NOTIFICATION

Dated: 03.12.2020

No. SEC/1ME/2020/3165: 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, State Election Commission, Haryana, hereby prescribes the following election programme for the conduct of the General Elections of the seat of Mayor and Members of all the wards of Municipal Corporation, Ambala, Panchkula and Sonapat:-

(1)	Date on which notice shall be published by the Returning Officer for inviting nominations under Rule 22.	04.12.2020 (Friday)
(2)	Dates on which Nomination papers shall be presented and posted under Rule 21(2)(i) &(ii).	11.12.2020 (Friday) to 16.12.2020 (Wednesday) 11.00 A.M. to 03.00 P.M. (Except 13.12.2020)
(3)	Date on which the nomination papers shall be scrutinized under Rule 21(2)(iii).	17.12.2020 (Thursday) 11.30 A.M. onwards
(4)	Last date for withdrawal of candidature under Rule 21(2)(vi).	18.12.2020 (Friday) Between 11.00 A.M to 3.00 P.M.
(5)	Date on which symbols shall be allotted to the contesting candidates.	18.12.2020 (Friday) after 3.00 PM
(6)	Date on which the list of contesting candidates shall be posted under Rule 21(2)(vii).	18.12.2020 (Friday)
(7)	Date on which list of polling stations shall be posted under Rule 21(2)(viii).	18.12.2020 (Friday)
(8)	Date on which poll shall be held under Rule 21(2)(ix).	27.12.2020 (Sunday)

(9)	Re-poll, if any.	29.12.2020 (Tuesday)
(10)	Timing of the poll.	Between 8.00 A.M. to 5.30 P.M
(11)	Date, time and place on which the votes polled shall be counted.	On 30.12.2020 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 Commissioner, Ambala, Panchkula and Sonapat to designate Returning Officer and Assistant Returning Officer who shall be the officers of the Government for the conduct of the General Elections of the seat of Mayor and Members of all the wards of Municipal Corporation, Ambala, Panchkula and Sonapat.

3. The concerned Returning Officer shall publish a notice of the above election programme on **04.12.2020** at his office, office of the Deputy Commissioner and Municipal Corporation 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 shall be filed on **13.12.2020** being public holiday. The information about the nomination papers must be hosted in the website of the Deputy Commissioner and Corporation at least by 4.00 P.M. every day, during nomination period.

4. The Commission further directs that after the withdrawal of candidature 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 every stage i.e. nomination received, nomination rejected, nomination withdrawal and contesting candidates etc. with every detail shall be published and posted at some conspicuous places and in the office of the Returning Officer or at the Municipal Corporation office.

5. The Commission under Section 23A of the Haryana Municipal Corporation Act, 1994 read with Rule 50 of the Haryana Municipal Corporation Election Rules, 1994, hereby specifies that the voting shall be casted by and recording of votes by voting machines [Electronic Voting Machines (EVMs)] in the General Elections of the seat of

Mayor and Members of all the wards of Municipal Corporation, Ambala, Panchkula and Sonapat.

6. The Commission further directs to implement the option "None of above (NOTA)" on EVMs/Ballot papers" in these Elections. The directions in this respect given in 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 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 situation arising under 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 for which they were declared ineligible.
- (v) However, if in re-election, NOTA again gets highest votes, then re-election will not be taken for second time and contesting candidate with highest 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 his report to State Election Commission.
- ii) Upon receipt of such report, the State Election Commission shall after satisfaction, declare the fresh election programme for the said seat/s.

7. The Commission 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. The photograph of the candidate shall be printed in the panel for the name of the candidate 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 x 2.5 cm (2 cm in breadth and 2.5 cm in height). The ballot paper for Mayor 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 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 **27.12.2020**. If any elector has not been issued Electoral Photo Identity Card by the Election Commission of India, he/she will have to produce any one out of the following documentary evidence to establish his/her identity:--

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 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 peaceful, smooth and fair 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 and police personnel be also sent to this 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 by the contesting candidate for contesting of Member Municipal Corporation whether on payment or otherwise, for use by himself or his agents or 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 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 possible mischief, including criminal activities like 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 a view to intimidating or creating terror in the minds of the voters, it shall be the duty of the local administration to impound such vehicles and not to release them till the process of elections is completed. In addition, accordingly action against the owner, the occupant/occupants and the candidate who is involved in such illegal activities shall also be taken as per law.
- iv. The District Administration shall launch a drive for checking the vehicles immediately upon the announcement of the elections and shall continue the drive till the completion of the process of elections.
- v. All recognized National/State Political Parties in the State of Haryana immediately and to each contesting candidates, or an agent authorized by him be intimated in this respect.
- vi. Permit in this respect shall be issued in the Performa given here as under:-

PROFORMA

MUNICIPAL CORPORATION ELECTIONS, 2020

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

11. The Commission further directs that COVID-19 guidelines issued vide No.SEC/1ME/2020/2769-3068 dated 27.11.2020 be complied meticulously during the elections of the corporations. Some of the major guidelines to be followed at the time of polling are as under:-

- 1) Mandatory sanitization of Polling Station, preferably, a day before the poll.
- 2) Every person involved on election activity and come for casting vote

shall wear face mask.

- 3) Those electors who are not carrying the mask shall be provided masks at the entry point of polling station.
- 4) Thermal Scanning of all persons shall be made at the entry point of polling station.
- 5) Sanitizers shall be kept inside the booth at appropriate locations with clear direction for the use by voters.
- 6) Sanitizer, soap and water shall be made available at the polling station.
- 7) Hand gloves shall be provided to the voter, for signing on the voter register and pressing button of EVM for voting.
- 8) COVID-19 patients who are quarantined will be allowed to cast their vote at the last hour of the poll day at the irrespective Polling Stations, under the supervision of health authorities, strictly following COVID-19 related preventive measures. Sector Magistrates shall coordinate this in their allocated polling stations.

The concerned Deputy Commissioners are also authorized to issue any further guideline for the safety of general public during election process by taking into account local conditions, If required.

12. The Commission further directs that after the 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.

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

14. The Commission further directs to bring the following expenditure limit into the notice of all the contesting candidates, to be incurred by the contesting candidate or his authorized election agent(s) in the election of Mayor and Member of the Corporation:-

Mayor	Member
Rs. 22,00,000/-	Rs. 5,50,000/-

15. The Commission further directs that if any person whose name is not included in the ward wise electoral roll finally published, may apply (in relevant Form i.e. Form "A" or "B") to the Deputy Commissioner for addition/deletion/correction of his name in the ward wise electoral roll. However, the addition/deletion or correction of any name in the ward wise electoral roll of a Municipal Corporation shall only be made, if the name of claimant/applicant exists in the relevant part of assembly electoral roll till the first day of filing nomination papers for the elections of Municipal Corporation.

16. The Commission further directs that 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. The Deputy Commissioner or an officer authorized by the State Election Commission shall check account of election expenses and send a list of contesting candidates who have filed and not filed the election expenditure statement, to the Commission within a period of 7 days from the completion of prescribed time limit of 30 days.

Dr. Dalip Singh
State Election Commissioner, Haryana

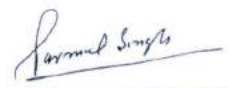
Endst. No. SEC/1ME/2020/3166-3183

Dated:03.12.2020

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. Additional Chief Secretary to Govt. of Haryana, Urban Local Bodies Department, Chandigarh.
4. Divisional Commissioner, Ambala and Rohtak
5. Director-General of Police, Haryana, Panchkula.
6. Director, Urban Local Bodies, Haryana, Panchkula.
7. Director, Public Relation, Haryana, Chandigarh.
8. Deputy Commissioner, Ambala, Panchkula and Sonapat.
9. Superintendent of Police, Ambala, Panchkula and Sonapat.
10. Commissioner, Municipal Corporation, Ambala, Panchkula and Sonapat
11. 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.



(Parmal Singh)

Asstt. State Election Commissioner, Haryana



STATE ELECTION COMMISSION, HARYANA

NIRVACHAN SADAN, PLOT NO. 2, SECTOR- 17

PANCHKULA, HARYANA – 134109

Website: www.secharyana.gov.in

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NOTIFICATION

Dated: 03.12.2020

No. SEC/1ME/2020/3184: In exercise of power 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 it in this behalf, State Election Commission, Haryana, hereby prescribes the following election programme for the conduct of the General Elections of the seat of President and Members of all the wards of Municipal Council Rewari, Municipal Committee, Sampla (Rohtak), Dharuhera (Rewari) & Ukalana (Hisar) and Bye- elections of W. No. 07 of Municipal Committee, Indri (Karnal), W. No. 13 of Bhuna (Fatehabad), W. No. 12 of Rajound (Kaithal), W. No. 14 of Municipal Council, Fatehabad and W. No. 29 of Municipal Council, Sirsa:-

(1)	Date on which notice shall be published by the Returning Officer for inviting nominations under Rule 20.	04.12.2020 (Friday)
(2)	Dates on which Nomination papers shall be presented and posted under Rule 19(2)(i)&(ii).	11.12.2020 (Friday) to 16.12.2020 (Wednesday) 11.00 A.M. to 03.00 P.M. (Except 13.12.2020)
(3)	Date on which the nomination papers shall be scrutinized under Rule 19(2)(iii)	17.12.2020 (Thursday) 11.30 A.M. onwards
(4)	Last date for withdrawal of candidature under Rule 19(2)(vi).	18.12.2020 (Friday) Between 11.00 A.M to 3.00 P.M.
(5)	Date on which symbols shall be allotted to the contesting candidates.	18.12.2020 (Friday) after 3.00 PM
(6)	Date on which the list of contesting	18.12.2020 (Friday)

	candidates shall be posted under Rule 19(2)(vii).	
(7)	Date on which list of polling stations shall be posted under Rule 19(2)(viii).	18.12.2020 (Friday)
(8)	Date on which the poll shall be held under Rule 19(2)(ix).	27.12.2020 (Sunday)
(9)	Re-poll, if any	29.12.2020 (Tuesday)
(10)	Timing of the poll	Between 8.00 A.M. to 5.30 P.M
(11)	Date, time and place on which the votes polled shall be counted.	On 30.12.2020 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.

2. The State Election Commission, Haryana in exercise of powers vested under Rule 19 (3) & (4) of the Haryana Municipal Election Rules, 1978, authorize the concerned Deputy Commissioner, Rewari, Rohtak, Hisar, Karnal, kaithal, Fatehabad and Sirsa to designate a Returning Officer and Assistant Returning Officer who shall be the officers of the Government for the conduct of the General Elections of the seat of President and Members of all the wards of Municipal Council Rewari, Municipal Committee, Sampla (Rohtak), Dharuhera (Rewari) Ukalana (Hisar) and Bye- elections of W. No. 07 of Municipal Committee, Indri (Karnal), W. No. 13 of Bhuna (Fatehabad), W. No. 12 of Rajound (Kaithal), W. No. 14 of Municipal Council, Fatehabad and W. No. 29 of Municipal Council, Sirsa.

3. The Returning Officer shall publish a notice of the above election programme on **04.12.2020** at his office, office of the Deputy Commissioner and Municipal Council/Committee concerned and at such other conspicuous places in the area of the Municipal Council/Committee in which the elections are to be held, as determined by him in this behalf under Rule 20 of the Haryana Municipal Election Rules, 1978. No nomination shall be filed on **13.12.2020** being public holiday. The information about the nomination papers must be hosted in the website of the Deputy Commissioner and Municipal Council/Committee concerned at least by 4.00 P.M. every day, during nomination period.

4. The Commission further directs that after the withdrawal of candidature 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 every stage i.e. nomination received, nomination rejected, nomination withdrawal and contesting candidates etc. with every detail shall be published and posted at some conspicuous places and in the office of the concerned Returning Officer or at the concerned Municipal Council/Committee office.

5. The Commission under Section 275 (1A) of the Haryana Municipal Act, 1973 read with Rule 49 of the Haryana Municipal Election Rules, 1978, hereby specifies that the voting shall be casted by and recording of votes by voting machines [Electronic Voting Machines (EVMs)] in the General and Bye-elections of the Municipal Councils/Committees concerned.

6. The Commission further directs to implement the option "None of above (NOTA)" on EVMs/Ballot papers" in these Elections. The directions in this respect given in 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 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 situation arising under 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 for which they were declared ineligible.

- (v) However, if in re-election, NOTA again gets highest votes, then re-election will not be taken for second time and contesting candidate with highest 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 his report to State Election Commission.
- ii) Upon receipt of such report, the State Election Commission shall after satisfaction, declare the fresh election programme for the said seat/s.

7. The Commission further directs to print the 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. The photograph of the candidate shall be printed in the panel for the name of the candidate 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 x 2.5 cm (2 cm in breadth and 2.5 cm in height). The ballot paper for President shall be of Pink colour and for Member 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 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 they coming to the polling stations for voting, the polling for which is scheduled to take place **27.12.2020**. If any elector has not been issued Electoral Photo Identity Card by the Election Commission of India, he/she will have to produce any one out of the following documentary evidence to establish his/her identity:--

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 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 peaceful, smooth and fair 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 and police personnel be also sent to this 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 President and 02 by the contesting candidate of the seat of Member Municipal Council/Committee election, whether on payment or otherwise, for use by a contesting candidate himself or his agents or his 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 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 possible mischief, including criminal activities like 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 a view to intimidating or creating terror in the minds of the voters, it shall be the duty of the local administration to impound such vehicles and not to release them till the process of elections is completed. In addition, accordingly action against the owner, the occupant/occupants and the candidate who is involved in such illegal activities shall also be taken as per law.
- iv. The District Administration shall launch a drive for checking the vehicles immediately upon the announcement of the elections and shall continue the drive till the completion of the process of elections.
- v. All recognized National/State Political Parties in the State of Haryana immediately and to each contesting candidates, or an agent authorized by him be intimated in this respect.

- vi. Permit in this respect shall be issued in the Performa given here as under:-

PROFORMA
MUNICIPAL ELECTIONS, 2020

Permit No. _____

Municipal Council/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. The Commission further directs that COVID-19 guidelines issued vide No.SEC/1ME/2020/2769-3068 dated 27.11.2020 be complied meticulously during the elections of the municipalities. Some of the major guidelines to be followed at the time of polling are as under:-

- 1) Mandatory sanitization of Polling Station, preferably, a day before the poll.
- 2) Every person involved on election activity and come for casting vote shall wear face mask.
- 3) Those electors who are not carrying the mask shall be provided masks at the entry point of polling station.
- 4) Thermal Scanning of all persons shall be made at the entry point of polling station.
- 5) Sanitizers shall be kept inside the booth at appropriate locations with clear direction for the use by voters.
- 6) Sanitizer, soap and water shall be made available at the polling station.
- 7) Hand gloves shall be provided to the voter, for signing on the

voter register and pressing button of EVM for voting.

- 8) COVID-19 patients who are quarantined will be allowed to cast their vote at the last hour of the poll day at the irrespective Polling Stations, under the supervision of health authorities, strictly following COVID-19 related preventive measures. Sector Magistrates shall coordinate this in their allocated polling stations.

The concerned Deputy Commissioners are also authorized to issue any further guideline for the safety of general public during election process by taking into account local conditions, If required.

12. The Commission further directs that after the 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 immediately but not later than three days, the names of the candidates elected to the State Election Commission, Haryana for notifying the same in 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.

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

14. The Commission further directs to bring the following expenditure limit into the notice of all the contesting candidates, to be incurred by the contesting candidate or his authorized election agent(s) in the election of President and Member of the Municipal Council/Committee:-

Municipal Council or Committee	President	Member
Council	Rs. 15,00,000	Rs. 3,30,000
Committee	Rs. 10,00,000	Rs. 2,25,000

15. The Commission further directs that if any person whose name is not included in the ward wise electoral roll finally published, may apply (in relevant Form i.e. Form "A" or "B") to the Deputy Commissioner for addition/deletion/correction of his name in the ward wise electoral roll. However, the addition/deletion or correction of any name in the ward wise electoral roll of a Municipal Council/Committee shall only be made, if the name of claimant/applicant exists in the relevant part of assembly electoral roll till the first day of filing nomination papers for the elections of Municipal Council/Committee.

16. The Commission further directs that 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 the 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. The Deputy Commissioner or an officer authorized by the State Election Commission shall check account of election expenses and send a list of contesting candidates who have filed and not filed the election expenditure statement, to the Commission within a period of 7 days from the completion of prescribed time limit of 30 days.

Dr. Dalip Singh
State Election Commissioner,
Haryana

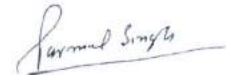
Endst. No. SEC/1ME/2020/3185-3209

Dated: 03.12.2019

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. Additional Chief Secretary to Govt. of Haryana, Urban Local Bodies Department, Chandigarh.
4. Divisional Commissioner, Gurugram, Rohtak, Hisar and Karnal.
5. Director General of Police, Haryana, Panchkula.

6. Director, Urban Local Bodies, Haryana, Chandigarh.
7. Director, Public Relation, Haryana, Chandigarh.
8. Deputy Commissioner, Rewari, Rohtak, Hisar, Karnal, kaithal, Fatehabad and Sirsa
9. Superintendent of Police, Rewari, Rohtak, Hisar, Karnal, kaithal, Fatehabad and Sirsa.
10. A copy alongwith 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.



(Parmal Singh)

Asstt. State Election Commissioner, Haryana