

STATE ELECTION COMMISSION, ODISHA,  
TOSHALI BHAWAN, B-2, 1<sup>ST</sup> FLOOR, SATYANAGAR,  
BHUBANESWAR-751007  
E-mail ID – stateelectioncommission.odisha@gmail.com  
Fax No. 0674-2573494

No. 3498/SEC.,

Date: 08/11/2021

From

Shri R.N. Sahu, I.A.S.  
Secretary.

To

All Collectors,  
(Except Balasore).

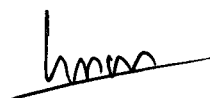
Sub: Disposal of claims and objections u/r Rule 7 (1) and  
application under Rule 7 (2) of O.G.P.E. Rules, 1965.

Madam/Sir,

I am directed to say that procedure for preparation of electoral roll has already been communicated in Commission's Order No. 3484/SEC dtd.08.11.2021. The Commission hereby clarifies the manner of disposal of claims and objections u/r 7 (1) and the application for further enquiry U/R 7 (2) as follows:

**A. Procedure for disposal of application under Rule 7 (1)**

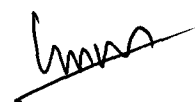
1. The ERO should remain present at the designated place with Form No.16 and 17 and each application shall be acknowledged by granting receipt.
- 1.1 Every claim or objection shall be presented to the ERO within the scheduled period. In case, the ERO is indisposed, alternative arrangement be made to receive the claims and objections.
- 1.2 Individual application should only be accepted. However, if individual application relating to the members to the same household i.e. same family, are presented together, they may be accepted.



- 1.3 Claims and objections presented **in bulk** by any individual/ organisation or Political Party should be refused to be accepted.
- 1.4 The claims and objections should be completed in all respect. The claimant or objector may be asked to rectify the defects if any; and to submit the form in complete form.
- 1.5 No claims or objections shall be received after the date appointed for the purpose.
2. The ERO shall dispose of all claims and objections in a summary manner and shall record his decision thereon. For this, he may take assistance of any other person whom he considers fit viz School Teacher, Anganwadi Worker, Medical Officer in PHC/CHC etc.
- 2.1 The ERO should personally hear the claimant or the objector as the case may be, and shall record his decision in each case and the brief reason for such decision.
- 2.2 The claimant should satisfy either by production of documentary evidence or any such other particulars about his age as required by the ERO. In absence of any such evidence, the claims can be disposed of after summary enquiry to the satisfaction of the ERO.
- 2.3 Since, claims and objections will be disposed of at the Grama Panchayat headquarter or at any conspicuous place within the Grama Panchayat, assistance of School teachers may be taken for verification of records relating to age, residence, membership of a particular household etc.

**B. Procedure for disposal of application under Rule 7 (2)**

1. Only those persons who have filed Form No. 16 and 17 earlier will be allowed to file application in plain paper before the B.D.O. No fresh application will be received by the B.D.O.
- 1.1 Each application shall be acknowledged by granting a receipt and the same shall be entered in a Register to be maintained at the Block Office.
- 1.2 The Block Development Officer before disposal of the application shall peruse the decision of the ERO and the reason recorded by him.




- 1.3 The Block Development Officer shall record his decision after hearing the applicants.
- 1.4 After the disposal of all applications, addition or alteration can be made to the voter list and the final voter list shall be published u/r 8 (1) of the O.G.P.E. Rules, 1965.

While the Commission gives scope to eligible persons for enrolment as voters, it is advised that adequate caution be taken to prevent inclusion of ineligible persons as voters.

The Commission therefore, desire that adequate precaution and proper monitoring be done at your level for preparation of error free electoral rolls for the Panchayat Elections.


The above instructions of the Commission shall be brought to the notice of all Block Development Officers immediately.

Yours faithfully,

  
Secretary 8.11.21

Memo No. 3499 /SEC., Date: 08/11/2021

Copy forwarded to all District Panchayat Officers/Block Development Officers (Except Balasore District) for information and necessary action.

  
Secretary 8.11.21