

No.20/5/2001-2POL
HARYANA GOVERNMENT
CHIEF SECRETARY'S OFFICE
POLITICAL BRANCH

Dated Chandigarh 25th May, 2022.

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 Divisional Commissioners in Haryana.

Subject:- Municipal Elections of Municipal Bodies- Model Code of Conduct.

Sir/Madam,

I am directed to refer to the subject noted above and to say that a copy of Letter No. SEC/1ME/2022/1666, Dated 23.05.2022 received from State Election Commission Haryana vide which the attention of Hon'ble Chief Minister/ Deputy Chief Minister/Ministers /Ministers of State has been invited to strictly follow the model code of conduct during the programme of General Elections for the seat of President and Members of all the wards of 28 Municipal Committees and 18 Municipal Councils which will be held on **19.06.2022**. The Model Code of Conduct prescribed by the State Election Commission has come into operation with w.e.f 23.05.2022 in the areas of municipalities where the poll is to be held.

2 Attention is also invited towards Para No. 9 of the Model Code of Conduct that no grant be sanctioned by them from the discretionary fund or from the Govt. fund nor they will sanction any scheme / plan till elections process are completed in all respect. **During this period, neither any foundation stone shall be laid nor will any scheme / plan be launched in the respective areas.** Any violation of the Model Code of Conduct will be viewed seriously by the State Election Commission. A copy of the Model Code of Conduct in this regard is also available on the Commission's website www.secharyana.gov.in. It is requested that this may be brought to the notice of the Hon'ble Chief Minister, all Ministers, MPs/ MLAs, Chairpersons (Non Official) and other authorities of all Boards/ Corporations.

3 Copy of this letter alongwith aforementioned notification with enclosure including a copy of Model Code of Conduct can be downloaded from **esharyana.gov.in under Political and Parliamentary Affairs.**

Yours faithfully,


Superintendent Political

for Chief Secretary to Government, Haryana.

Endst No. 20/5/2001-2-Pol.

Dated Chandigarh the 25th May, 2022.

A copy of this letter alongwith aforementioned notification with enclosure including a copy of Model Code of Conduct is forwarded to the following for information and necessary action:-

1. The Special Senior Secretaries / Senior Secretaries / Secretaries /Private Secretaries to Chief Minister/Deputy Chief Minister/Ministers/ Ministers of the State in Haryana.
2. The Secretary, Haryana Vidhan Sabha Secretariat with the request to bring this into bring this into the notice of the Members of the Legislative Assembly of Haryana State.
3. All the Deputy Commissioners in Haryana with the request to bring this into the notice of the Members of the Parliament of Haryana State.



Superintendent Political

for Chief Secretary to Government, Haryana

Endst No. 20/5/2001-2-Pol.

Dated Chandigarh the 25th May, 2022.

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/2022/1666, Dated 23.05.2022 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/2022/1666

Dated: 23.05.2022

To

The Chief Secretary to Government of Haryana,
Chandigarh.
(in Political Branch)

Subject : General Elections of Municipal Bodies --- Model Code of Conduct.

Sir,

I have been directed to refer to the above subject and to say that the State Election Commission, Haryana has issued notification for conduct of general elections for the seats of Presidents and Members of all the wards of 28 Municipal Committees and 18 Municipal Councils vide Notification No. SEC/1ME/2022/1481 dated 23.05.2022 (copy enclosed). As per schedule, nomination papers shall be presented from **30.05.2022 to 04.06.2022** (except 02.06.2022 being holiday) and poll shall be held on **19.06.2022**. Re-poll if any required, shall be held on **21.06.2022** and counting of votes shall be held on **22.06.2022 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. Since the election programme has been issued by this Commission on **23.05.2022**, the Model Code of Conduct prescribed by the State Election Commission has come into operation with w.e.f. **23.05.2022** in the areas of municipalities where poll is to be held.

3. I have, therefore, been directed to request you that this may be brought to the notice of the Hon'ble Chief Minister, all Ministers, MPs/MLAs, Chairpersons (Non Official) and other authorities of all Boards/Corporations that Model Code of Conduct has come into force immediately and will remain in force till the announcement of election results in respect of these municipal bodies. They may further be requested to strictly follow the model code of conduct during this period. I have further been directed to request you to invite attention of the



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Hon'ble Chief Minister and Ministers towards para No.9 of the Model Code of Conduct, that no grant can be sanctioned by them from the discretionary fund or from Govt. fund nor will they sanction any new scheme/project in these areas till these elections are completed in all respect. During this period neither any foundation stone shall be laid nor will any scheme/plan be inaugurated in the respective areas. Any violation of the Model Code of Conduct will be seriously viewed by the State Election Commission.

4. I have further been directed to say that the State Election Commission will not hesitate to cancel the election in case of any violation of the Model Code of Conduct.

5. 10 Copies of Model Code of Conduct are sent herewith for making them available to all concerned. Copy of the Model Code of Conduct can also be downloaded from the website of this Commission i.e. www.secharyana.gov.in.

Yours faithfully,

Asstt. State Election Commissioner
for State Election Commissioner, Haryana

Endst. No.SEC/1ME/2022/1667-1697

Dated: 23.05.2022

A copy of above is forwarded to the following for information and necessary action:-

1. Principal Secretary to Govt. of Haryana, Urban Local Bodies Department, Chandigarh.
2. Director General of Police, Haryana, Panchkula.
3. Director General, Urban Local Bodies Department, Haryana, Panchkula.
4. Divisional Commissioner, Ambala, Gurugram, Rohtak, Hisar, Karnal and Faridabad.
5. All the Deputy Commissioners in the State except Faridabad district.
6. Director General, Information, Public Relations and Languages Department, Haryana, Chandigarh
7. Controller, Printing and Stationery Department, Haryana, Chandigarh.

Sd/-

Asstt. State Election Commissioner
for State Election Commissioner, 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

NOTIFICATION

Dated: 23.05.2022

No. SEC/1ME/2022/1481: 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 28 Municipal Committees and 18 Municipal Councils (**Annexure –A**):-

(1)	Date on which notice shall be published by the Returning Officer for inviting nominations under Rule 20.	24.05.2022 (Tuesday)
(2)	Dates on which Nomination papers shall be presented and posted under Rule 19(2)(i)&(ii).	30.05.2022 (Monday) to 04.06.2022 (Saturday) 11.00 A.M. to 03.00 P.M. (Except 02.06.2022 being holiday)
(3)	Date on which the nomination papers shall be scrutinized under Rule 19(2)(iii)	06.06.2022 (Monday) 11.30 A.M. onwards
(4)	Last date for withdrawal of candidature under Rule 19(2)(vi).	07.06.2022 (Tuesday) Between 11.00 A.M. to 3.00 P.M.
(5)	Date on which symbols shall be allotted to the contesting candidates.	07.06.2022 (Tuesday) after 3.00 PM
(6)	Date on which the list of contesting candidates shall be posted under Rule 19(2)(vii).	07.06.2022 (Tuesday)
(7)	Date on which list of polling stations shall be posted under Rule 19(2)(viii).	07.06.2022 (Tuesday)
(8)	Date on which the poll shall be held under Rule 19(2)(ix).	19.06.2022 (Sunday)
(9)	Date for Re-poll, if any required	21.06.2022 (Tuesday)
(10)	Timing of the poll	Between 7.00 A.M. to 6.00 P.M
(11)	Date, time and place on which the votes polled shall be counted.	On 22.06.2022 at 8.00 A.M. onwards 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. 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 Committees/Municipal Councils in their respective districts.

3. The Returning Officer shall publish a notice of the above election programme on **24.05.2022** at his/her office, office of the Deputy Commissioner and Municipal Committee/Municipal Council concerned and at such other conspicuous places in the area of Municipal Committee/Council 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 **02.06.2022** being a holiday. During the period of nomination information about the nomination papers must be hosted on the website of the District Administration and Municipal Committee/Municipal Council 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 Committee/Municipal Council 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 elections of the Municipal Committee/Council 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 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. Photograph of the candidate shall be printed in the panel for name of the candidate 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/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 **19.06.2022**. 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 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 Committee/Municipal Council, 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 performas :-

PROFORMA

MUNICIPAL ELECTIONS, 2022

Permit No. _____

Municipal Committee/Municipal Council _____

Name of Candidate _____

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

Vehicle Number _____

Returning Officer
Seal

*Strike out the inappropriate alternative

11. As per amendment carried out by the State Government vide notification dated 08.06.2021 in the Haryana Municipal Election Rules, 1978; new rule 14A has been inserted. Now after issuance of programme for election of the municipalities (Committees/Councils), 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 Commission further directs that the instructions issued by the Government from time to time pertaining to COVID-19 pandemic be followed meticulously and if such situation arises at any stage during elections, the Deputy Commissioner concerned may issue any instruction/guideline for the safety of general public by taking into account local conditions, wherever required.

13. The 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 elections of the Municipal Committees/Municipal Councils.

14. 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 elections of the Municipal Committees/Municipal Councils. 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.

15. 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.

16. 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 Committee	Rs. 10,50,000	Rs. 2,50,000
Municipal Council	Rs. 16,00,000	Rs. 3,50,000

17. Re-poll, if any required, shall be held on **21.06.2022** and counting of votes shall be held on **22.06.2022 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 Committee/Municipal Council concerned and Member of respective ward.

18. 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.

19. 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. 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.

Dhanpat Singh
State Election Commissioner, Haryana

Endst. No. SEC/1ME/2022/1482-1545

Dated: 23.05.2022

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. Principal Secretary to Govt. 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, Public Relation, Haryana, Chandigarh.
8. All the Deputy Commissioners in the State except Faridabad district.
9. All Superintendents of Police in the districts in the State except Faridabad district.
10. President/General Secretary of the recognized National/State Political Parties.
11. 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

ANNEXURE-A

GENERAL ELECTIONS OF MUNICIPAL COUNCILS AND COMMITTEES

Sr. No.	District	Name of Municipal, Committee		Name of Municipal Council	
1.	Ambala	1).	Naraingarh		
2.	Bhiwani		--	1).	Bhiwani
3.	Charkhi Dadri		--	2).	Charkhi Dadri
4.	Fatehabad	2). 3).	Ratia Bhuna	3). 4).	Fatehabad Tohana
5.	Gurugram		--	5).	Sohana
6.	Hisar	4).	Barwala	6).	Hansi
7.	Jind	5). 6).	Safidon Uchana	7). 8).	Narwana Jind
8.	Jhajjar		---	9). 10).	Jhajjar Bahadurgarh
9.	Kurukshetra	7). 8). 9). 10).	Ismailabad Shahabad Pehowa Ladwa		--
10.	Karnal	11). 12). 13). 14).	Gharaunda Taraori Nissing Assandh		--
11.	Kaithal	15). 16).	Cheeka Rajound	11).	Kaithal
12.	Mahendergarh	17). 18).	Mahendergarh Nangal Chaudhary	12).	Narnaul
13.	Nuh	19). 20).	Ferozepur Jhirka Punhana	13).	Nuh
14.	Panchkula		--	14).	Kalka
15.	Panipat	21).	Samalkha		--
16.	Palwal		--	15). 16).	Palwal Hodel
17.	Rohtak	22).	Meham		--
18.	Rewari	23).	Bawal		--
19.	Sonepat	24). 25).	Ganaur Kundli	17).	Gohana
20.	Sirsa	26). 27).	Ellenabad Rania	18).	Mandi Dabwali
21.	Yamuna Nagar	28).	Sadhaura		--

नगरनिगम/नगरपालिका परिषद्/नगरपालिका चुनावों के
लिए उम्मीदवारों, सरकारी विभागों और सरकारी
कर्मचारियों के मार्गदर्शन हेतु आदर्श
आचरण संहिता



सत्यमेव जयते

हरियाणा राज्य चुनाव आयोग,
पंचकुला ।

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PART - I

FOR CANDIDATES

I. General Conduct for Candidates

- (1) No party or candidate shall indulge in any activity which may aggravate existing differences or create mutual hatred or cause tension between different castes and communities, religious or linguistic.
- (2) There shall be no appeal to caste or communal feelings for securing votes.
- (3) Mosques, Churches, Temples or other places of worship shall not be used as forum for election propaganda.
- (4) All parties and candidates shall refrain from criticism of all aspects of private life, not connected with the public activities of the leaders or workers of other parties. Criticism of other parties or their workers based on unverified allegations or on distortion shall be avoided.
- (5) Criticism of other political parties when made shall be confirmed to their parties and programmes, past record and work. They should not be criticised on unverified allegations.
- (6) The right of every individual for peaceful and undisturbed life shall be respected, however, much the political parties or candidates may resent his political feelings or activities. Organising demonstrations or picketing before the houses of individuals by way of protesting against their opinions shall not be resorted to under any circumstances.
- (7) Political parties and candidates should avoid such activities which are offences under the election law for example;
 - (i) Transport and conveyance of voters to and from polling stations.
 - (ii) Holding Public Meetings during the period of 48 hours ending with the hour fixed for close of poll.
 - (iii) Convassing within 100 meters of a polling station.
 - (iv) Bribing of voters, intimidation of voters, personation of voters.

- (8) On the day of polling or two days prior to it, neither liquor shall be purchased nor shall be it offered to any person or distributed. Every candidate will ask his supporters also not to indulge in such activities..
- (9) No candidate shall permit his followers to make use of any individual's land building, compound wall etc. without his permission for erecting flagstaffs, suspending banners, pasting notices, writing slogans etc.
- (10) No political party or candidate shall allow his supporters to remove the flags or poster pasted by other parties or candidates .
- (11) Identification slips given to the voters will be on plain paper containing the name of the candidate. It should not have name of the candidate and his election symbol. The identification slips will contain the name of voter, his father / husband's name, ward number, polling station number and serial number in the voting list and will not contain anything else.
- (12) The candidate/political. party will give full cooperation to the polling staff on duty for the peaceful conduct of the elections.

II. Meetings and Processions

- (i) The party or candidates shall inform the local police authorities of the venue and time of any proposed meeting/procession well in time so as to the police to make necessary arrangements for controlling traffic and maintaining peace and order,
- (ii) A party or candidate shall ascertain in advance if there are any restrictive or prohibitory orders in force in the place proposed for the meeting/procession. If such orders exist, they will be followed strictly. If any exemption is required from such orders, it shall be applied for and obtained well in time.
- (iii) The organisers shall take steps in advance to arrange for passage of the procession so that there is no block or hindrance to traffic. If the procession is very long, it shall be organised in suitable lengths so that at convenient intervals especially at points where the procession has to pass road junctions the passage of held-up traffic could be allowed by stages thus avoiding heavy traffic congestion.

- (iv) If two or more political parties or candidates propose to take processions from the same route or parts thereof at the same time, the organisers shall contact well in advance and decide upon the measures to be taken to see that the processions do not clash or cause hindrance to the traffic. Local police shall be availed of for arriving at a satisfactory arrangement. For this purpose, the parties shall contact the police at the earliest possible.
- (v) The political parties or candidates shall exercise control to the maximum extent possible in the matter of processionists carrying articles which may be put to misuse by undesirable elements, especially in moments of excitement.
- (vi) Organisers of a meeting shall invariably seek the assistance of the police on duty for dealing with persons disturbing a meeting procession or otherwise attempting to create disorder. Organisers themselves shall not take action against such persons.
- (vii) The carrying of effigies purporting to represent members of other political parties or their leaders, burning such effigies in public and such other forms of demonstration shall not be countenanced by any political party or candidate.

III. Polling Day

All political parties and candidates shall :—

- (i) supply to their authorised workers suitable badges or identity cards;
- (ii) agree that the identity slips supplied by them to voters shall be on plain (white paper) and shall not contain any symbol, name of the candidate or the name of the party;
- (iii) refrain from serving or distributing liquor on polling day and during the twenty four hours preceding it;
- (iv) not allow unnecessary crowds to be collected near the camps set up by the political parties and candidates near the polling booths so as to avoid confrontation and tension among workers and sympathisers of the parties and candidates.

- (v) Ensure that the candidate's camps shall be simple. They shall not display any posters, flags, symbols or any other propaganda material. No eatables shall be served or crowds allowed at the camps;
- (vi) co-operate with the authorities in complying with the restrictions to be imposed on the plying of vehicles on the polling day and obtain permits for them.

IV. Polling Booth

Except the voters, no one without a valid pass from the Election Commission shall enter the polling booths.

PART-II

FOR GOVERNMENT DEPARTMENTS AND GOVERNMENT SERVANTS

1. No Government servant shall take part in, subscribe in aid of, or assist in any way, any candidate.
2. Attendance at public meetings organised by candidate would always be contrary to the Government Servants Conduct Rules unless all the following conditions are satisfied :-
 - (1) (a) that the meeting is public meeting and not in any sense private or restricted meeting;
 - (b) that the meeting is not held contrary to any prohibitory order or without permission where permission is needed; and
 - (c) that the Government servant in question does not himself speak at, or take active or prominent part in organising or conducting the meeting.
- (2) Even where the said conditions are satisfied, while occasional attendance at such meetings may not be construed as a participation, frequent or regular attendance by a Government servant at meetings of any particular candidate is bound to create the impression that he is a sympathiser of the aims and objects of that particular candidate. Conduct which give cause for such an impression may well be construed as assisting a candidate.
3. During election campaign, if any Minister visits a private house in connection with some election programme, the Government servant should not attend that function.
4. While giving permission for any meeting no candidate should be discriminated.
5. If on a particular day a number of candidates apply for holding a meeting at a particular place the permission should be given to only that candidate who had applied first.

6. Rest Houses or Circuit Houses should be, given for use to all candidates on the same and equal conditions. No candidate will be given permission to use these places or premises for election propaganda..

7. (a) During the election period if any, meeting is conducted it should be considered a meeting for political purpose and Government should not spend any amount on it; leaving aside the Govt. servants who are there for maintaining law and order, no other Government employee should attend such meetings.

(b) During the period of elections, if any Minister visits any Municipal Committee/Corporation and Panchayat where the elections are due, such tour must be considered as election tour and no Government servant should accompany the Minister/those who are to be provided for security. During such tours Government vehicles should not be made available.

(c) From the date when the elections announced till the election is complete, the Government, Local Government, Cooperative Institutions and such other Institutions which receive aid from the Government would not make available their vehicles to the Ministers, Members of Parliament, Member of Legislative Assembly or candidates and such vehicles will not be utilised for election purposes.

8. Ministers will not combine their official tours with the tours for the purpose of election propoganda nor will they utilise the Government servant or vehicles during the election period which can be considered as being utilised for the purpose of favouring a candidate.

9. From the date election is announced till the election is complete, Ministers will not give any grant from the discretionary fund or from the Government fund nor will they sanction any scheme. During this period no foundation stone will be laid nor will any plan be inaugurated.

10. During election period such advertisements will not be released by Government Institutions in the news-papers which will highlight the achievements of the party in power which may lead to favouring a candidate.