

# The Orissa Gazette

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## PLANNING & CO-ORDINATION DEPARTMENT

### NOTIFICATION

The 11<sup>th</sup> December, 2000

No.16745-PM-II-DP-20/2000-P.-In exercise of the power conferred by Section 13 of the Orissa District Planning Committees Act, 1998 (Orissa Act 8 of 1998), the State Government do hereby make the following rules, namely;-

#### CHAPTER -1

#### PRELIMINARY

##### Short title and commencement.

1. (1) These rules may be called the Orissa District Planning Committees Rules, 2000.
  - (2) They shall come into force on the date of their publication in the official Gazette.
- Definitions.

##### Definitions.

2. (1) In these rules unless the context otherwise requires, -
  - (a) "Act" means the Orissa District Planning Committees Act ,1998;
  - (b) "Ballot Box" means any box, bag or other receptacle which can contain secretly and safely the received ballot papers in course of polling at a polling station;
  - (c) "Form" means a form appended to these rules, and includes a translation in Oriya there of;
  - (d) "List of Voters" means the list of elected members of the Zilla Parishad or elected members of the Municipalities in a district;
  - (e) "Polling Station" means the place selected for conduct of poll of an election under the Act;
  - (f) "Returning Officer" means the District Magistrate who will conduct the election to the District Planning Committee and it includes an Assistant Returning Officer for performing the functions of a Returning Officer as and when so appointed by the Returning Officer;

(g) "Presiding Officer" means a public servant appointed by the Returning Officer for conducting election at a polling station;

(h) "Polling Officer" means a public servant appointed by the Returning Officer for assisting the Presiding Officer for conducting election at a polling station;

(i) "Schedule" means the Schedule referred to in the Act in sub-section (2) of section 3;

(j) "Gazette" means the Orissa gazette ;

(k) "Ballot Paper" means a paper containing the names of contesting candidates to be used for casting votes by the voters;

(1) "Section" means a section of the Act.

(2) All other words and expressions, used but not defined in these rules,' shall have the same meaning as respectively assigned to them in the Act.

## **CHAPTER-II**

### ***CONSTITUTION OF DISTRICT PLANNING COMMITTEE***

3. There shall be constituted at the level of every district, a District Planning Committee, by the Government in a notification to be published in the Gazette.

## **CHAPTER - III**

### ***CONDUCT OF ELECTION***

#### **Programme for election.**

4. As soon as may be within one month from the date of commencement of these rules or within such further time as may be ordered for reasons to be recorded in writing by him in this behalf, the District Magistrate who is the Returning Officer shall, in Form. 1 appoint -

(a) the date, time and place where a poll shall, if necessary, take place for election in accordance with the system of proportional representation by means of single transferable vote, to the Committee by and from among

(i) the elected members of the Zilla Parishad, and

(ii) the elected members of the municipalities within the district: Provided that the date of such order shall precede the date of poll at least by thirty days:

Provided further that before issue of the order, the Returning Officer shall prepare the lists of all elected members of the Zilla Parishad and the Municipalities within the district and such lists shall be used as lists of voters for the purpose of the elections which shall show against each member of the constituency from which he has been elected.

(b) the last date, time and place for filing nomination which shall be not more than twenty-one days from the date of poll;

(c) the date for the scrutiny- of nominations, which shall be the second day after the last date for filing nominations or, if that day is a public holiday, the next succeeding day which is not a public holiday;

(d) the last date for the withdrawal of candidature which shall be the third day after the date of scrutiny of nominations or if that day is a public holiday, the next succeeding day which is not a public holiday; and

(e) the date before which the election shall be completed;

Provided that various programmes pertaining to elections under sub-clause (i), and sub-clause (ii) of clause (a), may be fixed on the same date but on different times;

Provided further that the counting of votes shall not take place until polls under sub-clause (i), and sub-clause (ii), of clause (a) are completed.

**Publication of order under rule 4.**

5. (1) The order under rule 4, as soon as made, shall be affixed in the office of the District Magistrate and shall be sent, -

(a) to the Executive Officer of the Zilla Parishad, and

(b) to the Executive Officer of each Municipality / NAC within the district

(2) The Executive Officer on receipt of the order as referred to in sub-rule(1) shall affix it in the notice board in his office and serve copies to each elected member at least twenty five days before the date fixed for the poll.

**Nomination of candidates.**

6. (1) Any elected member of the Zilla Parishad or the Municipality, whose name is included in the list of voters, may file his nomination as a candidate for election to fill up a seat subject to his qualification under the Act.

(2) On or before the date appointed under clause (b) of rule 4, a candidate shall, either in person or by his proposer, deliver to the returning officer during the time and at the place specified for the purpose nomination paper duly completed and signed by the candidate and by another member as a proposer:

Provided that no nomination paper shall be delivered to the Returning Officer on a day which is a public holiday.

3) For the purpose of an election, to a seat in the Committee reserved for Zilla Parishad Members, an elected member of a Zilla Parishad whose name is included in the list of voters, and to a seat reserved for Municipal Councillors, an elected member of any Municipality within the district whose name is included in the said list, may subscribe as proposer:

Provided that a member may subscribe as proposer as many number of nomination papers as there are seats to be filled up.

(4) Every nomination paper delivered to the Returning Officer shall be in Form 2.

(5) Nothing in this rule shall prevent any candidate from filing nomination papers by more than one nomination paper for election to the same seat in the Committee:

Provided that not more than four nomination papers shall be presented by or on behalf of any candidate or accepted by the Returning Officer for election to same seat.

**Scrutiny of nomination papers.**

7. (1) On the day fixed for the scrutiny of nomination papers, the candidates and one proposer of each candidate may attend at the time and place fixed for the purpose and the Returning Officer shall give them all reasonable facilities for examining the nomination papers of all candidates, which have been delivered within the time.

(2) The Returning Officer shall examine the nomination papers and shall decide all objections which may be made to any nomination and may, either on such objection or on his own motion, after such summary enquiry, if any, as he thinks necessary, reject any nomination on any of the following grounds, namely :-

(a) that the candidate is disqualified for being chosen to fill a seat by or under the Act,

(b) that the name of the candidate does not find place in the list of voters,

Note - the Returning Officer shall ignore any clerical or other minor mistakes including names and surnames in the list of voters,

(c) that there has been a failure to comply with any of the provisions of these rules,

(d) that the signature of the candidate or of the proposer on the nomination paper is proved not to be genuine.

(3) Notwithstanding the rejection of any nomination paper presented by or on behalf of any candidate, he may be deemed to have filed nomination paper by means of another nomination paper in respect of which no irregularity has been committed.

(4) The Returning Officer shall not reject any nomination paper on the ground of any defect which is not of substantial character.

(5) The Returning Officer shall endorse on each nomination paper his decision accepting or rejecting the same and, if the nomination paper is rejected, shall record in writing a brief statement of his reasons for such rejection.

(6) Immediately after all the nomination papers have been scrutinised and decisions accepting or rejecting the same have been recorded, the Returning Officer shall prepare a list in Form 3 of validly nominated candidates and affix it on his notice board.

Provided that two separate lists, one for the Zilla Parishad and the other for Municipalities within the districts, shall be prepared for the candidates to be elected.

**Withdrawal of candidature.**

8. (1) Any candidate may withdraw his candidature by a notice in writing which shall be subscribed by him and delivered within the day fixed under clause (d) of rule 4 to the Returning Officer either in person or by a proposer who has been authorised in this behalf, in writing by such candidate.

(2) No person who has given a notice of withdrawal of his candidature under sub-rule (1) shall be allowed to cancel the said notice.

(3) A notice of withdrawal of candidature under sub-rule (1) shall be in Form 4 and shall contain the particulars set out therein; and, on receipt of such notice, the Returning Officer shall note thereon the date and the time at which it was delivered.

(4) The Returning Officer shall, on being satisfied as to the genuineness of the notice of withdrawal and identity of the person delivering it under sub-rule (1), cause a notice in Form 5 to be duly affixed in some conspicuous place in his office.

#### **Preparation of list of contesting candidates.**

9. (1) Immediately after the expiry of the period within which candidatures may be withdrawn under sub-rule (1) of rule 8, the Returning Officer shall prepare in Form 6 a list of contesting candidates who have valid nomination papers and have not withdrawn their candidature within the said period:

Provided that separate lists, one for the Zilla Parishad and the other for Municipalities within the districts, shall be prepared for the candidates to be elected.

(2) The list under sub-rule (1) shall contain the names of the contesting candidates in alphabetical order in English and the constituency from which they have been elected to the Zilla Parishad or to the Municipality, as the case maybe, in the manner as shown in the nomination papers and shall be prepared both in English and Oriya.

(3) When the number of contesting candidates is equal to, or less than, the number of seats to be filled up, the Returning Officer shall forthwith declare in Form 7 all such candidates to have been elected and inform the District Magistrate and the State Government.

(5) When the number of contesting candidates is more than the number of seats to be filled, a poll shall be taken.

#### **Manner of voting.**

10. At every election where a poll is taken, votes shall be given by ballot in the manner hereinafter provided and no vote shall be received by proxy.

#### **Ballot paper.**

11. (1) Every ballot paper shall be in Form 8 and shall contain the names of candidates both in English and Oriya in the same order in which they appear in the list of contesting candidates.

(2) If two or more candidates bear the same name, they shall be distinguished by the addition of their occupation or residence or in some other manner, as the Returning Officer may decide.

(3) Every ballot paper shall be of such design as may be decided by the Returning Officer.

(4) Number of ballot papers required for the election shall be equal to the number of voters plus ten per cent of that number or five, whichever is more.

(5) Ballot papers may be printed, cyclostyled, typed or xeroxed as may be deemed appropriate by the Returning Officer, consecutive serial number shall be assigned to each ballot paper and such serial number shall be given by hand or by hand-numbering machine

as may be decided by the Returning Officer, in the left hand corner of the ballot paper and its counterfoil.

**Ballot box.**

12. (1) Every ballot box shall be of such design as may be decided by the Returning Officer.
- (2) Separate ballot boxes shall be used for election to seats in the Committee, pertaining to Zilla Parishad and Municipalities within the district.

**Appointment of election agent and revocation of such appointment.**

13. (1) If a candidate desires to appoint an election agent, not more than one agent may be appointed in Form 9 after the last date of withdrawal and at any time before the election.
- (2) The appointment of the election agent may be revoked by the candidate at any time twenty four hours before the poll by a declaration in writing in a plain paper signed by him and lodged with the Returning Officer, and such revocation shall take effect from the date on which it is lodged. In the event of such revocation or in the event of the election agent dying before or during the period of election, the candidate may appoint a new election agent in accordance with the provisions of sub-rule (1).

**Death of candidate before poll.**

14. (1) If a candidate, whose nomination has been found valid on scrutiny under rule 7 and who has not withdrawn his candidature under rule 8, dies and a report of his death is received before the publication of the list of contesting candidates under rule 9, or if a contesting candidate dies and a report of his death is received before the commencement of the poll, the Returning Officer shall, upon being satisfied of the fact of death of the candidate, countermand the poll and report the fact to the District Magistrate and the State Government, and all proceedings with reference to the election shall be commenced afresh in all respects as if for a new election:

Provided that no further nomination shall be necessary in case of a person who was a contesting candidate at the time of the countermanding of the polls:

Provided further that a person, who had given notice of withdrawal of his candidature under rule 8 before the countermanding of the poll, shall be eligible for being nominated as a candidate for election after such countermanding.

**Appointment of Presiding Officer and Polling Officer.**

15. (1) For the purpose of conducting the election of members to the Committee, the Returning Officer may appoint a Presiding Officer for each polling station and as many polling officers as may be necessary.
- (2) Subject to the control and supervision of the Returning Officer and the District Magistrate, the Presiding Officers and the Polling Officers shall perform such function, and shall discharge such duties, as are laid down hereinafter in these rules.

**Arrangement at polling station.**

16. (1) Outside a polling station there shall be displayed prominently -

(a) the number of members to be elected and an indication of eligible voters, that is to say, elected members of the Zilla Parishad or of the Municipalities, as the case may be, and

(b) a copy of the list of contesting candidates.

(2) The Returning Officer shall cause to be provided at a polling station, one or more compartments in which voters can record their votes screened from observation.

(3) The Returning Officer shall provide at the polling station sufficient number of ballot boxes, ballot papers, a list of voters and other accessories and equipments as may be necessary for taking poll.

**Voting procedure.**

17. (1) The Presiding Officer shall not allow any unauthorised person to enter the polling station. Besides the voters, only the candidates, their election agents and the public servants on duty in connection with the election shall be admitted to the polling station at any time. The Presiding Officer shall also regulate movement of the voters for peaceful conduct of poll.

(2) The Presiding Officer shall, immediately before the poll, satisfy all persons present that the ballot box is empty and then close the box, affix the seal and secure the box and keep it in full view of all present in the room.

(3) The Presiding Officer shall sign every ballot paper on the backside before it is issued to the voters. No ballot paper shall be issued to any voter except within the hours of poll.

(4) One voter shall be issued one ballot paper. If a voter inadvertently and without any malafide intention tears or damages a ballot paper, a second ballot paper may be issued to the voter on satisfaction of the Presiding Officer. The torn or damaged ballot paper, shall be recovered, cancelled and kept in record.

(5) Every voter shall have only one vote at an election irrespective of the number of seats to be filled up and a voter while recording his vote.

(a) shall place on his ballot paper the figure 1 in the space opposite the name of the candidate for whom he wishes to vote in the first instance; and

(b) may, in addition, place on his ballot paper the figure 2 and such other consecutive figures not exceeding the total number of members to be elected as he may like in the order of his preference.

Explanation:-The figures in this sub-rule may be recorded in English or Oriya numerals but shall not be indicated in words.

(6) At the time of issuing a ballot paper to a voter, the Presiding Officer

(a) record on its counterfoil the name of the voter;

(b) obtain the signature or thumb impression of the voter on the counterfoil; and

(c) mark the name of the voter in the list of voters to indicate that a ballot paper has been issued to him, without recording therein the serial number of the ballot paper issued to him:

Provided that no ballot paper shall be delivered to a voter unless he has put

(7) The voter, on receiving the ballot paper, shall proceed to the voting compartment, mark the ballot paper by ink in accordance with sub-rule (5) , fold the ballot paper so as to conceal his vote and the serial number of the ballot paper and insert it into the ballot box.

**Filling up of form and sealing of ballot box and papers.**

18. (1) As soon as may be after close of poll, the Presiding Officer shall prepare a ballot paper account in Form 10.

(2) A copy of ballot paper account may be handed over to any candidate or election agent on demand.

(3) The Presiding Officer shall then seal -

- (a) polled ballot box,
- (b) packet of counterfoils of used ballot papers,
- (c) packet of unused ballot papers,
- (d) packet of cancelled ballot papers,
- (e) packet of list of voters, and
- (f) packet of other records and materials.

(4) Any candidate or election agent shall, if he so desires, affix his seal in all or any of the packets so also on the polled ballot box sealed by presiding officer:

Provided that such sealing shall not be necessary if the counting is taken up immediately after the close of poll.

(5) The Presiding Officer shall then deposit polled ballot box or boxes and other sealed packets to the Returning Officer for safe custody.

**Adjournment of poll.**

19. (1) In case of any situation beyond control when the poll can not be continued, the Presiding Officer or the Returning Officer may announce an adjournment of the poll to a date to be fixed later, and where the poll is so adjourned by the Presiding Officer, the Returning Officer shall be informed immediately. The Presiding Officer shall also seal the ballot box and other packets and deposit them with the Returning Officer for safe custody.

(2) The Returning Officer shall announce a date on which the poll shall recommence at the same polling station.

(3) On the day of recommencement of poll, the Presiding Officer shall open the sealed box and packets in the presence of candidates and/or the election agents present and proceed in the manner laid down in rules 16 and 17.

Provided that the voters who have already voted at the poll so adjourned shall not be allowed to vote again.

**Fresh poll.**

20. (1) If, at any election, an used ballot box or any other document is unlawfully taken out of the custody of the Presiding Officer or is accidentally or intentionally destroyed or lost or is



damaged or tampered with to such an extent that the result of the poll at that polling station can not be ascertained, or if any such error or irregularity in procedure as is likely to vitiate the poll is committed at a polling station, the District Magistrate, on being satisfied on the report of the Presiding Officer and the Returning Officer, may declare the poll at that polling station to be void.

(2) When a poll is declared to be void, the District Magistrate may fix another date for fresh election in accordance with the provisions of rules 15, 16 and 17.

#### **Counting of votes.**

21. (1) On the previously appointed day and in the presence of candidates and or the election agents duly informed, the Returning Officer shall take up counting of votes. '

(2) The Returning Officer shall open the ballot boxes, take out from each box and count, the ballot papers contained therein and record their number in a statement.

(3) The Returning Officer shall then separate the ballot papers which he deems valid from those which he rejects endorsing on each rejected ballot paper the word "Rejected" and the ground of rejection.

(4) A ballot paper shall be rejected if -

(a) it bears any mark or writing by which the voter can be identified, or

(b) it is a spurious ballot paper, or

(c) it is so damaged or mutilated that its identity as a genuine ballot paper cannot be established, or

(d) the figure 1 is not marked on it, or

(e) the figure 1 is set opposite the name of more than one candidate or is so placed as to render it doubtful as to which candidate it is intended to apply, or

(f) the figure 1 and some other figures are set opposite the name of the same candidate.

(5) After rejecting the ballot papers which are invalid, the Returning Officer shall proceed and complete the counting in accordance with the provisions laid down in rules 71 to 83 of the Conduct of Election Rules, 1961, made under the Representation of the People Act, 1951 (43 of 1951).

#### **Declaration of election.**

22. The Returning Officer shall declare in Form 11 all winning candidates to have been elected and inform the District Magistrate and the State Government.

#### **Certificate of election.**

23. The Returning Officer shall grant a certificate of election in Form 12 to a candidate declared elected either under sub-rule (4) of rule 9 or under rule 22 and obtain from the candidate an acknowledgement of its receipt duly signed by him and send the acknowledgement to the District Magistrate.

**Election to fill vacancy.**

24. (1) In the event of vacancy in the office of a member by reason of his death, resignation or otherwise or in the event of cessation of his membership under section 6 of the Act, the District Magistrate shall make arrangements for election within a period of one month from the date on which such vacancy arises or such cessation commences or within such further time as may be ordered by the District Magistrate for reasons to be recorded by him in this behalf, to fill the vacancy.
- (2) In case of election under sub-rule (1), the provisions of rules 4 to 23 shall apply.

**Preservation of Records.**

25. Records relating to an election will have to be preserved for a period of one year from the date of completion of the election process, if not directed otherwise.

**CHAPTER - IV**

***BUSINESS OF THE COMMITTEE***

**Conduct of Business.**

26. (1) Meeting of the Committee shall be held at District Headquarters .
- (2) Meetings of the Committee shall be held on such date as may be decided by the Chairperson subject to the following, -
- (a) A notice of not less than ten days shall be given for a meeting of the Committee and the notice shall be issued under the signature of the Member-Secretary;
- Provided that when the Chairperson is of the opinion that a meeting of the Committee needs to be convened urgently, he may convene a special meeting of the Committee at such notice, not less than three days as he may determine;
- (b) The notice shall set forth clearly the time, place and date of the meeting and of the business to be transacted in the meeting:

Provided that business not included in the agenda may be taken up with the permission of the Chairperson.

- (3) The agenda for the meeting shall be prepared by the Member-Secretary in consultation with the Chairperson.
- (4) Following procedure shall be followed in holding the meetings. -

- (a) Minutes of proceedings of every meeting of the Committee shall be drawn up and recorded in a register to be maintained for the purpose by the Member-Secretary which shall be signed by the Chairperson or by the presiding Member, as the case may be, after each meeting and every correction shall be attested . Minutes of proceedings of every meeting of the Committee so recorded shall be placed before the Committee in the next meeting for confirmation.
- (b) The Member-Secretary shall forward a copy of the minutes of the proceedings of each meeting of the Committee to the Government, Revenue Divisional Commissioner, Member, Board of Revenue, other authorities concerned if any, and all members of the Committee within seven days of each meeting.

(c) No member shall take part in the discussion of any subject, coming up for consideration at a meeting of the Committee, if he or any member of his family or close relative has any direct pecuniary interest in the subject matter of discussion.

(5) The Member-Secretary shall be the custodian of the proceedings and records of the Committee and shall take follow up action on the proceedings of the Committee.

#### **Issue of Guidelines.**

27. With a view to ensuring proper functioning of the Committee , Government may issue from time to time such administrative orders , directions and instructions not inconsistent with the provisions of this Act and rules, as they deem fit for the purposes of this Act and in particular in relation to the preparation of appropriate draft development plan, implementation of development programmes and their effective monitoring in the district as a whole.

### **CHAPTER - V**

#### **ADMINISTRATIVE MATTERS**

#### **Allowances.**

28. The Chairperson and other Members of the Committee shall not be paid any honourarium but they shall be paid following allowances, namely :-

**(a) Travelling Allowance** :-The Chairperson, the Member-Secretary or any other official performing the functions of the District Planning Committee will be entitled to Travelling Allowances and Daily Allowances as per their grade and they will receive their Travelling Allowances and Daily Allowances from their establishments. All other non-official members of the Committee either elected, nominated or invited for performing the functions of the District Planning Committee will be entitled to draw Travelling Allowances as admissible to 1st Grade Government servants and Daily Allowances as admissible to Grade-I (iii) Government servants in accordance with the Finance Department Office Memorandum No.27953/F dated 23.6.98 as amended from time to time.

Note:- Members of the Committee may perform tours within the State with the approval of Chairperson and the Collector will be the countersigning authority.

**(b) Sitting Fee** :- Non-official members not receiving travelling allowance for attending meetings of the Committee will be paid sitting fee of an amount equivalent to the rate of Daily Allowances as admissible on tour.

#### **Secretarial Support.**

29. The District Planning and Development Office in the District will render secretarial support to the District Planning Committee for discharge of its functions through the Member-Secretary of the Committee. .

**BY THE ORDER OF GOVERNOR SRINIBAS RATH**

**ADDITIONAL DEVELOPMENT COMMISSIONER & SECRETARY TO GOVERNMENT.**

**FORM 1**  
**( See rule 4 )**  
**Notice of Election**

Notice is hereby given that:

- (1) an election is to be held of..... (number in figure and words) and ..... (number in figure and words) members to the .....(district) District Planning Committee by and from among the elected members of the \*Zilla Parishad and Municipalities in the district respectively.
- (2) nomination papers may be delivered by a candidate or his proposer to the Returning Officer or to .....(name) Assistant Returning Officer, at.....(venue) between 11 A.M. and 3 P.M. on any day (other than a public holiday ) but not later than the.....(date).
- (3) forms of nomination paper may be obtained at the place and time aforesaid;
- (4) the nomination papers will be taken up for scrutiny at .....(place) on .....(date) at..... (time).
- (5) notice of withdrawal of candidature may be delivered by a candidate or his proposer who has been authorised in writing by the candidate to deliver it to either of the officers specified in paragraph (2) above at his office before 3 P.M. on the .....(date).
- (6) in the event of the election being contested, the poll will be taken on .....(date) between the hours of.....(time) and.....(time).
- (7) the election shall be completed before.....(date) \*\*

Date.....

Place.....

**District Magistrate**

**& Returning Officer.**

**.....District.**

\* Score out the inappropriate alternative.

\*\* This date is following the date on which declaration of election shall be completed.

**FORM 2**

**( See rule 6 (4)**

**Nomination Paper**

Election to the District Planning Committee for.....(district).

I nominate .....( name ) as a candidate for election to the.....  
(name of District) District Planning Committee by and from among the elected members of the Zilla Parishad/Municipalities in the district.

Candidate's name.....

Father's/Husband's name.....

Occupation.....

Name of constituency from which elected to.....

\*Zilla Pari shad/Municipality.....

His postal address.....

His name is included in the list of voters comprising of the elected members of the ^Zilla Parishad / Municipalities in the district.

My name is also included in the same list of voters.

Date.....

Place.....

(Signature of proposer)

I, the above mentioned candidate, assent to this nomination and hereby declare -

(a) that I am an elected member (by whatever name called) of the Zilla Parishad /.....(name) Municipality.

(b) that my name and my father's / husband's name have been correctly spelt out above in.....(name of the language).

(c) that to the best of my knowledge and belief, I am qualified and not also disqualified for being chosen to fill a seat in the District Planning Committee for.....(district).

Date ..:.....

Place.....

(Signature of candidate)

\* Score out the inappropriate alternative.

(To be filled in by the Returning Officer)

Serial No. of nomination paper.....

This nomination was delivered to me at my office at.....(hour) on .....(date) by the candidate / proposer.

Date.....

Place.....

Returning Officer

\* Score out the inappropriate alternative.

**Decision of Returning Officer Accepting / Rejecting the Nomination Paper**

I have examined this nomination paper in accordance with rule 7 of the Orissa District Planning Committees Rules 2000, and decide as follows:

His nomination is accepted / rejected ( for reasons to be recorded ).

Date.....

Place.....

Returning Officer

\* Score out the word not applicable.

------(Perforation)-----

**Receipt for Nomination Paper and Notice of Scrutiny**

(To be handed over to the person presenting the nomination paper)

Serial No. of nomination paper.....

The nomination paper of..... (name), a candidate for election by and from among the elected members of the Zilla Parishad / Municipalities, was delivered to me at my office at.....(hour) on.....(date) by the candidate / proposer. All nomination papers will be taken up for scrutiny at .....(hour) on .....(date) at.....(place).

Date.....

Place.....

Returning Officer

**FORM 3**

**( See rule 7(6)**

**List of Validly Nominated Candidates**

Election to the ..... (name of district) District Planning Committee by, and from among, the elected members of the Zilla Parishad / Municipalities in the district.

Sl. No.	Name of Candidate	Name of Father/Husband	Name of constituency from which elected to Zilla Parishad/Municipality
1	2	3	4

Date

Place

Returning Officer

\*Score out the inappropriate alternative.

**FORM 4**

**(See rule 8(3))**

**Notice of Withdrawal of Candidature**

Election to the .....District Planning Committee by the elected members of the Zilla Parishad / Municipalities of the district.

The Returning Officer,

I, ....., a candidate validly nominated at the above election, do hereby give notice that I withdraw my candidature.

Date .....

Signature of validly nominated

Place.....

candidate

This notice was delivered to me at my office at ..... (hour) on ..... (date) by ..... (Name) the \*\*\* .....

Date..... /.....

Place.....

Returning Officer

..... (Perforation). .....

**Receipt for Notice of Withdrawal**

**(To be handed over to the person delivering the notice)**

The notice of withdrawal of candidature by..... a validly nominated candidate at the election to the \* .....District Planning Committee, was delivered to me by the \*\*\* .....at my office at.....(hour) on.....(date).

Date.....

Place.....

Returning Officer

\* Here insert name of the district

\*\* Score out inappropriate alternative

\*\*\* Here insert one of the following alternatives as may be appropriate.

(1) Candidate

(2) Candidate's proposer who has been authorized in writing by the candidate to deliver it.



**FORM 5**

**( (See rule 8(4) )**

**Notice of Withdrawal of Candidatures**

Election to the \*.....District Planning Committee by the elected members of the \*\* Zilla Parishad / Municipalities in the district.

Notice is hereby given that the following validly nominated \*\*candidate / candidates at the above election withdrew \*\* his / their candidature(s) today.

<b>Sl. No.</b>	<b>Name of validity nominated candidate</b>	<b>**Name of the constituency of the validity nominated candidate from which elected to **Zilla Parishad / Municipality</b>	<b>Remarks</b>
1			
2			
3			
4			
5			
6			
7			
8			

Date .....

Returning Officer

Place .....

\* Name of district to be inserted here.

\*\* Score out the inappropriate alternative.

**FORM 12**

**( See rule 23 )**

**Certificate of Election**

I, Returning Officer for the election by and from among the elected members of the \* Zilla Parishad / Municipalities to the \*\*..... District Planning Committee in .....(district) hereby certify that I have on the.....(day).....(month).....(year) declared.....(name & address) to have been duly elected by the said members in the election to be a member of the District Planning Committee and that in token thereof I have granted him this certificate of election.

Date .....

Place.....

Returning Officer  
for the election to \*\* .....  
District Panning Committee

(Seal)

\* Score out the inappropriate alternative

\*\* Insert name of the District.

**FORM 6**

**(See rule 9(1))**

**List of Contesting Candidates**

Election to the \* .....District Planning Committee by the elected members of the \*\*Zilla Parishad / Municipalities of the district.

<b>Sl.</b>	<b>Name of the candidate</b>	<b>Name of the constituency from which elected to **Zilla Parishad / Municipality</b>
1		
2		
3		
4		
5		
6		
Date .....		
Place .....		Returning Officer

\* Insert the name of the district.

\*\* Score out the inappropriate alternative.

**FORM 7**

**( See rule 9(4))**

**Declaration of Election when seat is uncontested**

Election to the.....(name of district) District Planning Committee by the elected members of the \* Zilla Parishad / Municipalities in the district.

In pursuance of the provisions contained in sub-rule (4) of rule 9 of the Orissa District Planning Committees Rules, 2000, I declare that ..... (name), an elected member of the \*Zilla Parishad / Municipality from .\*\* .....constituency has been / have been duly elected to fill a seat in the District Planning Committee.....(district) on vacancy caused by .....member(s) retiring on .....(date, month and year) on the expiry of their term of office.

Date.....

Place.....

Returning Officer

\* Score out the inappropriate alternative.

\*\* Insert appropriate particulars.

**FORM 8**

**(See rule 11(1))**

Counterfoil No.....

(To be written on the back side)

BALLOT PAPER FOR ELECTION, .....( year) by the elected members of the \*Zilla Parishad / Municipalities to\*\*..... District Planning Committee.

Serial No. in the list of voters.....

Signature or Thumb impression of voter.....

.....Perforation.....

Folio No.....

(To be written on the back side)

BALLOT PAPER FOR ELECTION,.....( year ) by the elected members of the \*Zilla Parishad/ municipalities to \*\*.....District Planning Committee.

Sl. No.	Name of the Candidate (In English & Oriya)	Order of preference
1		
2		
3		
4		
5		
6		

\* Score out the inappropriate alternative.

\*\* Insert name of the district.

**FORM 9**

**(See rule 13(1))**

**Appointment of Election Agent**

Election to the.....(name of district) District Planning Committee

To

The Returning Officer,

I, ..... (name), an elected member of the \*Zilla Parishad / Municipality and a candidate at the above election do hereby appoint..... (name), a member of \* Zilla Parishad / Municipality as my election agent from this day at the above election.

Date.....

Place.....

Signature of candidate

I accept the above appointment.

Date.....

Place.....

Signature of election agent

Approved.

Date.....

Place.....

Returning Officer

\*Score out the inappropriate alternative.

**FORM 10**

**( See rule 18(1))**

**Ballot Paper Account**

Election to the.....(name of district) District Planning Committee by the elected members of the \*Zilla-Parishad / Municipalities in the district.

Location of Polling Station.....

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	Serial No.	Total No.
	From	To
1	Ballot papers received	
2	Ballot papers unused (i.e. not issued to voters)	
3	** Ballot papers used at the Polling Station (1-2-3)	
4	*** Ballot papers used at the Polling Station but NOT INSERTED INTO THE BALLOT BOX on being cancelled.	
5	** Ballot papers to be found in the ballot box (3-4-5)	

\* Score out inappropriate alternative

\*\* Serial numbers need not be given.

Date .....

Place .....

Presiding Officer

**FORM 11**

**( See rule 22 )**

**(For use in Election when seat is contested)**

**Declaration of the Result of Election under rule 22 of the Orissa District Planning Committees Rules, 2000.**

Election to the.....(name of district) District Planning Committee by the elected members of the \*Zilla Parishad / Municipalities in the district.

In pursuance of the provisions contained in rule 22 of the Orissa District Planning Committees Rules, 2000,1 declare that - .....(name) an elected member of the \*Zilla Parishad /

Municipality from\*\* .....constituency has been duly elected to fill a seat in that Committee from among the elected members of the \*Zilla Parishad / Municipalities.

Date.....

Place.....

Returning Officer

\* Score out the inappropriate alternative

\*\* Insert appropriate particulars.