

**FOURTH ORDINARY ELECTIONS TO  
MUNICIPAL BODIES IN ANDHRA PRADESH**



***ELECTION REPORT***

**STATE ELECTION COMMISSION  
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ANDHRA PRADESH**



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## **CHAPTER – 1**

### **INTRODUCTION**

The Fourth Ordinary Elections to Municipal Bodies were due to be held before the expiry of their term on 29.9.2010. The State Election Commission requested the Government well in advance of the date of expiry of the term to complete Delimitation and Reservation process, which are within its statutory domain, and furnish reservation information to the Commission to enable the Commission to conduct elections before expiry of the term. However, the State Government has not completed the process of Delimitation and Reservation of seats and offices in Municipal Bodies and not furnished reservation information to the Commission. Further, after expiry of the term of the Municipal Bodies, the Government appointed Special Officers to run the administration of those Bodies invoking relevant provisions available in Acts governing Municipal Bodies.

On a writ petition filed by Forum for Good Governance in WP No.25998 of 2010 challenging the appointment of Special Officers and also seeking a direction to the Government and the Commission to conduct elections to Municipal Bodies, the Hon'ble High Court in its orders dated 29.2.2012 recorded the undertaking given by the State Government in the form of an additional counter affidavit to the effect that ordinary elections to Municipal Bodies will be conducted within four months from the date of release of Census 2011 figures.

The Census 2011 figures were released on 03.5.2013 and the four months time for conduct of elections expired on 02.9.2013.

The State Government filed WPMP No.32049 of 2013 seeking extension of time by another four months from 02.9.2013 for conduct of elections. The Hon'ble High Court passed orders on 04.11.2013 extending time for conduct of elections up to 03.1.2014.

Another WPMP No.1080 of 2014 was filed by the Chief Secretary to Government seeking further extension of time. The Hon'ble High Court in its order dated 03.2.2014 made some observations and directed the Chief Secretary to Government to take steps for conduct of elections to Municipal bodies and submit a report within four weeks, i.e., by 03.3.2014. The Hon'ble Court made it abundantly clear that failure to comply with the direction will make him liable for appropriate legal measures.

The Government filed an SLA in the Hon'ble Supreme Court, which came up for hearing on 26.2.2014. As the Hon'ble Supreme Court refused to interfere in the matter, the Government withdrew it.

In the light of this development, the State Government finalised the reservations and communicated them to the State Election Commission on 02.03.2014 expressing its readiness to hold elections to (10) Municipal Corporations and (146) Municipalities / Nagar Panchayats.

The State Election Commission issued Notifications for conduct of Fourth Ordinary Elections to Municipal bodies on 03.03.2014.

With the issue of Notifications, the Commission held meetings with Senior Officials at State level including Director General of Police to take stock of the situation and see that concerted action is taken by all departments to complete the election process smoothly and successfully. Several Video Conferences were also convened from the National Informatics Centre, Hyderabad with the Collectors & District Election Authorities, Superintendents of Police and other senior district officials to review preparedness of the District administration and law and order situation.

The Poll was conducted in a single phase in (10) Municipal Corporations and (145) Municipalities / Nagar Panchayats in the entire State on 30.03.2014 using

Electronic Voting Machines. As per the election schedule, counting of votes was to take place on 02.04.2014 in all these Municipal Bodies.

In the meantime, some PILs (Nos. 94 and 97 of 2014) were filed in the Hon'ble High Court seeking direction to conduct counting of votes and declaration of results after completion of 2<sup>nd</sup> Phase of poll for A.P. Legislative Assembly and House of People in the State scheduled for 07.05.2014.

In compliance of the orders passed by the Hon'ble High Court in the said PILs on 01.04.2014, the Commission rescheduled the date of counting and declaration of results to 09.04.2014 instead of 02.04.2014.

Subsequently, the said orders of the Hon'ble High Court were challenged in the Hon'ble Supreme Court in SLP (C) No. 9610 of 2014 in which the Court passed interim orders on 04.04.2014 that result of election to the Municipal Bodies shall not be published and posted the matter to 07.04.2014.

Finally, the Hon'ble Supreme Court in its orders dated 07.04.2014 in the said SLP directed that the counting of votes and declaration of results of Municipal elections shall be taken up after completion of 2<sup>nd</sup> Phase of Poll of General Elections to APLA and HOP scheduled for 07.05.2014. Accordingly, the Commission issued orders postponing the date of counting of votes and declaration of results in respect of (10) Municipal Corporations and (145) Municipalities / Nagar Panchayats to 12.05.2014. The Commission notified elections to (146) Municipalities / Nagar Panchayats and election to Banaganapally Nagar Panchayat was stopped midway due to High Court orders restoring it as a Gram Panchayat and as such election process was conducted for only (145) Municipalities / Nagar Panchayats. The process of counting of votes and declaration of results of (10) Municipal Corporations and (145) Municipalities / Nagar Panchayats was completed on 12.05.2014.

The counting of votes of General Elections to A.P. Legislative Assembly and House of People is scheduled for 16.05.2014. In the indirect elections to the offices of Mayors/Dy. Mayors of Municipal Corporations and Chairpersons/Vice-Chairpersons of Municipalities and Nagar Panchayats, MPs, MLAs and MLCs have a right to participate as Ex-Officio Members (with voting rights). In view of this, the Commission decided to conduct indirect elections after the newly elected MPs and MLAs take oath so as to facilitate them to take part in the said elections as their term as Ex-Officio Members runs concurrently with the directly elected Members of these Municipal Bodies.

After the 'Appointed Day' i.e., 02.06.2014, two separate States were formed. After the newly elected MPs and MLAs took oath in their respective Houses, the Commission issued orders on 26.06.2014 (separate orders were given for Municipal Bodies in Telangana and Andhra Pradesh States) for conduct of indirect elections to Mayors / Deputy Mayors of Municipal Corporations and Chairpersons / Vice-Chairpersons of Municipalities and Nagar Panchayats on 03.07.2014. The process was completed on 03.07.2014 or on subsequent dates as per the relevant provisions.

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**CHAPTER -2**  
**RESERVATIONS**

The reservations for the Offices of Mayor of 19 Municipal Corporations were notified in G.O.Ms.No.94, MA & UD (Elections. II) Dept, dated 1.3.2014 (**Annexure-I**) and Chairpersons of 158 Municipalities/ Nagar Panchayats were notified in G.O.Ms.No.93, MA & UD (Elections. II) Dept, dated 1.3.2014 (**Annexure-II**) and Ward members of 10 Municipal Corporations were notified in G.O.Ms.No.92, MA & UD (Elections.II) Dept, dated 1.3.2014 (**Annexure-III**) and Ward Members of 146 Municipalities/ Nagar Panchayats were fixed by the C&DMA in Proceedings No.16962/2013/Ele-I, dated 1.3.2014 by the Government and other designated authorities before the issue of election notification. The details are as follows –

**Municipal Corporations:**

The following are the details of reservations made to the offices of Mayors of the 19 Municipal Corporations. However, elections were held to Eluru, Rajahmundry, Vijayawada, Nellore, Anantapur, Chittoor, Kadapa, Ramagundam, Karimnagar and Nizamabad Municipal Corporations for which there were no administrative or legal impediments for holding elections.

1.	Eluru	-	BC (Women)
2.	Rajahmundry	-	Women
3.	Vijayawada	-	Un-reserved
4.	Nellore	-	BC
5.	Anantapur	-	Women
6.	Chittoor	-	BC (Women)
7.	Kadapa	-	BC
8.	Ramagundam	-	SC
9.	Karimnagar	-	Un-reserved
10.	Nizamabad	-	Women
11.	Khammam	-	ST
12.	Ongole	-	SC (Women)
13.	Kurnool	-	BC (Women)
14.	GHMC	-	BC
15.	Kakinada	-	Women
16.	Tirupathi	-	Women

17. Guntur - Un-reserved  
 18. Warangal - Un-reserved  
 19. GVMC - Un-reserved

(Elections were conducted to only 10 Municipal Corporations indicated at Sl.No.1 to 10 for which Ward Reservations were also notified)

The following is the abstract of reservations notified for the offices of **Ward Members of 10 Municipal Corporations** for wherein elections were held.

Total No. of Mpl. Corps	Total No of wards	Wards reserved for STs			Wards reserved for SCs			Wards reserved for BCs			Reserved for Women	Un-reserved
		Gen	Women	Total	Gen	Women	Total	Gen	Women	Total		
1	2	3	4	5	6	7	8	9	10	11	12	13
10	513	11	1	12	33	28	61	91	83	174	144	122

**Municipalities:**

The following is the abstract of reservations notified for the **offices of Chairpersons in 145 Municipalities/ Nagar Panchayats.**

Total No. of Mpls	Total No of offices	Reserved for STs			Reserved for SCs			Reserved for BCs			Reserved for Women	Un-reserved
		Gen	Women	Total	Gen	Women	Total	Gen	Women	Total		
1	2	3	4	5	6	7	8	9	10	11	12	13
145	145	1	2	3	9	10	19	24	21	45	39	39

The details of reservations notified for the office of Chairperson of each Municipality / Nagar Panchayat is appended as (**Annexure-II**)

The following is the abstract of reservations notified for the offices of **Ward Members 145 Municipalities / Nagar Panchayats:**

Total No. of Mpls	Total No of seats/wards	Wards reserved for STs			Wards reserved for SCs			Wards reserved for BCs			Wards reserved for Women	Un-reserved
		Gen	Women	Total	Gen	Women	Total	Gen	Women	Total		
1	2	3	4	5	6	7	8	9	10	11	12	13
145	3970	148	22	170	294	231	525	711	627	1338	854	1083

## CHAPTER - 3

### ELECTORAL ROLLS

1. As per the provisions of Section 12 of the GHMC Act, 1955 and Rules issued thereunder for preparation and publication of electoral rolls issued in G.O.Ms.No.515 MA & UD (Elections-I) dated 15.10.2001 and Section 11 (2) of AP Municipalities Act, 1965 and Rules issued thereunder for preparation and publication of electoral rolls in G.O. Ms.No.516 MA & UD (Elections-I) dated 15.10.2001, the latest Assembly Electoral Rolls shall be adopted in toto for preparation of Municipal Body Electoral Rolls. The entries in the latest Assembly Electoral Rolls shall be correctly reflected in the Municipal Body Electoral Rolls. Any inclusion or deletion ordered under Section 22 or 23 as the case may be, of the Representation of the Peoples Act, 1950, by the ERO concerned in Assembly Electoral Rolls upto the date of election notification shall be carried out in the Electoral roll of Municipal Body concerned and any such names shall be added to the part relating to the concerned ward.

2. As per the said provisions the State Election Commission in reference No.1215/SEC-F1/2013-1&2, dated 28.2.2014 (**Annexure-IV & V**) issued notifications for Preparation and Publication of Electoral Rolls of Municipal Corporations and Municipalities/ Nagar Panchayats in the State and electoral rolls were published on 2.3.2014 with reference to 1.1.2014 as qualifying date.

3. On a request made by the SEC in Lr.No.1215/SEC-F1/2013-1, dated 20.02.2014, the Chief Electoral Officer in Memo No.1784/Elecs.E/A2/2014-1, dated 28.2.2014 (**Annexure-VI**) issued instructions to all the District Election Officers to provide Assembly photo electoral rolls published on 31.01.2014 with reference to 1.1.2014 along with supplements prepared under continuous updation to the municipal commissioners in their districts.

4. In Circular No.1215/SEC-F1/2013-1, dated 22.7.2013 (**Annexure-VII**) the SEC issued instructions to the Municipal Commissioners concerned to prepare ward wise photo electoral rolls of their respective Municipal Bodies.

5. A statement showing the number of voters of Municipal Corporations and Municipalities/ Nagar Panchayats for which elections were conducted in March, 2014 is appended as (**Annexure-VIII**).

## CHAPTER – 4

### ADMINISTRATIVE MACHINERY

#### A. Municipalities and Nagar Panchayats

According to Article 243 ZA of the Constitution of India read with Section 10-B of AP Municipalities Act, 1965 and Section 10 of GHMC Act, 1955, the conduct of elections to the Municipalities and Municipal Corporations in the State shall be under the superintendence, direction and control of the State Election Commission.

#### **Election Authority:**

As per sub-section (12) of Section 2 of AP Municipalities Act, 1965 “Election Authority” means such officer or authority as may be appointed by the State Election Commission to exercise such powers and perform such functions in connection with conduct of elections to the Municipalities. Under the said provisions, the State Election Commission appointed the Commissioner and Director of Municipal Administration as the Election Authority vide Commission Notification No.1125/SEC-F1/2010-1, dated 24.7.2010 (**Annexure-IX**) in connection with the conduct of elections to the Municipalities/ Nagar Panchayats in the State.

#### **District Election Authority:**

According to sub-rule 2 of Rule 4 of the A.P Municipalities (Conduct of Election of Members) Rules, 2005 issued in G.O.Ms.No.666, MA & UD, dated 11.7.2005, the District Collector shall be the District Election Authority. He shall within his jurisdiction perform such functions of the election authority under the said rules as may be assigned to him by the Election Authority.

**Dy. District Election Authority:**

The Commission has also appointed the RDOs/ Sub-Collectors as Deputy District Election Authorities to execute such powers and to perform such functions as may be assigned to them by the District Election Authorities concerned in connection with the conduct of elections to the Municipalities/ Nagar Panchayats vide Commission Notification No.1125/SEC-F1/2010-5, dated 24.7.2010 appended as (**Annexure-X**)

**Additional Election Authority:**

The State Election Commission, in Notification No.1125/SEC-F1/2010-4, dated 24.7.2010 (**Annexure-XI**) appointed the Regional Directors-cum-Appellate Commissioners of Municipal Administration as Additional Election Authorities to perform such functions as may be assigned to them by the Election Authority/ District Election Authority in connection with the conduct of elections to the Municipalities/ Nagar Panchayats.

On a request made by the Collector and District Election Authority, Prakasam District the SEC in Notification No.491/SEC-F1/2014, dated 20.3.2014 (**Annexure-XII**) appointed the Special Collector P.S. Veligandal Project, Ongole as Additional District Election Authority, Prakasam District.

**B. Municipal Corporations:****Election Authority:**

The State Election Commission, in Notification No.1125/SEC-F1/2010-2, dated 24.7.2010 (**Annexure-XIII**) appointed the Commissioner and Director of Municipal Administration as Election Authority in connection with conduct of elections to all the Municipal Corporations in the State except GHMC.

**Additional Election Authorities:**

The State Election Commission, in Notification No.1125/SEC-F1/2010-3, dated 24.7.2010 (**Annexure-XIV**) appointed Commissioners of all Municipal Corporations except GHMC as Additional Election Authorities to perform such functions as may be assigned to them by the Election Authority/ District Election Authority.

## CHAPTER – 5

### RETURNING OFFICERS – ASSISTANT RETURNING OFFICERS

#### **A. Municipal Corporations: Appointment of Returning Officers/ Asst. Returning Officers for conduct of elections to the office of Ward Members:**

According to section 25 of Greater Hyderabad Municipal Corporation Act, 1955 there shall be a Returning Officer for each ward who shall be such Officer as the Commissioner of Municipal Corporation may, with the approval of the State Election Commissioner, designate or nominate. Provided that nothing in section 25 shall prevent the Commissioner from designating or nominating the same Officer to be Returning Officer for more than one Ward.

It is also stipulated under section 26 of the GHMC Act that the Commissioner of the Municipal Corporation, with the approval of the State Election Commissioner, may appoint one or more Officers as Assistant Returning Officers to assist the Returning Officer designated under section 25 in the performance of his functions. Every Assistant Returning Officer shall, subject to control of the Returning Officer, be competent to perform all or any of the functions of the Returning Officers provided that no Assistant Returning Officers shall perform any of the functions of the Returning Officers, which relate to scrutiny of nominations unless the Returning Officer is unavoidably prevented from performing the said function.

The details of number of officers appointed as Returning Officers and Assistant Returning Officers (including reserve) in connection with conduct of elections to the office of Ward Members of 10 Municipal Corporations are given below.



Sl. No.	Name of the Municipal Corporation	No. of Wards	No. of ROs/AROs appointed for election of ward members	
			Returning Officer	Assistant Returning Officer
1	2	3	4	5
1	Eluru	50	11	11
2	Rajahmundry	50	11	22
3	Vijayawada	59	36	37
4	Nellore	54	10	11
5	Anantapur	50	11	11
6	Chittoor	50	11	11
7	Kadapa	50	15	28
8	Ramagundam	50	17	17
9	Karimnagar	50	17	17
10	Nizamabad	50	18	18

**B. Municipalities / Nagar Panchayats: Appointment of Election Officers/ Asst. Election Officers for conduct of election to the office of Ward Members:**

According to rule 3 (1) (d) of the AP Municipalities (Conduct of Election of Members) Rules, 2005, the Election Officer means the Commissioner or any person or Officer authorized or appointed by the Election Authority (C&DMA) to do any act or perform any function in connection with conduct of election of Ward members under the said rules. According to sub-rule(4) of Rule 4 of the said rules, the Election Authority may appoint one or more persons who shall be Officer/ Officers of the local authority or the Government as Additional Election Officer or Assistant Election Officer and they shall, subject to the control of the Election Officer be competent to perform all or any of the functions of the Election Officer except the functions which relate to the scrutiny of nominations unless the Election Officer is unavoidably prevented from performing the said function. The Commissioner and Director of Municipal Administration, being the Election Authority has appointed Commissioners of 145 Municipalities/ Nagar Panchayats for which ordinary elections were conducted in March, 2014 as Election Officers for the purpose of conduct of ordinary elections to the Municipal Bodies. The

Election Authority has also appointed Additional Election Officers and Assistant Election Officers under the said rules, as per the proposals submitted by the Municipal Commissioners through the concerned District Collectors.

**CHAPTER – 6**  
**POLLING STATIONS**

1. The SEC issued detailed guidelines for setting up of polling stations in Municipalities/ Nagar Panchayats in Circular No.1 of reference No.1111/SEC-F1/2010-1, dated 21.7.2010 (**Annexure-XV**) and for Municipal Corporations in Circular No.1-A of reference No.1111/SEC-F1/2010-2, dated 21.7.2010 (**Annexure-XVI**).
2. The Election Officer was made responsible for providing sufficient number of polling stations and for the publication of polling stations in Municipalities/ Nagar Panchayats. In Municipal Corporations, the Returning Officer was made responsible for providing sufficient number of polling stations and for the publication of polling stations in Municipal Corporations.
3. Each polling station in a ward was allotted about 1200 voters with marginal adjustments. In exceptional cases such number was permitted to be increased in order to avoid breakup of contiguous polling area. Where the number of voters in a ward exceeds 1400, separate polling stations shall be setup in the same building and voters be distributed among polling stations equally, to the extent possible.
4. Polling Stations should be setup in such manner that, ordinarily no voter is required to travel more than 2 Kms. to reach a polling station
5. Polling stations were generally setup in schools and other Government and semi-Government offices as the furniture and equipment required in polling station are available there and can be made use of without any extra cost. The location of polling station in private buildings and premises was avoided to the extent possible. In case no suitable building either Government or private was available, the polling stations were setup in temporary structures.
6. No polling station was located in police stations, hospitals and buildings.

7. Strict instructions were issued that on no account should religious building like temples, mosques, churches and mutts be selected for the location of polling stations.
8. The Election Officers/ Returning Officers were directed to identify localities predominantly inhabited by weaker sections and locate polling stations in these localities irrespective of the number of voters.
9. Instructions are issued for setting up of separate polling station if there is a leprosy sanitarium within the Municipality for voters suffering from leprosy. Medical officers and staff working in the sanitarium may be appointed as Presiding and Polling Officers of the Polling Stations.

**Publication of list of Polling Stations:**

The Election Officer in case of Municipalities/ Nagar Panchayats and Returning Officer in case of Municipal Corporations were required to provide sufficient number of polling stations for each ward with the approval of the District Collector and District Election Authority in case of Municipalities and Nagar Panchayats and with the approval of the Commissioner Municipal Corporations in the case of Municipal Corporations. The Election Officers/ Returning Officers were requested to publish the list of polling stations with the prior approval of Collector and District Election Authority and Commissioner, Municipal Corporation, as the case may be, by making available a copy thereof for inspection at the Office of the District Collector, Revenue Divisional Officer, Mandal Revenue Officer, Sub-Registrar Office, District Court/ Sub-Court, Munsiff Magistrate Court, Public Libraries, Post Offices and Banks. The list so published shall be the list of the polling stations for election to that municipal body. Polling stations were published in all the Municipal Bodies as per the schedule notified by State Election Commission.

**Number of Polling Stations:**

A total number of 9093 Polling Stations were set up as indicated below for the elections held duly March, 2014 for 10 Municipal Corporations and 145 Municipalities.

10 Municipal Corporations (513 Wards)	-	2506
145 Municipalities/ Nagar Panchayats (3970 Wards)	-	6587
		-----
		9093
		-----

The details of number of polling stations set up in each Municipal Corporation, Municipality/ Nagar Panchayat is appended as (**Annexure-XVII**).

## CHAPTER – 7

### POLLING PERSONNEL

Under rule 3 (d) of the AP Municipalities (Conduct of Election of Members) Rules 2005, it is the responsibility of the Election Officer concerned to appoint polling personnel namely one Presiding Officer and one or more Polling Officers in each polling station and such number of polling clerks as may be necessary, for conduct of election to the office of Ward Members of Municipalities/ Nagar Panchayats. The State Election Commission issued Circular instructions on selection, appointment and training of polling personnel for elections to Municipalities/ Nagar Panchayats in Circular No.2 issued in reference No.393/SEC-F2/2011, dated 23.6.2011 (**Annexure-XVIII**). Similarly, under section 30 of GHMC Act, the Returning Officer shall appoint a Presiding Officer and such Polling Officers as he thinks necessary for each polling station. The State Election Commission issued Circular instructions on selection, appointment and training of polling personnel for elections of Municipal Corporations in Circular No.2A issued in reference No.393/SEC-F2/2011, dated 23.6.2011 (**Annexure-XIX**).

The following are important instructions incorporated in the said circulars:

1. All Polling personnel shall be drawn from a revenue division other than the one in which the Municipalities/ Corporations going to poll.
2. In order to avoid any allegation of collusion among the polling personnel in favour of any candidate or political party and to instill confidence in the minds of political parties and contesting candidates about free and fair elections, random number of generation technique was adopted for the deployment of polling personnel.
3. As only one vote is to be cast by a voter, the personnel required for a polling station consisting of 1200 voters is one presiding officer and four polling officers. Their duties in brief are given below:

- 1<sup>st</sup> polling Officer - Incharge of identification of electors and Marked copy of electoral rolls.
- 2<sup>nd</sup> Polling Officer - Incharge of application of indelible ink and maintenance of Register of voters.
- 3<sup>rd</sup> Polling Officer - Incharge of issue of voters slip
- 4<sup>th</sup> Polling Officer - Incharge of control unit of voting machine.

One of the Polling Officers, who is senior was designated as Assistant Presiding Officer. The Presiding Officer will be overall incharge of the Polling Station.

State Election Commission also issued instructions in Circular No.528/SEC-F1/2011-3, dated 1.7.2011 (**Annexure-XX**) for appointment of extra polling officer to the polling stations where the number of electors is more than 1200. In such a case the duties of polling officers are as under.

- 1<sup>st</sup> polling officer - Identification of voters and maintenance of marked copy of Electoral roll
- 2<sup>nd</sup> Polling officer- Application of indelible ink
- 3<sup>rd</sup> polling officer - Maintenance of register of voters
- 4<sup>th</sup> polling officer - Issue of voter slip
- 5<sup>th</sup> polling officer - Incharge of control unit of voting machine

### **Selection of Polling Personnel:**

The State Election Commission issued instructions not to draft Municipal employees including Municipal teachers as polling personnel. The following categories of individuals also should not be drafted for polling duty.

1. Employees having political affiliations with any party or candidate.
2. School teachers working as extra departmental Post Masters.
3. Pensioners.
4. Teachers of private educational institutions.

The polling party comprises of one Presiding Officer, one Assistant Presiding Officer and three (3) Polling Officers. The presiding Officer and Assistant Presiding

Officer were given training classes and other polling officers were asked to be present at their respective polling station not later than 2.00 PM on the date preceding the date fixed for poll to receive the instructions regarding their duties from the Presiding Officer and Assistant Presiding Officer on that day.

The list of Polling Personnel selected for posting to various polling stations in respect of 145 Municipalities was finalised with the approval of the District Election Authority concerned. The appointment orders for polling personnel were prepared polling station-wise and communicated to the persons after due authenticity.

As a Major Chunk of the polling personnel drafted for poll duty is from Teaching fraternity, the SEC in Circular No.548/SEC-F2/2011-12, dated 21.7.2011 (**Annexure-XXI**) permitted the following criteria to overcome certain difficulties that may arise during appointment of polling personnel.

1. Presiding Officer and last Polling Officer shall be from different departments.
2. No two polling personnel shall be from the same school or office.
3. School Education Department, Intermediate Education Department and Higher Education Department may be treated as different departments.

In Circular No.381/SEC-F2/2014, dated 16.3.2014 (**Annexure-XXII**) the SEC issued instructions that pregnant women employees shall be exempted from being drafted on polling day.

### **Training of Polling Personnel:**

The Election Officer/ Returning Officers were made responsible to see that every person selected for polling duty as Presiding Officer and Assistant Presiding Officer, including those in the reserve list, are adequately trained with regard to the duties entrusted to them.



The Election Officer/ Returning Officer conducted the training classes for Presiding Officers and Assistant Presiding Officers, as the case may be. The Zonal Officers have also attended the training classes. The Election Officers and Assistant Election Officers/ Returning Officers/ Assistant Returning Officers had selected places for conduct of training classes and finalised the programme of training class with the approval of the concerned District Election Authority.

All the District Collectors were advised to deploy the trained personnel (who were deployed for the General Elections to Assembly and Parliament) on election duty for conduct of municipal elections since they had earlier experience on handling and operation of EVMs. The SEC has made arrangements for deputation of ECIL Technical personnel to all the Districts for imparting training to the polling personnel, who would also check up the machines, undertake repairs whenever necessary and replace the batteries for the machines to be used in elections.

## **CHAPTER – 8**

### **ELECTION MATERIAL**

1. The State Election Commission has taken necessary steps well before issue of election notification for procurement and supply of election material.
2. Elections for Urban Local Bodies were conducted using EVMs .
3. SEC issued instructions to get printed/ procure the following Booklets, Forms and Covers and other Election Material and supply to the Municipal Corporations/ Municipalities/ Nagar Panchayats.

#### **A. Booklets prepared by the SEC.**

1. Manual of Election Law - Municipal Corporations
2. Manual of Election Law - Municipalities/ Nagar Panchayats
3. Hand book for Returning Officers - Municipal Corporations
4. Hand book for Election Officers - Municipalities/ Nagar Panchayats
5. Hand book of Presiding Officers - Municipal Corporations
6. Hand book of Presiding Officers - Municipalities/ Nagar Panchayats
7. Hand book for Contesting Candidates - Municipal Corporations (Telugu & English)
8. Hand book for Contesting Candidates - Municipalities/ Nagar Panchayats (Telugu & English)
9. Compendium of Instructions (common for) Municipal Corporations and Municipalities/ Nagar Panchayats

**B. Forms and Covers** : SEC issued instructions in reference No.637/SEC-F2/2013, dated 27.6.2013 to the C&DMA to get printed Forms and Covers as prescribed in the AP Municipalities (Conduct of Election of Members) Rules, 2005 and AP Municipal Corporations (Conduct of Election of Members) Rules,

2005 in the CPSSP and supply as per the scale of supply indicated by the SEC therein. The details of Forms and scale of supply required for Municipalities/ Nagar Panchayats and for Municipal Corporations are appended as the following Annexures.

- a. Forms for Municipal Corporations - (**Annexure-XXIII**)
- b. Forms for Municipalities/ Nagar Panchayats - (**Annexure-XXIV**)
- c. Covers for Municipal Corporations  
Municipalities/ Nagar Panchayats - (**Annexure-XXV**)

**C. Polling Material:** SEC issued instructions in reference No.637/SEC-F2/2013, dated 27.6.2013 to the C&DMA to get printed/procure the following Polling Material, Stationery items, Paper seals for EVMs where electronic machines are used and supply to the Municipal Corporations and Municipalities as per the scale of supply indicated therein. The details of the said material and scale of supply required for Municipalities/ Nagar Panchayats and for Municipal Corporations are appended as the following Annexures.

- a. Polling Material- Municipal Corporations - **Annexure-XXVI**
- b. Polling Material- Municipalities/ Nagar Panchayats - **Annexure-XXVII**
- c. Stationery Items - **Annexure-XXVIII**
- d. Paper seals for EVMs - **Annexure-XXIX**

4. SEC issued instructions in reference No.1793/SEC-F2/2013, dated 31.7.2013 to the C&DMA to work out the requirement of white paper required for printing of ballot paper for insertion in the balloting unit of EVMs and tendered ballot paper @ 50 per polling station and procure from the CPSSP. The printing of ballot paper was undertaken by the Government Presses at Hyderabad, Vijayawada and Kurnool.

5. SEC issued detailed instructions in Order No.1794/SEC-F1/2013, dated 31.7.2013 (**Annexure-XXX**) on printing of Postal Ballot Papers. The white paper required for printing of postal ballot paper was procured locally and got printed at local private printing presses within 24 hours from the last date of withdrawal of candidature under proper security and dispatched within the next 24 hours.

## **CHAPTER – 9**

### **ELECTION PROGRAMME**

#### **Municipal Corporations**

1. Section 33 of the GHMC Act, 1955, specified the time limits for various stages of election process such as the last date for filing of nominations, date of scrutiny of nominations, last date for withdrawal of candidature, date or dates of poll.
2. For the 4<sup>th</sup> ordinary elections to Municipal Corporations held in March 2014, the SEC issued notification on 3.3.2014 and the poll was held on 30.3.2014.

#### **Municipalities/ Nagar Panchayats**

3. Rule 6 of AP Municipalities (Conduct of Election of Members) Rules, 2005 specified the time limits for various stages of election process such as the last date for filing of nominations, date of scrutiny of nominations, last date for withdrawal of candidature, date or dates of poll.
4. For the 4<sup>th</sup> ordinary elections to Municipalities/ Nagar Panchayats held in March, 2014, the SEC issued notification on 3.3.2014 and the poll was held on 30.3.2014.
5. Immediately after issue of election notifications for the fourth ordinary elections to Urban Local Bodies in March 2014, the State Election Commission held discussions with the Senior Officers of the Government of Home/Police Department, Municipal Administrative Department, Finance Department, Education Department, Printing & Stationery Department, Prohibition and excise Department, regarding various issues relating to the said elections. The SEC also convened video conferences on 3.3.2014 and 6.3.2014 with the District Election Authorities, Superintendents of police, Municipal Commissioners and reviewed the following election related items.

- a. Preparation, Publication and printing of electoral rolls.
- b. Setting up of polling stations
- c. Appointment of ROs/ AROs in Municipal Corporation and Polling Personnel in municipal Corporations
- d. Procurement of election material.
- e. Requirement and preparation of EVMs
- f. Training of polling personnel
- g. Identification of Distribution / Reception/ Counting centres.
- h. Election Budget requirement
- i. Implementation of Model Code of Conduct
- j. Law and Order and Bandobust arrangements.
- k. Identification of sensitive and Hypersensitive polling stations
- l. Webcasting, Micro observes and videography.
- m. Issue of photo voter slips to voters
- n. Printing of postal ballot papers locally
- o. Printing of EVM ballot papers in the Government presses
- p. Availability of funds

6. The State Election Commission issued election Notification Nos.85/SEC-F1/2014-1, dated 3.3.2014 (**Annexure-XXXI**), 85/SEC-F1/2014-2, dated 3.3.2014 (**Annexure-XXXII**), 85/SEC-F1/2014-3, dated 3.3.2014 (**Annexure-XXXIII**) and 85/SEC-F1/2014-4, dated 3.3.2014 (**Annexure-XXXIV**) for conduct of 4<sup>th</sup> Ordinary elections to Rajahmundry, Eluru, Nellore, Chittoor, Kadapa, Anantapur, Karimnagar, Ramagundam, Nizamabad and Vijayawada Municipal Corporations.

## Election Programme

10.3.2014 (Monday)	As the date for the issue of public notice by the Returning officer under section 35 of Greater Hyderabad Municipal Corporation Act, 1955 (Nominations can be filed from this date <b>from 11.00 AM to 3.00 PM</b> )
13.3.2014 (Thursday)	As the last date for making nominations <b>(up to 3.00 PM)</b>
15.3.2014 (Saturday)	As the date for the Scrutiny of nominations <b>(from 11.00 AM onwards)</b>
18.3.2014 (Tuesday)	As the last date for withdrawal of candidatures <b>(up to 3.00 PM)</b>
18.3.2014 (Tuesday)	As the date for publication of final list of Contesting Candidates <b>(Ater 3.00 PM)</b>
30.3.20114 (Sunday)	As the date on which a Poll shall, if necessary, be taken <b>(from 7.00 AM to 5.00 PM)</b>
01.4.2014 (Tuesday)	As the date on which a repoll, if any shall be taken <b>(from 7.00 AM to 5.00 PM)</b>
2.4.2014 (Wednesday)	As the date of Counting <b>(from 8.00 AM onwards)</b>

7. The State Election Commission issued election Notification No.86/SEC-F2/2014, dated 3.3.2014 (**Annexure-XXXV**) for conduct of elections to 146 Municipalities/ Nagar Panchayats. Subsequently the election of Banaganapally Nagar Panchayat in Kurnool district was stopped due to High Court stay order.

## Election Programme

10.3.2014 (Monday)	Publication of Ward-wise electoral rolls by Election officer under Rule 5 of the said rules
10.3.2014 (Monday) (from this date onwards Nominations can be filed from 11.00 AM to 3.00 PM)	Publication of Election Notice under rule 6 of the said rules by the Election Officer
14.3.2014 (Friday) (Upto 3.00 PM)	Last date of receipt of nominations
15.3.2014 (Saturday) (From 11.00 AM onwards)	Scrutiny of Nominations
18.3.2014 (Tuesday) (Not later than 3.00 PM)	Last date for withdrawal of candidature
18.3.2014 (Tuesday) (After 3.00 PM)	Date of publication of list of contesting candidates
30.3.2014 (Sunday) (from 7.00 AM to 5.00 PM)	Date of poll
1.4.2014 (Tuesday) (from 7.00 AM to 5.00 PM)	Date of Repoll (if any)
2.4.2014 (Wednesday) (from 8.00 AM onwards)	Date of counting

8. After issue of election notification for conduct of ordinary elections to Urban Local Bodies two cases namely PIL no. 94 of 2014 and PIL 97 of 2014 were filed in the Hon'ble High Court seeking a direction to the SEC to reschedule the date of counting of votes already notified i.e, 2.4.2014 and postpone it to undertake counting of votes and declaration of results after completion of second phase of poll for Legislative Assembly Constituencies and Parliamentary Constituencies (HOP) in the state of AP scheduled for 7.5.2014. In compliance of the orders of Hon'ble High Court dated 1.4.2014 the SEC vide Notifications Nos.85/SEC-F1/2014-5, dated 1.4.2014



(**Annexure-XXXVI**) and No.86/SEC-F2/2014-2, dated 1.4.2014 (**Annexure-XXXVII**) altered the date of counting of votes of Municipal Corporations and Municipalities/ Nagar Panchayats already notified as 2.4.2014 and renotified the date 9.4.2014 from 8.00 AM onwards as date of counting of votes and declaration of results soon after completion of counting of votes. Subsequently the orders of the Hon'ble High court dated 1.4.2014 were challenged in the Hon'ble Supreme Court of India in SLP (C) No. 9610/2014 seeking a direction to undertake counting of votes after completion of 2<sup>nd</sup> phase of poll of General Elections to APLA and HOP scheduled for 7.5.2014. As per the directions of the Hon'ble Supreme Court of India dated 7.4.2014, the SEC vide notifications Nos.85/SEC-F1/2014-7, dated 21.4.2014 (**Annexure-XXXVIII**) and 86/SEC-F2/2014-4, dated 21.4.2014 (**Annexure-XXXIX**), notified the date 12.5.2014 from 8.00 A.M onwards as the date of counting of votes of Municipal Corporations and Municipalities/ Nagar Panchayats.

## CHAPTER – 10

### NOMINATIONS

1. As per the Election programme notified by the State Election Commission for 4<sup>th</sup> Ordinary elections to Urban Local Bodies, Nominations were filed in Municipal Corporations from 10.3.2014 to 13.3.2014 and for Municipalities from 10.3.2014 to 14.3.2014 between 11.00 AM to 3.00 PM.

2. **Municipal Corporations:** The total number of nominations filed till the last date of filing of nominations i.e., 13.3.2014 were 6836 for 513 Wards. The average number of nominations filed for each ward was 13.3. The highest number of nominations 1013 were filed in Vijayawada Municipal Corporation in Krishna District for 59 Wards. The lowest number of nominations 275 were filed in Eluru Municipal Corporation in West Godavari District for 50 wards.

3. The Corporation wise and party wise breakup of number of nominations filed is indicated in (**Annexure-XL**).

4. **Municipalities/ Nagar Panchayats:** The total number of 35915 nominations were filed for 3970 Wards. The average number of nominations filed for each ward were 9.04. The highest number of 802 nominations were filed for 41 wards in Mahabubnagar Municipality. The lowest number of 83 nominations were filed for 20 wards in Gudur Nagar Panchayat in Kurnool District.

5. The Municipality wise and party wise breakup of nominations filed is indicated in (**Annexure-XLI**)

#### Scrutiny of Nominations :

6. **Municipal Corporations:** After completion of scrutiny of nominations on 15.3.2014 there were 6407 valid nominated candidates for 513 wards. The average

number of validly nominated candidates for each ward worked out to 12.49. Party wise and Corporation wise breakup of validly nominated candidates is shown in the (Annexure-XLII).

7. **Municipalities / Nagar Panchayats:** After completion of scrutiny of nominations of wards on 15.3.2014, there were 34546 validly nominated candidates for 3970 wards. The average number of validity candidates for each ward worked out to 8.7. The municipal body wise and party wise breakup of validity nominated candidates is shown in the (Annexure-XLIII).

#### **Withdrawal of Candidature :**

8. As per the Election Programme the last day of withdrawal of candidature for Municipal Corporations and Municipalities/ Nagar Panchayats was 18.3.2014 not later than 3.00 PM. The number of candidates withdrawn from contesting in Municipal Corporation elections is 3064 and in Municipality/ Nagar Panchayat elections is 16807. The Corporation wise and Municipality wise withdrawal of candidature is indicated in (Annexure-XLIV & Annexure-XLV)

#### **Contesting Candidates:**

9. As per the Election Programme, the list of contesting candidates of Municipal Corporations and Municipalities/ Nagar Panchayats was published on 18.3.2014 after 3.00 PM.

10 **Municipal Corporations:** For 513 wards there were 3343 candidates in the fray. The average number of contestants for each ward is worked out to 6.5. In Ramagundam Municipal Corporation in Karimnagar District there were the highest number of 512 candidates in the contest for 50 wards and in Eluru Municipal Corporation in West Godavari District there were only 174 contestants for 50 Wards. There was no unanimous election in any Municipal Corporation. A statement showing the number of

Contesting Candidates Corporation wise and party wise breakup is appended as **(Annexure-XLIV)**.

11. **Municipalities/ Nagar Panchayats:** For 3970 wards there were 17739 candidates in the fray. The average number of contestants for each ward is worked out to 4.4. In Mahabubnagar Municipality there were the highest number of 367 candidates in the contest for 41 wards. In Parakala Municipality in Warangal district there were only 35 contestants (lowest) for 20 Wards. 30 Wards were declared elected unanimously. A statement showing the number of Contesting Candidates Municipal body wise and party wise breakup is appended as **(Annexure-XLV)**. The list of unanimously elected ward members is indicated in **(Annexure-XLVI)**.

## CHAPTER – 11

### POLITICAL PARTIES AND ELECTION SYMBOLS

1. Elections to Municipal Corporations and Municipalities/ Nagar Panchayats are held on party basis. The State Election Commission issued Notification for conduct of ordinary elections to Municipal Corporations and Municipalities/ Nagar Panchayats on 3.3.2014

2. Paragraph 10 of the registration of political parties and allotment of symbols order, 2001 (**Annexure-XLVII**) and section 34 of GHMC Act, 1955 and Section 5A of AP Municipalities Act, 1965, stipulate that, the State Election Commission shall notify the list of symbols including those reserved for recognised political parties and registered political parties. The State Election Commission also notified the free symbols for allotment to the candidates setup by the registered political parties without a reserved symbol and for the independent candidates.

3. Immediately after issue of election notification, the State Election Commission issued symbol Notification No.105/SEC-L/2014, dated 4.3.2014 (**Annexure-XLVIII**) specifying the list of recognised National & State parties, recognised state parties in other states and symbols reserved for them, registered political parties with reserved symbol, registered political parties without reserved symbol and also the list of free symbols to be allotted to the independent candidates in Municipal Corporations and Municipalities/ Nagar Panchayats elections.

#### **I. Recognised National Parties and symbols reserved for them.**

<b>Sl. No.</b>	<b>National Party</b>	<b>Symbol Reserved</b>
1	Bahujan Samaj party (A.P	Elephant
2.	Bharatiya Janta Party	Lotus
3.	Communist Party of India	Ears of Corn & Sickle
4.	Communist Party of India (Marxist)	Hammer, Sickle & Star

5.	Indian National Congress	Hand
6.	Nationalist Congress Party	Clock

## **II. Recognised State parties in the state of AP**

<b>Sl. No.</b>	<b>State Party</b>	<b>Symbol Reserved</b>
1.	Telugu Desam Party	Cycle
2.	Telangana Rastra Samithi	Car

## **III. Recognised State parties in other States and registered in AP**

<b>Sl. No.</b>	<b>State Party</b>	<b>Symbol Reserved</b>
1.	All India Anna Dravida Munnetra Kazhagam	Two leaves
2.	Janta Dal (Secular)	A lady farmer carrying Paddy on her head
3.	Samajwadi Party	Banyan Tree
4.	Janata Dal (United)	Arrow
5.	All India Forward Bloc Party	Lion
6.	Rashtriya Lok Dal	Hand Pump

## **IV. Registered State parties with reserved symbol**

<b>Sl. No.</b>	<b>Registered Party</b>	<b>Symbol Reserved</b>
1.	All India Majlis-E-Ittehadul-Muslimeen	Kite
2.	Lok Satta Party	Whistle
3.	Yuvajana Sramika Rythu Congress Party	Ceiling Fan

## **V. Registered Political parties**

<b>Sl. No.</b>	<b>Registered Party</b>
1.	All India Stree Shakthi Party
2.	Ambedkar national Congress
3.	Bahujan Samaj Party (Ambedkar – Phule)
4.	BC United Front Party
5.	Bharateeya Bhahujana Prajarajyam

6. Bharat Labour Party
7. Bharat Janalok Party
8. BC Bharat Desam Party,
9. Communist Party of India (Marxist Leninist ) ( Liberation)
10. Dalita Bahujana Party
11. Ekta Party
12. Gondwana Ganatantra Party
13. Grama Swarajyam Party
14. Great Rayalaseema Party
15. Greater Rayalaseema Party
16. Indian Christian Party
17. Indians Front Party
18. Jai Maha Bharat Party
19. Jai Samaikya Andhra Party
20. Jana Rakshana Party
21. Janam Party
22. Jana Prayojana Party
23. Indira Rajiv Congress (sacrifice for the Nation)
24. Maa Desam Party
25. Majlis Bachao Tahreek Party
26. Manyaseema Swatantra Party
27. NTR Telugu Desam Party (LP)
28. Nava Bharat Party
29. Navatharam Party
30. Nava Samajam Party
31. Navodayam Party
32. Paramatma Party
33. Praja Telangana Samithi Party
34. Praja Bharat Party
35. Pyramid Party of India
36. Praja Bharat Party
37. Prem Janata Dal
38. Rastriya Praja Congres(Secular)
39. Rayalaseema Rashtra Samithi
40. Republican Party of India
41. Samaikya Telugu Rajyam Party
42. Samaikya Telugu Rajyam Party
43. Samaikya Telangana Party
44. Samaikya Andhra Samithi
45. Shramajeevi Party
46. Social Welfare Party
47. Telugu Dharmam Party
48. Telangana Bharat Janata Party

49. Telangana Rajyasamithi Party
50. Telangana Party
51. Telangana Communist Party
52. Telangana Congress Party
53. Telangana Democratic Front Party
54. Telangana Ikya Jan Party
55. Telangana Labour Party
56. Telangana Lok Satta Party
57. Telangana Sakalajanula Party
58. Telangana Yuvasena Party
59. Telangana Yuva Shakti Party
60. Telangana yuvajana Shramika Raj Yum Party
61. United Women Front (UMF)
62. Uttarandra Rashtriya Samithi
63. Vakta Praja Samasyala Saadhana Party (VPSSP)
64. Welfare Party of India
65. YSR Bahujana Party
66. YSR Praja Party
67. Yuva Telangana Party

#### **VI. List for Free Symbols**

<b>Sl. No.</b>	<b>Symbol</b>
1.	Almairah
2.	Air Conditionier
3.	Auto Rickshaw
4.	Balloon
5.	Basket containing fruits
6.	Bat
7.	Batsman
8.	Battery torch
9.	Belt
10.	Black Board
11.	Bottle
12.	Bread
13.	Brief case
14.	Broom
15.	Brush
16.	Bucket
17.	Cake
18.	Calculator
19.	Camera
20.	Candles



21. Carom Board
22. Carpet
23. Carrot
24. Cauliflower
25. Chess Board
26. Coat
27. Coconut
28. Cot
29. Cup and Saucer
30. Cutting Piler
31. Dao
32. Diesel Pump
33. Dish Antenna
34. Dolli
35. Electric Pole
36. Envelop
37. Flute
38. Frock
39. Frying Pan
40. Funnel
41. Gas Cylinder
42. Gas Stove
43. Gas Tumbler
44. Grapes
45. Harmonium
46. Hat
47. Helmet
48. Hockey and Ball
49. Ice Cream
50. Iron
51. Kettle
52. Lady Purse
53. Letter Box
54. Mixee
55. Nail Cutter
56. Neck Tie
57. Pen Stand
58. Pencil Sharpener
59. Pot
60. Pressure Cooker
61. Razor
62. Refrigerator
63. Ring

64. Saw
65. School Bag
66. Scissors
67. Sweing Machine
68. Shuttle
69. Slate
70. Stethoscope
71. Stool
72. Table
73. Table lamp
74. Telephone
75. Television
76. Tent
77. Tooth Brush
78. Trumpet
79. Violin
80. Walking Stick
81. Water Tap
82. Window

**CHAPTER – 12**  
**MODEL CODE OF CONDUCT**

1. In order to ensure free, fair and peaceful elections to local bodies in the State, the State Election Commission issued Model Code of Conduct (MCC) (**Annexure-XLIX**) for elections to Local Bodies in exercise of the plenary powers conferred on it under Article 243-K and 243-ZA of the Constitution of India. The Model Code of Conduct for local body elections is applicable to the political parties, contesting candidates, Ministers, Employees of State Government and Local Bodies and other public servants connected with local body elections. The Model Code of Conduct shall be in force from the date of issuance of Election Notification till the date of declaration of results.

2. The State Election Commission issued notification on 3.3.2014 for conduct of ordinary elections to Municipal Corporations and Municipalities/ Nagar Panchayats in the State. Therefore, the Model Code of Conduct was in force with effect from 3.3.2014. The Model Code of Conduct ceased with effect from 12.5.2014.

3. Immediately after issue of election notification, the SEC sent copies of the election notifications and MCC to the Government in General Administration Department and all District Collectors to bring it to the notice of all the Ministers, all government departments and other concerned for strict implementation of MCC during the election period.

4. The SEC issued instructions to the District Collectors (**Annexure-L**) to constitute mobile teams headed by the Zonal officers (preferably a Gazetted Officer) supported by one sub-inspector of police and two constables and a videographer to oversee the implementation of Model Code of Conduct in the area allotted to them from the date of publication of list of contesting candidates till the completion of election period and also the poll arrangements on the pre-poll day and the poll day. These mobile teams were also conferred magisterial powers to utilize the powers under section 144 Cr. PC by the Government. This arrangement ensured free, fair and peaceful election.

5. The following are the Circulars/ Orders issued by the SEC for strict implementation of MCC during the period of elections.

<b>Sl. No.</b>	<b>Reference</b>	<b>Contents in brief</b>	<b>Annexure</b>
1	Ord. No.558/SEC-F1/2011, dated 19.7.2011	Use of vehicles by the candidates and political parties for campaigning and prevention of misuse of vehicles	<b>LI</b>
2	Cir. No.548/SEC-F2/2011-21, dated 3.8.2011	Ban on transfer of officials, recruitments/ appointments/ promotions	<b>LII</b>
3	Ord. No.93/SEC-F1/2014-2, dated 3.3.2014	Ban on transfer of officials connection with elections directly or indirectly and also ban on recruitment of appointments.	<b>LIII</b>
4	Ord. No.152/SEC-F1/2014, dated 4.3.2014	Curb on flow of liquor during the election period – closure of belt shops and monitory production, storage and distribution of liquor and conducting ___ to seize black jaggery during election period.	<b>LIV</b>
5	D.O.Lr.No.152/SEC-F1/2014-1, dated 9.3.2014	Addressed to CS Govt of Karnataka regarding measures to be taken to curb inflow of NDPL/ unauthorised liquor into the State of AP	<b>LV</b>
6	D.O.Lr.No.152/SEC-F1/2014-2, dated 9.3.2014	Addressed to CS Govt of Goa regarding measures to be taken to curb inflow of NDPL/ unauthorised liquor into the State of AP	<b>LVI</b>

7	D.O.Lr.No.152/SEC-F1/2014-3, dated 9.3.2014	Addressed to CS Govt of Maharashtra regarding measures to be taken to curb inflow of NDPL/ unauthorised liquor into the State of AP	<b>LVII</b>
8	D.O.Lr.No.152/SEC-F1/2014-4, dated 9.3.2014	Addressed to CS Govt of Odissa regarding measures to be taken to curb inflow of NDPL/ unauthorised liquor into the State of AP	<b>LVIII</b>
9	Cir No.526/SEC-F1/2014, dated 28.3.2014	Ban on electioneering during the prohibitory period of 48 hours ending with hour fixed for conclusion of poll	<b>LIX</b>
10	Order No.119/SEC-F1/2014, dated 4.3.2014	Operating procedures for flying squad, static surveillance team and check posts constituted for vigilance	<b>LX</b>

6. Every complaint received from political parties and general public was referred to the District Collector and District Election Authority concerned for causing an enquiry into the allegations made and to send a report to the SEC. Wherever it is proved in the enquiry that, model code of conduct was violated, instructions were issued to the district administration to launch prosecution against the violators as per the provisions of the GHMC Act, 1955 and A.P Municipalities Act, 1965, IPC and other enactments. Action initiated for alleged violation of MCC against Government servants and election machinery is indicated in the statement appended as (**Annexure-LXI**).

## CHAPTER – 13

### DECLARATION OF LOCAL HOLIDAY

1. The State Election Commission issued election notification on 3.3.2014 for conduct of elections to Municipal Corporations and Municipalities/ Nagar Panchayats. Immediately after issue of election notification, the SEC in reference No.83/SEC-F1/2014, dated 3.3.2014 (**Annexure-LXII**) requested the government to issue orders authorising all the District Collectors except Hyderabad District to declare local holiday for use of public buildings, buildings of education institutions etc., on the dates preceding the date of poll, on the day of poll and the day of counting of votes.

2. In the G.O.Rt.No.393 MA & UD (Elections-I) Dept, dated 7.3.2014 orders were issued (**Annexure-LXIII**) authorizing all the district collectors in the state except Hyderabad district to declare holiday on the preceding day of poll and on the day of poll in their respective districts for the conduct of elections and counting of votes in respect of public buildings, and buildings of education institutions and other buildings proposed for conduct of polls.

## CHAPTER – 14

### MEDIA

In connection with 4<sup>th</sup> ordinary elections to Urban local bodies the SEC in Circular No.548/SEC-F2/2011-22, dated 3.8.2011 and in Circular No.684/SEC-F2/2014, dated 28.3.2014 (**Annexure-LXIV & Annexure-LXV**) issued the following instructions with regard to facilities to be provided to the press and electronic media to cover the events on the day of poll and the day of counting.

1. The Collectors and District Election Authorities were authorized to issue letters to accredited media persons at the State level and the District level after being satisfied about their identity as genuine accredited media person. They shall be allowed to cover all the urban local bodies in the district.
2. The Municipal Commissioner concerned shall issue Media passes to one reporter and one photographer/ videographer for each news agency/ news channel to cover the events on the day of poll and counting in the urban local body within his jurisdiction.
3. The media persons holding such passes are required to display them on their person on the day of poll and on the day of counting.
4. At any time, only one reporter and only one photographer/ videographer shall be allowed inside the polling station. Different news agencies/ news channels may cover the events in turns so as to ensure smooth conduct of poll process in the Polling station. The same principle applies to the coverage of counting also.
5. Under no circumstances, the secrecy of ballot of any voter should be violated even by accident. The Presiding Officer will also be free to use regulatory measures as he may feel necessary in this regard taking into the account the situation on hand.

6. Further, under no circumstances, the actual votes recorded on the EVMs should be photographed or captured by audio-visual coverage.
  
7. The percentage of poll recorded at regular intervals (every two hours) on the day of poll at various polling stations in the Municipalities/ Municipal Corporations should be made available to the media persons by displaying in on the notice board outside the polling stations and at the office of the Election Officer/ Returning Officer concerned.
  
8. The Collectors and District Election Authorities shall arrange to provide a separate media room outside the counting center in each Municipality and Municipal Corporation. The Collectors and District Election Authorities in consultation with the District Public Relation Officer (DPRO) shall appoint a liaison officer for each municipality to be available in the media room for smooth flow of election result to the representatives of the press and electronic media immediately after declaration of results. The media persons may be allowed to set up their own telephone, fax, data communication and other facilities in the media room.



**CHAPTER – 15**  
**PRINTING OF BALLOT PAPER**

1. The SEC issued instructions in Circular No.257/SEC-F2/2014, dated 10.3.2014 (**Annexure-LXVI**) on printing of ballot papers compatible to EVMs
2. The printing of ballot paper compatible for EVMs was undertaken by the Government presses at Hyderabad, Vijayawada and Kurnool.
3. SEC issued detailed instructions in Order No.1794/SEC-F1/2013, dated 31.7.2013 (**Annexure-XXX**) on printing of Postal ballot Papers. The white paper required for printing of postal ballot paper was procured locally and got printed at local private printing presses within 24 hours from the last date of withdrawal of candidature under proper security and dispatched within the next 24 hours.
4. The process of printing of EVM Ballot Paper commenced in respect of all Municipal Corporationas and Municipalities/ Nagar Panchayats in the Government printing presses assigned to them on the day following the publication of list of contesting candidates and completed well before the date of poll. The persons deputed by District Collectors/ Municipal Commissioners to Government Presses co-ordinate with press authorities to ensure correct printing of ballot papers meeting specifications. After completion of printing work, Printed ballot papers were transported to districts with adequate security.

**CHAPTER – 16**  
**ELECTRONIC VOTING MACHINES**

1. Elections to Urban Local Bodies were conducted with Electronic Voting Machines (EVMs)
2. For every polling station 1 EVM was used and 10 % of EVMs were provided to every Municipal Body as reserve.
3. For 155 Urban Local Bodies (10 Municipal Corporations and 145 Municipalities/ Nagar Panchayats) 9094 EVMs were used and 911 EVMs were kept as reserve. Totally 10005 EVMs were required.
4. As per the instructions of the SEC the First Level Check up (FLC) was undertaken by ECIL Engineers well in advance in all Districts.
5. About 11576 power packs were supplied by the ECIL to the Districts.
6. As per the instructions of the SEC in Lr.No.614/SEC-F2/2013-1&2, dated 3.3.2014 (**Annexure-LXVIII**) the ECIL Engineers were deputed to each Municipal Body from 26.3.2014 to undertake the jobs of testing the EVMs, imparting training to master trainers/ Presiding Officers/ Assistant Presiding Officers and conduct of demonstration to the general public and political parties on functioning of EVMs, setting up EVMs with ballot paper, assistance on days of distribution and poll. The engineers stayed there till completion of the poll on 30.3.2014. ECIL Engineers were also deputed to each district before the day of counting i.e, 12.5.2014 and stayed there till declaration of the results.
7. EVMs were dispatched ward wise through randomisation in the presence of the representatives of the Recognized Political Parties. The randomisation was done in such a way that the CUs/ BUs are randomly selected by grouping them to match the poll day requirement including the reserve require

8. SEC issued comprehensive instructions in Circular No.1494/SEC-F1/2011, dated 30.7.2013 (**Annexure-LXIX**) on randomization, allocation, preparation of EVMs, dispatch of EVMs for poll, replacement of EVMs during poll, reception of EVMs, safe custody, communication to Political parties etc.,

**CHAPTER – 17**  
**REPORTS AND RETURNS**

1. The State Election Commission vide Circular No.220/SEC-F1/2014, dated 8.3.2014 prescribed various reports and returns to be furnished by the C&DMA and Election Authority and District Collectors to all the districts on various items of election work relating to Urban Local Body Elections held in March, 2014. A copy of the said Circular containing instructions issued by SEC in this regard is enclosed as (**Annexure-LXX**)
2. The SEC issued instructions to send these reports by fax and E-mail at address secy.apsec@gmail.com. The SEC also opened control room in the office of SEC with additional phones taken on temporary basis to cope up with the additional work relating to elections and installed four additional fax machines to receive reports and returns from the districts.
3. The reports and returns furnished by the C&DMA / District Collectors/Commissioner of Municipal Bodies were compiled in the control room and a consolidate report for the entire state was prepared and passed on to the press during daily press briefings.
4. In view of the arrangements, the flow of information in the form of reports and returns from the districts to the SEC was smooth during elections to Urban Local bodies.

**CHAPTER – 18**  
**COMPLAINTS**

1. The contesting candidates, their election agents, members of recognised and registered political parties and citizens filed complaints directly to the District Election Authority or other officials at the district level involved in the election process on various matters relating to election process. Complaints are also filed by various sections with the State Election Commission.

2. The representations/ complaints basically pertained to discrepancies in the electoral rolls, allegations of violation of model code of conduct, allegations against employees, apprehension of distribution of money, liquor, sarees etc., and allegations of indulging in corrupt practices and other election offences.

3. In order to redress the grievances/complaints that are received from public and various other Stake holders, on various election related issues in the conduct of 4<sup>th</sup> ordinary elections to Urban Local Bodies, the SEC in Circular No.571/SEC-F1/2011, dated 19.7.2011 (**Annexure-LXXI**) issued the following instructions to set up grievance redressal mechanism as detailed below:-

4. **Categorization of Complaints**:- Complaints received can be categorized in the following four categories:-

(i) Complaints from general public regarding electoral particulars / EPICs and related matters.

(ii) Complaints from political parties and candidates regarding non-supply of electoral rolls and set up of polling stations etc.

(iii) Complaints from government staff regarding payment of TA/DA etc., for their services during election and related matters.

(iv) Complaints from contesting candidates and political parties and others on violation of Model Code of Conduct.

5. Grievance Cell-cum-Control Rooms were opened in the offices of all the Collectors & District Election Authorities, Commissioners of all Municipal Corporations and all Municipal Commissioners of Municipalities to receive complaints / representations / petitions from general public, contesting candidates and political parties etc., on various election related items and the same are categorized in the above mentioned 4 categories duly entering in 4 separate registers and issue acknowledgement to the petitioners. One responsible officer may be assigned with the above duty and he/she shall be made responsible for processing of such grievances.

6. Since most of the grievances received under category (i), (ii) and (iii) above can be redressed by the Commissioners of Municipal Corporations and Municipal Commissioners, Electoral Registration Officers & Revenue Divisional Officers and the Collectors & District Election Authorities, grievances of those categories have to be forwarded immediately to the concerned authorities for speedy disposals. Particularly grievances regard to inclusion / deletion / correction of entries in the electoral rolls, shifting of names from the inconvenient booths etc may be attended to on priority basis. Action taken may be intimated to the representationists.

7. Regarding Complaints received from the political parties and contesting candidates on non-supply of electoral rolls etc., the Commissioners of Municipal Corporations and all the Municipal Commissioners of Municipalities / Nagar Panchayats shall make sincere efforts for speedy disposal and to inform the action taken to the contesting candidate/political party, who have given the complaint within the least possible time.

8. **With regard to violation of Model Code of Conduct:-** The complaints received in 4<sup>th</sup> category from contesting candidates and political parties on violation of Model Code of Conduct such as; mis-use of official vehicles, mis-use of official power, allegation against employees, apprehension of distribution of money, liquors, sarees etc.,

and all allegations of indulging in corrupt practices and other election offences may be redressed as mentioned below:-

- i) The Commissioners of all Municipal Corporations and all Municipal Commissioners shall, on receipt of such complaints, go through the contents and conduct an enquiry wherever necessary to verify the veracity of the allegation made therein. If there is a prima-facie case a report shall be sent to the District Election Authority concerned.
- ii) The Collector & District Election Authority examine the nature of violation and order for further enquiry as he deems fit and take appropriate action under intimation to the representationist as well as to the Commission.
- iii) If the Collector & District Election Authority considers that the matter is to be referred to the State Election Commission, he shall forthwith send to the Commission such complaint, enquiry report and his specific remarks.
- iv) The State Election Commission will examine the matter and issue suitable instructions for further enquiry or for taking necessary action under election law and Indian Penal Code.
- v) No complaints shall be rejected or left unattended to give any scope for complainants and political parties to point an accusing finger at the election machinery.

9. Election Authority & Commissioner & Director of Municipal Administration is also requested to open similar Grievance Cell-cum-Control Room in his office to receive, process and dispose of complaints and also requested to issue appropriate instructions to the Municipal Commissioners and other election related officers towards speedy disposal of Complaints.

10 Complaints made to the State Election Commission will be referred to the District Election Authority concerned for appropriate action or for conduct of enquiry and sending a report back to the State Election Commission to examine the content and for

issue of necessary orders. Where the State Election Commission sought an enquiry report from the District Election Authority, the same should be sent **within three days** or such shorter period as may be specified by State Election Commission keeping in view the urgency of the matter.

11. The District Election Authority shall communicate a copy of this Circular to all the Officials at the district level involved in the election process to follow the above instructions scrupulously.

12. About 228 complaints were received in SEC from various political parties and individuals on discrepancies in the electoral rolls, violation of MCC, allegations against employees, distribution of money, liquor, sarees etc., indulging in corrupt practices and other election offences etc. All these complaints were referred to concerned district official to cause for an enquiry and to take appropriate action.



**CHAPTER – 19**  
**OBSERVERS**

1. Sections 617-D of GHMC Act, 1955 and 343 ZE of APM Act, 1965 provided statutory backing for appointment of observers to oversee the elections of local bodies. These sections are on the same lines as the one existing in Representation of Peoples Act, 1951
2. In exercise of the powers conferred under Article 243-K and 243-ZA of the Constitution of India read with section 617 D of GHMC Act, 343 ZE of APM Act, 1965, the State Election Commission appointed 22 IAS Officers as Election Observers to oversee the election process in 22 districts in the State. In addition to this the SEC appointed some of the IAS officers as Reserve Observers. The list of Officers appointed district-wise is indicated in the (**Annexure-LXXII**).
3. The Observers were asked to oversee the direct election of Ward Member of Urban Local Bodies and indirect elections of Mayor and Deputy Mayor of Corporations and Chairperson and Vice-Chairperson of Municipalities/ Nagar Panchayats. The Observers were also entrusted with the responsibilities to observe the expenditure incurred by various contesting candidates at various stages during the election process. They were expected to assist the State Election Commission for conduct of elections in a free and fair manner.
4. The State Election Commission issued instructions to the District Collectors to provide facilities to Observers during their visit to the districts in SEC Lr.No.88/SEC-F1/2014, dated 14.3.2014 (**Annexure-LXXIII**). The guidelines issued to the Observers by the State Election Commission is also at (**Annexure-LXXIV**).
5. The Observers performed their duties satisfactorily.

**CHAPTER – 20**  
**MICRO OBSERVER**

The State Election Commission appointed Micro Observers in selected sensitive / hypersensitive polling stations to ensure that, the Elections are conducted in a free, fair and orderly manner. The micro observers appointed to oversee the polling that took place from 7.00 AM to 5.00 PM. The following instructions were issued with regard to selection and appointment of Micro Observers.

1. All the Collectors & DEAs, in the State shall take an advance inventory of availability of employees of Central Government and Central Public Sector Undertakings for being appointed as Micro Observers. The Collectors & DEAs are also given option to appoint Gazetted Officers of State Government and State Public Sector Undertakings having unblemished track record and considerable experience in overseeing elections where Central Government / Central PSU employees are not available in sufficient number.
2. The officer to be appointed as Micro Observer should not be posted in the Urban Local Body, where they resides or work.
3. To facilitate the whole exercise, the Collectors & DEAs may identify nodal officers. The name and designation, office and residential address, telephone numbers including mobile number and e-mail ID, if any, of the nodal officer shall be mentioned in the election management plan. The contact numbers of election machinery such as Returning Officer/Election Officer, District Election Authority, observers and State Election Commission should also be brought to the notice of all micro observers drafted. The Collectors & DEAs should also hold a separate review on the subject and identify the areas of concern and take necessary advance measures to address the facilitation issues.

4. Proper arrangement shall be made at the training venue and care should be taken while choosing the venue for training purpose to ensure amenities such as drinking water and toilet facilities.
5. Advance measures should be in place to ensure that transport facility is provided for them for pick up and dropping.
6. On poll day they will be provided food facility on par with the polling teams.
7. Besides the above, for poll duty, an appropriate honorarium shall be paid to each Micro-Observers. The Collectors & DEAs may take action for payment of honorarium to the Micro Observers appointed on duty on poll day as was paid in the elections held to APLA and HOP, 2009.
8. This payment of honorarium should be made by the Returning Officer / Election Officer, to the extent possible, on completion of duty at the EVM receipt center itself, after receipt of Micro-Observers' report by the Observer.
9. The guidelines and checklist for the Micro Observers are enclosed as Annexure – I and II, which may be provided to the officials who are appointed as Micro Observers and also to all Observers of the Commission.
10. All the Collectors & DEAs are therefore requested to workout the availability of above mentioned category of personnel and get ready a computerized database, category wise, with full particulars viz. name, designation, rank, present pay, scale of pay, address, contact no., their elector details etc. A plan of action should be drawn out for training and orientation to the persons to be deployed as Micro Observers. Training materials and handout should be prepared, logistical requirement should be worked out and adequate financial provision should be made in the budget provisions.

The SEC issued instructions on selections, guidelines and check list etc., in Circular No.528/SEC-F1/2011, dated 2.7.2013 (**Annexure - LXXV**).

**CHAPTER – 21**  
**WEB CASTING**

Webcasting involves live-streaming of the proceedings at a polling station using Internet connection, web camera, computer system preferably a laptop and a student or a computer professional. The proceedings at the polling station are captured in a web camera and transmitted to designated locations i.e., Collectorate and the State Election Commission's office using internet connection. This procedure was first introduced in our State by the Election Commission of India in the by-elections held to Assembly and Parliamentary constituencies held in the last two/three years.

The State Election Commission decided to undertake webcasting in selected sensitive/ hypersensitive polling stations during 4<sup>th</sup> ordinary elections to Urban Local Bodies to ensure that electoral process is conducted smoothly in vulnerable areas and any complaints of electoral malpractices can be verified and appropriate action can be taken instantly to ensure free and fair elections. The steps taken by the Commission in connection with the webcasting exercise are mentioned below.

1. The Collectors & DEAs were requested to identify the sensitive/ hypersensitive polling stations in Urban Local Bodies in their respective districts for undertaking webcasting keeping in view the availability of electrical fittings, feasibility for BSNL internet connection, availability of web cameras, availability of students or persons with computer knowledge having a laptop and willing to participate in the exercise.
2. The Collectors were asked to constitute a team of local officials from Electricity Department, BSNL and Municipal to conduct a survey and finalise the locations/Polling stations for undertaking webcasting.
3. The Collectors were given freedom to enroll either students from established Engineering colleges having laptops or by inviting applications from any computer professionals having laptops by giving advertisements

in local district cable TV and in local newspapers to participate in the exercise. Each student/ volunteer was paid Rs. 500/- as honorarium along with a certificate of participation. They were also provided with transport, accommodation and food during the period they were deployed for webcasting work.

4. The web cameras and spikes that were already procured by the Chief Electoral Officer and preserved in the Districts were used after obtaining necessary permission from the CEO. Further, wherever required permission was given to Collectors to procure additional web cameras and spikes at reasonable rates.
5. The Commission finalised two software agencies, namely Sadhana media Ltd, Delhi and Green Technologies, Chennai to provide required training to the students/ volunteers, uploading the required software into the laptops, providing usernames and passwords to all the volunteers and also facilitating smooth operation at the designated polling stations and reception of live pictures at the destinations besides transferring the entire data from the laptops of volunteers to DVS/ External hard disks and handing them over to the District election officials.
6. The BSNL provided internet connections at all the polling stations selected by the District administration for undertaking webcasting.
7. The Commission has engaged the services of Sri D. Chiranjeevi, Project Manager (IT) in the CEO's Office as IT Consultant on part-time basis as he is having considerable experience in this exercise.
8. The Commission has taken a high-speed internet connection through APSWAN and also procured required computer servers and systems for this exercise. The Commission also procured two big LED TVs to view the live-streaming in the Conference Hall and in the Commissioner's chamber.
9. A coordinated effort by all the officials and agencies involved in webcasting exercise resulted in smooth capturing and live-streaming of

proceedings at nearly 2820 polling stations in all the ULBs which were notified for elections enabling the Commission to verify and complaints at sensitive/hypersensitive polling station selected for webcasting spontaneously and give suitable instructions to ensure free and fair elections. This measure also created a sense of confidence among the voting public in vulnerable areas and widely appreciated by the Press and general public as it improved the electoral standards during Urban Local Body elections.

10. The number of polling stations in each District where webcasting was undertaken is given in (**Annexure-LXXVI**).

## **CHAPTER – 22**

### **SPECIAL INITIATIVES**

The Commission has introduced certain special measures during fourth ordinary elections to ULBs to curb incidence of electoral mal-practices and thwart attempts by unscrupulous anti-social elements to use liquor and money to influence voters.

A brief account on these new initiatives is given below:

The Commission directed to closely monitor poll process in sensitive / hyper sensitive polling stations identified by team of local officials consisting of Tahsildar, Municipal Commissioner and local police official / Station House Officer. The poll process in each of these vulnerable polling stations is closely watched by deploying Micro-Observers or under taking Web casting or Videography. The Collectors were given instructions to cover each of the vulnerable sensitive / hyper sensitive polling station by any of the three measures given preference in the same order 1) Web Casting, 2) Micro Observers and 3) Videography.

#### **I. Covering sensitive / hyper sensitive polling stations by Micro Observers / Web Casting / Videography:**

- a) **Micro Observer:** Micro Observer is deployed to observe poll process in a group of Polling Stations located in the same premises by oscillating between different polling stations in that location and report directly to the General Observers about any incidents of vitiation of poll process.
- b) **Web Casting:** Web Casting involves live-streaming of the proceedings at a polling station using Internet connection, web camera, computer system preferably a laptop which is operated by a student or a computer professional having no political leanings identified by District Administration. The proceedings at the polling station are captured in a

web camera and transmitted to designated locations i.e., Collectorate and the State Election Commission's office using internet connection.

This facilitate the Commission / Collector to closely monitor in real time poll process and check any complaints of occurrence of electoral mal-practices and discourage anti-social elements from indulging in illegitimate activity for political gains. This measure was appreciated by Press, Political Parties and Public. On the poll day, the live streaming through web casting was watched by reporters in Conference hall of State Election Commission.

- c) **Videography:** The Commission had given directions to the District Administration to make arrangements to undertake Videography of poll process in sensitive / hyper sensitive polling stations not covered by Web casting and Micro Observer.

In addition to the above measures, level of deployment of police force was higher in these vulnerable polling stations and they were covered by mobile police teams by frequent visits. These measures resulted in minimum number of poll incidents and cases of repoll in Municipal elections.

II. **Restrictions on flow of Liquor:** The Commission ordered for closure of belt shops and also imposed restrictions on flow of liquor during the election period (**Annexure -LIV**). During the election period, all the belt shops were closed in areas where Model Code of Conduct was inforce and the production and off-take of liquor was monitored effectively comparing it with corresponding period figures. The Commission has also addressed neighboring States i.e., Karnataka, Orissa, Goa, and Maharashtra to issue necessary instructions to prohibition and excise, police departments in their respective states to strengthen the check posts bordering Andhra Pradesh to curb inflow of NDPL and Desidaru liquor into our State. The Commission also issued instructions



for joint check posts by police and excise officials to effectively check compliance of illicit liquor on election process. The quantum of illicit liquor seized, number of case filed and other details are given in the statement. (**Annexure - XCII**).

### **FLYING SQUADS AND STATIC SURVEILLANCE TEAMS**

1. The State Election Commission constituted Flying Squads and Static Surveillance Teams to monitor implementation of Model Code of Conduct and also to conduct Search and Seizure operations in order to keep vigil over excessive election expenditure, distribution of items of bribe in cash or in kind, movement of illegal arms, ammunition, liquor in the areas where elections are held during the election period.
2. Each Flying Squad is headed by a Magistrate and is supported by employees drawn from Police and other departments. Wherever a complaint is received on distribution of cash or liquor or any item of bribe or regarding movement of anti-social elements or arms or ammunition is received, the Flying Squad shall reach the spot immediately and seize the items of bribe or other illicit items. It also sends a daily report on the cash and items of bribe seized to the Collector and the Superintendent of Police. A consolidated report is sent to the Commission in respect of all districts from the Nodal Officer stationed at Police Headquarters at State capital.
3. Each Static and Surveillance Team consists of one Magistrate and 3 or 4 Police personnel, who shall man the check posts set up in the areas where elections are held. Check posts are put at major arterial roads, borders of the local body or district / State and keep a watch on movement of illicit liquor, items of bribe, large amounts of cash, arms and ammunition and also movement of anti-social elements. Entire process of checking is videographed. They will also send daily reports to Collector and the Superintendent of Police and a consolidated report is

prepared at the State level by the Nodal Officer at the Police Headquarters and sent to the Commission.

4. During checking, if any cash exceeding Rs.50,000/- is found in a vehicle carrying a candidate, his agent or party worker or carrying posters or election materials or any drugs, liquor, arms or gift items which are valued at more than Rs.10,000/- that are likely to be used for inducement of electors shall be subjected to seizure. The whole event of checking and seizure is videographed by a video team. However, cash meant for bonafide purpose shall not be seized causing inconvenience to the public.

A statement showing total amount and articles seized during the election period is given in (**Annexure –XCII**). This measure vastly contributed for conduct of elections in a free, fair and peaceful manner restricting the anti-social elements from indulging in electoral malpractices and also thwarting attempts by unscrupulously elements to influence voters with money, liquor and gifts for political gains.

## **CHAPTER – 23**

### **PHOTO VOTER SLIPS**

The State Election Commission introduced a new initiative under which photo Voter Slips are generated and distributed to the voters by the BLOs/ Municipal staff to the voters participating in Urban Local Body elections. This measure is aimed at enhancing the voter turnout and also curtailing the scope for impersonation.

All the Collectors and DEAs were requested to generate Photo Voter Slips in respect of all voters of every Urban Local Body notified for election in the format prescribed by the Commission using Municipal Body Electoral database with photographs generated from the Assembly Electoral database.

In the Video Conference conducted by the Commission on 3.3.2014 and 6.3.2014 the Collectors expressed their views and suggestions on distribution of Photo Voter Slips. The Commission conducted a meeting with Political parties at the State level on 13-03-2014. The representatives of Political Parties who attended the meeting expressed that Photo Voter Slips can be supplied to the voters without authentication so as to facilitate the voter to know the polling station where he/she should go and also facilitate the polling personnel present in the polling station to easily identify the serial number of the voter. They also expressed that such an exercise will curtail the scope for the candidates to indulge in influencing the voters in the guise of distribution of voter slips from their side and expressed their willingness to cooperate with the Commission in this exercise.

Taking into consideration the views and suggestions expressed by the Collectors and also the representatives of Political Parties, the Commission decided that Photo Voter Slips without authentication shall be distributed to the voters in the Urban Local Bodies to be notified for elections. The following instructions are issued in connection with distribution of Photo Voter Slips in the Urban Local Body elections.

1. The Photo Voter Slip shall be generated in the format prescribed by the Commission. The Photo Voter Slips need not be authenticated.
2. This Photo Voter Slip should only be in the language in which the electoral roll is prepared for the Urban Local Body concerned.
3. The Collectors and DEAs are also given freedom to engage any agency to generate photo voter slips subject to conditions prescribed by ECI for utilization of its electoral database.
4. The Commission has no objection if some of the entries in the Photo Voter Slips are stamped or filled manually due to inadequacies in the database.
5. A meeting with the Political Parties shall be convened at District level to convey to the public and local leaders the following information.
  - a. Photo Voter Slips are distributed to voters by the official machinery only to facilitate voters to know their polling station and serial number in voter list.
  - b. Production of Photo Voter Slip is not mandatory and any voter who does not possess Photo Voter Slips shall not become ineligible to exercise franchise.
  - c. Every voter, whether he/she possesses a Photo Voter Slip or not, shall produce either EPIC or any other alternative identification documents already notified by the Commission to establish their identity at the polling station.
  - d. Photo Voter Slip shall not be considered as an alternative identification document approved by the Commission.
  - e. If a voter is not supplied with a Photo Voter Slip by the administrative machinery for any reason, an impression should not be created that he is excluded from exercising his/her franchise.

6. Any employee working in the ULB or any other employee of the Government can be entrusted with the responsibility of distribution of Photo Voter Slips well in advance of the date of poll.
7. On the date of poll, any employee entrusted with the responsibility of distribution of Photo Voter Slips shall be available at the polling station premises to distribute the slips to those who have not been supplied with the slips before the date of poll.

All the Collectors have complied with the instructions given by the Commission and gave wide publicity in the Press and Electronic Media about distribution of Photo Voter Slips to the voters by the official machinery.

The Photo Voter Slips were given to all the voters in all the ULBs notified for elections drawing appreciation from all quarters and curtailing scope for electoral malpractices and impersonation to the considerable extent contributing for smooth and peaceful elections.

## CHAPTER – 24

### THE POLL

1. As per the State Election Commission Notifications poll to 10 Municipal Corporations and 145 Municipalities/ Nagar Panchayats in the State is scheduled on 30.3.2014.

2. The SEC issued instructions to the District Collectors vide SEC Lr.No.82/SEC-F1/2014-3, dated 4.3.2014 (**Annexure-L**) to constitute mobile teams headed by the Zonal Officers (preferably a Gazetted Officer) supported by one Sub-Inspector of police and two constables and a videographer to oversee the implementation of Model code of conduct in the area allotted to them from the date of publication of list of contesting candidates till the completion of election period and also the poll arrangements on the pre-poll day and the poll day. These mobile teams were also conferred magisterial powers to utilize the powers under section 144 Cr.PC by the government. This arrangement ensured free, fair and peaceful elections. The SEC requested the Principal Secretary to Government Home (Courts-B) Dept vide Lr.No.82/SEC-F1/2014-1, dated 4.3.2014 (**Annexure-LXXVIII**) and the Secretary to Government, Law (LA&J) Dept Vide Lr.No.82/SEC-F1/2014-2, dated 4.3.2014 (**Annexure-LXXIX**) for conferment of magisterial powers of Zonal officers.

3. In order to give importance to the integrity and transparency in the election process, the SEC issued instructions in Circular No.528/SEC-F1/2011-9, dated 1.7.2011 (**Annexure-LXXIX**) on tracking the presence of polling agents at the polling stations on the poll day and mandatory conduct of mock poll and certification thereon.

4. In D.O.Letters with No.616/SEC-F1/2014, dated 26.3.2014 (**Annexure-LXXX A,B,C,D&E**) various authorities of the electricity department were requested to ensure uninterrupted power supply in the Urban Local Bodies in the State on the date of pre poll, on poll day and on the counting day for smooth conduct of Municipal Elections

5. As per the notification issued by the State Election Commission, the poll was held on 30.3.2014 from 7.00 AM to 5.00 PM. The average percentage of poll in 10 Municipal Corporations was 63.25 and in 145 Municipalities/ Nagar Panchayats was 74.7. The Corporation wise Poll percentage is indicated in the (**Annexure-LXXXI**) and Municipality/ Nagar Panchayat wise poll percentage is indicated in the (**Annexure-LXXXII**). The poll was, by and large, peaceful except a few minor incidents.

6. The SEC in Circular No.695/SEC-F2/2014, dated 28.3.2014 (**Annexure-LXXXIII**) prescribed a proforma to send a report on poll incidents/ cases requiring repoll if any by the Collectors and District Election Authorities.

7. **Re-polling:** The State Election Commission ordered re-poll in 6 Polling Stations in the entire State due to vitiation in the poll process for various reasons. A statement showing the list of polling stations, where re-poll was ordered and reasons for repoll is at (**Annexure-LXXXIV**).

## CHAPTER – 25

### COUNTING OF VOTES

1. As per the election programme notified by the SEC for conduct of elections to Municipal Corporations and Municipalities/ Nagar Panchayats, counting of votes was scheduled for 2.4.2014 at 8.00 AM onwards. Two cases namely PIL No.94 of 2014 and PIL 97 of 2014 were filed in the Hon'ble High Court seeking a direction to the SEC to postpone and reschedule the date of counting of votes and declaration of results after the completion of second phase of poll of Legislative Assembly Constituencies and Parliamentary Constituencies (HOP) in the state of AP scheduled for 7.5.2014. In compliance of the orders of Hon'ble High Court dated 1.4.2014 the SEC vide Notifications Nos.85/SEC-F1/2014-5, dated 1.4.2014 (**Annexure-XXXVI**) and No.86/SEC-F2/2014-2, dated 1.4.2014 (**Annexure-XXXVII**) altered the date of counting of votes of Municipal Corporations and Municipalities/ Nagar Panchayats already notified as 2.4.2014 and renotified the date 9.4.2014, from 8.00 AM onwards, as the date of counting of votes and declaration of results. Subsequently the orders of the Hon'ble High court dated 1.4.2014 were challenged in the Hon'ble Supreme Court of India in SLP (C) No.9610/2014 seeking a direction to undertake counting of votes after completion of 2<sup>nd</sup> phase of poll of General Elections to APLA and HOP scheduled for 7.5.2014. As per the directions of the Hon'ble Supreme Court of India dated 7.4.2014, the SEC vide Notifications Nos.85/SEC-F1/2014-7, dated 21.4.2014 (**Annexure-XXXVIII**) and 86/SEC-F2/2014-4, dated 21.4.2014 (**Annexure-XXXIX**), notified the date 12.5.2014, from 8.00 A.M onwards, as the date of counting of votes of Municipal Corporations and Municipalities/ Nagar Panchayats.

2. The State Election Commission issued further instructions to all the District Collectors and Returning Officers concerned on arrangements to be made for counting of votes which are listed below.



<b>S. No</b>	<b>Reference No.</b>	<b>Subject in brief</b>	<b>Annexures</b>
1	Circular No.606/SEC-F1/2011, dated 19.8.2011	Randomisation of counting personnel, security arrangements of the counting centres, facilities for Observers and Media and arrangement for announcement of results	<b>Annexure-LXXXV</b>
2	Circular No.684/SEC-F2/2014, dated 28.3.2014	Facilities to be provided to the Press and electronic media to cover the events on the day of poll and counting	<b>Annexure- LXXXVI</b>
3	Circular No.1272/SEC-F1/2014, dated 26.4.2014	Place of counting of votes at district head quarters or divisional head quarters or ULBs concerned – Reg.	<b>Annexure – LXXXVII</b>
4	Circular No.1272/SEC-F1/2014, dated 2.5.2014	Certain instructions on counting of votes	<b>Annexure -LXXXVIII</b>

## **CHAPTER – 26**

### **DECLARATION OF RESULTS**

1. Section 65 of GHMC Act, 1955 and Rule 55 of AP Municipal Corporations (Conduct of Election of Members) Rules, 2005 and Rule 58(1) of AP Municipalities (Conduct of Election of Members) Rules, 2005 envisage the procedure for declaration of results, grant of election certificate to the elected candidate and publication of results on the notice board of the Municipal Corporations and Municipalities/ Nagar Panchayats concerned, indicating the names of the elected candidates.
2. The State Election Commission also issued detailed instructions on declaration of results, issue of election certificate and publication of results in the Handbook for Returning Officers.
3. The State Election Commission made elaborate arrangements in the office to gather information on declaration of results from the counting centres directly and to tabulate the results ULB wise and political party wise before they are supplied to the media.
4. The State Election Commission opened a Control Room in its office with four fax machines and 3 telephones to compile the results of election. The Control Room and the Computer Centre worked round the clock from the time of commencement of counting process till the declaration of results of all Municipal Corporations and Municipalities/ Nagar Panchayats elections in the state. As per the directions of the SEC, the C&DMA made the results available time to time online in its website [www.cdma.gov.in](http://www.cdma.gov.in).
5. The following statements were generated on declaration of results of election of Municipal Corporations and Municipalities/ Nagar Panchayats.

1. Municipal Corporation Elections, 2014 – seats won by political parties Corporations wise (**Annexure - LXXXIX**).
2. Municipalities/ Nagar Panchayats Elections, 2014 – seats won by political parties Municipal Body wise (**Annexure - XC**).
3. Number of offices of Ward Member of Municipalities/ Nagar Panchayats were declared elected unanimously Municipal Body wise (**Annexure - XLVI**).

**CHAPTER – 27**  
**LAW AND ORDER**

1. The State Election Commission issued instructions to the District Election Authorities and also Superintendents of Police to prepare adequate bandobust plan for conduct of elections to the Municipal Corporations and Municipalities/ Nagar Panchayats in a free, fair and peaceful manner. Keeping, the law and order point in view, the polling stations were categorized into normal, sensitive and hypersensitive polling stations. The number of sensitive polling stations were 3620 and hypersensitive polling stations were 3015. Besides this, the State Election Commission issued instructions imposing restrictions on possession of arms during the election period in Order No.528/SEC-F1/2011-1, dated 1.7.2011 (**Annexure-XCI**). The said order provides for stoppage of issue of arms licenses during the election period. The State Election Commission issued instructions to District Magistrates to make a review and assessment of all license holders living in the District, particularly of the persons indicated below, so that licensed arms, wherever considered necessary, are impounded to ensure free, fair and peaceful elections.

1. Persons released on bail
2. Persons having history of criminal offences
3. Persons previously involved in rioting at any time especially during the election period.

2. The license holders in such cases were directed to deposit their arms with the district administration during the period of 3 days from the last date of withdrawal of candidature.

3. In order to maintain law and order at the vicinity of the polling stations, in Model Code of Conduct the SEC issued instructions to prevent electioneering within the prohibited area of 100 mtrs from the polling stations.

4. In reference No.119/SEC-F1/2014, dated 4.3.2014 (**Annexure-LX**), the SEC devised a proforma for rendering daily law and order situation from all the districts. The

consolidated report of Law and Order reported by the Police Department is indicated in the (**Annexure-XCII**).

## 5. **Videography**

The State Election Commission issued orders in Circular No.562/SEC-F1/2011, dated 19.7.2011 (**Annexure-XCIII**) to videograph critical events during the process of electioneering, on the day of poll and at the time of counting of votes and declaration of results. Video cameras were provided at the rate of 3 per ULB i.e, two for Returning Officers and one for Zonal Officer. In addition to this Observers appointed by the State Election Commission were provided with one video camera. In the said circular, it was suggested that, the following events shall invariably be videographed.

1. Important events such as nomination, scrutiny and withdrawal of candidatures.
2. Meeting addressed/ attended by Ministers, top National/ State level leaders of leading political parties
3. Preparation of EVMs by ROs/ EOs
4. Riots or riotous situations or commossions of brick batting, free-for-all, etc.
5. Violent incidents, damaging of property, looting, arson, brandishing of arms etc.
6. Vulgar display of expenditure like erecting huge cut-outs etc
7. Intimidation of voters
8. Open bribing of voters by distribution of sarees, dhoties, blankets, liquor etc
9. Canvassing within 100 meters of polling stations
10. Booth capturing
11. Closure of strong room after deposit of EVMs therein.
12. Opening of strong rooms before taking out the EVMs for counting
13. Counting process

6. The State Election Commission also issued instructions to the District Collectors and Superintendents of Police to identify persons who are likely to indulge in booth capturing, rigging, intimidation and disruption of poll and asked to take effective preventive action including taking such persons under police custody under relevant provisions of Cr.PC. The district collectors and superintendents of police took various steps as per the instructions issued by the SEC to ensure free, fair and peaceful poll in their respective districts. The elections by and large went off peacefully except for a few minor incidents

7. The SEC requested the Director General of Police to provide bandobust for sensitive / Hypersensitive and normal polling stations as indicated below.

- |    |   |            |
|----|---|------------|
| 1. | Hypersensitive /Extremist infested polling stations | 1+4        |
| 2. | Sensitive polling stations                          | 1+3        |
| 3. | Normal polling stations each                        | 1+1 or 0+2 |

Every sensitive/ Hyper sensitive polling station was covered by one of the following measures or by deployment of adequate police force.

- a. Web casting
- b. Micro Observer
- c. Videography

8. About 95031 police personnel, 133 platoons, 20 companies of CAPFs, 1046 flying squads and 1023 SSTs were deployed on bandobust duty.

9. All the District Collectors and Superintendents of Police had drawn up elaborate bandobust plans and executed them meticulously to ensure free, fair and peaceful election. Additional bandobust arrangements were made in the polling stations identified as sensitive and troublesome. The elections were conducted in a total peaceful atmosphere except for some minor incidents.

**CHAPTER – 28**  
**INDIRECT ELECTIONS**

As per the provisions of GHMC Act, 1955 and AP Municipalities Act, 1965 and rules issued thereunder, after completion of direct elections to Offices of Ward Members of Municipal Corporation/ Municipality/ Nagar Panchayat, indirect elections to the offices of Mayors and Deputy Mayors of Municipal Corporations and Chairperson and Vice-Chairpersons of Municipalities/ Nagar Panchayats shall be conducted.

**Statutory provisions**

**A. Municipal Corporations**

**1. Mayor and Deputy Mayor**

(a) Section 90 (1) of the Greater Hyderabad Municipal Corporation (GHMC) Act, 1955 read with section 7 of Vijayawada Municipal Corporation Act, 1981 and section 14 of AP Municipal Corporations Act, 1994 stipulates that, at the first meeting of the Municipal Corporation after ordinary elections, one Mayor and one Dy. Mayor who shall be elected by directly elected ward members and Ex-officio members referred in sub section (1-A) of section 5 of GHMC Act, (MPs , MLs and MLCs) from among the directly elected Ward members by show of hands duly obeying the party whip given by such functionary of the recognised political party as may be prescribed. The notice of date and time of the meeting for the election of Mayor and Dy. Mayor shall be given to the elected members and Ex-officio members in the prescribed manner.

(b) Provided that, if for any reason, the election of Mayor and Dy. Mayor is not held on the date fixed as aforesaid, the meeting for the election of the Mayor and Dy. Mayor shall be held on the next day, whether or not it is a holiday observed by the Corporation.

(c) It is also stipulated under sub-section (2) of section 90 that the Mayor or Dy. Mayor as the case may be, shall be deemed who have assumed office on his being declared as such and shall hold office in accordance with the provisions of the Act and as long as he continues to be an elected member, unless resigned or removed from such office by no confidence motion or for any other reason in accordance with the provisions of the said Act.

(d) Under section 7 (1)(a) of the AP Municipal Corporation Act, 1994 the term of office of elected members shall be 5 years from the date appointed by the Election Authority for the first meeting of the Municipal Corporation after ordinary elections.

Under section 7 of the Vijayawada Municipal Corporation Act, 1981 read with sections 6(1) and 88(b) GHMC Act, 1955 the term of office of elected members shall be 5 years from the date appointed by the Municipal Commissioner for the first meeting of the Vijayawada Municipal Corporation after ordinary elections.

(e) In Circular No.1400/SEC-F1/2014, dated 23.5.2014 (**Annexure- XCIV**) SEC issued procedural instructions on conduct of Mayor and Dy. Mayor of Municipal Corporations.

## **2. Election Notifications**

The State Election Commission issued notifications in reference No.1514/SEC-F1/2014, dated 26.6.2014 for AP State (**Annexure-XCV**) and for Telangana State in reference No.1513/SEC-F1/2014, dated 26.6.2014 (**Annexure-XCVI**) for conduct of indirect elections to the office of Mayor and Deputy Mayor in AP and Telangana States on 3.7.2014. As per the election programme notified, indirect elections to the 10 Municipal Corporations have been completed on 3.7.2014.



### **3. Results:**

The list of persons elected as Mayor and Deputy Mayor of Municipal Corporations is appended as (**Annexure-XCVII**).

The party-wise breakup of the persons elected as Mayor and Deputy Mayor of Municipal Corporations in the state of Andhra Pradesh and Telangana is indicted below.

<b>Andhra Pradesh State</b>		<b>Mayor</b>	<b>Dy. Mayor</b>
1.	Telugu Desam Party	- 5	5
2.	YSRC Party	- 2	2
	<b>Total</b>	- 7	7

<b>Telangana State</b>		<b>Mayor</b>	<b>Dy. Mayor</b>
1.	Telangana Rastra Samathi	- 2	2
2.	Independent	- 1	
3.	AIMIM	- ..	1
	<b>Total</b>	- 3	3

### **B. Municipalities/ Nagar Panchayats**

#### **1. Chairperson and Vice-Chairperson**

(a) Section 23 (1) of the Andhra Pradesh Municipalities Act, 1965 stipulates that, at the first meeting of the Municipalities/ Nagar Panchayats after ordinary elections, one Chairperson and one Vice-Chairperson shall be elected by directly elected ward members and Ex-officio members consists of MPs, MLs and MLCs refer to in clauses (ii) to (iv-a) of subsection (2) of section 5 of the Act from among the directly elected Ward members by show of hands duly obeying the party whip given by such functionary of the recognised political party as may be prescribed. The notice of date and time of the meeting for the election of Chairperson and Vice-Chairperson shall be given to the elected members and Ex-officio members in the prescribed manner.

(b) Provided that, if for any reason, the election of Chairperson and Vice-Chairperson is not held on the date fixed as aforesaid, the meeting for the election of the Chairperson and Vice-Chairperson shall be held on the next day, whether or not it is a holiday observed by the Municipalities.

(c) It is also stipulated under sub-section (2) of section 23 that the Chairperson and Vice-Chairperson as the case may be, shall be deemed to have assumed office on his being declared as such and shall hold office in accordance with the provisions of the Act and as long as he continues to be an elected member, unless resigns or removed from such office by no confidence motion or for any other reason in accordance with the provision of the Act.

(d) Under section 20 of the Act the term of office of elected members shall be 5 years from the date appointed by the Election Authority for the first meeting of the council.

(e) In Circular No.1395/SEC-F2/2014, dated 23.5.2014 (**Annexure-XCVIII**) SEC issued procedural instructions on conduct of election to Chairperson and Vice-Chairperson of Municipalities/ Nagar Panchayats.

## **2. Election Notifications**

The State Election Commission issued notifications in reference No.1501/SEC-F2/2014, dated 26.6.2014 for AP State (**Annexure-XCIX**) and for Telangana State in reference No.1517/SEC-F2/2014, dated 26.6.2014 (**Annexure-C**) for conduct of indirect elections to the offices of Chairperson and Vice-Chairperson in AP and Telangana States on 3.7.2014. As per the election programme notified, indirect elections to the Municipalities/ Nagar Panchayats except for a few Municipalities/ Nagar Panchayats, have been completed on 3.7.2014. Elections to the remaining few Municipal Bodies have been completed subsequently on different dates.

3. In Circular No.1561/SEC-F2/2014, dated 7.7.2014 and No.1561/SEC-F2/2014, dated 10.7.2014 instructions were issued for Jammalamadugu Nagar Panchayat in Kadapa District for taking special measures inside the venue of the special meeting and seating arrangements for smooth conduct of indirect elections.

### **3. Results:**

The list of persons elected as Chairpersons and Vice-Chairpersons of Municipalities/ Nagar Panchayats is appended as (**Annexure-CI**).

The party-wise breakup of the persons elected as Chairpersons and Vice-Chairpersons of Municipalities/ Nagar Panchayats in the state of Andhra Pradesh and Telangana is indicted below.

<b>Andhra Pradesh State</b>		<b>Chairperson</b>	<b>Vice-Chairperson</b>
1.	Indian National Congress	- 1	2
2.	Telugu Desam Party	- 70	69
3.	Communist Party of India	- 1	-
4.	YSRCP	- 18	17
5.	BJP	- -	2
6.	Independent	- 2	2
	<b>Total</b>	<b>- 92</b>	<b>92</b>

<b>Telangana State</b>		<b>Chairperson</b>	<b>Vice-Chairperson</b>
1.	Indian National Congress	- 22	13
2.	Telugu Desam Party	- 4	7
3.	BJP	- 3	8
4.	Telangana Rastra Samathi	- 20	12
5.	AIMIM	- 1	7
6.	YSRCP	- -	1
7.	Independent	- 3	1
8.	CPI	- -	2
9.	CPM	- -	2
	<b>Total</b>	<b>- 53</b>	<b>53</b>

## CHAPTER – 29

### TRANSPORT ARRANGEMENTS

1. Huge number of vehicles was required for transportation of polling material, polling personnel and police personnel etc., in connection with ULB elections. In the references Lr.No.83/SEC-F1/2014, dated 3.3.2014 (**Annexure-LXII**), the SEC requested the government to issue orders for authorisation to District Collector to requisition the required number of government vehicles to utilise them for election work.
2. In G.O.Rt.No.394 MA&UD (Elecs.I) Department, dated 7.3.2014 (**Annexure-CII**) government issued orders authorizing the District Collectors to requisite the required number of government vehicles from the date of election process is completed and utilise them for election work.
3. The following vehicles were exempted from election work keeping in view of the importance of work in those Departments:
  1. Vehicles belonging to Police and Fire Services;
  2. Vehicles of TRANSCO and GENCO actually engaged in operation systems;
  3. Vehicles donated by bodies like UNICEF, etc.;
  4. Vehicles supplied to extension service centers in extension service department of Training Colleges;
  5. Vehicles actually engaged in the areas where epidemic diseases are prevalent;  
and
  6. Vehicles belonging to Rural Water Supply.

**CHAPTER – 30**  
**ACCOUNTS OF ELECTION EXPENSES OF**  
**CONTESTING CANDIDATES**

**A. Municipal Corporations**

**I. Statutory provisions**

1. Section 617-B(1) of the GHMC Act, 1955 stipulates that, “every contesting candidate, at any election held under GHMC Act, 1955 shall, either by himself or by his election agent keep a separate and correct account of all expenditure incurred in connection with the election, between the date on which the candidate concerned has been nominated and the date of declaration of result of election, both days inclusive”.
2. Section 617-B(2) stipulates that, “the account of election expenses shall contain its particulars, as may by order, be specified by the State Election Commission”.
3. The State Election Commission issued Order No.537/SEC-F1/2011, dated 1.7.2011 (**Annexure-CIII**) containing detailed instructions for maintenance and scrutiny of election expenditure accounts by the candidates contesting in elections to Urban Local Bodies and also prescribed the proformas in which the day to day expenditure and periodically abstract of election expenditure shall be maintained.
4. Section 617 B(3) of the GHMC Act, 1955 read with section 7 of Visakhapatnam Municipal Corporation Act, 1979 and Section 7 of Vijayawada Municipal Corporation Act, 1981 and section 14 of AP Municipal Corporations Act, 1994 and rule 96 of Conduct of election rules, 2005 empowers the State Election Commission to specify the ceiling limits of election expenditure to be incurred by the candidates in Municipal Corporation elections. The SEC in Notification No.1886/SEC-F1/2013, dated 20.8.2013 (**Annexure-CIV**) specified ceiling limits as indicated below.

Post	Maximum election expenditure that can be incurred by each candidate
Ward Member, Greater Hyderabad Municipal Corporation	Rs. 2,00,000/-
Ward Member of any Municipal Corporation other than Greater Hyderabad Municipal Corporation	Rs. 1,50,000/-

5. Under section 617(c ) of GHMC Act, 1955 and rule 92(2) of conduct of election rules, 2005 every contesting candidate in elections to Municipal Corporations shall furnish final accounts of election expenses to the district election authority through the Commissioner concerned within 45 days from the date of declaration of results.

6. Under section 20-B of GHMC Act, 1955 and rules issued thereunder (rule 95(8) of conduct of election rules, 2005) if any contested candidate failed to render final accounts of election expenses within specified time and in the manner required is liable to be disqualified by the State Election Commission for contesting any election held to any office under the GHMC Act, 1955 for a period of 3 years and if he is an elected candidate for any seat, he shall be declared to have ceased to hold office with immediate effect.

7. Rules 92 to 96 of AP Municipal Corporations (Conduct of Election of Members) Rules, 2005 issued in G.O.Ms.No.713, MA & UD (Elec.II) Dept, dated 21.7.2005 stipulate the procedure to be followed and action to be taken where final returns of election expenditure are submitted and also where final returns of election expenditure are not submitted by the contested candidate within the stipulated time of 45 days and in the manner prescribed.

8. The results were declared on 12.5.2014. The period of 45 days from the date of declaration of results expired on 26.6.2014.

9. Since the expiry of 45 days from the date of declaration of results, the SEC has been pursuing this matter with the district administration.

## **B. Municipalities/ Nagar Panchayats**

### **I. Statutory provisions**

1. Section 343-ZC(1) of the AP Municipalities Act, 1965 stipulates that, “every contesting candidate, at any election held under AP Municipalities Act, 1965 shall, either by himself or by his election agent keep a separate and correct account of all expenditure incurred in connection with the election, between the date on which the candidate concerned has been nominated and the date of declaration of result of election, both days inclusive”.

2. Section 343-ZC(2) stipulates that, “the account of election expenses shall contain its particulars, as may by order, be specified by the State Election Commission”.

3. The State Election Commission issued Order No.537/SEC-F1/2011, dated 1.7.2011 (**Annexure-CIII**) containing detailed instructions for maintenance and scrutiny of election expenditure accounts by the candidates contesting in elections to Urban Local Bodies and also prescribed the proformas in which the day to day expenditure and periodically abstract of election expenditure shall be maintained.

4. Section 343 ZC(3) of the AP Municipalities Act, 1965 empowers the State Election Commission to specify the ceiling limits of election expenditure to be incurred by the candidates in Municipalities/ Nagar Panchayats elections. The SEC in Notification No.1886/SEC-F1/2013, dated 20.8.2013 (**Annexure-CIV**) specified ceiling limit for Ward Member of a Municipality/ Nagar Panchayat as Rs.1,00,000/-

5. Under section 343 ZD of AP Municipalities Act, 1965 every contesting candidate in elections to Municipalities/ Nagar Panchayats shall furnish final accounts of election expenses to the district election authority through the Commissioner concerned within 45 days from the date of declaration of results.

6. Under section 15-B of AP Municipalities Act, 1965 if any contested candidate failed to render final accounts of election expenses within specified time and in the manner required is liable to be disqualified by the State Election Commission for contesting any election held to any office under the AP Municipalities Act, 1965 for a period of 3 years and if he is an elected candidate for any seat, he shall be declared to have ceased to hold office with immediate effect.

7. The results were declared on 12.5.2014. The period of 45 days from the date of declaration of results expired on 26.6.2014.

8. Since the expiry of 45 days from the date of declaration of results, the SEC has been pursuing this matter with the district administration.



**ANNEXURE - I**

**GOVERNMENT OF ANDHRA PRADESH  
ABSTRACT**

Municipal Administration & Urban Development Department - Elections - 4<sup>th</sup> Ordinary Elections to the Municipal Corporations in the State - Reservation of Offices of Mayors to Schedule Tribes, Scheduled Castes, Backward Classes and Women - Notified Orders - Issued.

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**MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (ELE.II) DEPARTMENT**

**G.O.Ms.No.94**

**Dated 01.03.2014**

Read the following:

1. G.O.Ms.No.46, MA&UD Dept., dt.04.02.1995 as amended.
2. G.O.Ms.No.180, MA&UD Dept., dt.19.05.2011.
3. From the Election Authority and Commissioner & Director Municipal Administration,  
A.P., Hyderabad. Lr.Roc.No.4326/ 2014/Elec-I(i), dated 28.02.2014.

-oOo-

**ORDER**

The following notification will be published in an extra-ordinary issue of Andhra Pradesh Gazette **dated 01-03-2014.**

2. The Commissioner, Printing and Stationery and Stores purchase (Printing Wing) Department, A.P., Hyderabad is requested to send 200 copies of the notification urgently.

**NOTIFICATION**

In exercise of the powers conferred by Section 14A of the Andhra Pradesh Municipal Corporation Acts, 1994 (Act No. 25 of 1994) read with Rule 3 and 12 of the Andhra Pradesh Municipal Corporations (Reservation of offices of Mayors in Municipal Corporations) Rules, 1995, issued in G.O.Ms.No.46, Municipal Administration and Urban Development Department, dated the 4<sup>th</sup> February, 1995 as amended for time to time and read with G.O.Ms.No.180, MA&UD Dt.19.05.2011, the Governor of Andhra Pradesh hereby specifies the number of offices of Mayors reserved for members belonging to Scheduled Tribes, Scheduled Castes, Backward Classes and Women as specified in Schedule-I and also determines and notifies the 19 Municipal Corporations in the State as specified in Schedule-II appended to this Notification as Municipal Corporations reserved for the members belonging to the Scheduled Tribes, Scheduled Castes, Backward Classes and Women for election to the offices of Mayor of the said Municipal Corporations.

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)**

**SAMEER SHARMA  
PRINCIPAL SECRETARY TO GOVERNMENT**

To  
 The Commissioner, Printing Stationery and Stores Purchase (Printing Wing), Hyd.  
 The Election Authority and Commissioners & Director of Municipal Administration, Hyd.  
 All the Commissioners of Municipal Corporations in the State - through the C&D.M.A.,  
 Hyderabad  
 The Secretary, State Election Commissioner, A.P., Secunderabad.  
 Sf/SC

//FORWARDED :: BY ORDER//

SECTION OFFICER

**SCHEDULE-I**

1	No. of offices of Mayor reserved for S.T (General) and S.T. (Women)	S.T. (General)	01
		S.T. (Women)	-
2	No. of offices of Mayor reserved for S.C. (General) and S.C. (Women)	S.C. (General)	01
		S.C. (Women)	01
3	No. of offices of Mayor reserved for B.C. (General) and B.C. (Women)	B.C. (General)	03
		B.C. (Women)	03
4	No. offices of Mayor reserved for Women (General)	Women (General)	05
5	No. offices of Mayor unreserved		05
Total:			19

**SCHEDULE-II**

Sl. No.	Name of the Municipal Corporation in respect of which the office of Mayor is reserved.	Category of which office of Mayor is reserved.
<b><u>SCHEDULED TRIBES</u></b>		
1	Khammam Municipal Corporation	ST (General)
<b><u>SCHEDULED CASTES</u></b>		
1	Ongole Municipal Corporation	SC (Women)
2	Ramagundam Municipal Corporation	SC(General)
<b><u>BACKWARD CLASSES</u></b>		
1	Eluru Municipal Corporation	BC (Women)
2	Kurnool Municipal Corporation	BC (Women)

3	Chittoor Municipal Corporation	BC (Women)
4	Kadapa Municipal Corporation	BC (General)
5	Nellore Municipal Corporation	BC (General)
6	Greater Hyderabad Municipal Corporation	BC (General)
<b><u>WOMEN GENERAL</u></b>		
1	Kakinada Municipal Corporation	Women (General)
2	Rajahmundry Municipal Corporation	Women (General)
3	Nizamabad Municipal Corporation	Women (General)
4	Ananthapur Municipal Corporation	Women (General)
5	Tirupathi Municipal Corporation	Women (General)
<b><u>UN-RESERVED</u></b>		
1	Guntur Municipal Corporation	
2	Warangal Municipal Corporation	
3	Vijayawada Municipal Corporation	
4	Greater Vishakhapatnam Municipal Corporation	
5	Karimnagar Municipal Corporation	

**SAMEER SHARMA  
PRINCIPAL SECRETARY TO GOVERNMENT**

**SECTION OFFICER**

## ANNEXURE – II

### **GOVERNMENT OF ANDHRA PRADESH**

#### **ABSTRACT**

Municipal Administration & Urban Development Department - Elections – 4<sup>th</sup> Ordinary Elections to the Municipalities and Nagar Panchayats in the State – Reservation of Offices of Chairpersons to Schedule Tribes, Scheduled Castes, Backward Classes and Women – Notified - Orders – Issued.

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#### **MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (ELE.II) DEPARTMENT**

**G.O.Ms.No. 93**

**Dated 01.03.2014**

Read the following:

1. G.O.Ms.No.36, MA&UD Dept., dt.03.02.1995 as amended.
2. G.O.Ms.No.180, MA&UD Dept., dt.19.05.2011.
3. From the Election Authority and CDMA, AP, Hyderabad  
Lr.Roc.No.4326/2014/Elec-I(i), dated 28.02.2014.

#### **ORDER**

The following notification will be published in an Extra-Ordinary Issue of the Andhra Pradesh Gazette **dated 01.03.2014.**

2. The Commissioner, Printing and Stationery and Stores purchase (Printing Wing) Department, A.P., Hyderabad is requested to send 2000 copies of the notification urgently.

#### **NOTIFICATION**

In exercise of the powers conferred by Section 24 of the Andhra Pradesh Municipalities Act, 1965 (Act No. 6 of 1965) read with rule 3 and 12 of the Andhra Pradesh Municipalities (Reservation of offices of Chairperson in Municipal Councils and Nagar Panchayats) Rules, 1995, issued in G.O.Ms.No.36, Municipal Administration and Urban Development Department, dated the 3<sup>rd</sup> February, 1995 read with G.O.Ms.No.450, MA&UD (Elec.) Dept., dt.23.10.2004 and G.O.Ms.No.758, MA&UD (Elec.II) Dept., dt.16.08.2005, G.O.Ms.No.180, MA&UD Dt.19.05.2011, the Governor of Andhra Pradesh hereby specifies the number of offices of Chairperson reserved for members belonging to Scheduled Tribes, Scheduled Castes, Backward Classes and Women as specified in Schedule-I and also determines and notifies the 158 Municipalities and Nagar Panchayats in the State as specified in Schedule-II appended to this Notification as Municipalities and Nagar Panchayats reserved for the members belonging to the Scheduled Tribes, Schedule Castes, Backward Classes and Women for election to the offices of Chairperson of the said Municipal Councils and Nagar Panchayats.

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)**

**SAMEER SHARMA**

**PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Commissioner, Printing Stationery and Stores Purchase (Printing Wing), Hyderabad  
The Election Authority and Commissioners & Director of Municipal  
Administration, Hyderabad.

All the Municipal Commissioners of Municipalities in the State – through the C&D.M.A., Hyd.

The Secretary, State Election Commissioner, A.P., Secunderabad  
 Copy to:  
 The P.S to Principal Secretary to Government (MA)  
 Sf/SC

**//FORWARDED :: BY ORDER//**

**SECTION OFFICER**

**SCHEDULE-I**

1	No. of offices of Chairperson reserved for S.T (General) and S.T. (Women)	S.T. (General)	02
		S.T. (Women)	02
2	No. of offices of Chairperson reserved for S.C. (General) and S.C. (Women)	S.C. (General)	10
		S.C. (Women)	10
3	No. of offices of Chairperson reserved for B.C. (General) and B.C. (Women)	B.C. (General)	27
		B.C. (Women)	26
4	No. offices of Chairperson reserved for Women (General)	Women (General)	41
5	No. offices of Chairperson unreserved		40
Total:			158

**SCHEDULE-II**

Sl.No.	Name of the Municipality / Nagara Panchayats in respect of which the office of Chairperson is reserved.	Category of which office of Chairperson is reserved.
<b><u>SCHEDULED TRIBES</u></b>		
1	Mahaboobabad Municipality	ST (Women)
2	Atmakur Municipality (Nellore District)	ST (Women)
3	Devarakonda Nagar Panchayat	ST (General)
4	Atchampet Nagar Panchayat	ST (General)
<b><u>SCHEDULED CASTE</u></b>		
1	Sullurpet Municipality	SC (Women)
2	Yeleswaram Municipality	SC (Women)
3	Madhira Nagar Panchayat	SC (Women)

4	Gooty Municipality	SC (Women)
5	Addanki Nagar Panchayat	SC (Women)
6	Mummidivaram Nagar Panchayat	SC (Women)
7	Allagadda Nagar Panchayat	SC (Women)
8	Tadepally Municipality	SC (Women)
9	Tiruvuru Nagar Panchayat	SC (Women)
10	Naidupet Municipality	SC (Women)
11	Ieeja Nagar Panchayat	SC (General)
12	Madakasira Nagar Panchayat	SC (General)
13	Parkala Nagar Panchayat	SC (General)
14	Ibrahimpattanam Nagar Panchayat	SC (General)
15	Gudur Nagar Panchayat (Kurnool)	SC (General)
16	Husnabad Nagar Panchayat	SC (General)
17	Bhupalpally Nagar Panchayat	SC (General)
18	Pedda Amberpet Nagar Panchayat	SC (General)
19	Kollapur Nagar Panchayat	SC (General)
20	Jammikunta Nagar Panchayat	SC (General)
<b><u>BACKWARD CLASSES</u></b>		
1	Andol-Jogipet Nagar Panchayat	BC (Women)
2	Nellimarla Nagar Panchayat	BC (Women)
3	Yelamanchili Municipality	BC (Women)
4	Yellandu Municipality	BC (Women)
5	Ichapuram Municipality	BC (Women)
6	Bapatla Municipality	BC (Women)
7	Narsipattanam Municipality	BC (Women)
8	Chegunta Nagar Panchayat	BC (Women)
9	Jangareddy Gudem Nagar Panchayat	BC (Women)
10	Palakonda Nagar Panchayat	BC (Women)
11	Ponnur Municipality	BC (Women)
12	Dubbaka Nagar Panchayat	BC (Women)
13	Chilakaluripet Municipality	BC (Women)
14	Sattupalli Nagar Panchayat	BC (Women)
15	Narayanapet Municipality	BC (Women)
16	Amadalavalasa Municipality	BC (Women)
17	Venkatagiri Municipality	BC (Women)
18	Kadiri Municipality	BC (Women)
19	Rajam Nagar Panchayat	BC (Women)
20	Punganur Municipality	BC (Women)
21	Vemulawada Nagar Panchayat	BC (Women)
22	Banaganapally Nagar Panchayat	BC (Women)
23	Kodada Municipality	BC (Women)
24	Siricilla Municipality	BC (Women)
25	Yemiganur Municipality	BC (Women)
26	Nandikotkur Municipality	BC (Women)

27	Nandigama Nagar Panchayat	BC (General)
28	Puttur Municipality	BC (General)
29	Huzurnagar nagar Panchayat	BC (General)
30	Rayadurg Municipality	BC (General)
31	Kalyandurgam Municipality	BC (General)
32	Madanapalle Municipality	BC (General)
33	Nagarkurnool Nagar Panchayat	BC (General)
34	Vuyyuru Nagar Panchayat	BC (General)
35	Peddapalle Nagar Panchayat	BC (General)
36	Gajwel-Pregnapur Nagar Panchayat	BC (General)
37	Chimakurthy Nagar Panchayat	BC (General)
38	Jadcherla Municipality	BC (General)
39	Mydukur Municipality	BC (General)
40	Giddalur Nagar Panchayat	BC (General)
41	Paamidi Nagar Panchayat	BC (General)
42	Gollaprollu Nagar Panchayat	BC (General)
43	Puttaparthi Nagar Panchayat	BC (General)
44	Kanigiri Nagar Panchayat	BC (General)
45	Medchal Nagar Panchayat	BC (General)
46	Yerraguntla Nagar Panchayat	BC (General)
47	Shadnagar Municipality	BC (General)
48	Huzurabad Nagar Panchayat	BC (General)
49	Kalwakurthy Nagar Panchayat	BC (General)
50	Narsampet Nagar Panchayat	BC (General)
51	Atmakur Municipality (Kurnool)	BC (General)
52	Badvel Municipality	BC (General)
53	Badangpet Nagar Panchayat	BC (General)
<b><u>WOMEN GENERAL</u></b>		
1	Salur Municipality	
2	Kothagudem Municipality	
3	Palamaneru Municipality	
4	Jammalamadugu Nagar Panchayat	
5	Armur Municipality	
6	Suryapet Municipality	
7	Kamareddy Municipality	
8	Adoni Municipality	
9	Macherla Municipality	
10	Nuzivid Municipality	
11	Dhone Nagar Panchayat	
12	Kagaznagar Municipality	
13	Guntakal Municipality	
14	Jagityal Municipality	
15	Pulivendula Municipality	
16	Kavali Municipality	

17	Rajampeta Nagar Panchayat
18	Tadipatri Municipality
19	Piduguralla Municipality
20	Kandukur Municipality
21	Metpalli Nagar Panchayat
22	Tandur Municipality
23	Nalgonda Municipality
24	Miryalguda Municipality
25	Nandyal Municipality
26	Bellampally Municipality
27	Markapur Municipality
28	Bhainsa Nagar Panchayat
29	Hindupur Municipality
30	Nagari Municipality
31	Sangareddy Municipality
32	Mahaboobnagar Municipality
33	Vinukonda Municipality
34	Zaheerabad Municipality
35	Gadwal Municipality
36	Mancherial Municipality
37	Adilabad Municipality
38	Bhongir Municipality
39	Rayachoty Municipality
40	Sadasivapet Municipality
41	Jangaon Municipality
<b><u>UN-RESERVED</u></b>	
1	Repalle Municipality
2	Medak Municipality
3	Kovvur Municipality
4	Tuni Municipality
5	Nidadavole Municipality
6	Srikalahasti Municipality
7	Palasa Kasibugga Municipality
8	Narsapur Municipality
9	Pedana Municipality
10	Vizianagaram Municipality
11	Gudur (NLR) Municipality
12	Peddapuram Municipality
13	Machilipatnam Municipality
14	Mandapeta Municipality
15	Tanuku Municipality
16	Chirala Municipality
17	Bhimavaram Municipality
18	Palacole Municipality



19	Ramachandrapuram Municipality
20	Tenali Municipality
21	Samalkot Municipality
22	Tadepalligudem Municipality
23	Pithapuram Municipality
24	Jaggiahpeta Municipality
25	Srikakulam Municipality
26	Mangalagiri Municipality
27	Amalapuram Municipality
28	Siddipet Municipality
29	Bobbili Municipality
30	Parvathipuram Municipality
31	Vikarabad Municipality
32	Nirmal Municipality
33	Bodhan Municipality
34	Proddatur Municipality
35	Sattenapalli Municipality
36	Gudivada Municipality
37	Korutla Municipality
38	Narasaraopeta Municipality
39	Dharmavaram Municipality
40	Wanaparthy Municipality

**SAMEER SHARMA**  
**PRINCIPAL SECRETARY TO GOVERNMENT**

**SECTION OFFICER**

## ANNEXURE - III

### GOVERNMENT OF ANDHRA PRADESH ABSTRACT

Municipal Administration & Urban Development Elections - 4th Ordinary elections to the Municipal Corporations - Fixation of number of seats and setting apart the wards reserved for members belonging to Scheduled Tribes, Scheduled Castes, Backward Classes and Women in ten (10) Municipal Corporations - Notification - Issued.

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#### **MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (Elec.II) DEPARTMENT**

G.O.Ms.No. 92,

Dated 01.03.2014.  
Read the following:

1. G.O.Ms.No.44, MA&UD (Elec.II) Dept., Dated:06.02.1995.
2. G.O.Ms.No.180, MA&UD (Elec.II) Dept., Dated:19.05.2011.
3. G.O.Ms.No.378, MA & UD (Elec.II) Dept., Dated:31.07.2013.
4. From the Commissioner & Director of Municipal Administration, Hyderabad, Lr.Roc.No.16788/2013/Ele-II(2),dt.17.08.2013.

-oOo-

#### ORDER:

The following notification will be published in the Extra- ordinary issue of the Andhra Pradesh Gazette Dated 01.03.2014.

2. The Commissioner, Printing Stationery and Stores Purchase is requested to send 300 copies of the notification to Government urgently.

#### NOTIFICATION

In exercise of powers conferred under sub-section (2) of section 5 of Hyderabad Municipal Corporation Act, 1955, sub-section 3 of section 5 of Vijayawada Municipal Corporation Act, 1981 read with rule 3 of Andhra Pradesh Municipal Corporations (Reservation of seats) Rules, 1995 issued in G.O.Ms.No.44, MA&UD (Elec.II) Department, dated 06.02.1995 read with G.O.Ms.No. 180, MA & UD (Elec.II) Dept., dated:19.05.2011, and subsequent amendments issued on the subject matter from time to time, the Governor of Andhra Pradesh, in supersession of all the previous notifications on the subject, hereby determine the specific wards in which the seats reserved for Scheduled Tribes, Scheduled Castes, Backward Classes and Women are set apart to the ten (10) Municipal Corporations in the State for the 4th Ordinary Elections for Municipal Corporations as specified hereunder :

**(1) ELURU MUNICIPAL CORPORATION:****Total No. of Wards - 50**

Category of reservation	No. of wards reserved	Specific Ward number/Numbers set apart
Scheduled Tribes (General)	1	10.
Scheduled Tribe (Women)	Nil	-
Scheduled Caste (General)	3	47, 9 and 25.
Scheduled Caste (Women)	2	5 and 4.
Backward Classes (General)	9	18, 19, 48, 11, 6, 43, 22, 8 & 12.
Backward Classes (Women)	8	37, 1, 30, 29, 31, 38, 20, 27.
Women (General)	15	44, 45, 49, 3, 42, 15, 46, 34, 7, 36, 39, 32, 14, 50 & 40.
Unreserved	12	2, 13, 16, 17, 21, 23, 24, 26, 28, 33, 35 & 41.

**(2) RAJAHMUNDRY MUNICIPAL CORPORATION:****Total No. of Wards - 50**

Category of reservation	No. of wards reserved	Specific Ward number/Numbers set apart
Scheduled Tribes (General)	01	18
Scheduled Tribe (Women)	-	
Scheduled Caste (General)	03	45,41 & 7
Scheduled Caste (Women)	03	47,30 & 5
Backward Classes (General)	09	27,16,1,50,44,21,13,12, & 24
Backward Classes (Women)	08	34,2,46,48,49,37,25,15
Women (General)	14	35,14,29,28,43,19,39,31,40,9,42, 32,6 & 3
Unreserved	12	4,8,10,11,17,20,22,23, 26,33,36 & 38

**(3) VIJAYAWADA MUNICIPAL CORPORATION:****Total No. of Wards - 59**

Category of reservation	No. of wards reserved	Specific Ward number/Numbers set apart
Scheduled Tribes (General)	01	15
Scheduled Tribe (Women)	-	-
Scheduled Caste (General)	03	50,16 & 51
Scheduled Caste (Women)	03	41,4,& 7

Backward Classes (General)	10	40,33,38,44,11,27,53,22,10 & 26
Backward Classes (Women)	10	56,36,31,30,20,43,17,29,55 & 35
Women (General)	16	52,58,34,18,1,19,48,32,6,59,54,2,37,12,49 & 5
Unreserved	16	3,8,9,13,14,21,23,24,25,28,39,42,45,46,47 & 57

**(4) NELLORE MUNICIPAL CORPORATION:**

**Total No. of Wards - 54**

Category of reservation	No. of wards reserved	Specific Ward number/Numbers set apart
Scheduled Tribes (General)	02	5 & 53
Scheduled Tribe (Women)	01	38
Scheduled Caste (General)	04	13,51,35 & 9
Scheduled Caste (Women)	03	18,17 & 32
Backward Classes (General)	09	41,7,2,21,27,52,44,37 & 16
Backward Classes (Women)	09	54,11,47,30,28,46,36,10, 23
Women (General)	14	31,26,48,24,50,25,45,3,33,39,49,22,19 & 15
Unreserved	12	20,12,1,42,6,34,29,8,14,40,43 & 4

**(5) ANANTHAPUR MUNICIPAL CORPORATION:**

**Total No. of Wards - 50**

Category of reservation	No. of wards reserved	Specific Ward number/Numbers set apart
Scheduled Tribes (General)	01	28
Scheduled Tribe (Women)	-	-
Scheduled Caste (General)	02	34 & 32
Scheduled Caste (Women)	01	49
Backward Classes (General)	09	29,41,17,1,12,30,35,26 & 38
Backward Classes (Women)	08	24,39,19,9,8,10,2 & 23
Women (General)	16	7,44,47,13,42,18,46,4,14,11,40,48,5,3,50 & 25
Unreserved	13	21,27,20,37,31,43,33,45,16,36,6,22 & 15

**(6) CHITTOOR MUNICIPAL CORPORATION:****Total No. of Wards - 50**

Category of reservation	No. of wards reserved	Specific Ward number/Numbers set apart
Scheduled Tribes (General)	01	13
Scheduled Tribe (Women)	-	-
Scheduled Caste (General)	04	20,23,26 & 12
Scheduled Caste (Women)	04	8,39,11 & 22
Backward Classes (General)	09	2,41,28,50,37,49,36,6 & 40
Backward Classes (Women)	08	3,48,42,27,44,7,30 & 47
Women (General)	13	14,18,45,25,21,19,46,29,15,10,35,9 & 5
Unreserved	11	17,16,24,38,1,33,4,34,31,32 & 43

**(7) KADAPA MUNICIPAL CORPORATION:****Total No. of Wards - 50**

Category of reservation	No. of wards reserved	Specific Ward number/Numbers set apart
Scheduled Tribes (General)	01	15
Scheduled Tribe (Women)	-	-
Scheduled Caste (General)	03	14,5 & 1
Scheduled Caste (Women)	03	26,40 & 48
Backward Classes (General)	09	28,34,38,35,33,37,19,42, 47
Backward Classes (Women)	08	22,20,39,36,43,29,27 & 25
Women (General)	14	3,18,11,30,2,21,49,45,41,16,24,44,50 & 17
Unreserved	12	6,8,7,46,32,10,9,31,13,4,12 & 23

**(8) RAMAGUNDAM MUNICIPAL CORPORATION:****Total No. of Wards - 50**

Category of reservation	No. of wards reserved	Specific Ward number/Numbers set apart
Scheduled Tribes (General)	01	39
Scheduled Tribe (Women)	-	-
Scheduled Caste (General)	06	23,29,30,10,15 & 12
Scheduled Caste (Women)	05	17,13,36,3 & 14
Backward Classes (General)	09	28,35,26,8,38,37,22,33 & 19
Backward Classes (Women)	08	25,21,18,2,1,46,27 & 20
Women (General)	12	4,5,16,31,32,34,43,44,45,47,48 & 50
Unreserved	09	6,7,9,11,24,40,41,42 & 49

**(9) KARIMNAGAR MUNICIPAL CORPORATION:****Total No. of Wards - 50**

Category of reservation	No. of wards reserved	Specific Ward number/Numbers set apart
Scheduled Tribes (General)	01	26
Scheduled Tribe (Women)	-	-
Scheduled Caste (General)	03	14,5 & 7
Scheduled Caste (Women)	02	13 & 2
Backward Classes (General)	09	18,48,6,49,21,42,32,36 & 39
Backward Classes (Women)	08	8,16,17,40,3,37,4 & 46
Women (General)	15	50,1,12,10,38,9,22,23,20,15,19,25,35,41 & 30
Unreserved	12	11,34,28,45,43,33,29,24,31,47,27 & 44

**(10) NIZAMABAD MUNICIPAL CORPORATION:****Total No. of Wards - 50**

Category of reservation	No. of wards reserved	Specific Ward number/Numbers set apart
Scheduled Tribes (General)	01	50
Scheduled Tribe (Women)	-	-
Scheduled Caste (General)	02	43 & 6
Scheduled Caste (Women)	02	22 & 46
Backward Classes (General)	09	16,32,30,45,31,37,33,44, 23
Backward Classes (Women)	08	18,5,15,38,24,36,7 & 4

Women (General)	15	34,10,3,48,2,35,8,1,14,11,17,47,42,41 & 25
Unreserved	13	9,12,13,19,20,21,26,27,28,29,39,40 & 49

(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)

**SAMEER SHARMA**  
**PRINCIPAL SECRETARY TO GOVERNMENT**

To

The Commissioner, Printing Stationery and Stores Purchase, Hyderabad.

The Commissioner & Director of Municipal Administration, Hyderabad.

All the concerned Municipal Commissioners of the Corporations - through the  
C&D.M.A., Hyderabad

All the District Collectors in the State - through the C&D.M.A., Hyderabad

**Copy to:**

The Secretary, State Election Commission, 3rd floor, Budda Bhavan,  
Secunderabad.

The P.S to Special Chief Secretary to H.E the Governor.

The P.S. to Principal Secretary to Government (MA), MA & UD Dept.,  
SF/SC

## ANNEXURE - IV

### STATE ELECTION COMMISSION

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500 003.

### NOTIFICATION

No.1215/SEC-F1/2013-1

Dated: 28-02-2014

In exercise of the powers conferred under Articles 243 K and 243 ZA of the Constitution of India, read with Section 14 of the Andhra Pradesh Municipal Corporations Act, 1994 (Act 25 of 1994), Section 7 of the Vijayawada Municipal Corporation Act, 1981 (Act 23 of 1981), Sections 9, 10 and 12 of the Greater Hyderabad Municipal Corporation Act, 1955 (Act II of 1956) and Rules 3 and 5 of the Andhra Pradesh Municipal Corporations (Preparation and Publication of Electoral Rolls) Rules, 2001, the State Election Commissioner hereby notifies **02-03-2014** as the date for publication of **photo electoral rolls** of all the wards of the Municipal Corporations specified below for the purpose of conduct of 4<sup>th</sup> ordinary elections to comply with the directions of the Hon'ble High Court of Andhra Pradesh and Supreme Court of India.

Sl. No.	Name of the Municipal Corporation	District
1	Rajahmundry	East Godavari
2	Eluru	West Godavari
3	Vijayawada	Krishna
4	Nellore	SPSR Nellore
5	Chittoor	Chittoor
6	Kadapa	YSR Kadapa
7	Anantapur	Anantapur
8	Karimnagar	Karimnagar
9	Ramagundam	Karimnagar
10	Nizamabad	Nizamabad

The electoral rolls shall be published along with notice in Form-I prescribed under the said rules.

The State Election Commissioner further, hereby, authorizes the Commissioners of the concerned Municipal Corporations under Rules 3 and 5 of the said rules for preparation and publication of the ward-wise **photo electoral rolls** of their respective Municipal Corporations with reference to 01-01-2014 as the qualifying date duly



adopting the latest Assembly **photo electoral rolls** in toto pertaining to the Corporation areas concerned.

Under Rule 4(1) of the said rules, the State Election Commissioner also hereby directs that ward-wise **photo electoral rolls** of the Municipal Corporations concerned shall be prepared in the same format as the Assembly electoral rolls. The details of the polling areas shall be indicated on the title page.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/-NAVIN MITTAL  
SECRETARY**

**To**

The Commissioners of Rajahmundry, Vijayawada, Eluru, Nellore, Chittoor, Anantapur, Kadapa, Karimnagar, Ramagundam and Nizamabad Municipal Corporations.

The Collectors & District Election Authorities of East Godavari, West Godavari, Krishna, SPSR Nellore, Chittoor, Anantapur, YSR, Karimnagar and Nizamabad.

**Copy to:-**

- 1) The Regional Director-cum-Appellate Commissioners of Rajahmundry, Guntur, Anantapur, Warangal and Hyderabad.
- 2) The Electoral Registration Officers concerned through the Collector & District Election Authorities.
- 3) The Election Authority & Commissioner & Director of Municipal Administration, AP., Hyderabad.
- 4) The Principal Secretary to Government, MA & UD Department, A.P., Secretariat, Hyderabad.

## ANNEXURE - V

### STATE ELECTION COMMISSION

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

No.1215/SEC-F1/2013-2

Dated:28-02-2014

### NOTIFICATION

In exercise of the powers conferred under Articles 243 K and 243 Z A of the Constitution of India, read with Sections 10-A, 10 B and 11 of the Andhra Pradesh Municipalities Act, 1965 ( Act 6 of 1965 ) and Rules 3 and 5 of the Andhra Pradesh Municipalities and Nagar Panchayats (Preparation and Publication of Electoral Rolls) Rules, 2001, the State Election Commissioner, hereby, notifies **02-03-2014** as the date for publication of **photo Electoral Rolls** of all the Wards of Municipalities / Nagar Panchayats specified in the Annexure to this Notification for the purpose of conduct of 4<sup>th</sup> ordinary elections to comply with the directions of the Hon'ble High Court of Andhra Pradesh and Supreme Court of India. The electoral rolls shall be published along with notice in Form-I prescribed under the said rules.

The State Election Commissioner further, hereby, authorizes the Municipal Commissioners concerned under Rules 3 and 5 of the said rules for preparation and publication of ward wise photo Electoral Rolls of their respective Municipalities & Nagar Panchayats with reference to 01-01-2014 as qualifying date duly adopting latest Assembly Electoral Rolls in toto pertaining to the Municipal areas concerned.

Under Rule 4 (1) of the said rules the State Election Commissioner also hereby directs that, the ward wise **photo electoral rolls** of all the Wards of the Municipalities shall be prepared in the same format as Assembly Electoral Rolls. The details of polling areas shall be indicated on the title page.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/- NAVIN MITTAL  
SECRETARY**

**To**

The Municipal Commissioners of Municipalities & Nagar Panchayats specified in the Annexure.

All Collectors & District Election Authorities (except Hyderabad).

**Copy to:**

1. The Electoral Registration Officers concerned through the Collectors & DEAs.
2. All Regional Directors-cum-Appellate Commissioners in the State.
3. The Election Authority and Commissioner & Director of Mpl. Administration, AP,Hyd.
4. The Principal Secretary to Government, MA&UD Department, AP Secretariat, Hyd.

**ANNEXURE TO NOTIFICATION NO.1215/SEC-F1/2013, DT.28-02-2014.**

S.N	Name of the Municipality / Nagar Panchayat
1	2
<b>I</b>	<b>SRIKAKULAM</b>
1	Amadalavalasa
2	Ichapuram
3	Palasa Kasibugga
4	Palakonda
<b>II</b>	<b>VIZIANAGARAM</b>
5	Vizianagaram
6	Bobbili
7	Parvathipuram
8	Salur
<b>III</b>	<b>VISAKHAPATNAM</b>
9	Narsipatnam
10	Yellamanchali
<b>IV</b>	<b>EAST GODAVARI</b>
11	Amalapuram
12	Tuni
13	Samalkot
14	Ramachandrapuram
15	Pithapuram
16	Mandapeta
17	Peddapuram
18	Gollaprolu
19	Mumidivaram
20	Yeleswaram
<b>V</b>	<b>WEST GODAVARI</b>
21	Bhimavaram
22	Palacole
23	Tadepalligudem
24	Narsapur
25	Nidadavole
26	Tanuku
27	Kovvur

28	Jangareddy Gudem
<b>VI</b>	<b>KRISHNA</b>
29	Machilipatnam
30	Gudivada
31	Jaggiahpetta
32	Nuzivid
33	Pedana
34	Tiruvuru
35	Vuyyuru
36	Nandigama
<b>VII</b>	<b>GUNTUR</b>
37	Tenali
38	Narasaraopeta
39	Bapatla
40	Repalle
41	Chilakaluripet
42	Ponnur
43	Mangalagiri
44	Macherla
45	Sattenapalli
46	Vinukonda
47	Piduguralla
48	Tadepalli
<b>VIII</b>	<b>PRAKASHAM</b>
49	Chirala
50	Markapur
51	Adanki
52	Giddalur
53	Chimakurthy
54	Kanigiri
<b>IX</b>	<b>NELLORE</b>
55	Gudur (NLR)
56	Kavali
57	Venkatagiri
58	Atmakur (NLR)
59	Sullurpet (NLR)
60	Naidupet
<b>XI</b>	<b>ANANTHAPUR</b>

61	Hindupur
62	Guntakal
63	Tadipatri
64	Dharmavaram
65	Kadiri
66	Rayadurg
67	Madakasira
68	Puttaparthi
69	Gooty
70	Paamidi
71	Kalyandurgam
<b>X</b>	<b>CHITTOOR</b>
72	Madanapalle
73	Srikalahasti
74	Punganur
75	Palamaneru
76	Nagari
77	Puttur
<b>XII</b>	<b>KURNOOL</b>
78	Nandyal
79	Adoni
80	Yemmiganur
81	Dhone
82	Banaganapally
83	Atmakur (KNL)
84	Nandikotkur
85	Allagadda
86	Gudur(KNL)
<b>XIII</b>	<b>KADAPA</b>
87	Proddatur
88	Pulivendula
89	Jammalamadugu
90	Rayachoty
91	Badvel
92	Mydukur
93	Yerraguntla
<b>XIV</b>	<b>WARANAGAL</b>
94	Jangaon

95	Parakala
96	Narasmpet
97	Mahabubabad
98	Bhupalpally
<b>XV</b>	<b>KARIMNAGAR</b>
99	Jagityal
100	Sircilla
101	Korutla
102	Metpalli
103	Jammikunta
104	Vemulavada
105	Peddapalli
106	Huzurabad
107	Husnabad
<b>XVI</b>	<b>KHAMMAM</b>
108	Kothagudem
109	Yellandu
110	Sattupalli
111	Madhira
<b>XVII</b>	<b>ADILABAD</b>
112	Adilabad
113	Bellampally
114	Mancherial
115	Nirmal
116	Kagaznagar
117	Bhainsa
<b>XVIII</b>	<b>RANGA REDDY</b>
118	Tandur
119	Vikarabad
120	Pedda Amberpet
121	Badangpet
122	Ibrahimpattanam
<b>XIX</b>	<b>NIZAMABAD</b>
123	Kamareddy
124	Bodhan
125	Armur
<b>XX</b>	<b>NALGONDA</b>
126	Nalgonda

127	Suryapet
128	Miryalguda
129	Bhongir
130	Kodada
131	Huzurnagar
132	Devarakonda
<b>XXI</b>	<b>MEDAK</b>
133	Sangareddy
134	Sadasivapet
135	Zaheerabad
136	Medak
137	Gajwel-Pregnapur
138	Andol-Jogipet
<b>XXII</b>	<b>MAHABOBNAGAR</b>
139	Mahaboobnagar
140	Gadwal
141	Narayanapet
142	Wanaparthi
143	Shadnagar
144	Nagarkurnool
145	leeja
146	Kalwakurthy

## ANNEXURE - VI

### **GOVERNMENT OF ANDHRA PRADESH GENERAL ADMINISTRATION (ELECTIONS-E) DEPARTMENT**

**Memo No. 1784/Elecs.E/A2/2014-1**

**Dated: 28.02.2014**

Sub:- State Election Commission - Conduct of 4<sup>th</sup> ordinary elections to Municipal Bodies - Providing of hard and soft copies of electoral rolls to the Municipal Commissioners - Reg.

Ref:- From the State Election Commissioner, A.P., Letter No.1215/SEC-F12/2013-1, dt.20.02.2013.

--:oOo:--

All the District Election Officers are informed that the Secretary, State Election Commission in his letter cited has stated that 4<sup>th</sup> Ordinary elections to Municipal Bodies in the State are to be held shortly in compliance with the directions of the Hon'ble High Court dated 03.02.2014 and the ward-wise photo electoral rolls of Municipal bodies are to be published immediately adopting the latest Assembly electoral rolls published on 31.01.2014 with reference to 1.1.2014 as qualifying date for the purpose of conduct of elections and the Commission has already issued a Notification today for publication of ward-wise Municipal electoral rolls on 02.03.2014 and requested to issue instructions to all the District Election Officers and Electoral Registration Officers having jurisdiction over the Urban Local Bodies in the State to provide soft and hard copies of Assembly Photo Electoral Rolls published with reference to 1.1.2014 as qualifying date along with supplements prepared under continuous updation till date to the Municipal Commissioners concerned.

2. In view of the above request, all District Election Officers are, therefore, requested to provide the photo electoral roll published on 31.01.2014 with reference to 01.01.2014 along with the supplements prepared under continuous updation till date as detailed below, to the Municipal Commissioners in their districts under proper acknowledgement and intimation to this office as well as to the State Election Commission duly complying with the guidelines issued by the Election Commission of India vide its letter dt.10.12.2008 (copy enclosed).

- (i) One signed hard copy (signed by the concerned ERO) of Assembly photo electoral rolls
- (ii) One CD containing the Assembly photo electoral rolls in pdf



- (iii) Password-free electoral roll database with photographs in digital format, wherever it is sought by the Municipal Commissioner concerned.

3. The electoral roll database under continuous updation is not available with the Districts, as the online ERMS is being implemented and they cannot copy the same at their level. Hence, the supplemental data as on 28.02.2014 is being extracted and placed on ftp along with check lists.

BHANWAR LAL,  
CHIEF ELECTORAL OFFICER &  
E.O. PRL.SECRETARY TO GOVERNMENT

To  
All District Election Officers (w.e)

Copy to the Secretary, State Election Commission, 3<sup>rd</sup> Floor, Buddha Bhavan,  
MG Road, Secunderabad - 500003

Copy to the Commissioner & Director of Municipal Administration, 640, AC,  
Guards, Opp. PTI Building, Hyderabad-500004 (Fax:- 040- 2330 2151)

Copy to the Deputy Project Manager, CMC Ltd., O/o.CEO., A.P., Hyderabad for  
taking necessary action to place the database of supplements till  
28.02.2014 with reference to the 01.01.2014 as qualifying date along with checklists  
on ftp immediately.

## ANNEXURE - VII

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

### **URGENT CIRCULAR**

**No.1215/SEC-F1/2013-1**

**Dated:22-07-2013**

Sub:- Elections - 4<sup>th</sup> Ordinary elections to Municipal bodies - Preparation and publication of Ward Wise Photo Electoral Rolls – Notification issued for publication of electoral rolls with reference to 01-01-2013 as qualifying – Procedure instructions– Issued.

Ref:- 1. SEC Notification No.1215/SEC-F1/2013-1, dated. 18-07-2013.  
2. SEC Notification No.1215/SEC-F1/2013-2, dated. 18-07-2013.

<<>>

The State Election Commission issued notifications for preparation and publication of ward-wise photo electoral rolls for 17 Municipal Corporations and 154 Municipalities / Nagar Panchayats vide references 1<sup>st</sup> and 2<sup>nd</sup> cited. The date of publication of electoral rolls is notified as 25-07-2013 for which elections will be held shortly.

Extracts of the Section 12 of the Hyderabad Municipal Corporation Act,1955 and Section 11(2) of A.P. Municipalities Act 1965 which deals with preparation and publication of electoral rolls of Municipal Corporations and Municipalities and Nagar Panchayats respectively are enclosed herewith for ready reference. A copy each of the Andhra Pradesh Municipal Corporations (Preparation and Publication of electoral rolls) Rules, 2001 issued in G.O.Ms.No.515, dated 15-10-2001 and Andhra Pradesh Municipalities and Nagar Panchayats (Preparation and Publication of electoral rolls) Rules, 2001 issued in G.O.Ms.No.516, MA&UD dt.15-10-2001 are also enclosed for ready reference.

As per the provisions of the Acts and Rules referred to above, the latest electoral rolls of the Assembly Constituencies published with reference to 01-01-2013 as qualifying date on 15-01-2013 along with supplements upto date as on 25-07-2013 have to be adopted *intoto* for preparation and publication of ward-wise electoral rolls of the Municipal bodies.

For the purpose of clarity the following guidelines are issued for proper preparation and publication of the ward-wise electoral rolls of the Municipal bodies to be published on 25-07-2013 in pursuance of the notification issued by the Commission vide references cited:-

1. The ward-wise photo electoral rolls shall be published along with notice in form-I appended to the said rules;
2. The ward-wise photo electoral rolls of the concerned ULB shall be in the same format as the Assembly electoral roll. The details of the polling area shall be included in the title page;
3. No details relating to the Caste or community identified for the purpose of reservation as per the orders issued by the Government shall be indicated against the name of any voter in the electoral roll.
4. Copies of the ward-wise photo electoral rolls of the Municipal bodies shall be given free of cost to all recognised political parties and political parties registered with the State Election Commission having a reserved symbol. For others, the copies may be given on payment of actual cost of making copies of rolls.
5. The attention is invited to the proviso to Section 12 (1) of the Hyderabad Municipal Corporation Act, 1955 and Section 11 (1) of the A.P.M. Act., 1965 which stipulates that

“Any amendment, transposition or deletion of any entries in the electoral rolls or any inclusion of names in the electoral roll of the Assembly Constituencies concerned, made by the Electoral Registration Officer under section 22 or section 23, of the Representation of People Act, 1950 upto the **date of election notification** for any election held under the said Acts shall be carried out in the electoral roll of the Municipal Corporation / Municipality / Nagar Panchayat as the case may be and any such names included shall be added to the part relating to the concerned ward.”

6. Commissioners of Municipal Corporations and Municipal Commissioners shall obtain supplementary list of inclusions and deletions ordered by the Electoral Registration Officer in the Assembly electoral roll concerned upto the **date of election notification** and carry them out in the electoral roll of the concerned ward; However, the person authorized by the State Election Commissioner to publish the electoral rolls, shall not resort to suo moto revision of the rolls by way of deletions or additions or modifications.
7. Commissioners of Municipal Corporations and Municipal Commissioners should note that during the re-arrangement of Assembly electoral rolls into municipal ward-wise electoral rolls, if any clerical or printing errors or both occur resulting in deviation of entries in the municipal rolls from the mother rolls (Assembly rolls), they can rectify the errors to bring the municipal rolls in conformity with entries in Assembly rolls under provisions of rules relating to Preparation and Publication of electoral rolls of Municipal Bodies.
8. Commissioners of Municipal Corporations / Municipal Commissioners are informed that inclusions or deletions in the Assembly Electoral Rolls is a

continuous process as per the provisions of the Representation of People's Act, 1950. All the inclusions, deletions and corrections ordered in the Assembly Electoral Rolls for which the qualifying date is 01-01-2013 upto the date of notification of election shall be carried out in the municipal electoral rolls. They are also informed that the Municipal electoral rolls are published ward wise under the superintendence, direction and control of the State Election Commissioner to facilitate a voter to know as to which ward he/she belongs to.

9. As per Rule 5 of the Rules issued for Preparation and Publication of photo electoral rolls issued for Municipal bodies, the ward-wise electoral rolls have to be published along with notice in **Form-I** for inspection by the general public as detailed below:-
  - (a) on the notice board of the Ward office concerned.
  - (b) on the notice board of the office of the person authorized under Rule 3.
  - (c) on the notice board of the office of the concerned Tahsildar.
  - (d) on the notice board of the concerned Revenue Divisional Officer;
  - (e) supply free of cost one copy of each separate list of the roll to every political party for which a symbol has been exclusively reserved by the Election Commission;

In this context, they are informed that in the previous elections held to local bodies, several political parties complained to the Commission that the ward-wise electoral rolls were not supplied to them in spite of specific requests made by them.

In order to avoid such complaints from any corner, Commissioners of Municipal Corporations / Municipal Commissioners of Municipalities and Nagar Panchayats are directed to obtain proper acknowledgements from the office of Tahsildars and Revenue Divisional Officers concerned on publication of copy of ward wise electoral rolls of municipal bodies and preserve them in safe custody in order to produce them in a court of law if situation warrants the same. They are also directed to arrange to supply free of cost one copy of each separate list of the ward-wise electoral roll of the Municipal body to every political party for which a symbol has been exclusively reserved by the State Election Commission on the day of publication of ward-wise electoral roll i.e. 25-07-2013 itself and obtain proper acknowledgement from the office bearers of local political party offices and submit a photostat copy of such acknowledgements obtained from them to the Election Authority & Commissioner and Director of Municipal Administration for record. A photograph of the electoral rolls published in the Notice Board and a video clipping of such publication on the Notice Board be preserved in the office of the Commissioner of Municipal Corporation / Municipal Commissioner concerned.

A list of recognized and registered political parties for which a symbol is allotted by the Commission is enclosed for ready reference.

After publication of ward-wise electoral rolls on 25-07-2013 Commissioners of Municipal Corporations / Municipal Commissioners are directed to furnish the details of ward-wise polling stations and voting strength in the following proforma, so as to reach the Election Authority & C & DMA as well as Commission before 05-08-2013 without fail

through fax and email duly confirming the same by hard copy. They are also directed to submit entire ward-wise electoral rolls of the Municipal bodies in a C.D. for record of the Commission.

Sl. No.	Name of the Municipal Body	No. & Name of ward	No. of polling stations in the ward				Voting strength of the ward		
			Reserved for Men	Reserved for Women	General	Total	Men	Women	Total
1		2	3	4	5	6	7	8	9

Commissioners of Municipal Corporations / Municipal Commissioners of Municipalities and Nagar Panchayats are requested to give wide publicity through the Public Relation officers and in print and electronic media on publication of electoral rolls as stipulated in the Rules issued for Preparation and Publication of Electoral Rolls by the Government and take proper care to ensure that no scope is given for complaints and occurrence of errors in the ward-wise electoral rolls prepared from the Assembly electoral rolls.

**Sd/-Navin Mittal**  
**SECRETARY**

**Encl:**a/a

To

1. Commissioners of all Municipal Corporations in the State except GHMC & Guntur.
2. Municipal Commissioners of 154 Municipalities / Nagar Panchayats.

Copy to :-

1. All Regional Directors of Municipal Administration.
2. The all Collectors and District Election Authorities, except Hyderabad district for information and necessary action.
3. The Election Authority & Commissioner & Director of Municipal Administration for information and necessary action
4. The Prl. Secretary to Government, MA & UD Department, Government of Andhra Pradesh, Secretariat, Hyderabad for information and necessary action.

**ANNEXURE - VIII**

**4<sup>th</sup> Ordinary Elections to Urban Local Bodies, 2014**

**Statement showing the approximate number of voters after publication of photo Electoral Rolls in Municipal Corporations with reference to 01.01.2014 as qualifying.**

S.N	Name of the Municipal Corporation.	Total No. of Male Voters	Total No. of Female Voters	Others	TOTAL VOTERS
1	2	3	4	5	6
1	Rajahmundry Corpn.	118495	124359	31	242885
2	Eluru Corpn.	66999	72364	4	139367
3	Vijayawada Corpn.	348772	345420	69	694261
4	Nellore Corpn.	221489	220126	93	441708
5	Anantapur Corpn.	106918	102984	26	209928
6	Chittoor Corpn.	62603	60559	16	123178
7	Kadapa Corpn.	125975	129051	0	255026
8	Karimnagar Corpn.	118886	109970	16	228872
9	Ramagundam Corpn.	90875	80769	12	171656
10	Nizamabad Corpn.	121313	120232	16	241561
	TOTAL	1382325	1365834	283	2748442

**ANNEXURE - VIII**

**Statement showing the approximate number of voters after publication of photo Electoral Rolls in Municipalities/NPs with reference to 01.01.2014 as qualifying date.**

S.N	Name of the Municipality / Nagar Panchayat	Total No. of Male Voters	Total No. of Female Voters	Others	TOTAL VOTERS
1	2	3	4	5	6
<b>I</b>	<b>SRIKAKULAM</b>				
1	Amadalavalasa	14418	14602	0	29020
2	Ichapuram	12176	12467	2	24645
3	Palasa Kasibugga	19895	20148	5	40048
4	Palakonda	19895	20148	0	40043
<b>II</b>	<b>VIZIANAGARAM</b>				
5	Vizianagaram	86013	89468	25	175506
6	Bobbili	19952	21117	2	41071
7	Parvathipuram	16598	17195	2	33795
8	Salur	15597	17115	0	32712
<b>III</b>	<b>VISAKHAPATNAM</b>				
9	Narsipatnam	21286	22754	0	44040
10	Yellamanchali	15612	16847	0	32459
<b>IV</b>	<b>EAST GODAVARI</b>				
11	Amalapuram	18612	18765	0	37377
12	Tuni	17790	18347	2	36139
13	Samalkot	17915	18042	2	35959
14	Ramachandrapuram	15108	16079	1	31188
15	Pithapuram	18222	18864	0	37086
16	Mandapeta	18473	19787	0	38260
17	Peddapuram	16963	17859	0	34822
18	Gollaprolu	9014	8530	0	17544
19	Mumidivaram	9264	9157	0	18421
20	Yeleswaram	8853	9147	0	18000
<b>V</b>	<b>WEST GODAVARI</b>				
21	Bhimavaram	50266	47148	0	97414

22	Palacole	21421	23097	0	44518
23	Tadepalligudem	34481	36749	0	71230
24	Narsapur	20400	22162	4	42566
25	Nidadavole	15421	16994	0	32415
26	Tanuku	34943	37519	0	72462
27	Kovvur	13727	14870	0	28597
28	Jangareddy Gudem	18235	18978	5	37218
<b>VI</b>	<b>KRISHNA</b>				
29	Machilipatnam	58576	61392	0	119968
30	Gudivada	46483	49264	0	95747
31	Jaggiahpetta	16699	17947	0	34646
32	Nuzivid	17692	18556	0	36248
33	Pedana	10731	11389	0	22120
34	Tiruvuru	11941	12331	0	24272
35	Vuyyuru	14042	14587	0	28629
36	Nandigama	15403	15836	6	31245
<b>VII</b>	<b>GUNTUR</b>				
37	Tenali	62446	65771	17	128234
38	Narasaraopeta	39864	41386	0	81250
39	Bapatla	24484	25837	0	50321
40	Repalle	15797	17069	0	32866
41	Chilakaluripet	33869	36813	2	70684
42	Ponnur	22515	24593	0	47108
43	Mangalagiri	25406	26204	4	51614
44	Macherla	21800	23090	4	44894
45	Sattenapalli	20407	20631	0	41038
46	Vinukonda	20132	20906	0	41038
47	Piduguralla	23037	23818	2	46857
48	Tadepalli	17330	17332	3	34665
<b>VIII</b>	<b>PRAKASHAM</b>				
49	Chirala	30082	32040	0	62122
50	Markapur	23538	24101	0	47639
51	Adanki	12951	13609	0	26560
52	Giddalur	13103	13075	1	26179
53	Chimakurthy	10464	10798	0	21262
54	Kanigiri	14132	14272	9	28413



<b>IX</b>	<b>NELLORE</b>				
55	Gudur (NLR)	21504	23528	0	45032
56	Kavali	38075	40069	21	78165
57	Venkatagiri	17841	18858	11	36710
58	Atmakur (NLR)	12025	12697	0	24722
59	Sullurpet (NLR)	15088	15267	7	30362
60	Naidupet	15709	16980	0	32689
<b>XI</b>	<b>ANANTHAPUR</b>				
61	Hindupur	48463	45661	6	94130
62	Guntakal	45486	45120	28	90634
63	Tadipatri	36782	36964	9	73755
64	Dharmavaram	46212	44612	17	90841
65	Kadiri	32621	32669	0	65290
66	Rayadurg	21072	21498	0	42570
67	Madakasira	7393	7489	0	14882
68	Puttaparthi	10371	10184	0	20555
69	Gooty	15495	1570	0	17065
70	Paamidi	9459	9452	1	18912
71	Kalyandurgam	13510	13648	0	27158
<b>X</b>	<b>CHITTOOR</b>				
72	Madanapalle	53769	50976	10	104755
73	Srikalahasti	27945	29187	7	57139
74	Punganur	17464	17664	0	35128
75	Palamaneru	17969	18296	0	36265
76	Nagari	19736	19706	0	39442
77	Puttur	17067	17266	0	34333
<b>XII</b>	<b>KURNOOL</b>				
78	Nandyal	76307	76867	0	153174
79	Adoni	68675	68673	0	137348
80	Yemmiganur	34178	35191	0	69369
81	Dhone	24708	25447	37	50192
82	Banaganapally	13814	14250	0	28064
83	Atmakur (KNL)	15597	14903	6	30506
84	Nandikotkur	15653	15725	0	31378
85	Allagadda	15398	16790	0	32188
86	Gudur(KNL)	6961	6944	0	13905

<b>XIII</b>	<b>KADAPA</b>				
87	Proddatur	60795	62678	8	123481
88	Pulivendula	27135	28024	0	55159
89	Jammalamadugu	17069	18416	0	35485
90	Rayachoty	31126	30861	8	61995
91	Badvel	26040	26360	1	52401
92	Mydukur	16384	16937	1	33322
93	Yerraguntla	11427	11937	3	23367
<b>XIV</b>	<b>WARANAGAL</b>				
94	Jangaon	19129	18823	0	37952
95	Parakala	10266	10463	0	20729
96	Narasmpet	12133	12597	0	24730
97	Mahabubabad	19932	20223	9	40164
98	Bhupalpally	19209	16895	0	36104
<b>XV</b>	<b>KARIMNAGAR</b>				
99	Jagityal	35499	33729	0	69228
100	Sircilla	27311	27609	0	54920
101	Korutla	23648	23497	0	47145
102	Metpalli	18888	18286	0	37174
103	Jammikunta	9290	8973	0	18263
104	Vemulavada	11152	11128	0	22280
105	Peddapalli	13473	12475	0	25948
106	Huzurabad	8500	8334	0	16834
107	Husnabad	7828	7821	0	15649
<b>XVI</b>	<b>KHAMMAM</b>				
108	Kothagudem	29990	31354	4	61348
109	Yellandu	13042	12825	0	25867
110	Sattupalli	12830	13798	0	26628
111	Madhira	9900	10267	0	20167
<b>XVII</b>	<b>ADILABAD</b>				
112	Adilabad	49125	46247	0	95372
113	Bellampally	38023	35952	10	73985
114	Mancherial	34046	33527	3	67576
115	Nirmal	21177	20076	5	41258
116	Kagaznagar	17776	16268	4	34048
117	Bhainsa	22624	21475	5	44104

<b>XVIII</b>	<b>RANGA REDDY</b>				
118	Tandur	25923	25007	0	50930
119	Vikarabad	17258	16256	0	33514
120	Pedda Amberpet	14174	13075	4	27253
121	Badangpet	23053	21239	0	44292
122	Ibrahimpattanam	9829	9280	0	19109
<b>XIX</b>	<b>NIZAMABAD</b>				
123	Kamareddy	29377	29528	0	58905
124	Bodhan	28093	27776	0	55869
125	Armur	17099	17567	0	34666
<b>XX</b>	<b>NALGONDA</b>				
126	Nalgonda	58014	56373	0	114387
127	Suryapet	38346	39281	3	77630
128	Miryalguda	38620	38512	0	77132
129	Bhongir	18169	18062	0	36231
130	Kodada	20368	20629	0	40997
131	Huzurnagar	12347	12297	2	24646
132	Devarakonda	10689	11417	0	22106
<b>XXI</b>	<b>MEDAK</b>				
133	Sangareddy	26954	25938	3	52895
134	Sadasivapet	13965	12785	0	26750
135	Zaheerabad	18568	17170	0	35738
136	Medak	15557	15510	0	31067
137	Gajwel-Pregnapur	13404	13077	1	26482
138	Andol-Jogipet	7865	8175	0	16040
<b>XXII</b>	<b>MAHABOONNAGAR</b>				
139	Mahaboobnagar	78655	76298	0	154953
140	Gadwal	24668	24154	3	48825
141	Narayanapet	15841	15862	0	31703
142	Wanaparthy	23747	22717	0	46464
143	Shadnagar	19309	17557	3	36869
144	Nagarkurnool	12325	11650	0	23975
145	leeja	9111	8857	0	17968
146	Kalwakurthy	10616	9855	0	20471
	<b>TOTAL</b>	<b>3382532</b>	<b>3404512</b>	<b>338</b>	<b>6787382</b>

**ANNEXURE -IX**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

**NOTIFICATION**

**No.1125/SEC-F1/2010-1**

**Dated: 24-07- 2010**

In exercise of the powers conferred under Article 243 K and 243 ZA of the Constitution of India and Section 10 A and B and clause (12) of section 2 of the Andhra Pradesh Municipalities Act, 1965 (Act 6 of 1965), read with sub-section (2) of section 2 A of the said Act and Rules issued thereunder, and in supersession of the notification No.428/SEC-F2/2005-1, dt.07-05-2005, the State Election Commission, hereby, appoints the **Commissioner and Director of Municipal Administration, Andhra Pradesh, Hyderabad**, as **ELECTION AUTHORITY** to exercise such powers and to perform such functions specified in the said Act and the rules made thereunder in connection with the conduct of election to all the Municipalities / Nagar Panchayats in the State.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/- Dr. G.M. Ramesh Kumar**  
**Secretary**

**To**

The Election Authority and Commissioner & Director of Municipal Administration, AP., Hyderabad.

**Copy to:**

The Municipal Commissioners of all Municipalities & Nagar Panchayats in the State.

The Regional Directors-cum-Appellate Commissioners of Municipal Administration Department of Andhra Pradesh.

The Collectors & District Election Authorities in the State except Hyderabad.

The Principal Secretary to Government, MA&UD, Department, AP Secretariat, Hyderabad.

**ANNEXURE -X**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

**NOTIFICATION**

**No.1125/SEC-F1/2010-5**

**Dated: 24-07-2010**

In exercise of the powers conferred under Article 243 K and 243 ZA of the Constitution of India and Sections 10 A and 10 B of the AP Municipalities Act, 1965 (Act 6 of 1965), and in supersession of earlier Notification No.671/SEC-F2/2005, dt.22-08-2005, the State Election Commission, hereby, appoints the **Revenue Divisional Officers / Sub-Collectors** as **DEPUTY DISTRICT ELECTION AUTHORITIES** to exercise such powers and to perform such functions as may be assigned to them by the District Election Authority concerned in connection with the conduct of election to the Municipalities / Nagar Panchayats.

The District Election Authority may authorize, in writing, the Dy. District Election Authority to exercise any of the powers vested in him under the Andhra Pradesh Municipalities (Conduct of Election of Members) Rules, 2005 in connection with the conduct of election to the Municipalities & Nagar Panchayats within his/her jurisdiction.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/- Dr. G.M. Ramesh Kumar**  
**Secretary**

**To**

All the Revenue Divisional Officers / Sub-Collectors and Deputy District Election Authorities in the State through the Collectors & DEAs concerned.

**Copy to:**

The Regional Directors-cum-Appellate Commissioners of Municipal Administration Department of Andhra Pradesh.

All the Collectors and District Election Authorities.

The Election Authority and Commissioner & Director of Municipal Administration, AP., Hyderabad.

The Principal Secretary to Government, MA&UD Department, AP Secretariat, Hyderabad.

**ANNEXURE -XI**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

**NOTIFICATION**

**No.1125/SEC-F1/2010-4**

**Dated: 24-07-2010**

In exercise of the powers conferred under Article 243 K and 243 ZA of the Constitution of India and Sections 10 A and 10 B of the AP Municipalities Act, 1965 (Act 6 of 1965), the State Election Commission, hereby, appoints the **Regional Directors-cum-Appellate Commissioners of Municipal Administration of Andhra Pradesh** as **ADDITIONAL ELECTION AUTHORITIES** to exercise such powers and to perform such functions as may be assigned to them by the Election Authority/District Election Authority concerned in connection with the conduct of elections in the Municipalities & Nagar Panchayats falls in their jurisdiction in the State.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/- Dr. G.M. Ramesh Kumar  
Secretary**

**To**

The Regional Directors-cum-Appellate Commissioners of Municipal Administration  
Department of Andhra Pradesh.

**Copy to:**

The concerned Municipal Commissioners of Municipalities and Nagar Panchayats.

All the Collectors & District Election Authorities in the State except Hyderabad.

The Election Authority and Commissioner & Director of Municipal Administration,  
AP., Hyderabad.

The Principal Secretary to Government, MA&UD Department, AP Secretariat,  
Hyderabad.

**ANNEXURE -XII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

**NOTIFICATION**

**No.491/SEC-F1/2014**

**Dated:20-03-2014**

In exercise of the powers conferred under Article 243 K and 243 ZA of the Constitution of India and all other enabling provisions in relevant Acts governing the conduct of elections to Urban Local Bodies and as per the proposal sent by the Collector & District Election Authority, Prakasam, the Commission hereby, appoints the **Special Collector, P.S. Veligandal Project, Ongole, Prakasam District** as **ADDITIONAL DISTRICT ELECTION AUTHORITY, Prakasam District** to exercise such powers and to perform such functions as may be entrusted to him in connection with the conduct of ongoing elections to the Municipalities, Nagar Panchayats & Municipal Corporations in Prakasam District.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/-NAVIN MITTAL**  
**Secretary**

**To**

The Collector & District Election Authority Prakasam.  
The Special Collector, P.S. Veligandal Project, Ongole, Prakasam District.

**Copy to:**

The Commissioner, Ongole Municipal Corporation and all the Municipal Commissioners of Municipalities and Nagar Panchayats in Prakasam District.  
The Regional Director-cum-Appellate Commissioner of Municipal Administration Department, Guntur.  
The Election Authority and Commissioner & Director of Municipal Administration, AP., Hyderabad.

**ANNEXURE -XIII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G.Road, Secunderabad-500 003.

**NOTIFICATION**

**No.1125/SEC-F1/2010-2**

**Dated: 24-07-2010**

In exercise of the powers conferred under Article 243 K and 243 ZA of the Constitution of India and Section 9 and 10 and clause (15-a) of section 2 of the Greater Hyderabad Municipal Corporations Act, 1955 (Act No. II of 1956), read with section 7 of the Visakhapatnam Municipal Corporation, Act 1979, (Act 19 of 1979) section 7 of Vijayawada Municipal Corporation, Act 1981, (Act 23 of 1981) and under clause (b) of section 2 of Andhra Pradesh Municipal Corporations, Act 1994 (Act 25 of 1994) read with section 14 thereof and in supersession of the Notification No.505/SEC-F1/2005, dated 25-06-2005 the State Election Commission hereby appoints the **Commissioner & Director of Municipal Administration, AP., Hyderabad as ELECTION AUTHORITY** to exercise such powers and to perform such functions specified in the said Acts and the rules made there under in connection with the conduct of elections in all the Municipal Corporations in the state except the Greater Hyderabad Municipal Corporation.

**(BY ORDER AND IN THE NAME OF STATE ELECTION COMMISSIONER)**

**Sd/- Dr. G.M. Ramesh Kumar  
Secretary**

**To**

The Election Authority and Commissioner & Director of Municipal Administration,  
A.P., Hyderabad.

**Copy to:**

All Commissioners of Municipal Corporations in the State except Greater Hyderabad, Greater Visakhapatnam and Rajahmundry.

The Regional Directors-cum-Appellate Commissioners of Municipal Administration Department of Andhra Pradesh.

The Collectors & District Election Authorities in the State except Hyderabad.

The Principal Secretary to Government, MA & UD Department, Secretariat, A.P., Hyderabad.



## ANNEXURE -XIV

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

### NOTIFICATION

No. 1125/SEC-F1/2010-3

Dated: 24-07-2010

In exercise of the powers conferred under Article 243 K and 243 ZA of the Constitution of India and clause (15-a) of Section 2 and Sections 9 and 10 of the Greater Hyderabad Municipal Corporations Act, 1955 (Act No. II of 1956), read with section 7 of the Visakhapatnam Municipal Corporation, Act 1979, (Act 19 of 1979) section 7 of Vijayawada Municipal Corporation, Act 1981, (Act 23 of 1981) and under clause (b) of section 2 and section 14 of Andhra Pradesh Municipal Corporations, Act 1994 (Act 25 of 1994) and in supersession of the earlier Notifications in the matter, hereby appoints all **Commissioners of Municipal Corporations except GHMC as ADDITIONAL ELECTION AUTHORITIES** to exercise such powers and to perform such functions as may be assigned to them by the Election Authority/District Election Authority concerned and to make necessary administrative arrangements in connection with the conduct of elections in their respective Municipal Corporations in the State.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/- Dr. G. M. Ramesh Kumar  
Secretary**

**To**

The Commissioners of all Municipal Corporations except GHMC, GVMC and Rajahmundry.

**Copy to:**

All the Revenue Divisional Officers / Sub-Collectors and Deputy District Election Authorities in the State through the Collectors & DEAs concerned.

The Regional Directors-cum-Appellate Commissioners of Municipal Administration Department of Andhra Pradesh.

All the Collectors & District Election Authorities.

The Election Authority and Commissioner & Director of Municipal Administration, AP., Hyderabad.

The Principal Secretary to Government, MA&UD Department, AP Secretariat, Hyderabad.

## ANNEXURE -XV

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G.Road, Secunderabad - 500 003.

No.1111/SEC-F1/2010-1

Dated:21-07-2010

### CIRCULAR No.1

**Sub:** ELECTIONS – 4<sup>th</sup> Ordinary Elections to Municipalities and Nagar Panchayats, 2010 - **Selection of Polling Stations** - Instructions - Issued.

\*\*\*

The Fourth Ordinary Elections to Municipalities & Nagar Panchayats in the State will be held shortly. The Election Officer is responsible for the setting up of the Polling Stations and the publication of the list of Polling Stations. The Polling Stations are to be set up more or less at a permanent location covering well defined Polling areas. Changes will become necessary only when there is an abnormal increase of Electors in a particular polling area.

In the ensuing ordinary elections a voter has to cast only one vote to elect a member of the ward. EVMs are being used in this elections. EVMs provides for fast and smooth polling and as such, the strength of voters allotted to a polling station is fixed at 1200.

#### **2-1. Drawing List of Polling Stations:**

These lists should be drawn up, as far as practicable, bearing in mind, the following instructions:

- (a) The optimum number of Polling Stations to be set up in a ward should be determined by dividing the total number of voters in a ward by 1200.
- (b) A Polling Station should be provided for a well defined polling area, normally covering about 1200 electors. However, in exceptional cases, such number may exceed to avoid the break up of any Polling area.
- (c) When the number of voters in a ward exceeds 1400, separate polling station should be set up, as far as possible, in the same Building.
- (d) Polling Station may be set up in colonies predominantly inhabited by the Scheduled Castes and weaker sections of the society even though the number of voters may be less than 1200.

- (e) Select the actual site of each polling station carefully in advance and arrange for material, structures, fittings etc., necessary to set up a polling stations in order to make the polling station to satisfy the legal requirements and practical convenience.
- 2-2. As far as practicable, the polling station should have normally a minimum area of 20 sq.meters so that there is no congestion inside the polling station.
- 2-3. Select a hall / room which is well lit and is having two openings, as far as practicable, so that one can be used as 'entrance' and the other as 'exit' for the smooth and orderly conduct of poll.

**3-1: Location of Polling Stations:**

To the extent practicable, polling stations should be located more or less permanently so that the voters go and cast their votes always at one polling station. Further, as far as practicable, polling station should be set up at the same places where they were located during general election to State Legislative Assembly and House of People held in the year 2009, so that the voters may not have to go to different polling stations for different elections. In cases where suitable buildings are not available in a particular ward, Polling Stations may be set up in adjacent wards duly furnishing reasons in this regard.

- 3-2: Polling Station should be set up in such a manner that ordinarily no voter is required to travel more than 2 km from his residence.
- 3-3: As far as possible, polling stations should be located in schools (Government or aided) and other Government or Semi-Government offices as the furniture and equipment required would be available there and could be made use of without any extra cost to the Municipality. The location of polling stations in private buildings or premises should be avoided; but where this becomes unavoidable, buildings should be properly requisitioned and/or the consent of the owner should be obtained in writing. The private buildings so requisitioned with the consent should be at the disposal of the Election Officer for the period required for the poll. The building and the area around it up to a radius of two hundred meters should be under the control of the Presiding Officer. No watch and ward or other personnel connected with the owner, whether armed or unarmed, should be allowed to remain either at the Polling Station or within a radius of two hundred metres around it. The security arrangement at the Polling Station and within the above area will be the responsibility of the State Police under the control of the Presiding Officer. After nominations are filed, it should be ensured that the owner is not a contesting candidate or known sympathiser or worker of any of the candidates at the election. If the owner of the premises requisitioned for election happened to be a contesting candidate or known sympathiser or worker of any of

the candidates the polling station must be immediately shifted duly following the procedure.

- 3-4: No Polling Station should be located in Police Stations, Hospitals, and places having religious significance:
- 3-5: In case no suitable building, either Government or private, is available, the Polling Station can be located in the temporary structures but, as far as possible, this should be avoided as it involves considerable expenditure to the Municipality and is also open to other risks like rains, fire, etc.

#### **4-1: Setting up of Polling Station for voters suffering from Leprosy:**

If there is a leprosy sanitarium within the Municipality, then a separate Polling Station may be set up for the inmates alone and the Officers, medical and other staff, working in the sanitarium, may be appointed as Presiding and Polling Officers of the Polling Stations.

#### **4-2. Provision of Polling Stations for Weaker Sections:**

Identify the localities predominantly in-habited by Weaker Sections and locate Polling Stations in these localities irrespective of the number of Electors. Welfare Associations or Voluntary Organisations championing the cause of such Weaker Sections should also be associated in identifying such localities and locating the Polling Stations.

#### **5-1. List of Maps:**

The draft list of Polling Stations should be drawn up in the prescribed form as shown in Annexure-I. The demarcation of polling area should be clearly done. The name of each polling area and the number of voters in it should be shown in the respective columns against each Polling Station. By a clear description of the polling area it should be feasible for an ordinary voter to know to which Polling Station he should go for recording his vote. In order to ensure that a uniform method is followed in the matter of filling up the columns as detailed in Annexure – I, the following instructions may be kept in mind.

**Column 1:** Ward number shall be entered in this column.

**Column 2:** The serial number of the Polling Stations should be given on a rational basis commencing from the north-western corner of the ward and proceeding in a zig-zag manner to south-eastern corner of the ward.

**Column 3:** The locality to be specified is the name of the area in which the Polling Station is located. In the case of temporary structures, the description of the exact site chosen for the location of the temporary structure should be clearly indicated.

**Column 4:** The name of the building in full should be clearly described. The use of abbreviations should be avoided. In cases where more than one polling station is located in the same building, the location should be made clear by mentioning “North Wing”, “South Wing”, etc.

**Column 5:** The area of the polling station in square metres should be indicated. The reason for locating Polling Stations in rooms/halls having an area of less than 20 square metres should be furnished in ‘Remarks’ Column of the Proforma against the appropriate entry.

**Column 6:** If there is a separate entrance and a separate exit, ‘Yes’ may be written, otherwise reasons why it has not been possible to locate the Polling Station in a room/hall with separate entrance and exit may be given.

**Column 7:** The names of blocks, wards, streets, localities, house numbers should be given.

**Column 8:** It should be indicated whether the polling station is for all voters or exclusively for men voters or women voters.

**Column 9:** This column should contain information about the total number of voters assigned to the Polling Station according to the final electoral roll of the Municipality updated upto the date of issue of election notification.

**Column 10:** This column should indicate the distance to be travelled if the maximum limit of 2 Kilometres is exceeded.

**Column 11:** Where it is not practicable to conform to the directions of Election Authority/Commission in regard to the location or area of a Polling Station, broad reasons may be given in this column, for the consideration of the District Collector.

5-2. The total number of voters in the Ward, the total number of Polling Stations proposed and the average number of voters per polling station should invariably be shown at the end of each list.

**5-3. The list should be accompanied by a map to scale showing :**

- (i) All the wards in the Municipality with the number of voters in each such ward on the map itself.
- (ii) The place selected for the location of the polling stations;
- (iii) The area covered by each polling station; and
- (iv) Serial number of the polling stations indicated in a systematic manner, preferably beginning from the north-western corner of the ward proceeding zig-zag and ending at the south eastern corner.

- 5-4. The use of abbreviations in the list should be avoided, as far as possible, and where those are used, they should be expanded.
- 5-5. If any local terms are used to describe buildings, etc. in the list, they should be explained.

## **6. Publication of the List of Polling Stations in Draft:**

- 6-1. With the prior approval of the Collector & District Election Authority, the Election Officer is required to provide sufficient number of polling stations for every ward.
- 6-2. After the list has been prepared on the lines indicated above, and after receipt of notification from the State Election Commission fixing programme for publication of list of Polling station, the Election Officer should publish it in draft on the date fixed by the Commission in the language or languages of the electoral roll for the Municipality, for general information, inviting objections and suggestions by a specified date allowing a period of not less than seven days. The notice of publication of the draft list of polling stations and the places at which it can be inspected should also be given in local newspapers and written objections or suggestions invited for consideration.
- 6-3. Copies of the lists should be supplied to the local branches of all recognized political parties and to the sitting members of the House of the people and Legislative Assembly concerned under due acknowledgement.
- 6-4. The Election Officer should, thereafter, call the party representatives and Legislators to a meeting on the date fixed by the Commission and discuss the draft list and receive the suggestions. Any bonafide intending candidate who wishes to take part in the discussions at this meeting should also be permitted to do so.
- 6-5. The Election Officer should then take his decision and amend the draft list, wherever necessary and finalise the list of Polling Stations for the wards of Municipality. He should then forward it along with the map, the scrutiny sheet and the certificates in the forms prescribed in Annexures II & III to the District Collector on the date fixed by the Commission.
- 6-6. The Collector & District Election Authority will then consider and approve the proposed list of polling stations with any changes he deems necessary in the form prescribed in Annexure – IV on the date fixed by the Commission. The list finally approved by the District Collector and District Election Authority should be published as directed in para 7 of this circular on the date fixed by the Commission.

## **7. Final Publication of the List of Polling Stations:**

- 7-1 The Election Officer shall publish the list of polling stations, on the date fixed by the Commission with the prior approval of the Collector & District Election Authority

by making available a copy thereof for inspection at the following places and displaying at his office, circle & ward offices, if any, a notice in the form given in Annexure-V.

- 1 Office of the District Collector
- 2 Office of the Revenue Divisional Officer
- 3 Office of the Mandal Revenue Officer
- 4 Office of the Sub-Registrar
- 5 Office of the District Court/Sub Court
- 6 Office of the Munsif Magistrate Court.
- 7 Office of the Public Libraries
- 8 Post Offices
- 9 Banks

The list so published shall be the list of Polling Stations for that Municipality.

- 7-2. The Election Officer is empowered to correct only printing or clerical mistakes, if any, after such publication.
- 7-3. The list of Polling Stations for the Municipality shall be published in the language or languages in which the electoral roll for that Municipality is published.
- 7-4. If the lists of Polling Stations are approved before final publication of the electoral rolls, they should be reviewed after the rolls are finally published, particularly with respect to the number of electors allotted to each polling station. If there has been substantial increase in the number of electors allotted to any polling station making such number far in excess of the normal permissible limit and if it is considered desirable to provide an additional polling station, such cases should be referred to the Collector & District Election Authority for his approval. In such cases, as far as practicable, the additional polling station should be provided in the same premises in which the earlier polling station is located or as near to that premises, as possible.

**8. Modifications in the List :**

- 8-1. Modifications as a result of variation in the number of voters within the polling area allotted to a polling station consequent on the revision of electoral rolls should be reported to the Collector & District Election Authority and prior approval has to be obtained from him before issue of modifications, if any.
- 8-2. Changes in the location of polling stations to new buildings or sites may become necessary where the owner of the building or site originally proposed for a polling station has since become a contesting candidate or has developed strong sympathies for such candidate or a political party or because of any natural calamity that might have effected such building. It may also be due to subsequent discovery that there is no such building as was proposed. All such changes should be reported to the Collector & District Election Authority and prior approval has to be obtained from him before issue of modifications, if any.

- 8-3. Once the lists are approved, requests from political parties and individuals for shifting of the polling stations from one site to another should not be normally considered except when there are overriding considerations of public convenience for the change proposed. If the Election Officer is satisfied, he should consult other political parties and contesting candidates and then make his recommendations to the Collector & District Election Authority in the matter.

## **9. Change in the location of Polling Stations:-**

- 9-1. The Election Officer should on no account make any change in the location of polling stations already approved by the District Collector without his prior approval, as any change may ultimately result in the election being declared void.
- 9-2. Where changes become inevitable and have to be made, such changes should be referred to the Collector & District Election Authority for his approval. The changes should be fully published and all contesting candidates and political parties, etc, informed in writing duly obtaining proper acknowledgement from all concerned.

### **9-3. Change in the nomenclature of the building of a Polling Station:**

After the approval of the list of polling stations for a ward, if there is any change in the nomenclature of the building in which the polling station is proposed to be set up, for example, upgradation of a Primary School to a Upper Primary School and the like, but otherwise there is no change in the location of the polling station, cases of such change need not be referred to the Collector & District Election Authority for his approval. However, the Collector & District Election Authority should be informed of such change. The political parties and the contesting candidates, etc., should also be informed in writing about such change duly obtaining proper acknowledgement.

## **10. Supply of Copies of the list:**

- 10-1. Each contesting candidate at an election shall be supplied, free of cost, with three copies of the list of polling stations in the form of Annexure III for that ward immediately after the last date for withdrawal of candidatures. Copies should also be made available at the price fixed and may be sold to persons on demand.
- 10-2. The Election Officer should also supply the required number of copies to the Superintendent of Police/Deputy Superintendent of Police as the case may be.
- 10-3. Where the list of polling stations already approved by the Collector & District Election Authority is proposed to be adopted with modifications the Election Officer should call for a meeting of the representatives of the local branches of the recognized political parties, and the Legislators and after consulting them forward the revised list to the Collector & District Election Authority with reasons for the modifications. While approving the modifications, it should be ensured by



the Collector & District Election Authority that the Election Officer furnishes a certificate to the effect that he has consulted the political parties and the Legislators and that they have no objection to the modifications. Where a modification is not acceptable to any political party or Legislators or a candidate and such modification is necessary from the point of view of Election officer, full justification for the change should be furnished to the Collector & District Election Authority. After the list is approved by the Collector & District Election Authority it should be published for general information in the Municipality. The Election Officer should ensure wide publicity of the details with regard to polling stations so that no inconvenience is caused to a voter.

11. The programme for publication of list of polling stations would be issued separately by the State Election Commission.
12. All the Municipal Commissioners of Municipalities & Nagar Panchayats are requested to take necessary action in the matter for setting up of the polling stations as per the above instructions. The receipt of this circular should be acknowledged by return of post.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/- Dr.G.M.Ramesh Kumar  
SECRETARY**

**Encl:**

- Annexure-I : Draft list of Polling Stations.
- Annexure-II : Scrutiny sheet for Polling Stations.
- Annexure-III : Certificate to be furnished by the Election Officer.
- Annexure-IV : Proceedings to be issued by the District Collector along with the prescribed form.
- Annexure-V : Notice of publication of list of Polling Stations.
- Annexure-VI : Final list of polling stations attested by District Collector.

To

The Commissioner & Director of Municipal Administration, Hyderabad.

All the Municipal Commissioners concerned.

All Regional Director-cum-Appellate Commissioners of Mpl. Administration in the State.

All the District Collectors.

Copy to

The Principal Secretary to Government, MA & UD Department, Government of A.P.,  
Hyderabad.

## ANNEXURE - I

### Draft list of Polling Stations

..... Municipality

Ward No.	Sl. No.	Locality of polling station	Building in which it will be located	Area of the Polling Station	Whether there is a separate entrance and exit if not reasons	Polling area *	Whether for all voters or men only or women only	Total number of voters assigned	Maximum distance that a voter will have to travel to reach the station	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

1. Total number of voters
2. Total number of polling stations proposed
3. Average number of voters per polling station:-

Date : .....

**Election Officer**

- \* Here given names of streets, localities, house numbers and part number of the electoral roll assigned. In case part is split up into two polling stations, then the serial number (not the house numbers) of the voters assigned should also be mentioned.

## ANNEXURE – II

### Scrutiny Sheet for list of Polling Stations

..... Municipality.

1. Total number of voters in the Municipality.
  - (a) Men .....
  - (b) Women .....
  - (c) Service voters .....
  
  - Total .....
2. Number of polling stations required on the basis of an average of 1200 voters per polling station.
3. Total number of polling stations actually provided
4. Average number of voters per polling station
5. Number of polling stations to each of which more than 1200 voters have been assigned, indicating the highest number of voters assigned to a polling station
6. The lowest number of voters assigned to a Polling station
7. No. of polling stations for which the maximum distance that a voter will have to travel is more than 2 kilometers
8. Whether all the polling areas have been clearly demarcated
9. Whether serial number of polling stations has been done in a systematic manner
- 10 .(a) Whether there are any areas predominantly inhabited by electors belonging to scheduled castes and other weaker sections of the Society
  - (b) If so, the number of polling stations set up separately for them and the total number of electors assigned to each of them
11. Whether any polling station has been proposed to be located in any :
  - (a) Private building
  
  - (b) Temporary structure; and if so, whether the exact site chosen for the location of the polling stations has been clearly indicated in the list

12. No. of polling stations which have less than 20 sq.mt. area
13. Details of polling stations where more than 4 polling Stations have been located in the same building
14. Whether it has been certified that all the polling areas Within the Municipality are covered by the proposed polling stations
- 15.(a) Serial No. of separate polling stations provided for women voters  
(b) In case of (a) above, whether polling stations for men and women voters of a particular area have been located in the same building
- 16.(a) Whether a polling station is located outside the jurisdiction of a ward  
(b) If so, furnish reasons
17. Serial number of polling stations which have not been located of the wards attached to it
18. Whether it has been certified that the private buildings do not belong to any of the candidates, his active workers or known sympathisers?
19. Any other remarks

**Election Officer**

---

**Note :** Please specify the serial numbers in addition to total number of polling stations against items 5, 6, 10(b), 11, 12, 13, 15 and 17.

### **ANNEXURE – III**

Certificate to be furnished along with list of polling stations :

- (i) That the draft list was duly published, objections and suggestions were invited, and discussed with the party representatives and legislators on the lines indicated in the Election Authority's directions;
- (ii) That all the polling areas within the ward have been covered in the list;
- (iii) That no building, public or private, which is a temple, church, mosque, Gurdwara or has any religious significance or in respect of which any section of the public may have any legitimate objection to enter, has been proposed as a polling station;
- (iv) That no police station, hospital or dispensary is proposed as a polling station;
- (v) That separate polling stations have been set up in areas, electors of which are predominantly scheduled castes and other weaker sections of the society and that no such area has been either left out or linked with areas where electors predominantly belong to forward communities.
- (vi) That where the usual limit of 1200-1400 voters per polling station or the limit of two kilometers beyond which a voter should not ordinarily be required to walk has been maintained, no better arrangements is practicable.
- (vii) That no private building in the list of polling stations belongs to any political party or is known to belong to any prominent or active member of any of the political parties; and
- (viii) That in case where private buildings have been selected as polling stations, the written consent of the owner for the purpose has been obtained.

**Signature of the Election Officer**

Place :.....

Date :.....

**ANNEXURE – IV**

Proceedings of the District Election Authority ..... District:

The District Election Authority ..... hereby directs that the Election Officer of ..... Municipality shall publish the list of polling stations provided by him for the ward by making a copy thereof available for inspection and displaying a notice in the form appended as Annexure – VI.

- a. at his office and
- b. offices mentioned in para 7-1 of the circular.

The Election Officer shall, as far as practicable, also make a copy of the relevant parts of the list, together with the notice in the form appended, available for inspection at such of the places as he may consider necessary and suitable:-

**Collector & District Magistrate &  
District Election Authority  
..... District.**

**ANNEXURE – V**

**NOTICE OF PUBLICATION OF LIST OF POLLING STATIONS**

I..... the  
Election Officer of..... Municipality hereby provide for  
the ..... Municipality with the prior approval of the District Collector,  
the polling stations specified in the appended list for the polling areas or groups of voters  
noted against each.

**Election Officer**

Date :..... Municipality.....

List of polling stations for .....  
.....of Municipality.

<b>Ward No.</b>	<b>Sl. No.</b>	<b>Locality of Polling station</b>	<b>Building in which it will be located</b>	<b>Polling area</b>	<b>Whether for all voters or men only or women only</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)</b>

**Election Officer**

Date :.....

Place:.....

## ANNEXURE - VI

### LIST OF POLLING STATIONS

Name of the Municipality:

Total No. of wards:

Ward No.	Polling Station No.	Building in which the polling station will be located with name of the locality and address	Door Nos.		Sl. No. of the voters		Whether for all voters or men only or women only	Votes Strength	Remarks
			From	To	From	To			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

**DISTRICT COLLECTOR &  
DISTRICT ELECTION AUTHORITY**  
\_\_\_\_\_ District



**ANNEXURE -XVI**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G.Road, Secunderabad - 500 003.

**No.1111/SEC-F1/2010-2**

**Dated:21-07-2010**

**CIRCULAR No.1-A**

Sub: ELECTIONS – 4<sup>th</sup> Ordinary Elections to all Municipal Corporations, 2010 -  
**Selection of Polling Stations** - Instructions - Issued.

<<>>

The 4<sup>th</sup> Ordinary Elections to Municipal Corporations will be held shortly. Under Section 29 of Greater Hyderabad Municipal Corporation Act, 1955 the Returning Officer is responsible for setting up of the Polling Stations and the publication of the list of Polling Stations. The Polling Stations are set up more or less at a permanent location covering well defined polling areas. Changes will become necessary only when there is an abnormal increase of electors in a particular polling area.

In the ensuing elections, since a voter has to cast only one vote to elect a member of the ward. Electronic voting machines are being used in this elections to facilitate fast and smooth polling, the strength of voters allotted to a polling stations is fixed around 1200.

**2-1. Drawing list of Polling Stations:**

These lists should be drawn up, as far as practicable, bearing in mind, the following instructions:

- (a) The optimum number of Polling Stations to be set up in a ward should be determined by dividing the total number of voters in a ward by 1200.
- b) A Polling Station should be provided for a well defined polling area normally covering about 1200 electors. However, in exceptional cases, such number may exceed to avoid the breakup of any polling area.
- c) When the number of voters in a ward exceeds 1250, separate polling station should be set up, as far as possible, in the same building.
- d) Polling Station may be set up in colonies predominantly inhabited by the Scheduled Castes and weaker sections of the society even though the number of voters may be less than 1200.

(e) Select the actual site of each polling station carefully in advance and arrange for material, structures, fittings etc., necessary to set up a polling station in order to make the polling station to satisfy the legal requirements and practical convenience.

2-2. As far as practicable, the polling station should normally have a minimum area of 20 sq. meters so that there is no congestion inside the polling station.

2-3. Select a hall/room which is well lit and is having two openings, as far as practicable so that one can be used as 'entrance' and the other as 'exit' for the smooth and orderly conduct of poll.

**3-1. Location of Polling Stations:**

To the extent practicable, polling stations should be located more or less permanently at the same place so that the voters go and cast their votes always at one polling station. Further, as far as practicable, polling station should be set up at the same places where they were located during general elections to the State Legislative Assembly and House of people held in the year 2009, so that the voters may not have to go to different polling stations for different elections; In cases where suitable buildings are not available in a particular ward, Polling Stations may be set up in adjacent wards duly furnishing reasons in this regard.

3-2. Polling Station should be set up in such a manner that ordinarily no voter is required to travel more than 2 km.

3-3. As far as possible, polling stations should be located in schools (Government or aided) and other Government or Semi-Government offices as the furniture and equipment required would be available there and could be made use of without any extra cost to the Municipal Corporation. The location of polling stations in private buildings or premises should be avoided; but where this becomes unavoidable, buildings should be properly requisitioned and/or the consent of the owner should be obtained in writing. The private buildings so requisitioned with the consent should be at the disposal of the Returning Officer for the period required for the poll. The building and the area around it up to a radius of two hundred meters should be under the control of the Presiding Officer. No watch and ward or other personnel connected with the owner, whether armed or unarmed, should be allowed to remain either at the Polling Station or within a radius of two hundred metres around it. The security arrangement at the Polling Station and within the above area will be the responsibility of the State Police under the control of the Presiding Officer. After nominations are filed, it should be ensured that the owner is not a contesting candidate or known sympathizer or worker of any of the candidates at the election.

3-4. No Polling Station should be located in Police Stations, Hospitals, and places having religious significance:

3-5. In case no suitable building, either Government or private, is available, the Polling Station can be located in the temporary structures but, as far as possible, this should be avoided as it involves considerable expenditure to the Municipal Corporation and is also open to other risks like rains, fire, etc.

**4-1: Setting up of Polling Station for voters suffering from Leprosy:**

If there is a leprosy sanitarium within the Municipal Corporation then a separate Polling Station may be set up for the inmates alone and the Officers, medical and other staff, working in the sanitarium, may be appointed as Presiding and Polling Officers of the Polling Stations.

**4-2. Provision of Polling Stations for Weaker Sections:**

Identify the localities predominantly inhabited by Weaker Sections and locate Polling Stations in these localities irrespective of the number of Electors. Welfare Associations or Voluntary Organizations championing the cause of such Weaker Sections should also be associated in identifying such localities and locating the Polling Stations.

**5-1. List of Maps :**

The draft list of Polling Stations should be drawn up in the prescribed form as shown in Annexure-I after delimitation of wards is finally approved by Government. The demarcation of polling area should be clearly done. The name of each polling area and the number of voters in it should be shown in the respective columns against each Polling Station. By a clear description of the polling area it should be feasible for an ordinary voter to know to which Polling Station he should go for recording his vote. In order to ensure that a uniform method is followed in the matter of filling up the columns mentioned in Annexure-I the following instructions may be kept in mind:-

**Column 1:** Ward number shall be entered in this column.

**Column 2 :** The serial number of the Polling Stations should be given on a rational basis commencing from the north-western corner of the ward and proceeding in a zig-zag manner to south-eastern corner of the ward.

**Column 3:** The locality to be specified is the name of the area in which the Polling Station is located. In the case of temporary structures, the description of the exact site chosen for the location of the temporary structure should be clearly indicated.

**Column 4:** The name of the building in full should be clearly described. The use of abbreviations should be avoided. In cases where more than one polling station is located in the same building, the location should be made clearly by mentioning "North Wing", "South Wing", etc.

**Column 5:** The area of the polling station in square metres should be indicated. The reason for locating Polling Stations in rooms/halls having an area of less than 20 square metres should be furnished in 'Remarks' Column of the Proforma against the appropriate entry.

**Column 6:** If there is a separate entrance and a separate exit, 'Yes' may be written, otherwise reasons why it has not been possible to locate the Polling Station in a room/hall with separate entrance and exit may be given.

**Column 7:** The names of blocks, wards, streets, localities, house numbers should be given.

**Column 8:** It should be indicated whether the station is for all voters or exclusively for men voters or women voters.

**Column 9:** This column should contain information about the total number of voters assigned to the Polling Station according to the electoral roll of the Municipal Corporation with additions/deletions till the date of election notification issued by the Commission.

**Column 10:** This column should indicate the distance to be traveled if the maximum limit of 2 Kilometers is exceeded.

**Column 11:** Where it is not practicable to conform to the directions of Commissioner, Municipal Corporation in regard to the location or area of a Polling Station, broad reasons may be given in this column, for the consideration of the Commissioner of Municipal Corporation.

5-2. The total number of voters in the Municipal Corporation, the total number of Polling Stations proposed and the average number of voters per polling station should invariably be shown at the end of each list.

5-3. The list should be accompanied by a map to scale showing:

- (i) All the wards in the Municipal Corporation with the number of voters in each such ward on the map itself.
- (ii) The place selected for the location of the polling stations;
- (iii) The area covered by each polling station; and
- (iv) Serial number of the polling stations indicated in a systematic manner, preferably beginning from the north-western corner of the ward proceeding zig-zag and ending at the south eastern corner.

5-6. The use of abbreviations in the list should be avoided, as far as possible, and where those are used, they should be expanded.

5-7. If any local terms are used to describe buildings, etc. in the list, they should be explained.

**6. Publication of the List of Polling Stations in Draft:**

6-2. With the prior approval of the Commissioner of the Municipal Corporation, the Returning Officer is required to provide sufficient number of polling stations for every ward after receipt of final orders of delimitation wards from Government.

6-2. After the list has been prepared on the lines indicated above, and after receipt of notification from the State Election Commission fixing programme for publication of list of Polling Stations, the Commissioner, Municipal Corporation should publish it in draft on the date fixed by the Commission in the language or languages of the electoral roll for the Municipal Corporation, for general information, inviting objections and suggestions by a specified date, allowing a period of not less than seven days. The notice of publication of the draft list of polling stations and the places at which it can be inspected should also be given in local newspapers and written objections or suggestions invited for consideration.

6-3. Copies of the lists should be supplied to the local branches of all recognized political parties and to the sitting members of the House of the people and Legislative Assembly concerned under due acknowledgement.

6-4. The Commissioner, Municipal Corporation should, thereafter, call the party representatives and Legislators to a meeting on the date fixed by the Commission and discuss the draft list and receive the suggestions. Any bonafide intending candidate who wishes to take part in the discussions at this meeting should also be permitted to do so.

6-5. The Commissioner, Municipal Corporation should then take his decision and amend the draft list, wherever necessary and finalize the list of Polling Stations for the wards of the Municipal Corporation. He should then publish the list of Polling Stations as directed in para 7 of this circular on the date fixed by the Commission in the form prescribed in Annexure – VI.

**7. Final Publication of the List of Polling Stations:**

7-1. The Commissioner, Municipal Corporation shall publish the list of polling stations, on the date fixed by the Commission, by making available a copy thereof for inspection at the following places and displaying at his office, circle & ward offices a notice in the form given in Annexure-V.

1. Office of the District Collector
2. Office of the Revenue Divisional Officer

3. Office of the Mandal Revenue Officer
4. Office of the Sub-Registrar
5. Office of the District Court/Sub Court
6. Office of the Munsif Magistrate Court.
7. Office of the Public Libraries
8. Post Offices
9. Banks

The list so published shall be the list of Polling Stations for those wards of the Municipal Corporation.

- 7-2. The Returning Officer is empowered to correct only printing or clerical mistakes, if any, after such publication.
- 7-3. The list of Polling Stations for the Wards of the Municipal Corporation shall be published in the language or languages in which the electoral roll for that Municipal Corporation is published.
- 7-4. If the lists of Polling Stations are approved before publication of the electoral rolls, they should be reviewed after the rolls are published with additions/deletions particularly with respect to the number of electors allotted to each polling station. If there has been substantial increase in the number of electors allotted to any polling station making such number far in excess of the normal permissible limit and if it is considered desirable to provide an additional polling station, the same may be provided. In such cases, as far as practicable, the additional polling station should be provided in the same premises in which the earlier polling station is located or as near to that premises, as possible.

## **8. Modifications in the List :**

- 8-1. Modifications as a result of variation in the number of voters within the polling area allotted to a polling station consequent on the additions/deletions of electoral rolls should be reported to the Commissioner, Municipal Corporation for approval.
- 8-2. Changes in the location of polling stations to new buildings or sites may become necessary where the owner of the building or site originally proposed for a polling station has since become a contesting candidate or has developed strong sympathies for any candidate or a political party or because of any natural calamity that might have been fallen on such building. It may also be due to subsequent discovery that there is no such building as was proposed. All such changes should be reported forthwith to the Commissioner, Municipal Corporation for approval.
- 8-3. Once the lists are approved, requests from political parties and individuals for shifting of the polling stations from one site to another should not be normally considered except when there are overriding considerations of public

convenience for the change proposed. If the Returning Officer is satisfied, he should consult other political parties and contesting candidates and then make his recommendations in the matter to the Commissioner, Municipal Corporation.

**9. Change in the location of Polling Stations:-**

9-1. The Returning Officer should on no account make any change in the location of polling stations already approved by the Commissioner, Municipal Corporation, without his prior approval, as any change may ultimately result in the election being declared void.

9-2. Where changes become inevitable and have to be made, such changes should be referred to the Commissioner, Municipal Corporation for his approval. The changes should be fully published and all contesting candidates and political parties, etc, informed in writing duly obtaining proper acknowledgement from all concerned.

**9-4. Change in the nomenclature of the building of a Polling Station:**

After the approval of the list of polling stations for a ward if there is any change in the nomenclature of the building in which the polling station is proposed to be set up, for example, upgradation of a Primary School to a Upper Primary School and the like, but otherwise there is no change in the location of the polling station, cases of such change need not be referred to the Commissioner, Municipal Corporation for his approval. However, the Commissioner, Municipal Corporation should be informed of such change. The political parties and the contesting candidates, etc., should also be informed in writing about such change under proper acknowledgement.

**10. Supply of Copies of the list:**

10-1. Each contesting candidate at an election shall be supplied, free of cost, with three copies of the list of polling stations in the form of Annexure – VI for that wards immediately after the last date for withdrawal of candidatures. Copies should also be made available at the reasonable price fixed by the Commissioner and may be sold to all persons on demand.

10-2. The Returning Officer should also supply the required number of copies to the Commissioner of Police/Dy./Asst. Commissioner of Police/ Superintendent of Police/Deputy Superintendent of Police as the case may be.

10-3. Where the list of polling stations already approved by the Commissioner, Municipal Corporation is proposed to be adopted with modifications, the “Returning Officer” should call for a meeting of the representatives of the local branches of the recognised political parties, and the Legislators and after consulting them forward the revised list to the Commissioner, Municipal Corporation with reasons for the modifications. While approving the modifications, it should be ensured by the Commissioner, Municipal Corporation

that the Returning Officer furnishes a certificate to the effect that he has consulted the political parties and the Legislators and that they have no objection to the modifications. Where a modification is not acceptable to any political party or Legislators or a candidate and such modification is necessary from the point of view of Returning Officer, full justification for the change should be furnished to the Commissioner, Municipal Corporation. After the list is approved by the Commissioner, Municipal Corporation it should be published for general information in the Municipal Corporation.

11. The Programme for publication of list of Polling Stations would be issued separately.
12. The Commissioners of all Municipal Corporations are requested to take immediate necessary action in the matter for setting up of the polling stations as per the above instructions for upcoming 4<sup>th</sup> ordinary elections to urban local bodies. The receipt of this circular should be acknowledged by return of post.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/- Dr.G.M.Ramesh Kumar  
SECRETARY**

**Encl:-**

- Annexure-I : Draft List of Polling Station
- Annexure-II : Scrutiny sheet for Polling Stations
- Annexure-III : Form of certificate to be issued by Returning officer.
- Annexure-IV : Form of proceeding to be issued by the Commissioner of Municipal Corporation.
- Annexure-V : Form of notice of publication of list of Polling Stations to be issued by the Returning Officer.
- Annexure-VI : Final list of Polling stations approved by the Commissioner Municipal Corporation

**To**

All the Commissioners of Municipal Corporations (Except GHMC, GVMC, Rajahmundry Municipal Corporation).

**Copy to:-**

1. All the Collectors & District Election Authorities (Except Hyderabad District).
2. All the Regional Directors–cum-Appellate Authorities in the State.
3. The Election Authority & Commissioner & Director of Municipal Administration, AP., Hyderabad.
4. The Principal Secretary to Government, MA & UD Department, Government of Andhra Pradesh, Secretariat, Hyderabad for information.



## ANNEXURE – I

### Draft list of Polling Stations

Ward No.....of ..... Municipal Corporation

Ward No.	Sl. No.	Locality of polling station	Building in which it will be located	Area of the Polling Station	Whether there is a separate entrance and exit if not reasons	Polling area *	Whether for all voters or men only or women only	Total number of voters assigned	Maximum distance that a voter will have to travel to reach the station	Remarks
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)	(11)

1. Total number of voters
2. Total number of polling stations proposed
3. Average number of voters per polling station

Date : .....

Returning Officer

\* Here given names of wards, streets, localities, house numbers and part number of the electoral roll assigned. In case part is split up into two polling stations, then the serial number (not the house numbers) of the voters assigned should also be mentioned.

**ANNEXURE – II**

**Scrutiny Sheet for list of Polling Stations**

..... Municipal Corporation,

1.Total number of voters in the Ward.

(d) Men .....

(e) Women .....

(f) Service voters .....

Total .....

2.Number of polling stations required on the basis of an average of 1200 voters per polling station.

3. Total number of polling stations actually provided

4. Average number of voters per polling station

5. Number of polling stations to each of which more than 1200 voters have been assigned, indicating the highest number of voters assigned to a polling station

6. The lowest number of voters assigned to a Polling station

7. No. of polling stations for which the maximum distance that a voter will have to travel is more than 2 kilometers

8. Whether all the polling areas have been clearly demarcated

9. Whether serial number of polling stations has been done in a systematic manner

10.(a) Whether there are any areas predominantly inhabited by electors belonging to scheduled castes and other weaker sections of the Society

(b) If so, the number of polling stations set up separately for them and the total number of electors assigned to each of them

11. Whether any polling station has been proposed to be located in any :
  - (c) Private building
  - (d) Temporary structure; and if so, whether the exact site chosen for the location of the polling stations has been clearly indicated in the list
12. No. of polling stations which have less than 20 sq.mt. plinth area
13. Details of polling stations where more than 4 polling Stations have been located in the same building
14. Whether it has been certified that all the polling areas within the Ward are covered by the proposed polling stations
- 15.(a) Serial No. of separate polling stations provided for women voters
  - (c) In case of (a) above, whether polling stations for men and women voters of a particular area have been located in the same building
- 16.(a) Whether a polling station is located outside the jurisdiction of a ward
  - (c) If so, furnish reasons
17. Serial number of polling stations which have not been located in any of the wards attached to it
18. Whether it has been certified that the private buildings do not belong to any of the candidates, his active workers or known sympathizers.
19. Any other remarks

**Returning Officer**

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**Note :** Please specify the serial numbers in addition to total number of polling stations against items 5, 6, 10(b), 11, 12, 13, 15 and 17.

## **ANNEXURE – III**

Certificate to be furnished along with list of polling stations:

- (i) That the draft list was duly published, objections and suggestions were invited, and discussed with the party representatives and legislators on the lines indicated in the Commissioner, Municipal Corporation directions;
- (ii) That all the polling areas within the ward have been covered in the list;
- (iii) That no building, public or private, which is a temple, church, mosque, Gurdwara or has any religious significance or in respect of which any section of the public may have any legitimate objection to enter, has been proposed as a polling station;
- (iv) That no police station, hospital or dispensary is proposed as a polling station;
- (v) That separate polling stations have been set up in areas, electors of which are predominantly scheduled castes and other weaker sections of the society and that no such area has been either left out or linked with areas where electors predominantly belong to forward communities.
- (vi) That where the usual limit of 1200-1400 voters per polling station or the limit of two kilometers beyond which a voter should not ordinarily be required to walk has been maintained, no better arrangements are practicable.
- (vii) That no private building in the list of polling stations belongs to any political party or is known to belong to any prominent or active member of any of the political parties; and
- (viii) That in case where private buildings have been selected as polling stations, the written consent of the owner for the purpose has been obtained.

**Signature of the Returning Officer**

Place :.....

Date :.....

**ANNEXURE – IV**

Proceedings of the Commissioner Municipal Corporation .....

The Commissioner, ..... Municipal Corporation hereby directs that the Returning Officer of Ward No..... shall publish the list of polling stations provided by him for the ward by making a copy thereof available for inspection and displaying a notice in the form appended as Annexure – VI.

- a. at his office and
- b. offices mentioned in para 7-1 of the circular.

The Returning Officer shall as far as practicable also make a copy of the relevant parts of the list, together with the notice in the form appended, available for inspection at such of the places as he may consider necessary and suitable.

**Commissioner,  
Municipal Corporation**

**ANNEXURE – V**

**Notice of publication of list of polling stations**

I.....  
the Returning Officer of Ward No..... of .....Municipal Corporation hereby provide for the Ward No..... Municipal Corporation with the prior approval of the Commissioner, ..... Municipal Corporation, the polling stations specified in the appended list for the polling areas or groups of voters noted against each.

**Returning Officer**

Date :.....

Ward No.....

List of polling stations for ..... Ward No.....  
.....of Municipal Corporation.

<b>Ward No.</b>	<b>Sl. No.</b>	<b>Locality of Polling station</b>	<b>Building in which it will be located</b>	<b>Polling area</b>	<b>Whether for all voters or men only or women only</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)</b>

**Returning Officer**

Date :.....

Place :.....

## ANNEXURE – VI

### FINAL LIST OF POLLING STATIONS

Name of Municipal Corporation:

No. of wards:

Ward No.	Polling Station No.	Building in which the polling station will be located with name of the locality and address	Door Nos.		Sl. No. of the voters		Whether for all voters or men only or women only	Votes strength	Remarks
			From	To	From	To			
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)	(10)

Commissioner,  
Municipal Corporation

ANNEXURE -XVII/A

STATEMENT SHOWING THE NUMBER OF POLLING STATIONS

INCLUDING AUXILIARY IN 10 MUNICIPAL CORPORATIONS

<b>Sl. No.</b>	<b>Name of the Municipal Corporations</b>	<b>No. of Wards</b>	<b>No. of Polling Stations</b>
1	Rajahmundry	50	198
2	Eluru	50	150
3	Vijayawada	59	579
4	Nellore	54	398
5	Chittoor	50	113
6	Kadapa	50	259
7	Anantapur	50	166
8	Karimnagar	50	209
9	Ramagundam	50	169
10	Nizamabad	50	265
<b>Total</b>		<b>513</b>	<b>2506</b>



**ANNEXURE -XVII/B**

**STATEMENT SHOWING THE NUMBER OF POLLING STATIONS INCLUDING  
AUXILIARY IN MUNICIPALITIES / NPs AND MUNICIPAL CORPORTIONS**

<b>DISTRICT WISE DETAILS OF NO. OF WARDS AND POLLING STATIONS IN MUNICIPALITIES / NAGAR PANCHAYATS AND MUNICIPAL CORPORATIONS 2014</b>			
<b>Sl. No</b>	<b>Name of the District and Name of the Municipal Body</b>	<b>Total No. of Wards</b>	<b>No. of Polling Stations set up ULB wise including Auxiliary Polling Stations</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>
<b>I</b>	<b>SRIKAKULAM</b>		
1	Amadalavalasa	23	26
2	Ichapuram	23	23
3	Palasa Kasibugga	25	40
4	Palakonda	20	20
	<b>Sub Total</b>	<b>91</b>	<b>109</b>
<b>II</b>	<b>VIZIANAGARAM</b>		
5	Vizianagaram	40	151
6	Bobbili	30	39
7	Parvathipuram	30	32
8	Salur	29	33
	<b>Sub Total</b>	<b>129</b>	<b>255</b>
<b>III</b>	<b>VISAKHAPATNAM</b>		
9	Narsipatnam	27	27
10	Yellamanchali	24	32
	<b>Sub Total</b>	<b>51</b>	<b>59</b>
<b>IV</b>	<b>EAST GODAVARI</b>		
11	<b>* Rajahmundry Mpl.Corpn.</b>	<b>50</b>	198
12	Amalapuram	30	32
13	Tuni	30	40
14	Samalkot	30	33
15	Ramachandrapuram	27	28

16	Pithapuram	30	34
17	Mandapeta	29	38
18	Peddapuram	28	28
19	Gollaprollu	20	20
20	Mumidivaram	20	20
21	Yeleswaram	20	20
	<b>Sub Total</b>	<b>314</b>	<b>491</b>
<b>V</b>	<b>WEST GODAVARI</b>		
22	<b>* Eluru Mpl. Corpn.</b>	<b>50</b>	150
23	Bhimavaram	39	89
24	Palacole	31	31
25	Tadepalligudem	35	64
26	Narsapur	31	45
27	Nidadavole	28	30
28	Tanuku	34	68
29	Kovvur	23	27
30	Jangareddy Gudem	20	39
	<b>Sub Total</b>	<b>291</b>	<b>543</b>
<b>VI</b>	<b>KRISHNA</b>		
31	<b>* Vijayawada Mpl. Corpn.</b>	<b>59</b>	579
32	Machilipatnam	42	113
33	Gudivada	36	78
34	Jaggiahpetta	27	27
35	Nuzivid	30	32
36	Pedana	23	24
37	Tiruvuru	20	20
38	Vuyyuru	20	31
39	Nandigama	20	31
	<b>Sub Total</b>	<b>277</b>	<b>935</b>
<b>VII</b>	<b>GUNTUR</b>		
40	Tenali	40	104
41	Narasaraopeta	34	73
42	Bapatla	34	45
43	Repalle	28	35
44	Chilakaluripet	34	73
45	Ponnur	31	41

46	Mangalagiri	32	64
47	Macherla	29	33
48	Sattenapalli	30	60
49	Vinukonda	26	33
50	Piduguralla	30	60
51	Tadepalli	23	46
	<b>Sub Total</b>	<b>371</b>	<b>667</b>
<b>VIII</b>	<b>PRAKASHAM</b>		
52	Chirala	33	66
53	Markapur	32	39
54	Adanki	20	33
55	Giddalur	20	25
56	Chimakurthy	20	20
57	Kanigiri	20	40
	<b>Sub Total</b>	<b>145</b>	<b>223</b>
<b>IX</b>	<b>NELLORE</b>		
58	<b>* Nellore Mpl. Corpn.</b>	<b>54</b>	398
59	Gudur	33	66
60	Kavali	40	80
61	Venkatagiri	25	28
62	Atmakur	23	23
63	Sullurpet	23	32
64	Naidupet	20	40
	<b>Sub Total</b>	<b>218</b>	<b>667</b>
<b>X</b>	<b>CHITTOOR</b>		
65	<b>* Chittoor Mpl. Corpn.</b>	<b>50</b>	113
66	Srikalahasti	35	54
67	Palamaneru	24	48
68	Nagari	27	48
69	Puttur	24	39
70	Madanapalle	35	89
71	Punganuru	24	48
	<b>Sub Total</b>	<b>219</b>	<b>439</b>
<b>XI</b>	<b>ANANTAPUR</b>		
72	<b>* Anantapur Mpl. Corpn.</b>	<b>50</b>	166
73	Hindupur	38	109

74	Guntakal	37	83
75	Tadipatri	34	73
76	Kadiri	36	72
77	Rayadurg	31	42
78	Madakasira	20	20
79	Puttaparthi	20	20
80	Gooty	24	30
81	Paamidi	20	20
82	Kalyandurgam	23	28
83	Dharmavaram	40	76
	<b>Sub Total</b>	<b>373</b>	<b>739</b>
<b>XII</b>	<b>KURNOOL</b>		
84	Nandyal	42	135
85	Yemmiganur	33	67
86	Dhone	20	50
87	Atmakur	20	32
88	Nandikotkur	23	30
89	Allagadda	20	40
90	Gudur	20	20
91	Adoni	41	112
	<b>Sub Total</b>	<b>219</b>	<b>486</b>
<b>XIII</b>	<b>KADAPA</b>		
92	<b>* Kadapa Mpl. Corpn.</b>	<b>50</b>	259
93	Proddatur	40	115
94	Pulivendula	26	54
95	Jammalamadugu	20	40
96	Rayachoty	31	68
97	Badvel	26	55
98	Mydukur	23	30
99	Yerraguntla	20	20
	<b>Sub Total</b>	<b>236</b>	<b>642</b>
<b>XIV</b>	<b>WARANGAL</b>		
100	Jangaon	28	30
101	Parakal	20	20
102	Narsampet	20	20
103	Mahaboobabad	28	38

104	Bhupalapally	20	38
	<b>Sub Total</b>	<b>116</b>	<b>146</b>
<b>XV</b>	<b>KARIMNAGAR</b>		
105	* Karimnagar Mpl. Corpn.	50	209
106	* Ramagundam Mpl. Corpn.	50	169
107	Jagityal	38	76
108	Koratla	31	49
109	Metpalli	24	39
110	Sircilla	33	37
111	Vemulavada	20	21
112	Peddapalli	20	20
113	Jammikunta	20	36
114	Huzurabad	20	20
115	Husnabad	20	20
	<b>Sub Total</b>	<b>326</b>	<b>696</b>
<b>XVI</b>	<b>KHAMMAM</b>		
116	Kothagudem	33	66
117	Yellandu	24	32
118	Sathupalli	20	25
119	Madira	20	20
	<b>Sub Total</b>	<b>97</b>	<b>143</b>
<b>XVII</b>	<b>ADILABAD</b>		
120	Adilabad	36	87
121	Bellampally	34	37
122	Mancherial	32	66
123	Nirmal	36	63
124	Kagaznagar	28	43
125	Bhainsa	23	31
	<b>Sub Total</b>	<b>189</b>	<b>327</b>
<b>XVIII</b>	<b>RANGA REDDY</b>		
126	Tandur	31	56
127	Vikarabad	28	37
128	Pedda Amberpet	20	20
129	Badangpet	20	40
130	Ibrahimpatnam	20	20

	<b>Sub Total</b>	<b>119</b>	<b>173</b>
<b>XIX</b>	<b>NIZAMABAD</b>		
131	<b>* Nizamabad Mpl. Corpn.</b>	<b>50</b>	265
132	Kamareddy	33	65
133	Bodhan	35	58
134	Armoor	23	46
	<b>Sub Total</b>	<b>141</b>	<b>434</b>
<b>XX</b>	<b>NALGONDA</b>		
135	Nalgonda	40	110
136	Suryapet	34	72
137	Miryalguda	36	72
138	Bhongir	30	33
139	Kodada	30	35
140	Huzur Nagar	20	22
141	Devarakonda	20	20
	<b>Sub Total</b>	<b>210</b>	<b>364</b>
<b>XXI</b>	<b>MEDAK</b>		
142	Sangareddy	31	54
143	Sadasivapet	23	28
144	Zaheerabad	24	34
145	Medak	27	32
146	Gajwel	20	28
147	Andol-Jogipet	20	20
	<b>Sub Total</b>	<b>145</b>	<b>196</b>
<b>XXII</b>	<b>MAHABUBNAGAR</b>		
148	Mahabubnagar	41	130
149	Gadwal	33	49
150	Narayanapet	23	28
151	Wanaparthy	26	51
152	Nagar Kurnool	20	35
153	Shadnagar	23	26
154	Ieeja	20	20
155	Kalwakurthy	20	21
	<b>Sub Total</b>	<b>206</b>	<b>360</b>
	<b>Grand Total</b>	<b>4483</b>	<b>9093</b>

## ANNEXURE –XVIII

### STATE ELECTION COMMISSION

3<sup>rd</sup> Floor, Buddha Bhavan, M.G.Road, Secunderabad - 500 003.

No.393/SEC-F2/2011

Dated:23-06-2011

#### Circular No. 2

Sub: ELECTIONS – 4<sup>th</sup> Ordinary Elections to Municipalities - Polling personnel selection, appointment and training - Instructions - Issued.

\*\*\*

- 1.0 This circular contains instructions regarding selection of polling personnel, their appointment and training in connection with the ensuing elections to municipal bodies in the State. Under rule 30 of the Andhra Pradesh Municipalities (Conduct of Election of Members) Rules, 2005, it is the duty of the Election Officer to appoint polling personnel namely a Presiding Officer, one or more Polling Officers for each polling station.
- 2.0 The State Election Commission has decided that the polling personnel to be drafted on duty in a Municipality should be drawn from a revenue division other than the one in which the Municipality is located.
- 2.1 The mode of election for the office of Chairperson of a Municipality is indirect. Therefore, a voter has to cast only one vote to elect a ward member.
- 2.2 The State Election Commission has decided to use Electronic Voting Machines in the ensuing elections.
- 2.3 To facilitate smooth polling from 7-00 A.M to 5-00 P.M. on the polling day, the State Election Commission issued guidelines in Circular No.1 (Instructions on Selection of Polling Stations), dt. 21.7.2010 to fix the strength of a polling station at 1200 voters with marginal adjustments. As only one vote is to be cast by a voter, the personnel required for a polling station is one Presiding Officer and four Polling Officers. Their duties in brief are given below:

- (a) 1<sup>st</sup> Polling Officer : Incharge of identification of electors and marked copy of electoral roll
- (b) 2<sup>nd</sup> Polling Officer : Incharge of application of indelible ink and maintenance of register of voters.
- (c) 3<sup>rd</sup> Polling Officer : Incharge of voter slips
- (d) 4<sup>th</sup> Polling Officer : Incharge of control unit of voting machine

### **3. SELECTION OF POLLING PERSONNEL**

- 1.0 The Municipal Commissioners are requested to work out the requirements of polling personnel on the above basis by adding 10 percent in excess of their requirement so as to keep certain personnel in reserve also to meet any contingency.

- 3.1 As more number of polling personnel will be required for the conduct of direct election of ward members, all the gazetted and non-gazetted government servants other than municipal employees shall be drafted as election personnel. The Election Officer should in no case cancel the appointment orders of any individual, except under extraordinary circumstances when the employee substantiates his plea for exemption with documentary evidence.
- 3.2 All the Municipal Commissioners should immediately take necessary action to address all the heads of offices to lend the services of their subordinates for appointment as polling personnel and obtain the lists of such personnel well in advance. Generally, the Presiding Officers and Assistant Presiding Officers must be appointed from persons working under Central / State Government holding posts not lower in rank than that of Superintendents. The remaining Polling Officers may be selected from amongst the persons in government service i.e. (state or central) or employees working in statutory Corporations. The persons other than government servants should not be entrusted with the duties of Polling Officers which involve identification of voters. Care should be taken to see that municipal employees including municipal teachers are not drafted as polling personnel.
- 3.3. The following categories of individuals should be avoided:**
- (1) Employees having political leanings towards any party or candidate.
  - (2) School teachers working as extra departmental post masters.
  - (3) Pensioners
  - (4) Teachers of private educational institutions
- 3.4 The lists of polling personnel selected for posting to the various polling stations should be finalized with the approval of the District Election Authority.
- 3.5 For the purpose of efficient control of the polling personnel and of economy in expenditure on travelling allowances etc., each district, as far as practicable, should use its own personnel. All the available personnel working under the State and Central Government offices in the State, as well as under the local bodies except municipal employees have to be mobilized and an assessment of the availability of the requisite number has to be made well in advance. This work calls for a lot of forethought and planning.
- 3.6 (a) While drafting Presiding Officers / Polling Officers, the availability of female polling personnel should be examined for appointing Presiding / Polling Officer for polling stations set up exclusively for female voters or where the number of female voters especially burqua clad women are large. In such polling station there must be at least one women Polling Officer who may attend to the duty of identification of woman electors.
- (b) All such women, who are in advanced stage of pregnancy, whether on maternity leave or not, or who are otherwise on medical advice not fit for any rigorous, hazardous work, shall be exempted from being requisitioned for election duty. The same will apply to women who are breast feeding a newly born child.
- (c) Every female official called for election duty shall be informed in advance of the arrangements made for her stay, private and separate arrangements for women at the



place of duty to meet the calls of nature as well as for bath and dressing. Unless such arrangements are made and information in this behalf is furnished to such a female official, she shall not be called to perform any election duty at any such place where the above arrangements are not available.

- 3.7 In case the employees belonging to the revenue collection department (Central and State) are busy in the collection of revenues they should be appointed in consultation with departments incharge of the revenue collection. All representations in this connection should be looked into and cases of disagreement, if any, should be brought to the notice of the State Election Commission immediately.
- 3.8 Seniority of officials should be taken into account in every case and it should be ensured that a senior official is not put on duty under an official who is junior to him/her.
- 3.9 While appointing a polling party for a polling station, Election Officers should authorize one of the Polling Officers to perform the duties of Presiding Officer, in case the latter is unavoidably absent from the polling station. He may be designated as Assistant Presiding Officer.
- 3.10 Any official against whom any disciplinary action was taken during earlier elections to the legislative bodies or local bodies shall not be drafted on any election related work whatsoever in the ensuing election.

**3.11 PROPER MIXING OF POLLING PERSONNEL DRAWN FROM DIFFERENT OFFICES:**

In order to avoid any allegation of collusion among the polling personnel in favour of any candidate or political party and to instill confidence in the minds of political parties and candidates about free and fair elections, you should ensure proper mix of polling personnel drawn from different offices and departments at the time of formation of a polling party.

- 3.12 The help of the computer technology, whenever available, should be taken for the above purpose of formation of polling parties by proper mix of polling personnel drawn from different departments and offices.
- 3.13 All polling personnel shall be drawn from a revenue division other than the one in which the Municipality going to election falls.

**3.14 RESERVE POLLING PERSONNEL**

Have a reserve list of Presiding and Polling Officers for each municipality to deal with emergencies at any of the polling station as well as for conducting re-polls, if required.

**4. APPOINTMENT OF POLLING PERSONNEL :**

- 4.1 All the heads of offices shall be addressed to furnish the lists of employees working under them along with their scale of pay for payment of flat rates of DA & TA for polling duty. After obtaining the lists, the postings should be made carefully in respect of each polling station. Care should be taken to see that in the polling stations exclusively set apart for women, as far as possible, women officers are posted for these posts. In any

case, the Polling Officers kept in-charge of indelible ink and assigned the duty of marking forefinger of the voters in every women polling station should invariably be a woman. At a polling station, where there are considerable number of women voters especially burqua clad ladies, women assistants may be employed wherever practicable.

- 4.2 Thereafter, orders of appointment at each polling station should be prepared in the form given in annexure appended and communicated to the persons after due authentication. Orders of appointment of polling personnel kept in reserve should also be communicated as all the Presiding Officers and Assistant Presiding Officers, including the reserve, should attend the training classes. Blank form of orders of appointment have to be got printed and sufficient forms of these orders shall be supplied by Election Officer. The orders of appointment so supplied should also contain the details of training classes. The orders of appointment should be issued well in advance of the training classes programme.

## **5. ADOPTION OF RANDOM NUMBER OF GENERATION TECHNIQUE**

- 5.1 Random number of generation technique adopted for the deployment of polling personnel during Assembly and Parliament elections shall be followed in the ensuing elections also.
- 5.2 In this process, a code number (different from the polling station number) is assigned to each polling station and just before departure of the party, this is decoded to the actual polling station number where the party has to reach. This method could effectively eliminate complaints relating to any possible partisan conduct of polling personnel. The criteria to be followed while constituting polling parties is enunciated below.
- (a) Presiding Officers and Polling Officers are classified on the basis of scale of pay, their post and rank. Presiding Officers should be of higher scale/ grade in comparison to all Polling Officers.
  - (b) No person should be assigned polling duties in a Municipality in which he resides or works.
  - (c) All polling personnel shall be drawn from a revenue division other than the one in which the Municipality going to election falls.
  - (d) Two members of the polling party should not be from the same department and in any case the Presiding Officers and first Polling Officer should not be from the same department.
  - (e) Each polling station exclusively set up for women electors must have a female Polling Officer. Female Polling Officer must be posted in the areas dominated by burqua clad women.
  - (f) Selection of Polling Officers of every party shall be done on random basis.

## **6. Training to polling personnel**

In pursuance of the instructions given by Election Commission of India, training on handling and operation of Electronic Voting Machines to the District Level Officers of all the districts was organized by the State resource persons with the support of the Electronics Corporation of India Limited (ECIL) technical personnel. Training programmes were also conducted in all the districts at various centers by the resource personnel to build up a pool of trained personnel at the district level for imparting

training to the polling personnel. These officials conducted training classes to all the polling personnel drafted for the election duty in general elections to the State Legislative Assembly and House of People, 2009.

For the ensuing municipal elections, about 8,000 polling stations are to be set up. At the rate of one Presiding Officer and four Polling Officers per polling station, the requirement of polling personnel with reserve comes to 50,000 for the entire State. This manpower requirement is less than 1/5<sup>th</sup> of the polling personnel drafted for election duty during the Assembly elections, 2009.

The trained personnel who were deployed during Assembly elections, 2009 can be drafted on election duty for the ensuing municipal elections as they have earlier experience on handling and operation of EVMs. The District Collector may decide the number of training classes required for them. The State Election Commission is making arrangements for deputing ECIL technical personnel to all the districts for imparting training to the polling personnel wherever necessary. They will also check up the machines, undertake repairs wherever necessary and replace batteries for the machines to be used in elections. The ECIL personnel will be deputed to all the districts for giving proper guidance to the district personnel on the day of polling and on the day of counting.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/-Dr.G.M.Ramesh Kumar  
SECRETARY**

To

The Election Authority and Commissioner & Director of Municipal Administration. A.P.,  
Hyderabad

All the Election Officers and Municipal Commissioners of Municipalities concerned.

All the Collectors & District Election Authorities.

**Copy to :-**

The Regional Director-cum-Appellate Commissioners of Municipal Administration in the State.  
The Secretary to Government, MA&UD Department, A.P. Hyderabad.

The above circular is also available in the website **[www.apsec.gov.in](http://www.apsec.gov.in)**

**ANNEXURE**

Elections to the Municipal Council ..... Order of appointment of Presiding and Polling Officers.

In pursuance of Section :

I hereby appoint the Officers specified in column 2 and 3 of table below as Presiding Officers and Polling Officers respectively for the polling station specified in the corresponding entry in column 1 of the table provided for ..... Ward of Municipal Council, .....

I also authorise the polling officer specified in column 4 of the table against that entry to perform the functions of the Presiding Officer during the unavoidable absence, if any, of the Presiding Officer.

**TABLE**

<b>Polling Station Code No</b>	<b>Name of the Presiding Officer</b>	<b>Names of the Polling Officers</b>	<b>Polling Officer authorised to perform the functions of the Presiding Officer in the latter's absence.</b>
(1)	(2)	(3)	(4)

Date :

Place :

**Signature of Election Officer**

.....Ward  
**Municipal Council** .....

**Note:-**

1. The Training Classes to acquaint the Procedure of conduct of election will be held on ..... at ..... at ..... (.....Place). The Presiding Officers and Assistant Presiding Officers including those kept in reserve also should attend the Training Classes.
2. The date of poll is ..... between ..... and ..... (hours).
3. You should report to the Election Officer on ..... (Date) ..... (time) at ..... (Place) for taking delivery of polling materials.

Failure to attend polling duties will be viewed seriously. Defaulting Officers are not only liable for disciplinary action but are also liable for prosecution.

## **ANNEXURE -XIX**

### **STATE ELECTION COMMISSION**

3rd Floor, Buddha Bhavan, M.G.Road, Secunderabad - 500 003.

**No. 393/SEC-F2/2011**

**Dated:23-06-2011**

### **Circular No.2A**

Sub: ELECTIONS – 4<sup>th</sup> Ordinary Elections to Municipal Corporations - Polling personnel selection, appointment and training - Instructions - Issued.

\*\*\*

- 1.0 Under Section 30 of the Greater Hyderabad Municipal Corporations Act, 1955, it is the duty of the Returning Officer to appoint polling personnel namely a Presiding Officer, one or more Polling Officers for each polling station in connection with conduct of direct election to ward member of Municipal Corporations.
- 2.0 The State Election Commission has decided that the polling personnel to be drafted on duty in a Municipal Corporation should be drawn from a revenue division other than the one in which the Municipal Corporation is located.
  - 2.1 The mode of election for the office of Mayor of a Municipal Corporation is indirect. Therefore, a voter has to cast only one vote to elect a Ward Member.
  - 2.2 The state election commission has decided to use electronic voting machines in the ensuing elections.
- 2.3.1 To facilitate smooth polling from 7-00 A.M to 5-00 P.M. on the polling day, the State Election Commission issued guidelines in Circular No.1A, (Instructions on selection of polling stations) dt. 21.7.2010, to fix the strength of a polling station at 1200 voters with marginal adjustments. As only one vote is to be cast by a voter, the personnel required for a polling station is one Presiding Officer and four Polling Officers. Their duties in brief are given below:
  - (a) 1<sup>st</sup> Polling Officer : Incharge of identification of electors and marked copy of electoral roll
  - (b) 2<sup>nd</sup> polling officer : Incharge of application of indelible ink and maintenance of register of voters.
  - (c) 3<sup>rd</sup> polling officer : Incharge of voter slips
  - (d) 4<sup>th</sup> polling officer : Incharge of control unit of voting machine

### **3. SELECTION OF POLLING PERSONNEL**

- 3.0 The Commissioners of Municipal Corporations are requested to work out the requirements of polling personnel on the above basis by adding 10% in excess of their requirement so as to keep certain personnel in reserve also to meet any contingency.

- 3.1 As more number of polling personnel will be required for the conduct of direct election of ward members, all the gazetted and non-gazetted government servants other than the employees of Municipal Corporations shall be drafted as election personnel. The Returning Officer should in no case cancel the appointment orders of any individual, except under extraordinary circumstances when the employee substantiates his plea for exemption with documentary evidence.
- 3.2 All the Commissioners of Municipal Corporations should immediately take necessary action to address all the heads of offices to lend the services of their sub-ordinates for appointment as polling personnel and obtain the lists of such personnel well in advance. Generally, the Presiding Officers and Assistant Presiding Officers must be appointed from persons working under Central / State Government holding posts not lower in rank than that of superintendents. The remaining Polling Officers may be selected from amongst the persons in government service i.e. (state or central) or employees working in statutory corporations. The persons other than government servants should not be entrusted with the duties of Polling Officers which involve identification of voters. Care should be taken to see that employees of municipal corporations including teachers of municipal corporations are not drafted as polling personnel.
- 3.3. The following categories of individuals should be avoided:
- (1) Employees having political leanings towards any party or candidate.
  - (2) School teachers working as extra departmental post masters.
  - (3) Pensioners
  - (4) Teachers of private educational institutions.
- 3.4 The lists of polling personnel selected for posting to the various polling stations should be finalized with the approval of the Returning Officer as per the provision of Section 30 of GHMC Act, 1955.
- 3.5 For the purpose of efficient control of the polling personnel and of economy in expenditure on travelling allowances etc., each district, as far as practicable, should use its own personnel. All the available personnel working under the state and central government offices in the state, as well as under the local bodies except employees of municipal corporations have to be mobilized and an assessment of the availability of the requisite number has to be made well in advance. This work calls for a lot of forethought and planning.
- 3.6 (a) While drafting Presiding Officers / Polling Officers, the availability of female polling personnel should be examined for appointing Presiding / Polling Officer for polling stations set up exclusively for female voters or where the number of female voters especially burqua clad women are large. In such polling station there must be at least one women Polling Officer who may attend to the duty of identification of woman electors.
- (b) All such women, who are in advanced stage of pregnancy, whether on maternity leave or not, or who are otherwise on medical advice not fit for any rigorous, hazardous work, shall be exempted from being requisitioned for election duty. The same will apply to women who are breast feeding a newly born child.

- (c) Every female official called for election duty shall be informed in advance of the arrangements made for her stay, private and separate arrangements for women at the place of duty to meet the calls of nature as well as for bath and dressing. Unless such arrangements are made and information in this behalf is furnished to such a female official, she shall not be called to perform any election duty at any such place where the above arrangements are not available.
- 3.7 In case the employees belonging to the revenue collection department (Central and State) are busy in the collection of revenues they should be appointed in consultation with departments incharge of the revenue collection. All representations in this connection should be looked into and cases of disagreement, if any, should be brought to the notice of SEC immediately.
- 3.8 Seniority of officials should be taken into account in every case and it should be ensured that a senior official is not put on duty under an official who is junior to him/her.
- 3.9 While appointing a polling party for a polling station, Returning Officers should authorize one of the Polling Officers to perform the duties of Presiding Officer, in case the latter is unavoidably absent from the polling station. He may be designated as Asst. Presiding Officer.
- 3.10** Any official against whom any disciplinary action was taken during earlier elections to the Legislative Bodies or local bodies shall not be drafted on any election related work whatsoever as the ensuing elections.
- 3.11 PROPER MIXING OF POLLING PERSONNEL DRAWN FROM DIFFERENT OFFICES:**
- 3.11.1 In order to avoid any allegation of collusion among the polling personnel in favour of any candidate or political party and to instill confidence in the minds of political parties and candidates about free and fair elections, you should ensure proper mix of polling personnel drawn from different offices and departments at the time of formation of a polling party.
- 3.11.2 The help of the computer technology, whenever available, should be taken for the above purpose of formation of polling parties by proper mix of polling personnel drawn from different departments and offices.
- 3.12 All Polling Personnel shall be drawn from a revenue division other than the one in which the Municipal Corporation going to election falls
- 3.13 RESERVE POLLING PERSONNEL**  
Have a reserve list of Presiding and Polling Officers for each municipal corporation to deal with emergencies at any of the polling station as well as for conducting re -polls, if required.
- 4. APPOINTMENT OF POLLING PERSONNEL :**
- 4.1 All the heads of offices shall be addressed to furnish the lists of employees working under them along with their scale of pay for payment of flat rates of DA & TA for polling duty. After obtaining the lists, the postings should be made carefully in respect of each polling station. Care should be taken to see that in the polling stations exclusively set

apart for women, as far as possible, women officers are posted for these posts. In any case, the Polling Officers kept in-charge of indelible ink and assigned the duty of marking forefinger of the voters in every women polling station should invariably be a woman. At a polling station, where there are considerable number of women voters especially burqua clad ladies, women assistants may be employed wherever practicable.

- 4.2 Thereafter, orders of appointment at each polling station should be prepared in the form given in annexure appended and communicated to the persons after due authentication. Orders of appointment of polling personnel kept in reserve should also be communicated as all the Presiding Officers and Assistant Presiding Officers, including the reserve, should attend the training classes. Blank form of orders of appointment have to be got printed and sufficient forms of these orders shall be supplied by Returning Officer. The orders of appointment so supplied should also contain the details of training classes. The orders of appointment should be issued well in advance of the training classes programme.

## **5. ADOPTION OF RANDOM NUMBER OF GENERATION TECHNIQUE**

- 5.1 Random number of generation technique adopted for the deployment of polling personnel during assembly and parliament elections shall be followed in the ensuing elections also.
- 5.2 In this process, a code number (different from the polling station number) is assigned to each polling station and just before departure of the party this is decoded to the actual polling station number where the party has to reach. This method could effectively eliminate complaints relating to any possible partisan conduct of polling personnel. The criteria to be followed while constituting polling parties in enunciated below.
- (a) Presiding Officers and Polling Officers are classified on the basis of scale of pay, their post and rank. Presiding Officers should be of higher scale/ grade in comparison to all Polling Officers.
  - (b) No person should be assigned polling duties in a Municipal Corporation in which he resides or works.
  - (c) All polling personnel shall be drawn from a revenue division other than the one in which the Municipal Corporation going to election falls.
  - (d) Two members of the polling party should not be from the same department and in any case the Presiding Officers and 1<sup>st</sup> Polling Officer should not be from the same department.
  - (e) Each polling station exclusively set up for women electors must have a female Polling Officer. Female Polling Officer must be posted in the areas dominated by burqua clad women.
  - (f) Selection of Polling Officers of every party shall be done on random basis.

## **6. TRAINING TO POLLING PERSONNEL**



In pursuance of the instructions given by Election Commission of India, training on handling and operation of Electronic Voting Machines to the District Level Officers of all the districts was organized by the state resource persons with the support of the Electronics Corporation of India Limited (ECIL) technical personnel during the elections. Training programmes were also conducted in all the districts at various centers by the resource personnel to build up a pool of trained personnel at the district level for imparting training to the polling personnel. These officials conducted training classes to all the polling personnel drafted for the election duty in general elections to the State Legislative Assembly and House of People, 2009.

For the ensuing municipal elections, about 8,000 polling stations are to be set up. At the rate of one Presiding Officer and four polling officers per polling station, the requirement of polling personnel with reserve comes to 50,000 for the entire state. This manpower requirement is less than 1/5<sup>th</sup> of the polling personnel drafted for election duty during the Assembly elections, 2009.

The trained personnel who were deployed during Assembly elections, 2009 can be drafted on election duty for the ensuing elections to Municipal Corporations as they have earlier experience on handling and operation of EVMs. The District Collector may decide the number of training classes required for them. The State Election Commission is making arrangements for deputing ECIL technical personnel to all the districts for imparting training to the polling personnel wherever necessary. They will also check up the machines, undertake repairs wherever necessary and replace batteries for the machines to be used in elections. The ECIL personnel will be deputed to all the districts for giving proper guidance to the district personnel on the day of polling and on the day of counting.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/-Dr.G.M.Ramesh Kumar**  
**Secretary**

To

The Election Authority and Commissioner & Director of Municipal Administration A.P. Hyderabad.

All the Retuning Officers and Commissioners of Municipal Corporations concerned.

All the Collectors & District Election Authorities.

Copy to:-

The Regional Director-cum-Appellate Commissioners of Municipal Administration in the State.

The Secretary to Government, MA&UD Department, AP Hyderabad.

The above Circular is also available in the website **[www.apsec.gov.in](http://www.apsec.gov.in)**

**Annexure**

Elections to the Municipal Corporation ..... Order of appointment of Presiding and Polling Officers.

In pursuance of Section :

I hereby appoint the Officers specified in column 2 and 3 of table below as Presiding Officers and Polling Officers respectively for the polling station specified in the corresponding entry in column 1 of the table provided for ..... Ward of Municipal Corporation, .....

I also authorise the polling officer specified in column 4 of the table against that entry to perform the functions of the Presiding Officer during the unavoidable absence, if any, of the Presiding Officer.

**TABLE**

Polling Station Code No	Name of the Presiding Officer	Names of the Polling Officers	Polling Officer authorised to perform the functions of the Presiding Officer in the latter's absence.
(1)	(2)	(3)	(4)

Date :  
Place :

**Signature of Returning Officer**

.....**Ward**  
**Municipal Council** .....

**Note:-**

- 1) The Training Classes to acquaint the Procedure of conduct of election will be held on ..... at ..... (.....Place). The Presiding Officers and Assistant Presiding Officers including those kept in reserve also should attend the Training Classes.
- 2) The date of poll is ..... between ..... and ..... (hours).
- 3) You should report to the Returning Officer on ..... (Date) ..... (time) at ..... (Place) for taking delivery of Polling materials.

Failure to attend polling duties will be viewed seriously. Defaulting Officers are not only liable for disciplinary action but are also liable for prosecution.

## **ANNEXURE -XX**

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003.

### **C I R C U L A R**

**No.528/SEC-F1/2011-3**

**Dated: 01-07-2011**

Sub:- Conduct of 4<sup>th</sup> ordinary elections to Urban Local Bodies - Providing of additional Polling Personnel for polling stations having more than 1200 electors – Certain instructions - Issued - Regarding.

>><<

In order to conduct of 4<sup>th</sup> ordinary elections to Urban Local Bodies orderly manner, an extra polling officer shall be provided to the polling stations where the number of electors is more than 1200. In such polling stations, duties may be assigned to the Polling Officers as under:-

1. First Polling Officer is responsible for identification of voters and incharge of marked copy of the electoral roll,
2. Second polling Officer will be incharge of indelible ink,
3. Third Polling Officer will be incharge of register of voters,
4. Fourth Polling Officer will be incharge of the voter's slip and
5. Fifth Polling Officer will be incharge of the control unit of the voting machine.

An additional person may also be provided in the polling parties who will verify whether the electors standing in the queue to cast vote are carrying proper identification documents. Only those electors should be allowed to stand in queues who are either carrying Electoral Photo Identity Card (EPIC) or any one of the alternative documents that were prescribed by the Commission. The Election Authority & Commissioner & Director of Municipal Administration, AP., Hyderabad, all Collectors & DEAs and Commissioners of all Municipal Corporations and all Municipal Commissioners in the State are hereby directed to follow the above instructions without fail.

**Sd/- K. Ram Gopal**  
**SECRETARY**

To

- 1) The EA & Commissioner & Director of Municipal Administration, AP., Hyd.
- 2) All the Collectors & DEAs in the State.
- 3) All the Commissioners of Municipal Corporations in the State.
- 4) All the Municipal Commissioners in the State.
- 5) All the Regional Directors-cum-Appellate Commissioners of Municipal Administration in the State.

Copy to the Secretary to Govt., MA & UD Department, AP., Secretariat, Hyderabad.

**ANNEXURE –XXI**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

**K. Ram Gopal, I.A.S.,  
Secretary**

**Office: 27543122,27543123  
E-mail: Secy\_apsec@ap.gov.in  
Website: www.apsec.gov.in**

**No.548/SEC-F2/2011-12**

**Dated:21-07-2011.**

**CIRCULAR**

Sub;- 4<sup>th</sup> Ordinary Elections to Municipal Bodies - Appointment of polling personal – Two members of the polling party should not be from the same department –Reg.

\* \* \*

With regard to appointment of polling personnel, the State Election Commission stipulated that two members of the polling party should not be from the same department and that in any case the Presiding Officer and last Polling Officer should not be from the same department.

As a major chunk of the personnel drafted for poll duty is from teaching fraternity, the State Election Commission has permitted the following criteria to overcome certain difficulties that may arise during appointment of polling personnel.

1. Presiding Officer and last Polling Officer shall be from different departments.
2. No two polling personnel shall be from the same school or office.
3. School Education Department, Intermediate Education Department and Higher Education Department may be treated as different departments.

Under no circumstances, polling personnel shall be posted from the same revenue division in which the municipality / municipal corporation is located.

**Sd/- K. Ram Gopal  
Secretary**

To  
All the Commissioners of Municipalities and Municipal Corporations.

Copy to: All Collectors & District Election Authorities.

**ANNEXURE –XXII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

**Navin Mittal, IAS**  
**Secretary**

**Office: 27545350, 27536055**  
**Fax: 27544580, 27544428**  
**Email: secy.apsec@gmail.com**  
**Website: www.apsec.gov.in**

**Lr.No. 381/SEC-F2/2014**

**Date:16.03.2014**

**CIRCULAR**

**Sub:-** State Election Commission - 4<sup>th</sup> Ordinary to elections Urban Local Bodies, 2014 – Drafting of polling personnel - To exempt pregnant women from election duty – Reg.,

**Ref:-** Representation from Progressive Recognized Teachers Union, Telangana

\*\*\*

The State Election Commission issued instructions for deployment of Polling personnel on polling duty in connection with ordinary elections to Municipal Bodies.

The Progressive Recognized Teachers Union, Telangana, a Teachers Association has represented to the Commission to exempt pregnant women for being drafted to poll duty in view of care they need to take during prenatal stage.

The State Election Commission after careful consideration of the matter hereby permit that pregnant women employees shall be exempted for being drafted on polling duty.

Yours faithfully,  
**Sd/- Navin Mittal**  
**Secretary**

To

All the Collectors and District Election Authorities in the State.

All the Commissioners of Municipal Corporations and Municipalities.

The Regional Directors-cum-Appellate Commissioners.

The EA&C&DMA, A.P. Hyderabad.

**Copy to**

Sri G. Harshavardhan Reddy, President, National Executive Member and others Progressive Recognized Teachers Union, Telangana, H.No. 116, TRS Bhavan, Banjara Hills, Hyderabad.

**ANNEXURE -XXIII**

**FORMS PRESCRIBED FOR CONDUCT OF ELECTIONS TO MUNICIPAL CORPORATIONS**

	<b>Form Nos.</b>	<b>Details</b>	<b>Scale of supply</b>
1	Form 7 as in schedule A of the Act	Public notice for election	10 per each ward
2	Form 8 as in schedule A of the Act	Nomination paper to be filled by the candidate	25 per each ward
3	Form 9 as in schedule A of the Act	Form of Notice of Withdrawal by Candidate	10 per each ward
4	Form I	Declaration as to Choice of Symbols	20 per each ward
5	Form II	Declaration in case of ST/SC/BC candidate	10 per each ward
6	Form III	Declaration to abide by the code of conduct	25 per each ward
7	Form IV	Receipt of Nomination Paper (Declaration by RO/ARO)	25 per each ward
8	Form V	Receipt for Nomination Paper and Notice of Scrutiny	25 per each ward
9	Form VI	Notice of Nomination	10 per each ward
10	Form VII	Certificate of Scrutiny	10 per each ward
11	Form VIII	List of Validly Nominated Candidates	5 per each ward
12	Form IX	Receipt for Notice of Withdrawal	5 for each seat
13	Form X	Notice of Withdrawal of Candidatures	5 for each seat
14	Form XI	List of Contesting Candidates	5 per each ward
15	Form XII	Appointment of Election Agent	10 per each ward
16	Form XIII	Revocation of Appointment of an Election Agent	5 per each ward
17	Form XIV	Appointment of Polling Agent	20 per each Polling Station
18	Form XV	Appointment of Counting Agent	10 for each counting table
19	Form XVI	Revocation of Appointment of Polling Agent	5 per each Polling Station

20	Form XVII	Revocation of Appointment of Counting Agent	5 for each counting table
21	Form XVIII	List of Blind and Infirm Voters	3 per each Polling Station
22	Form XIX	List of Tendered Votes	3 per each Polling Station
23	Form XX	List of Challenged Votes	3 per each Polling Station
24	Form XXI	Ballot Paper Account	20 per each Polling Station
25	Form XXII	Application for issue of Postal Ballot Paper	1000 per corporation
26	Form XXIII	Application for Election Duty Certificate	1000 per corporation
27	Form XXIV	Form of Authorisation to vote outside polling area	500 per corporation or on the basis of requisitions received
28	Forms XXV	Postal Ballot Paper	250 to 500 per corporation or on the basis of number of service voters etc
29	Form XXVI	Declaration By Voter for postal ballot	250 to 500 per corporation or on the basis of number of service voters etc
30	Form XXVII	Postal Ballot Paper (Cover A)	500 per corporation or on the basis of number of service voters etc.
31	Form XXVIII	Postal Ballot Paper (Cover B)	500 per corporation or on the basis of number of service voters etc.
32	Form XXIX	Instruction for the Guidance of Voters for postal ballot	250 to 500 per corporation or on the basis of number of service voters etc
33	Form XXX	Final Result Sheet	10 per ward
34	Form XXXI	Declaration of the Result of Election	3 per ward
35	Form XXXII	Return of Election	5 for each ward

36	Form XXXIII	Certificate of Election	3 per ward
37	Form XXXIV	Register of Voters	3 to 4 books per polling station. Each book shall contain 500 serial numbers as in the form.
38	Form XXXV	List of Tendered Votes	3 per polling station
39	Form XXXVI	Account of Votes Recorded	20 per each Polling
40		Affidavit to be furnished by the contesting candidate along with nomination form regarding Criminal Antecedents, Assets & Liabilities and Qualifications	25 for each ward
41		Form of Declaration to be filed by the contesting candidate along with nomination form on Disqualification according to GHMC Act, 1955	25 for each ward
42		Declaration to be filed by the contesting candidate along with nomination form on maintenance, of Election Expenditure Returns.	25 for each seat



**ANNEXURE -XXIV**

**FORMS PRESCRIBED FOR CONDUCT OF ELECTIONS TO  
MUNICIPALITIES & NAGAR PANCHAYATS**

<b>Sl. No.</b>	<b>Form No.</b>	<b>Details</b>	<b>Scale of Supply</b>
1	Form I	Nomination Paper to be filled by Candidates	25 per each ward
2	Form I A	Declarations as to Choice of Symbols	25 per each ward
3	Form II	Declarations in case of SC/ST/BC candidates	5 per each ward
4	Form III	List of Nominations received	5 per each ward
5	Form IV	List of Validly Nominated Candidates	5 per each ward
6	Form V	Notice of Withdrawal of Candidatures by the Candidate	10 per each ward
7	Form VI	Notice of withdrawal of candidatures published by the Election Officer	3 per each ward
8	Form VII	List of Contesting Candidates	5 per each ward
9	Form VIII	Appointment of Election Agent	15 per each ward
10	Form IX	Appointment of Polling Agent	20 per each polling station
11	Form X	Appointment of Counting Agent	One per each counting table
12	Forms XI, XII & XIII	Instructions covers & letter Forms for postal ballots	250 - Selection Grade 150 - special & 1 Grade, 100-II Grade 75- III Grade
13	Form XIV	Declaration by Companion of Blind and Infirm Voters	10 per each Polling Station
14	Form XV	List of Blind and Infirm Voters	5 per each Polling Station
15	Form XVI	Tendered Votes List	5 per each Polling Station
16	Form XVII	List of Challenged Votes	5 per each Polling Station
17	Form XVIII	Form of authorisation to vote outside polling area	150 per Municipality or depending on the requisitions received from the poll duty staff and officers
18	Form XIX	Ballot Paper Account	15 per each Polling Station

19	Form XX	Form of Return of the Results of election	3 per each counting table
20	Form XXI	Register of Voters	3 to 4 books per polling station each book containing 500 serial numbers as in the form and each Page containing 10 serial numbers
21	Form XXII	List of Tendered Votes	5 per each Polling Station
22	Form XXIII	Account of Votes Recorded	15 per each Polling Station
23		Declaration regarding Disqualification to be obtained from each contesting candidate	25 per each ward
24		Declaration to be obtained from contesting candidate regarding Criminal Antecedents, Assets & Liabilities	25 per each ward
25		Declaration to be obtained for each Contesting Candidate regarding Maintenance of Election Expenditure Returns	10 for each seat

**ANNEXURE -XXV**

**COVERS OF THE FOLLOWING DESCRIPTION ARE REQUIRED FOR EACH  
POLLING STATION FOR CONDUCT OF ELECTIONS TO MUNICIPALITIES /  
NAGAR PANCHAYATS & MUNICIPAL CORPORATIONS**

<b>Sl.No.</b>	<b>Cover Name</b>	<b>Requirement per PS</b>	
1.	Cover for marked copy of Electoral Rolls	big size	3
2.	Cover for other copies of Electoral Rolls	big size	3
3.	Cover for Tendered Ballot Paper	small size	3
4.	Cover for tendered votes list	small size	3
5.	Cover for Unused Ballot Papers with Counterfoils	medium size	3
6.	Cover for Spoilt Ballot Papers	medium size	3
7.	Cover for list of Challenged Votes and Declaration of Personation	medium size	3
8.	Envelopes for Tendered Votes		10
9.	Cover for Miscellaneous Papers		3
10.	Cover for Declarations by Presiding Officer	medium size	3
11.	Cover for Postal Ballot paper	medium size	3
12.	Cover for Counterfoils of Used Ballot Papers including Counter - Foils of Tendered Ballot Papers	medium size	3
13.	Cover for Cancelled Ballot Papers for Violating Voting Procedure	medium size	3
14.	Cover for the Diary of the Presiding Officer	medium size	3
15.	Cover for Accounts of Votes Recorded	medium size	3
16.	Cover for Polling Agent Appointment Letters	medium size	3
17.	Cover for Election Duty Certificate	medium size	2
18.	Plain Envelopes	small/medium/big	5
19.	Cover for Register of Voters Containing Signature of Voters	big size	3
20.	Cover for List of Blind/Infirm Voters	small size	3
21.	Cover for Declaration given by Companion of Blind/Infirm Voters	small size	2
22.	For any Other Paper that the P.O. has decided to keep in the Sealed Cover	medium size	3
23.	Cover for Unused and Damaged Special Tag	Small size	3
24.	Cover for Unused and Damaged Strip Seal	Small size	3

**ANNEXURE -XXVI**

**LIST OF POLLING MATERIAL  
(For Municipal Corporations)**

List of Polling Material for a Polling Station where Electronic Voting Machine is used

<b>Sl. No</b>	<b>Item Description</b>	<b>Scale of Supply</b>
1	Extracts of Section 602 of GHMC Act, 1955	25 per each ward
2	Presiding Officer, Diary	3 per polling station
3	Declaration by the Presiding Officer before the commencement of Poll and at the end of Poll (Part-I to IV) for Municipal Corporations	2 per polling station
4	Receipt Book for Deposit of Challenged Votes fee	One book containing 10 receipts
5	Complaint form to the SHO police on impersonation	5 per each Polling Station
6	Declaration of elector about his age	3 per each polling station
7	Declaration by Presiding Officer about Elector's age	2 per polling station
8	Declaration by the companion of blind or infirm elector	10 per each polling station
9	Voters Slip	1300 per Polling station
10	Mock Poll Certificate	2 per Polling station
11	Vehicle Permit Slip	2 per Polling station

**ANNEXURE -XXVII**

**LIST OF POLLING MATERIAL**

**(For Municipalities)**

List of Polling Material for a Polling Station where Electronic Voting Machine is used

<b>Sl. No</b>	<b>Item Description</b>	<b>Scale of Supply</b>
1	Extract of Section 343 F of the Andhra Pradesh Municipalities Act, 1965	2 for each Polling Station
2	Presiding Officer, Diary	3 per polling station
3	Declaration by the Presiding Officer before the commencement of Poll and at the end of Poll (Part-I to IV) for Municipalities	2 per polling station
4	Receipt Book for Deposit of Challenged Votes fee	One book containing 10 receipts
5	Complaint form to the SHO police on impersonation	5 per each Polling Station
6	Declaration of elector about his age	3 per each polling station
7	Declaration by Presiding Officer about Elector's age	2 per polling station
8	Declaration by the companion of blind or infirm elector	10 per each polling station
9	Voters Slip	1300 per Polling station
10	Mock Poll Certificate	2 per Polling station
11	Vehicle Permit Slip	2 per Polling station

**ANNEXURE -XXVIII**  
**STATIONERY**

Sl.No.	Details	Scale of supply per polling station
1.	Rubber Stamp Arrow Cross Mark	2
2.	Stamp Pad (Purple)	2
3.	Metal Seal for Presiding Officer	1
4.	Match Box	1
5.	Distinguishing Mark Rubber Stamp	2
6.	Ordinary pencil	4
7.	Ball pen	3 Blue + 1 Red
8.	Blank Paper	8 sheets
9.	Pins	25 pieces
10.	Sealing Wax	6 sticks
11.	Material for Voting Compartment	1+1 =2
12.	Gum paste	1 bottle
13.	Blade	2
14.	Candles	2 sticks
15.	Thin Twine Thread	2 mts.
16.	Metal rule	4
17.	Carbon Paper	4
18.	Cloth or Rag for removing oil etc.	4
19.	Packing paper	2 sheets
20.	Indelible Ink	@ 1 Phial of 10cc per polling station with 10% reserve for each municipal body
21.	Cup / Empty tin/Plastic Box for holding indelible ink	1 bottle
22.	Drawing pins	24 pieces
23.	Check list	4
24.	Rubber Bands	20 pieces
25.	Cello Tape	4
26.	Record of paper seal used	4

**ANNEXURE -XXIX**

**SCALE OF SUPPLY OF PAPER SEALS FOR EVMS PER POLLING STATION**

<b>Sl. No.</b>	<b>Statutory</b>	<b>Scale of Supply</b>
1.	Address Tag for Control Unit	6
2.	Address Tag for Balloting Unit	6
3.	Special Tag	4
4.	Outer White Strip Seal / ABCD Strip Seal	4
5.	Inner Green Paper Seals	4
6.	Control Unit Seal	2
7.	Balloting Unit Seal	2

## ANNEXURE -XXX

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

### **ORDER**

**No.1794/SEC-F1/2013,**

**Date:31.07.2013**

Sub: SEC – Elections – 4<sup>th</sup> ordinary elections to ULBs, 2013 - Printing of Postal ballot papers entrusted to the Collectors and District Election Authorities to get it done locally – Orders – Issued.

\*\*\*

As soon as the list of contesting candidates is published, the Election Officer in case of Municipalities and the Returning Officer in case of Municipal Corporations shall get the Postal ballot papers for service voters, voters under preventive detention and public servants on poll duty (who opt for postal ballot paper) printed and despatched to those voters.

Rules 22 to 29 of the A.P. Municipalities (Conduct of Election of Members) Rules, 2005 deal with the procedure to be adopted for issue of the Postal ballot papers, documents and covers to be enclosed, despatch, recording the vote thereon and other matters connected therewith.

Similarly, Rule 37 to 45 of A.P. Municipal Corporations (Conduct of Election of Members) Rules, 2005 deal with the said issues in respect of Municipal Corporations.

The State Election Commission has decided to entrust the work relating to printing of Postal ballot papers to the Collectors and District Election Authorities to get it done locally. The white paper required for printing of ballot papers shall also be procured locally. The Postal ballot papers contain the names of the contesting candidates, name of the political party in case a candidate is set up by the political parties recognized or registered with the Commission. In case the candidate is not set up by any political party, the word 'Independent' is written under the name of the candidate. The printing of Postal ballot papers at local private printing presses shall be undertaken under proper security to ensure confidentiality of the ballot papers. Armed guards will be posted at the printing presses entrusted with printing of ballot papers from the time of commencement of the work till the completion of the work. The District Collectors may entrust the work relating to printing of ballot papers in respect of all the urban local bodies to one or more printing presses in the district depending upon the quantum of work. The work shall be completed within



24 hours from the last date of withdrawal of candidature and despatch must be completed within the next 24 hours.

The details of printing presses identified, quantum of work allotted to them and bandobust arrangements made at the presses etc., shall be informed to the Commission.

**The Postal ballot paper shall be printed on paper of white colour.**

The following instructions are issued with regard to form, language and specifications of the Postal ballot paper.

- (i) Every postal ballot paper shall have a counterfoil attached to it. The counterfoil shall be at the top of the ballot paper and its depth shall not ordinarily exceed 15 cms. (6 cms. are equal to 1 inch approximately). The particulars on the counterfoil shall be printed in English only and it shall contain the following.
  - (a) space for stitching at the top of the counterfoil;
  - (b) a black border of 1 cm at the top of the counterfoil;
  - (c) the particulars of the election, as mentioned in sub-para (iv) printed immediately below item (b) above;
  - (d) the words "Electoral Roll Part No. and Serial No. of Elector" which shall be printed one below the other on the left hand side or right hand side as may be convenient;
  - (e) Serial number of the ballot paper on the left hand side either on the front or on the back as may be convenient.
  - (f) One block of lines of 1 cm with a perforated rule/disjointed straight lines below, separating the ballot paper from the counterfoil.
- (ii) There shall be one block of lines of 1 cm below the perforated rule/disjointed lines on the ballot paper.
- (iii) The width of the Postal ballot paper and its counterfoil shall be between 3" and 4" as may be considered convenient by the District Collectors for printing the ballot papers. The width of the space allotted to each candidate will uniformly be 1". Where the number of contesting candidates exceeds 9, the Postal ballot paper shall be printed differently. The ballot paper in such a case, shall be printed in two or more columns depending upon the number of candidates. Ordinarily, the number of candidates in one column should not exceed nine, but it should not exceed fifteen in any case. If the number of columns is two, three or more, the width of the ballot paper and its counterfoil shall be dependent on the number of columns, which are provided on the ballot paper. Each column shall be separated from the other by a shaded area of half an inch width from top to bottom. The names of the contesting candidates and their party

affiliation, if any, will appear in the same order in which they appear in the list of contesting candidates (but without the headings of the three categories of candidates mentioned therein). These names will be printed below the other in those columns, starting with the name of the candidate at S. No. 10 in the list of contesting candidates as the first candidate in the second column (if each column has nine names), and so on. If the number of contesting candidates is not exactly divisible by the number of candidate in each column, the end panels on the right side of the ballot paper which do not contain the name of any candidate will be completely shaded.

- (iv) On the top of the front face of the ballot papers the particulars of the constituency and the election shall be printed. The word "Postal Ballot Paper" shall be endorsed below that entry. The following illustrations will make the position clear:

..... Municipality / Municipal Corporation  
Ward No .....

Ordinary election, 2013  
Postal Ballot Paper

Example for a Municipality: For Ward No. 9 of Bobbili Municipality, the particulars can be printed in simplified form as shown below:

**Bobbili, W. No. 9, Ord, 13**

Example for a Municipal Corporation: For Ward No. 9 of Eluru Municipal Corporation, the particulars can be printed in simplified form as shown below:

**Eluru, W. No. 9, Ord, 13**

- (v) The name of each candidate and his party affiliation, if any, shall be inscribed in a panel, the panels being separated from each other by shaded area of 3 cms width. There will be a thick black border of 1 cm at the bottom.
- (vi) The names of contesting candidates and their party affiliation, if any, on the ballot papers shall be printed, typewritten or multigraphed in Telugu and English. The name of the constituency shall be printed in English. The particulars on the counterfoil on the ballot paper shall be printed in English only.

- (vii) The Serial number of the ballot paper shall be printed on the left hand side either on the front or on the back as may be convenient.
- (viii) There is no objection to the postal ballot papers being typewritten if the number required is too small for printing; but the serial numbers of such ballot papers should, however, be given by means of hand-numbering machines.
- (ix) The postal ballot papers will be stitched into convenient bundles, with consecutive serial numbers. It will be ensured that the serial number on each ballot paper on the counterfoil is identical.

A model ballot paper is enclosed.

In case of any further clarifications required, the same may be sought from the Commissioner of Printing, Stationery and Stores Purchase.

**Sd/-Navin Mittal**  
**Secretary**

To  
All the Collectors and District Election Authorities.  
All Commissioners of Municipalities / Municipal Corporations.

Copy to: The Commissioner of Printing, Stationery and Stores Purchase.  
The Commissioner & Director of Municipal Administration.

**Model of Postal ballot Paper for Municipalities**

<b>Bobbili, W.No. 9, Ord, 2013 POSTAL BALLOT PAPER</b>	
Electoral Roll Part No.	
Serial No. of Elector	
<b>Bobbili, W.No. 9, Ord, 2013 POSTAL BALLOT PAPER</b>	
ABNASHI RAM INC	
AMAR NATH BJP	
BABU SINGH INDEPENDENT	

**Model of Postal ballot Paper for Municipal Corporations**

<b>Eluru, W.No. 9, Ord, 2013 POSTAL BALLOT PAPER</b>	
Electoral Roll Part No.	
Serial No. of Elector	
<b>Eluru, W.No. 9, Ord, 2013 POSTAL BALLOT PAPER</b>	
ABNASHI RAM INC	
AMAR NATH BJP	
BABU SINGH INDEPENDENT	

**ANNEXURE -XXXI**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500003.

**No.85/SEC-F1/2014-1**

**Date: 03.03.2014**

**NOTIFICATION**

In exercise of the powers conferred under Articles 243K and 243ZA of the Constitution of India, read with sections 11 and 14 of the Andhra Pradesh Municipal Corporations Act, 1994 and section 24 of the Greater Hyderabad Municipal Corporation Act, 1955, the State Election Commissioner, hereby, calls upon the registered voters in the **Municipal Corporations of Rajahmundry, Eluru, Nellore, Chittoor, Kadapa, Anantapur, Karimnagar, Ramagundam and Nizamabad** to elect Members of the Wards thereof, in accordance with the provisions of the said Acts and of the rules and orders made thereunder.

**SD/- P. RAMAKANTH REDDY  
STATE ELECTION COMMISSIONER**

**ANNEXURE -XXXII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500003.

**No.85/SEC-F1/2014-2**

**Date: 03.03.2014**

**NOTIFICATION**

WHEREAS, the State Election Commission has, by its Notification No.85/SEC-F1/2014-1, dated 03.03.2014 called upon the registered voters of the Wards in the **Municipal Corporations of Rajahmundry, Eluru, Nellore, Chittoor, Kadapa, Anantapur, Karimnagar, Ramagundam and Nizamabad** to elect the Members of the Wards thereof;

Now, therefore, in pursuance of sections 11 and 14 of the Andhra Pradesh Municipal Corporations Act, 1994 read with section 33 of the Greater Hyderabad Municipal Corporation Act, 1955, the State Election Commissioner, hereby, appoints with respect to the said election.

(a)	<b>10.03.2014 (Monday)</b>	as the date for the issue of public notice by the Returning Officer under section 35 of Greater Hyderabad Municipal Corporation Act, 1955 (Nominations can be filed from this date <b>from 11:00 AM to 3:00 PM</b> )
(b)	<b>13.03.2014 (Thursday)</b>	as the last date for making nominations <b>(up to 3:00 PM)</b>
(c)	<b>15.03.2014 (Saturday)</b>	as the date for the Scrutiny of nominations <b>(from 11:00 AM onwards)</b>
(d)	<b>18.03.2014 (Tuesday)</b>	as the last date for withdrawal of candidatures <b>(up to 3:00 PM)</b>
(e)	<b>18.03.2014 (Tuesday)</b>	as the date for publication of the final list of contesting candidates <b>(after 3:00 PM)</b>
(f)	<b>30.03.2014 (Sunday)</b>	as the date on which a Poll shall, if necessary, be taken <b>(from 7:00 AM to 5:00 PM)</b>
(g)	<b>01.04.2014 (Tuesday)</b>	as the date on which a repoll, if any, shall be taken <b>(from 7:00 AM to 5:00 PM)</b>
(h)	<b>02.04.2014 (Wednesday)</b>	as the date of Counting <b>(from 8:00 AM onwards)</b>

**SD/- P. RAMAKANTH REDDY  
STATE ELECTION COMMISSIONER**

**ANNEXURE -XXXIII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500003.

**No.85/SEC-F1/2014-3**

**Date: 03.03.2014**

**NOTIFICATION**

In exercise of the powers conferred under Articles 243K and 243ZA of the Constitution of India, read with section 7 of the Vijayawada Municipal Corporation Act, 1981 and section 24 of the Greater Hyderabad Municipal Corporation Act, 1955, the State Election Commissioner, hereby, calls upon the registered voters of **Municipal Corporation of Vijayawada** to elect Members of the Wards thereof, in accordance with the provisions of the said Acts and of the rules and orders made thereunder.

**SD/- P. RAMAKANTH REDDY  
STATE ELECTION COMMISSIONER**



**ANNEXURE -XXXIV**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500003.

**No.85/SEC-F1/2014-4**

**Date: 03.03.2014**

**NOTIFICATION**

WHEREAS, the State Election Commission has, by its Notification No.85/SEC-F1/2014-3, dated 03.03.2014 called upon the registered voters of the Wards in the **Municipal Corporation of Vijayawada** to elect the Members of the Wards thereof;

Now, therefore, in pursuance of section 7 of the Vijayawada Municipal Corporation Act, 1981 read with section 33 of the Greater Hyderabad Municipal Corporation Act, 1955, the State Election Commissioner, hereby, appoints with respect to the said election.

(a)	<b>10.03.2014 (Monday)</b>	as the date for the issue of public notice by the Returning Officer under section 35 of Greater Hyderabad Municipal Corporation Act, 1955 (Nominations can be filed from this date <b>from 11:00 AM to 3:00 PM</b> )
(b)	<b>13.03.2014 (Thursday)</b>	as the last date for making nominations <b>(up to 3:00 PM)</b>
(c)	<b>15.03.2014 (Saturday)</b>	as the date for the Scrutiny of nominations <b>(from 11:00 AM onwards)</b>
(d)	<b>18.03.2014 (Tuesday)</b>	as the last date for withdrawal of candidatures <b>(up to 3:00 PM)</b>
(e)	<b>18.03.2014 (Tuesday)</b>	as the date for publication of the final list of contesting candidates <b>(after 3:00 PM)</b>
(f)	<b>30.03.2014 (Sunday)</b>	as the date on which a Poll shall, if necessary, be taken <b>(from 7:00 AM to 5:00 PM)</b>
(g)	<b>01.04.2014 (Tuesday)</b>	as the date on which a repoll, if any, shall be taken <b>(from 7:00 AM to 5:00 PM)</b>
(h)	<b>02.04.2014 (Wednesday)</b>	as the date of Counting <b>(from 8:00 AM onwards)</b>

**SD/- P. RAMAKANTH REDDY  
STATE ELECTION COMMISSIONER**

**ANNEXURE -XXXV**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500003.

**No.86/SEC-F2/2014**

**Date: 03.03.2014**

**NOTIFICATION**

In exercise of the powers conferred under Articles 243K and 243ZA of the Constitution of India, read with Sections 10A and 10B of the Andhra Pradesh Municipalities Act, 1965 and the Andhra Pradesh Municipalities (Conduct of Election of Members) Rules, 2005 issued hereunder, the State Election Commission, hereby, calls upon the registered voters of the Municipalities and Nagar Panchayats specified in the Annexure to this Notification to elect Members of the Wards thereof and, hereby, notifies the following programme for conduct of elections.

**ELECTION PROGRAMME**

1.	Publication of Ward-wise Electoral Rolls by Election Officer under Rule 5 of the said rules	<b>10.03.2014 (Monday)</b>
2.	Publication of Election Notice under rule 6 of the said rules by the Election Officer	<b>10.03.2014 (Monday)</b> (From this date onwards Nominations can be filed from 11:00 AM to 3:00 PM)
3.	Last Date for receipt of Nominations	<b>14.03.2014 (Friday)</b> (Up to 3:00 PM)
4.	Scrutiny of Nominations	<b>15.03.2014 (Saturday)</b> (From 11:00 AM onwards)
5.	Last date for withdrawal of candidature	<b>18.03.2014 (Tuesday)</b> (Not later than 3:00 PM)
6.	Date of publication of list of contesting candidates	<b>18.03.2014 (Tuesday)</b> (After 3:00 PM)
7.	Date of Poll	<b>30.03.2014 (Sunday)</b> (From 7:00 AM to 5:00 PM)
8.	Date of Repoll (if any)	<b>01.04.2014 (Tuesday)</b> (From 7:00 AM to 5:00 PM)
9.	Date of Counting	<b>02.04.2014 (Wednesday)</b> (From 8:00 AM onwards)

**SD/- P. RAMAKANTH REDDY  
STATE ELECTION COMMISSIONER**

## ANNEXURE

(TO NOTIFICATION NO.86/SEC-F2/2014, DT.03-03-2014)

Sl.No.	Name of the District	Name of the Municipality / Nagar Panchayat	Total No. of Wards
(1)	(2)	(3)	(4)
1	SRIKAKULAM	Amadalavalasa	23
2		Ichapuram	23
3		Palasa Kasibugga	25
4		Palakonda	20
5	VIZIANAGARAM	Vizianagaram	40
6		Bobbili	30
7		Parvathipuram	30
8		Salur	29
9	VISA KHAPATNAM	Narsipatnam	27
10		Yellamanchali	24
11	EAST GODAVARI	Amalapuram	30
12		Tuni	30
13		Samalkot	30
14		Ramachandrapuram	27
15		Pithapuram	30
16		Mandapeta	29
17		Peddapuram	28
18		Gollaprollu	20
19		Mumidivaram	20
20		Yeleswaram	20
21	WEST GODAVARI	Bhimavaram	39
22		Palacole	31
23		Tadepalligudem	35
24		Narsapur	31
25		Nidadavole	28
26		Tanuku	34
27		Kovvur	23
28		Jangareddy Gudem	20

29	<b>KRISHNA</b>	Machilipatnam	42
30		Gudivada	36
31		Jaggiahpeta	27
32		Nuzivid	30
33		Pedana	23
34		Tiruvuru	20
35		Vuyyuru	20
36		Nandigama	20
37	<b>GUNTUR</b>	Tenali	40
38		Narasaraopeta	34
39		Bapatla	34
40		Repalle	28
41		Chilakaluripet	34
42		Ponnur	31
43		Mangalagiri	32
44		Macherla	29
45		Sattenapalli	30
46		Vinukonda	26
47		Piduguralla	30
48		Tadepalli	23
49	<b>PRAKASHAM</b>	Chirala	33
50		Markapur	32
51		Adanki	20
52		Giddalur	20
53		Chimakurthy	20
54		Kanigiri	20
55	<b>NELLORE</b>	Gudur (NLR)	33
56		Kavali	40
57		Venkatagiri	25
58		Atmakur (NLR)	23
59		Sullurpet (NLR)	23
60		Naidupet	20
61	<b>ANANTHAPUR</b>	Hindupur	38
62		Guntakal	37
63		Tadipatri	34
64		Dharmavaram	40
65		Kadiri	36

66		Rayadurg	31
67		Madakasira	20
68		Puttaparthi	20
69		Gooty	24
70		Paamidi	20
71		Kalyandurgam	23
72	<b>CHITTOOR</b>	Madanapalle	35
73		Srikalahasti	35
74		Punganur	24
75		Palamaneru	24
76		Nagari	27
77		Puttur	24
78	<b>KURNOOL</b>	Nandyal	42
79		Adoni	41
80		Yemmiganur	33
81		Dhone	20
82		Banaganapally	20
83		Atmakur (KNL)	20
84		Nandikotkur	23
85		Allagadda	20
86		Gudur(KNL)	20
87	<b>KADAPA</b>	Proddatur	40
88		Pulivendula	26
89		Jammalamadugu	20
90		Rayachoty	31
91		Badvel	26
92		Mydukur	23
93		Yerraguntla	20
94	<b>WARANAGAL</b>	Jangaon	28
95		Parakala	20
96		Narasmpet	20
97		Mahabubabad	28
98		Bhupalpally	20
99	<b>KARIMNAGAR</b>	Jagityal	38
100		Sircilla	33
101		Korutla	31
102		Metpalli	24

103		Jammikunta	20
104		Vemulavada	20
105		Peddapalli	20
106		Huzurabad	20
107		Husnabad	20
108	<b>KHAMMAM</b>	Kothagudem	33
109		Yellandu	24
110		Sattupalli	20
111		Madhira	20
112	<b>ADILABAD</b>	Adilabad	36
113		Bellampally	34
114		Mancherial	32
115		Nirmal	36
116		Kagaznagar	28
117		Bhainsa	23
118	<b>RANGA REDDY</b>	Tandur	31
119		Vikarabad	28
120		Pedda Amberpet	20
121		Badangpet	20
122		Ibrahimpattanam	20
123	<b>NIZAMABAD</b>	Kamareddy	33
124		Bodhan	35
125		Armur	23
126	<b>NALGONDA</b>	Nalgonda	40
127		Suryapet	34
128		Miryalguda	36
129		Bhongir	30
130		Kodada	30
131		Huzurnagar	20
132		Devarakonda	20
133	<b>MEDAK</b>	Sangareddy	31
134		Sadasivapet	23
135		Zaheerabad	24
136		Medak	27
137		Gajwel-Pregnapur	20
138		Andol-Jogipet	20

139	<b>MAHABOORNAGAR</b>	Mahaboobnagar	41
140		Gadwal	33
141		Narayanapet	23
142		Wanaparthi	26
143		Shadnagar	23
144		Nagarkurnool	20
145		leeja	20
146		Kalwakurthy	20
			<b>Total</b>

ANNEXURE -XXXVI

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500 003.

**No.85/SEC-F1/2014-5**

**Date: 01.04.2014**

**NOTIFICATION**

The State Election Commission issued Notifications in Ref. Nos. 85/SEC-F1/2014-1 to 4, dated 03.03.2014 for conduct of 4<sup>th</sup> Ordinary Elections to **Municipal Corporations of Vijayawada, Rajahmundry, Eluru, Nellore, Chittoor, Kadapa, Anantapur, Karimnagar, Ramagundam and Nizamabad** in the State.

As per the election schedule notified by the Commission in the said Notifications dated 03.03.2014, the poll was conducted on 30.03.2014 and counting of votes was scheduled for 02.04.2014.

Two cases, namely, PIL No. 94 of 2014 and PIL No. 97 of 2014 were filed in the Hon'ble High Court seeking a direction to the State Election Commission to reschedule the date of counting of votes already notified for Municipal elections, i.e., 02.04.2014 and postpone it to undertake counting of votes and declaration of results of Municipal Bodies after completion of 2<sup>nd</sup> Phase of Poll for Legislative Assembly Constituencies and Parliamentary Constituencies (HOP) in the State of Andhra Pradesh scheduled for 07.05.2014.

The Standing Counsel of the State Election Commission in the Hon'ble High Court informed that the Hon'ble Court has passed orders on 01.04.2014 to undertake counting of votes and declare the results of election of all Municipal Bodies notified for election on 09.04.2014 instead of 02.04.2014.

Now, therefore, in compliance of the said orders of the Hon'ble High Court dated 01.04.2014 in the said two PILs and in exercise of the powers conferred under Article 243ZA of the Constitution of India and all other enabling provisions in the relevant Acts, the State Election Commission, hereby, alters the date of counting of votes already notified as 02.04.2014 (from 8:00 AM onwards) in Election Notifications dated 03.03.2014 in respect of Municipal Corporations of Vijayawada, Rajahmundry, Eluru, Nellore, Chittoor, Kadapa, Anantapur, Karimnagar, Ramagundam and Nizamabad and renotifies the date of counting and date of declaration of results as shown hereunder.



**Date of Counting** : **09.04.2014 (Wednesday)**  
(From 8:00 AM onwards)

**Declaration of Results** : **Soon after completion of counting**

All the Returning Officers shall give effect to these orders.

**SD/- P. RAMAKANTH REDDY**  
**STATE ELECTION COMMISSIONER**

To

All the Collectors & District Election Authorities.

All the Commissioners of Municipal Corporations concerned.

All the Returning Officers through Municipal Commissioners concerned.

The Addl. DGP (Law & Order), O/o. DGP, Hyderabad.

**ANNEXURE -XXXVII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500003.

**No.86/SEC-F2/2014-2**

**Date: 01.04.2014**

**NOTIFICATION**

The State Election Commission issued Notification in Ref. No.86/SEC-F2/2014, dated 03.03.2014 for conduct of 4<sup>th</sup> Ordinary Elections to (146) Municipalities and Nagar Panchayats in the State. Subsequently, election process of Banaganapally Nagar Panchayat was stopped in pursuance of the orders of the Hon'ble High Court setting aside orders issued by the Government on constitution of Banaganapally Nagar Panchayat.

As per the election schedule notified by the Commission in the said Notification dated 03.03.2014, the poll was conducted on 30.03.2014 and counting of votes was scheduled for 02.04.2014.

Two cases, namely, PIL No. 94 of 2014 and PIL No. 97 of 2014 were filed in the Hon'ble High Court seeking a direction to the State Election Commission to reschedule the date of counting of votes already notified for Municipal elections, i.e., 02.04.2014 and postpone it to undertake counting of votes and declaration of results of Municipal Bodies after completion of 2<sup>nd</sup> Phase of Poll for Legislative Assembly Constituencies and Parliamentary Constituencies (HOP) in the State of Andhra Pradesh scheduled for 07.05.2014.

The Standing Counsel of the State Election Commission in the Hon'ble High Court informed that the Hon'ble Court has passed orders on 01.04.2014 to undertake counting of votes and declare the results of election of (145) Municipalities and Nagar Panchayats on 09.04.2014, instead of 02.04.2014.

Under Rule 7 of A.P. Municipalities (Conduct of Election of Members) Rules, 2005, the State Election Commission is competent to alter the election programme already notified on account of orders of any court of law in respect of all or any of the Municipalities and to renotify the election programme as it deems fit in the circumstances of the case.

Now, therefore, in compliance of the said orders of the Hon'ble High Court dated 01.04.2014 in the said two PILs and in exercise of the powers conferred under Article 243ZA of the Constitution of India and Rule 7 of A.P. Municipalities (Conduct of Election of Members) Rules, 2005, the State Election Commission,

hereby, alters the date of counting of votes already notified as 02.04.2014 (from 8:00 AM onwards) in Election Notification dated 03.03.2014 in respect of all the Municipalities and Nagar Panchayats covered by the said Notification (except Banaganapally Nagar Panchayat) and renotifies the date of counting and date of declaration of results as shown hereunder.

**Date of Counting** : **09.04.2014 (Wednesday)**  
(From 8:00 AM onwards)

**Declaration of Results** : **Soon after completion of counting**

All the Election Officers shall give effect to these orders.

**SD/- P. RAMAKANTH REDDY**  
**STATE ELECTION COMMISSIONER**

To

The Election Authority & Commissioner and Director of Municipal Administration.

All the Collectors & District Election Authorities.

All the Commissioners of Municipalities and Nagar Panchayats.

All the Election Officers concerned.

The Addl. DGP (Law & Order), O/o. DGP, Hyderabad.

**ANNEXURE -XXXVIII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500 003.

**No.85/SEC-F1/2014-7**

**Date:21.04.2014**

**NOTIFICATION**

The State Election Commission issued Notifications in Ref. Nos. 85/SEC-F1/2014-1 to 4, dated 03.03.2014 for conduct of 4<sup>th</sup> Ordinary Elections to Municipal Corporations of Vijayawada, Rajahmundry, Eluru, Nellore, Chittoor, Kadapa, Anantapur, Karimnagar, Ramagundam and Nizamabad in the State. As per the election schedule notified by the Commission in the said Notifications dated 03.03.2014, the poll was conducted on 30.03.2014.

The State Election Commission issued Notification in Ref. No. 85/SEC-F1/2014-6, dated 07.04.2014 postponing the counting of votes and declaration of results to a date after 07.05.2014 to be notified by the Commission in pursuance of the orders of the Hon'ble Supreme Court of India dated 07.04.2014 in SLP (C) No. 9610/2014.

Now, therefore, in compliance of the said orders of the Hon'ble Supreme Court dated 07.04.2014 and in exercise of the powers conferred under Article 243ZA of the Constitution of India, the State Election Commission, hereby, notifies the date of counting of votes and declaration of results in respect of Municipal Corporations of Vijayawada, Rajahmundry, Eluru, Nellore, Chittoor, Kadapa, Anantapur, Karimnagar, Ramagundam and Nizamabad as under.

**Date of Counting : 12.05.2014 (Monday)**  
(From 8:00 AM onwards)

**Declaration of Results : Soon after completion of counting**

**SD/- P. RAMAKANTH REDDY**  
**STATE ELECTION COMMISSIONER**

To

All the Collectors & District Election Authorities.

All the Commissioners of Municipal Corporations concerned.

All the Returning Officers through Municipal Commissioners concerned.

The Addl. DGP (Law & Order), O/o. DGP, Hyderabad.

**ANNEXURE -XXXIX**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500003.

**No.86/SEC-F2/2014-4**

**Date: 21.04.2014**

**NOTIFICATION**

The State Election Commission issued Notification in Ref.No.86/SEC-F2/2014, dated 03.03.2014 for conduct of 4<sup>th</sup> Ordinary Elections to (146) Municipalities and Nagar Panchayats in the State. Subsequently, election process of Banaganapally Nagar Panchayat was stopped in pursuance of the orders of the Hon'ble High Court dated 16.03.2014 setting aside orders issued by the Government on constitution of Banaganapally Nagar Panchayat. As per the election schedule notified by the Commission in the said Notification dated 03.03.2014, the poll was conducted on 30.03.2014 and repoll was held in (6) Polling Stations on 02.04.2014.

The State Election Commission issued Notification in Ref.No.86/SEC-F2/2014-3, dated 07.04.2014 postponing the counting of votes and declaration of results to a date after 07.05.2014 to be notified by the Commission in pursuance of the orders of the Hon'ble Supreme Court of India dated 07.04.2014 in SLP (C) No.9610/2014.

Now, therefore, in compliance of the said orders of the Hon'ble Supreme Court dated 07.04.2014 and in exercise of the powers conferred under Article 243ZA of the Constitution of India, the State Election Commission, hereby, notifies the date of counting of votes and declaration of results in respect of (145) Municipalities and Nagar Panchayats for which ordinary elections were notified as under.

**Date of Counting** : **12.05.2014 (Monday)**  
(From 8:00 AM onwards)

**Declaration of Results** : **Soon after completion of counting**

The date notified above for counting of votes and declaration of results is also applicable for Ward No. 21 and 22 of Macherla Municipality in Guntur District, for which fresh election programme was notified vide Notification No. 528/SEC-F2/2014, dated 16.04.2014 synchronizing the counting process with other Wards of Macherla Municipality.

**SD/- P. RAMAKANTH REDDY**  
**STATE ELECTION COMMISSIONER**

To  
The Election Authority & Commissioner and Director of Municipal Administration.  
All the Collectors & District Election Authorities.  
All the Commissioners of Municipalities and Nagar Panchayats.  
All the Election Officers concerned.  
The Addl. DGP (Law & Order), O/o. DGP, Hyderabad.

ANNEXURE -XL

**ORDINARY ELECTIONS TO URBAN LOCAL BODIES, 2014**  
**Abstract of Partywise breakup of Muncipal Ward Results, 2014**  
**10 Municipal Corporations**

Sl. No.	Name of the ULB	No.of Wards	BJP	BSP	CPI	CPM	INC	TDP	YSR CP	TRS	OTHER PARTIES	INDEP EN DENTS	TOTAL
1	Anantapur	50			2	1		32	11			4	50
2	Chittoor	50						33	4			13	50
3	Eluru	50						41	8			1	50
4	Kadapa	50						8	42				50
5	Karimnagar	50	2				14	1		24	2	7	50
6	Nellore	54	2			1	1	17	32			1	54
7	Nizamabad	50	6				16			10	16	2	50
8	Rajahmundry	50	1	1			1	34	8			5	50
9	Ramagundam	50	2				19			14		15	50
10	Vijayawada	59	1			1		37	19			1	59
	<b>Grand Total</b>	<b>513</b>	<b>14</b>	<b>1</b>	<b>2</b>	<b>3</b>	<b>51</b>	<b>203</b>	<b>124</b>	<b>48</b>	<b>18</b>	<b>49</b>	<b>513</b>

**ANNEXURE -XLI**

**Abstract of Partywise breakup of Muncipal Ward Results, 2014**

Sl. No.	Name of the ULB	No.of Wards	BJP	BSP	CPI	CPM	INC	TDP	YSR CP	TRS	OTHER PARTIES	INDEPEN DENTS	TOTAL
1	2	3	4	5	6	7	8	9	10	11	12	13	14
	<b>Adilabad</b>												
1	Adilabad	36	7				7			14	4	4	36
2	Bellampally	34			2		14	5		10		3	34
3	Mancherial	32					18			14			32
4	Nirmal	36		16			5			3	10	2	36
5	Kagaznagar	28					5			13		10	28
6	Bhainsa	23	6				2			2	12	1	23
	<b>Total</b>	<b>189</b>	<b>13</b>	<b>16</b>	<b>2</b>	<b>0</b>	<b>51</b>	<b>5</b>	<b>0</b>	<b>56</b>	<b>26</b>	<b>20</b>	<b>189</b>
	<b>Anantapur</b>												
7	Hindupur	38			1			19	16			2	38
8	Guntakal	37			2			22	12			1	37
9	Tadipatri	34						32	2				34
10	Dharmavaram	40			1			26	11			2	40
11	Kadiri	36						22	14				36
12	Rayadurg	31						27	3			1	31
13	Madakasira	20					2	16	1			1	20
14	Puttaparthi	20					1	15	4				20
15	Gooty	24						8	11			5	24
16	Paamidi	20						10	5			5	20
17	Kalyandurgam	23					1	20	1			1	23
	<b>Total</b>	<b>323</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>4</b>	<b>217</b>	<b>80</b>	<b>0</b>	<b>0</b>	<b>18</b>	<b>323</b>
	<b>Chittoor</b>												
18	Madanapalle	35						15	17			3	35
19	Srikalahasti	35					4	18	11			2	35
20	Punganur	24						7	17			0	24
21	Palamaneru	24						6	17			1	24

22	Nagari	27						13	11			3	27
23	Puttur	24						13	11			0	24
	<b>Total</b>	<b>169</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>72</b>	<b>84</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>169</b>
	<b>East Godavari</b>												
24	Amalapuram	30						22	7			1	30
25	Tuni	30					2	17	11				30
26	Samalkot	30						24	6				30
27	Ramachandrapuram	27						17	9			1	27
28	Pithapuram	30						23	6			1	30
29	Mandapeta	29						18	11				29
30	Peddapuram	28				1		21	4			2	28
31	Gollaprolu	20						10	10				20
32	Mumidivaram	20						8	8			4	20
33	Yeleswaram	20					1	10	9				20
	<b>Total</b>	<b>264</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>3</b>	<b>170</b>	<b>81</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>264</b>
	<b>Guntur</b>												
34	Tenali	40					1	31	8				40
35	Narasaraopeta	34			1			18	15				34
36	Bapatla	34					1	19	13			1	34
37	Repalle	28					3	16	9				28
38	Chilakaluripet	34						18	15			1	34
39	Ponnur	31						18	13				31
40	Mangalagiri	32	3		3	3	1	14	8				32
41	Macherla	29			1			19	8			1	29
42	Sattenapalli	30					1	15	13			1	30
43	Vinukonda	26	4		4		3	6	8			1	26
44	Piduguralla	30						18	12				30
45	Tadepalli	23					1	3	18			1	23
	<b>Total</b>	<b>371</b>	<b>7</b>	<b>0</b>	<b>9</b>	<b>3</b>	<b>11</b>	<b>195</b>	<b>140</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>371</b>
	<b>Karimnagar</b>												
46	Jagityal	38	2				24	5		5		2	38
47	Sircilla	33	3				10	1		15		4	33
48	Korutla	31	2				13			8	5	3	31



49	Metpalli	24	1				9			12		2	24
50	Jammikunta	20	2				1			14		3	20
51	Vemulavada	20	9				3			3		5	20
52	Peddapalli	20	1				6	3		6	1	3	20
53	Huzurabad	20	1				6	1		9		3	20
54	Husnabad	20					6			11		3	20
	<b>Total</b>	<b>226</b>	<b>21</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>78</b>	<b>10</b>	<b>0</b>	<b>83</b>	<b>6</b>	<b>28</b>	<b>226</b>
	<b>Khammam</b>												
55	Kothagudem	33			8		12	4	1	1	1	6	33
56	Yellandu	24			3		8	4		3		6	24
57	Sattupalli	20						17	3				20
58	Madhira	20			2	4	4	6	3			1	20
	<b>Total</b>	<b>97</b>	<b>0</b>	<b>0</b>	<b>13</b>	<b>4</b>	<b>24</b>	<b>31</b>	<b>7</b>	<b>4</b>	<b>1</b>	<b>13</b>	<b>97</b>
	<b>Krishna</b>												
59	Machilipatnam	42					1	29	12				42
60	Gudivada	36						15	21				36
61	Jaggiahpeta	27						10	16			1	27
62	Nuzivid	30						7	22			1	30
63	Pedana	23						12	11				23
64	Tiruvuru	20				1		12	7				20
65	Vuyyuru	20						9	9			2	20
66	Nandigama	20						10	7			3	20
	<b>Total</b>	<b>218</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>104</b>	<b>105</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>218</b>
	<b>Kurnool</b>												
67	Nandyal	42						29	13				42
68	Adoni	41						13	23		5		41
69	Yemmiganur	33						25	8				33
70	Dhone	20						12	8				20
71	Atmakur	20						9	10			1	20
72	Nandikotkur	23						5	15			3	23
73	Allagadda	20						2	18				20
74	Gudur	20					2	6	11			1	20
	<b>Total</b>	<b>219</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>2</b>	<b>101</b>	<b>106</b>	<b>0</b>	<b>5</b>	<b>5</b>	<b>219</b>

	<b>Mahabubnagar</b>												
75	Mahaboobnagar	41	6				14	3	1	7	6	4	41
76	Gadwal	33					23			9		1	33
77	Narayanapet	23	12				3	3		2	2	1	23
78	Wanaparthy	26	4				7	8		2		5	26
79	Shadnagar	23					15			1	1	6	23
80	Nagarkurnool	20	7				6			6		1	20
81	leeja	20					4			16			20
82	Kalwakurthy	20	3				6		4	5	1	1	20
	<b>Total</b>	<b>206</b>	<b>32</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>78</b>	<b>14</b>	<b>5</b>	<b>48</b>	<b>10</b>	<b>19</b>	<b>206</b>
	<b>Medak</b>												
83	Sangareddy	31	4			1	11			2	8	5	31
84	Sadasivapet	23	1				13	2		5	1	1	23
85	Zaheerabad	24					12	3		5	3	1	24
86	Medak	27	2				6	5		11	1	2	27
87	Gajwel	20					1	10		9			20
88	Andol-Jogipet	20	1				13	2		4			20
	<b>Total</b>	<b>145</b>	<b>8</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>56</b>	<b>22</b>	<b>0</b>	<b>36</b>	<b>13</b>	<b>9</b>	<b>145</b>
	<b>Nalgonda</b>												
89	Nalgonda	40	4			2	22	4		2	3	3	40
90	Suryapet	34	4		1	2	9	12		4		2	34
91	Miryalguda	36	1			2	30			2		1	36
92	Bhongir	30	8			1	8	7				6	30
93	Kodada	30					14	13	1			2	30
94	Huzurnagar	20			3		10	3	2			2	20
95	Devarakonda	20	2				11	3		3		1	20
	<b>Total</b>	<b>210</b>	<b>19</b>	<b>0</b>	<b>4</b>	<b>7</b>	<b>104</b>	<b>42</b>	<b>3</b>	<b>11</b>	<b>3</b>	<b>17</b>	<b>210</b>
	<b>Nizamabad</b>												
96	Kamareddy	33	8			1	17			5	1	1	33
97	Bodhan	35	3				15	1		9	7		35
98	Armur	23	1				11	1		10			23
	<b>Total</b>	<b>91</b>	<b>12</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>43</b>	<b>2</b>	<b>0</b>	<b>24</b>	<b>8</b>	<b>1</b>	<b>91</b>
	<b>Prakasam</b>												

99	Chirala	33						12	15			6	33
100	Markapur	32			1	1		19	10			1	32
101	Adanki	20						15	5				20
102	Giddalur	20		5					11			4	20
103	Chimakurthy	20						12	8				20
104	Kanigiri	20						11	8			1	20
	<b>Total</b>	<b>145</b>	<b>0</b>	<b>5</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>69</b>	<b>57</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>145</b>
	<b>Rangareddi</b>												
105	Tandur	31	1				8	2		10	10		31
106	Vikarabad	28	1				14	7		5	1		28
107	Pedda Amberpet	20	3		1		6	9				1	20
108	Badangpet	20					15	1				4	20
109	Ibrahimpattanam	20	4				4	10		1		1	20
	<b>Total</b>	<b>119</b>	<b>9</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>47</b>	<b>29</b>	<b>0</b>	<b>16</b>	<b>11</b>	<b>6</b>	<b>119</b>
	<b>SPSR Nellore</b>												
110	Gudur	33						16	16			1	33
111	Kavali	40					2	17	20			1	40
112	Venkatagiri	25					1	21	2			1	25
113	Atmakur	23					8	4	10			1	23
114	Sullurpet	23					2	9	10			2	23
115	Naidupet	20						14	6				20
	<b>Total</b>	<b>164</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>13</b>	<b>81</b>	<b>64</b>	<b>0</b>	<b>0</b>	<b>6</b>	<b>164</b>
	<b>Srikakulam</b>												
116	Amadalavalasa	23					3	8	10			2	23
117	Ichapuram	23						8	13			2	23
118	Palasa Kasibugga	25						17	8				25
119	Palakonda	20						12	3			5	20
	<b>Total</b>	<b>91</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>45</b>	<b>34</b>	<b>0</b>	<b>0</b>	<b>9</b>	<b>91</b>
	<b>Visakhapatnam</b>												
120	Narsipattanam	27			1		1	18	6			1	27
121	Yellamanchali	24						21	3				24
	<b>Total</b>	<b>51</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>0</b>	<b>1</b>	<b>39</b>	<b>9</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>51</b>
	<b>Vizianagaram</b>												

122	Vizianagaram	40					5	32	2			1	40
123	Bobbili	30					2	13	15				30
124	Parvathipuram	30						14	10			6	30
125	Salur	29					3	17	9				29
	<b>Total</b>	<b>129</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>10</b>	<b>76</b>	<b>36</b>	<b>0</b>	<b>0</b>	<b>7</b>	<b>129</b>
	<b>Warangal</b>												
126	Jangaon	28	4			1	14			6		3	28
127	Parakala	20	2	1			6			8		3	20
128	Narasmpet	20					12	1		6		1	20
129	Mahabubabad	28			3	5	7	3		7		3	28
130	Bhupalpally	20	2		1		7	2		7		1	20
	<b>Total</b>	<b>116</b>	<b>8</b>	<b>1</b>	<b>4</b>	<b>6</b>	<b>46</b>	<b>6</b>	<b>0</b>	<b>34</b>	<b>0</b>	<b>11</b>	<b>116</b>
	<b>West Godavari</b>												0
131	Bhimavaram	39	2					26	11			0	39
132	Palacole	31						24	6			1	31
133	Tadepalligudem	35	1			1		24	7			2	35
134	Narsapur	31						14	14			3	31
135	Nidadavole	28	1					18	9			0	28
136	Tanuku	34	1		1			30	0			2	34
137	Kovvur	23						21	0			2	23
138	Jangareddy Gudem	20						16	2			2	20
	<b>Total</b>	<b>241</b>	<b>5</b>	<b>0</b>	<b>1</b>	<b>1</b>	<b>0</b>	<b>173</b>	<b>49</b>	<b>0</b>	<b>0</b>	<b>12</b>	<b>241</b>
	<b>YSR Kadapa</b>												
139	Proddatur	40						22	18				40
140	Pulivendula	26							25			1	26
141	Jammalamadugu	20						11	9				20
142	Rayachoty	31						12	18			1	31
143	Badvel	26					1	21	4				26
144	Mydukur	23						17	5			1	23
145	Yerraguntla	20						2	18				20
	<b>Total</b>	<b>186</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>1</b>	<b>85</b>	<b>97</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>186</b>
	<b>Grand Total</b>	<b>3970</b>	<b>134</b>	<b>22</b>	<b>40</b>	<b>26</b>	<b>580</b>	<b>1588</b>	<b>957</b>	<b>312</b>	<b>83</b>	<b>228</b>	<b>3970</b>

**ANNEXURE -XLII**

**ORDINARY ELECTIONS TO URBAN LOCAL BODIES, 2014  
PROFORMA - II  
Report on Validly Nominated candidates for Ward Member in  
Municipal Corporations**

**(To be sent after scrutiny of nominations i.e. on 15-03-2014)**

Sl. No.	District Code	Name of the District	ULB Code	Name of the Municipal Corporation	No. of Wards	Total No. of Nominations filed	No. of Nominations rejected	Total No. of valid Nominations	Political Partywise - Total No. valid nominations (Cumulative)											Valid Nominations per Ward
									BSP	BJP	CPI	CPM	INC	YSR CP	TDP	TRS	LOK SATT	Other Registered Parties	Independents	
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	2	Nizamabad	4	Nizamabad	50	<b>994</b>	30	964	5	143	4	11	249	22	74	148	6	104	198	<b>19.28</b>
2	3	Karimnagar	10	Karimnagar	50	<b>785</b>	3	782	7	82	7	0	184	17	43	198	1	99	144	<b>15.64</b>
3	3	Karimnagar	11	Ramagundam	50	<b>993</b>	304	689	11	49	8	6	170	1	24	165	0	5	250	<b>13.78</b>
4	14	East Godavari	11	Rajahmundry	50	<b>539</b>	32	507	3	25	2	7	30	164	132	0	11	14	119	<b>10.14</b>
5	15	West Godavari	10	Eluru	50	<b>275</b>	2	273	1	2	2	1	14	86	96	0	3	8	60	<b>5.46</b>
6	16	Krishna	9	Vijayawada	59	<b>1029</b>	28	1001	6	43	67	56	179	203	170	0	25	41	211	<b>16.97</b>
7	19	SPSR Nellore	7	Nellore	54	<b>656</b>	18	638	4	31	3	35	103	156	154	0	14	1	137	<b>11.81</b>
8	20	YSR Kadapa	9	Kadapa	50	<b>505</b>	12	493	0	12	13	15	13	117	99	0	0	11	213	<b>9.86</b>
9	22	Anantapur	12	Anantapur	50	<b>403</b>	3	400	3	14	5	6	22	128	139	0	6	8	69	<b>8</b>
10	23	Chittoor	7	Chittoor	50	<b>673</b>	13	660	3	5	2	1	105	164	181	0	0	1	198	<b>13.2</b>
				<b>Total</b>	<b>513</b>	<b>6852</b>	<b>445</b>	<b>6407</b>	<b>43</b>	<b>406</b>	<b>113</b>	<b>138</b>	<b>1069</b>	<b>1058</b>	<b>1112</b>	<b>511</b>	<b>66</b>	<b>292</b>	<b>1599</b>	<b>12.49</b>

**ANNEXURE -XLIII**  
**Validly nominations - MPLTYS/NPS**  
**ORDINARY ELECTIONS TO URBAN LOCAL BODIES, 2014**  
**PROFORMA - II**

**Report on Validly Nominated candidates for Ward Member in MPLTYS/NPS**

**(To be sent after scrutiny of nominations i.e. on 15-03-2014)**

Sl. No.	District Code	Name of the District	ULB Code	Name of the Urban Local Body	Total No. of Nominations filed	No. of Nominations rejected	Total No. of valid Nominations	Political Party wise – Total No. valid nominations (Cumulative)										
								BSP	BJP	CPI	CPM	INC	YSR CP	TDP	TRS	LOK SAT TA	Other Registered Parties	Independents
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
1	1	Adilabad	1	Adilabad	501	57	444	9	56	11	5	83	1	18	84	0	26	151
2	1	Adilabad	2	Bellampally	304	5	299	3	20	16	1	89	0	48	50	2	9	61
3	1	Adilabad	3	Mancherial	385	14	371	0	35	1	0	87	1	23	131	0	2	91
4	1	Adilabad	4	Nirmal	332	5	327	33	19	0	0	58	0	6	64	1	24	122
5	1	Adilabad	5	Kagaznagar	221	28	193	3	7	0	3	35	0	19	45	0	9	72
6	1	Adilabad	6	Bhainsa	136	0	136	4	24	0	1	29	0	2	24	0	28	24
<b>Adilabad District Total</b>					<b>1879</b>	<b>109</b>	<b>1770</b>	<b>52</b>	<b>161</b>	<b>28</b>	<b>10</b>	<b>381</b>	<b>2</b>	<b>116</b>	<b>398</b>	<b>3</b>	<b>98</b>	<b>521</b>
7	2	Nizamabad	1	Kamareddy	437	3	434	0	72	4	3	137	0	22	123	3	12	58
8	2	Nizamabad	2	Bodhan	374	11	363	0	28	2	6	90	5	33	76	3	64	56
9	2	Nizamabad	3	Armur	303	1	302	0	27	3	0	89	0	21	84	0	11	67

<b>Nizamabad District Total</b>					<b>1114</b>	<b>15</b>	<b>1099</b>	<b>0</b>	<b>127</b>	<b>9</b>	<b>9</b>	<b>316</b>	<b>5</b>	<b>76</b>	<b>283</b>	<b>6</b>	<b>87</b>	<b>181</b>
10	3	Karimnagar	1	Jagityal	397	3	394	0	34	3	0	101	2	71	104	0	13	66
11	3	Karimnagar	2	Sircilla	477	6	471	2	49	8	3	102	2	21	124	0	3	157
12	3	Karimnagar	3	Korutla	385	6	379	0	30	5	0	106	0	23	86	0	35	94
13	3	Karimnagar	4	Metpalli	354	31	323	1	39	5	0	92	0	22	57	1	14	92
14	3	Karimnagar	5	Jammikunta	292	1	291	3	32	0	1	92	0	13	72	0	0	78
15	3	Karimnagar	6	Vemulavada	286	13	273	0	43	0	0	37	7	7	41	0	0	138
16	3	Karimnagar	7	Peddapalli	301	5	296	0	36	2	2	49	1	30	71	0	11	94
17	3	Karimnagar	8	Huzurabad	282	10	272	6	33	3	0	68	0	19	59	0	0	84
18	3	Karimnagar	9	Husnabad	220	2	218	4	28	13	1	68	0	14	49	0	0	41
<b>Karimnagar District Total</b>					<b>2994</b>	<b>77</b>	<b>2917</b>	<b>16</b>	<b>324</b>	<b>39</b>	<b>7</b>	<b>715</b>	<b>12</b>	<b>220</b>	<b>663</b>	<b>1</b>	<b>76</b>	<b>844</b>
19	4	Medak	1	Sangareddy	460	129	331	0	35	0	4	62	0	25	61	1	30	113
20	4	Medak	3	Sadasivapet	284	9	275	0	28	3	4	62	2	31	52	0	19	74
21	4	Medak	4	Zaheerabad	253	1	252	0	12	4	5	103	7	37	22	7	11	44
22	4	Medak	5	Medak	302	11	291	12	32	2	4	66	2	60	60	4	10	39
23	4	Medak	6	Gajwel	222	0	222	0	18	0	2	57	0	56	61	0	0	28
24	4	Medak	7	Andol-Jogipet	274	6	268	0	11	0	2	71	0	38	49	0	0	97
<b>Medak District Total</b>					<b>1795</b>	<b>156</b>	<b>1639</b>	<b>12</b>	<b>136</b>	<b>9</b>	<b>21</b>	<b>421</b>	<b>11</b>	<b>247</b>	<b>305</b>	<b>12</b>	<b>70</b>	<b>395</b>
25	6	Rangareddi	1	Tandur	291	2	289	0	28	0	3	92	3	36	61	0	33	33
26	6	Rangareddi	2	Vikarabad	249	17	232	0	8	0	5	81	1	37	47	0	14	39
27	6	Rangareddi	3	Pedda Amberpet	181	3	178	0	20	6	1	62	9	38	17	0	0	25
28	6	Rangareddi	4	Badangpet	229	42	187	0	42	3	7	43	8	34	17	0	0	33
29	6	Rangareddi	5	Ibrahimpattam	215	0	215	2	19	3	9	80	8	44	18	0	0	32
<b>Rangareddi District Total</b>					<b>1165</b>	<b>64</b>	<b>1101</b>	<b>2</b>	<b>117</b>	<b>12</b>	<b>25</b>	<b>358</b>	<b>29</b>	<b>189</b>	<b>160</b>	<b>0</b>	<b>47</b>	<b>162</b>
30	7	Mahabubnagar	1	Mahaboobnagar	802	10	792	0	91	18	0	130	23	67	103	2	19	339

31	7	Mahbubnagar	2	Gadwal	277	0	277	1	9	0	1	83	0	39	76	0	9	59
32	7	Mahbubnagar	3	Narayanapet	190	2	188	0	37	0	1	48	2	34	34	0	14	18
33	7	Mahbubnagar	4	Wanaparthy	280	3	277	0	52	3	7	79	0	50	33	3	0	50
34	7	Mahbubnagar	5	Shadnagar	291	5	286	2	18	1	4	55	11	41	43	0	5	106
35	7	Mahbubnagar	7	Nagarkurnool	269	0	269	0	38	11	8	56	4	13	48	0	8	83
36	7	Mahbubnagar	8	Ieeja	108	0	108	0	4	0	0	37	0	16	26	0	0	25
37	7	Mahbubnagar	9	Kalwakurthy	119	6	113	0	11	0	1	29	16	6	28	0	1	21
<b>Mahbubnagar</b>					<b>2336</b>	<b>26</b>	<b>2310</b>	<b>3</b>	<b>260</b>	<b>33</b>	<b>22</b>	<b>517</b>	<b>56</b>	<b>266</b>	<b>391</b>	<b>5</b>	<b>56</b>	<b>701</b>
38	8	Nalgonda	1	Nalgonda	594	65	529	2	40	1	36	178	3	82	70	0	22	95
39	8	Nalgonda	2	Suryapet	522	8	514	0	70	7	8	132	18	108	77	0	3	91
40	8	Nalgonda	3	Miryalguda	512	42	470	0	23	1	68	143	7	55	77	3	3	90
41	8	Nalgonda	4	Bhongir	251	0	251	0	27	1	7	89	0	30	30	0	6	61
42	8	Nalgonda	5	Kodada	541	4	537	1	19	23	15	158	19	101	64	11	0	126
43	8	Nalgonda	7	Huzurnagar	323	12	311	0	4	28	12	92	23	48	7	0	0	97
44	8	Nalgonda	8	Devarakonda	340	10	330	0	46	12	4	81	4	41	45	0	0	97
<b>Nalgonda District Total</b>					<b>3083</b>	<b>141</b>	<b>2942</b>	<b>3</b>	<b>229</b>	<b>73</b>	<b>150</b>	<b>873</b>	<b>74</b>	<b>465</b>	<b>370</b>	<b>14</b>	<b>34</b>	<b>657</b>
45	9	Warangal	1	Jangaon	408	1	407	2	43	15	10	156	2	32	88	0	0	59
46	9	Warangal	2	Parakala	220	6	214	6	23	1	2	81	0	25	52	0	0	24
47	9	Warangal	3	Narasmpet	293	0	293	1	17	3	11	113	7	31	71	0	0	39
48	9	Warangal	4	Mahabubabad	298	2	296	0	18	12	26	92	1	24	40	0	1	82
49	9	Warangal	5	Bhupalpally	171	0	171	0	26	6	4	35	0	21	50	1	0	28
<b>Warangal District Total</b>					<b>1390</b>	<b>9</b>	<b>1381</b>	<b>9</b>	<b>127</b>	<b>37</b>	<b>53</b>	<b>477</b>	<b>10</b>	<b>133</b>	<b>301</b>	<b>1</b>	<b>1</b>	<b>232</b>
50	10	Khammam	1	Kothagudem	309	14	295	0	5	45	14	65	18	43	20	1	9	75
51	10	Khammam	2	Yellandu	394	9	385	0	6	35	8	101	34	59	34	0	47	61
52	10	Khammam	3	Sattupalli	109	0	109	0	1	3	2	24	26	30	8	0	0	15
53	10	Khammam	4	Madhira	115	7	108	0	7	5	9	26	15	20	4	0	0	22
<b>Khammam District Total</b>					<b>927</b>	<b>30</b>	<b>897</b>	<b>0</b>	<b>19</b>	<b>88</b>	<b>33</b>	<b>216</b>	<b>93</b>	<b>152</b>	<b>66</b>	<b>1</b>	<b>56</b>	<b>173</b>
54	11	Srikakulam	2	Amadalavalasa	159	0	159	0	3	0	1	32	59	51	0	2	0	11
55	11	Srikakulam	3	Ichapuram	146	1	145	0	2	0	0	22	61	51	0	0	0	9
56	11	Srikakulam	4	Palasa Kasibugga	132	3	129	0	2	1	0	17	38	46	0	4	0	21
57	11	Srikakulam	5	Palakonda	134	0	134	0	2	2	4	7	33	33	0	1	0	52
<b>Srikakulam District Total</b>					<b>571</b>	<b>4</b>	<b>567</b>	<b>0</b>	<b>9</b>	<b>3</b>	<b>5</b>	<b>78</b>	<b>191</b>	<b>181</b>	<b>0</b>	<b>7</b>	<b>0</b>	<b>93</b>



58	12	Vizianagaram	1	Vizianagaram	395	7	388	0	4	4	5	87	99	108	0	16	0	65
59	12	Vizianagaram	2	Bobbili	226	2	224	1	1	1	6	48	75	65	0	4	0	23
60	12	Vizianagaram	3	Parvathipuram	227	1	226	0	4	0	7	38	63	64	0	5	0	45
61	12	Vizianagaram	4	Salur	212	5	207	0	1	1	4	43	66	70	0	0	0	22
<b>Vizianagaram District Total</b>					<b>1060</b>	<b>15</b>	<b>1045</b>	<b>1</b>	<b>10</b>	<b>6</b>	<b>22</b>	<b>216</b>	<b>303</b>	<b>307</b>	<b>0</b>	<b>25</b>	<b>0</b>	<b>155</b>
62	13	Visakhapatnam	3	Narsipatnam	160	4	156	1	4	3	3	7	63	57	0	0	0	18
63	13	Visakhapatnam	4	Yellamanchali	135	0	135	0	4	0	3	0	56	63	0	0	0	9
<b>Visakhapatnam District Total</b>					<b>295</b>	<b>4</b>	<b>291</b>	<b>1</b>	<b>8</b>	<b>3</b>	<b>6</b>	<b>7</b>	<b>119</b>	<b>120</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27</b>
64	14	East Godavari	1	Amalapuram	209	26	183	0	11	0	3	9	63	62	0	3	1	31
65	14	East Godavari	2	Tuni	194	3	191	0	4	0	0	49	59	61	0	1	0	17
66	14	East Godavari	3	Samalkot	253	13	240	0	6	3	10	0	95	107	0	0	0	19
67	14	East Godavari	4	Ramachandrapuram	132	6	126	0	0	0	0	9	45	53	0	0	0	19
68	14	East Godavari	5	Pithapuram	230	1	229	0	9	0	1	19	71	79	0	0	0	50
69	14	East Godavari	6	Mandapeta	238	3	235	0	3	0	0	14	106	86	0	3	2	21
70	14	East Godavari	7	Peddapuram	147	9	138	1	6	0	4	4	53	56	0	0	0	14
71	14	East Godavari	8	Gollaprolu	97	2	95	0	0	0	0	6	44	40	0	0	0	5
72	14	East Godavari	9	Mumidivaram	84	2	82	0	0	0	0	5	24	21	0	0	0	32
73	14	East Godavari	10	Yeleswaram	180	4	176	0	2	0	0	35	57	49	0	0	0	33
<b>East Godavari District Total</b>					<b>1764</b>	<b>69</b>	<b>1695</b>	<b>1</b>	<b>41</b>	<b>3</b>	<b>18</b>	<b>150</b>	<b>617</b>	<b>614</b>	<b>0</b>	<b>7</b>	<b>3</b>	<b>241</b>
74	15	West Godavari	1	Bhimavaram	267	8	259	1	6	0	6	13	93	110	0	0	0	30
75	15	West Godavari	2	Palacole	190	27	163	2	1	1	3	2	49	64	0	0	0	41
76	15	West Godavari	3	Tadepalligudem	326	14	312	10	11	4	4	4	88	122	0	4	0	65
77	15	West Godavari	4	Narsapur	209	15	194	0	4	0	2	2	110	52	0	1	0	23
78	15	West Godavari	5	Nidadavole	175	22	153	3	4	0	3	19	50	56	0	1	0	17
79	15	West Godavari	6	Tanuku	238	9	229	3	7	1	5	2	82	72	0	6	2	49
80	15	West Godavari	7	Kovvur	175	19	156	0	1	0	1	1	59	54	0	0	3	37
81	15	West Godavari	8	Jangareddy Gudem	122	2	120	0	1	1	5	0	25	44	0	1	0	43

<b>West Godavari District Total</b>					<b>1702</b>	<b>116</b>	<b>1586</b>	<b>19</b>	<b>35</b>	<b>7</b>	<b>29</b>	<b>43</b>	<b>556</b>	<b>574</b>	<b>0</b>	<b>13</b>	<b>5</b>	<b>305</b>
82	16	Krishna	1	Machilipatnam	285	21	264	3	5	0	2	36	80	90	0	6	0	42
83	16	Krishna	2	Gudivada	271	12	259	1	4	0	2	11	87	106	0	0	0	48
84	16	Krishna	3	Jaggiahpet	215	1	214	0	8	3	5	11	64	74	0	1	22	26
85	16	Krishna	4	Nuzivid	215	21	194	0	3	8	0	28	66	72	0	0	0	17
86	16	Krishna	5	Pedana	148	1	147	0	0	2	2	28	58	50	0	0	0	7
87	16	Krishna	6	Tiruvuru	205	0	205	0	11	3	16	34	47	58	0	0	3	33
88	16	Krishna	7	Vuyyuru	132	3	129	0	2	0	4	2	30	45	0	0	2	44
89	16	Krishna	8	Nandigama	260	16	244	0	9	5	4	23	59	98	0	0	0	46
<b>Krishna District Total</b>					<b>1731</b>	<b>75</b>	<b>1656</b>	<b>4</b>	<b>42</b>	<b>21</b>	<b>35</b>	<b>173</b>	<b>491</b>	<b>593</b>	<b>0</b>	<b>7</b>	<b>27</b>	<b>263</b>
90	17	Guntur	1	Tenali	265	10	255	0	12	2	0	45	69	84	0	6	0	37
91	17	Guntur	2	Narasaraopeta	319	19	300	0	1	1	0	57	85	96	0	2	1	57
92	17	Guntur	3	Bapatla	212	9	203	2	6	2	0	26	55	60	0	0	1	51
93	17	Guntur	4	Repalle	134	5	129	0	0	0	0	31	47	41	0	0	0	10
94	17	Guntur	5	Chilakaluripet	193	17	176	0	1	0	2	14	63	72	0	4	2	18
95	17	Guntur	6	Ponnur	228	14	214	5	1	0	0	17	104	73	0	0	2	12
96	17	Guntur	7	Mangalagiri	246	4	242	0	18	15	10	50	49	65	0	1	1	33
97	17	Guntur	8	Macherla	225	96	129	2	1	3	2	2	53	53	0	0	1	12
98	17	Guntur	9	Sattenapalli	215	0	215	1	7	1	12	37	70	73	0	0	1	13
99	17	Guntur	10	Vinukonda	169	5	164	0	15	9	6	32	53	28	0	1	0	20
100	17	Guntur	11	Piduguralla	194	14	180	1	1	2	3	14	75	67	0	0	1	16
101	17	Guntur	12	Tadepalli	212	1	211	0	0	4	43	43	42	48	0	1	0	30
<b>Guntur District Total</b>					<b>2612</b>	<b>194</b>	<b>2418</b>	<b>11</b>	<b>63</b>	<b>39</b>	<b>78</b>	<b>368</b>	<b>765</b>	<b>760</b>	<b>0</b>	<b>15</b>	<b>10</b>	<b>309</b>
102	18	Prakasam	1	Chirala	275	3	272	3	6	0	1	10	105	67	0	5	2	73
103	18	Prakasam	2	Markapur	252	24	228	0	6	4	4	0	74	99	0	0	3	38
104	18	Prakasam	4	Adanki	150	8	142	0	0	0	3	7	47	46	0	2	0	37
105	18	Prakasam	5	Giddalur	183	16	167	33	4	0	0	5	39	20	0	0	1	65
106	18	Prakasam	6	Chimakurthy	121	5	116	0	1	2	7	15	41	43	0	0	0	7
107	18	Prakasam	7	Kanigiri	236	20	216	0	10	6	2	31	49	62	0	4	0	52
<b>Prakasam District Total</b>					<b>1217</b>	<b>76</b>	<b>1141</b>	<b>36</b>	<b>27</b>	<b>12</b>	<b>17</b>	<b>68</b>	<b>355</b>	<b>337</b>	<b>0</b>	<b>11</b>	<b>6</b>	<b>272</b>
108	19	SPSR Nellore	1	Gudur(NLR)	239	7	232	2	4	4	2	30	52	79	0	3	0	56
109	19	SPSR Nellore	2	Kavali	277	3	274	1	10	1	2	47	88	85	0	0	0	40
110	19	SPSR Nellore	3	Venkatagiri	199	9	190	0	12	3	1	42	48	53	0	2	0	29

111	19	SPSR Nellore	4	Atmakur(NLR)	153	4	149	0	5	0	1	47	45	34	0	0	0	17
112	19	SPSR Nellore	5	Sullurpet	165	1	164	5	5	5	3	33	48	36	0	0	0	29
113	19	SPSR Nellore	6	Naidupet	150	17	133	3	12	0	3	16	51	31	0	0	0	17
<b>SPSR Nellore District Total</b>					<b>1183</b>	<b>41</b>	<b>1142</b>	<b>11</b>	<b>48</b>	<b>13</b>	<b>12</b>	<b>215</b>	<b>332</b>	<b>318</b>	<b>0</b>	<b>5</b>	<b>0</b>	<b>188</b>
114	20	YSR Kadapa	1	Proddatur	419	8	411	4	19	3	1	6	139	159	0	2	6	72
115	20	YSR Kadapa	2	Pulivendula	147	0	147	0	2	0	0	17	35	59	0	0	0	34
116	20	YSR Kadapa	3	Jammalamadugu	133	4	129	0	0	0	2	7	44	44	0	0	0	32
117	20	YSR Kadapa	5	Rayachoty	220	5	215	0	0	2	1	11	72	66	0	0	10	53
118	20	YSR Kadapa	6	Badvel	256	1	255	4	3	6	7	18	91	86	0	1	0	39
119	20	YSR Kadapa	7	Mydukur	194	1	193	2	1	7	0	1	55	78	0	0	1	48
120	20	YSR Kadapa	8	Yerraguntla	119	12	107	0	1	5	1	0	40	31	0	3	0	26
<b>YSR Kadapa District Total</b>					<b>1488</b>	<b>31</b>	<b>1457</b>	<b>10</b>	<b>26</b>	<b>23</b>	<b>12</b>	<b>60</b>	<b>476</b>	<b>523</b>	<b>0</b>	<b>6</b>	<b>17</b>	<b>304</b>
121	21	Kurnool	1	Nandyal	361	5	356	0	14	3	2	10	113	114	0	3	16	81
122	21	Kurnool	2	Adoni	361	19	342	1	10	10	14	60	88	84	0	1	21	53
123	21	Kurnool	3	Yemmiganur	229	14	215	0	2	3	4	43	61	66	0	1	13	22
124	21	Kurnool	4	Dhone	192	3	189	0	4	6	2	27	72	48	0	0	0	30
125	21	Kurnool	5	Banaganapally	120	18	102	0	2	0	0	7	38	48	0	0	0	7
126	21	Kurnool	6	Atmakur(KRNL)	148	1	147	0	5	4	7	6	38	44	0	1	0	42
127	21	Kurnool	7	Nandikotkur	215	0	215	0	3	1	6	3	51	50	0	1	4	96
128	21	Kurnool	8	Allagadda	88	6	82	0	4	3	0	0	40	32	0	0	0	3
129	21	Kurnool	9	Gudur(KRNL)	83	13	70	0	4	1	1	14	24	19	0	0	0	7
<b>Kurnool District Total</b>					<b>1797</b>	<b>79</b>	<b>1718</b>	<b>1</b>	<b>48</b>	<b>31</b>	<b>36</b>	<b>170</b>	<b>525</b>	<b>505</b>	<b>0</b>	<b>7</b>	<b>54</b>	<b>341</b>
130	22	Anantapur	1	Hindupur	354	20	334	7	13	9	0	37	77	128	0	0	8	55
131	22	Anantapur	2	Guntakal	423	3	420	4	15	13	8	5	102	88	0	1	6	178
132	22	Anantapur	3	Tadipatri	216	4	212	0	15	4	1	2	95	80	0	0	0	15
133	22	Anantapur	4	Dharmavaram	268	0	268	0	7	2	2	4	67	96	0	5	0	85
134	22	Anantapur	5	Kadiri	308	6	302	0	13	4	2	31	114	80	0	0	4	54
135	22	Anantapur	6	Rayadurg	173	0	173	0	7	1	1	1	59	77	0	2	6	19
136	22	Anantapur	7	Madakasira	112	0	112	0	0	0	1	26	26	40	0	0	0	19
137	22	Anantapur	8	Puttaparthi	186	2	184	0	3	2	2	22	49	81	0	0	1	24
138	22	Anantapur	9	Gooty	151	0	151	1	4	4	3	1	35	39	0	1	2	61

139	22	Anantapur	10	Paamidi	118	3	115	0	1	4	2	0	44	30	0	0	0	34
140	22	Anantapur	11	Kalyandurgam	288	2	286	0	0	2	0	67	77	86	0	1	0	53
<b>Anantapur District Total</b>					<b>2597</b>	<b>40</b>	<b>2557</b>	<b>12</b>	<b>78</b>	<b>45</b>	<b>22</b>	<b>196</b>	<b>745</b>	<b>825</b>	<b>0</b>	<b>10</b>	<b>27</b>	<b>597</b>
141	23	Chittoor	1	Madanapalle	368	4	364	1	9	2	1	1	112	134	0	0	3	101
142	23	Chittoor	2	Srikalahasti	247	2	245	0	6	5	3	57	54	82	0	0	1	37
143	23	Chittoor	3	Punganur	163	0	163	1	1	0	0	2	65	64	0	0	0	30
144	23	Chittoor	4	Palamaneru	171	0	171	0	2	3	0	9	58	61	0	0	0	38
145	23	Chittoor	5	Nagari	190	0	190	2	3	3	1	12	72	70	0	0	0	27
146	23	Chittoor	6	Puttur	196	10	186	0	2	2	3	2	82	74	0	0	0	21
<b>Chittoor District Total</b>					<b>1335</b>	<b>16</b>	<b>1319</b>	<b>4</b>	<b>23</b>	<b>15</b>	<b>8</b>	<b>83</b>	<b>443</b>	<b>485</b>	<b>0</b>	<b>0</b>	<b>4</b>	<b>254</b>
<b>Total</b>					<b>36035</b>	<b>1387</b>	<b>34648</b>	<b>208</b>	<b>1958</b>	<b>549</b>	<b>630</b>	<b>6101</b>	<b>6210</b>	<b>8006</b>	<b>2937</b>	<b>156</b>	<b>678</b>	<b>7215</b>

**Note:** The election of Banganpally Nagar Panchayat in Kurnool District was stopped due to High Court Stay Order.

**ANNEXURE -XLIV**

**ORDINARY ELECTIONS TO URBAN LOCAL BODIES, 2014**

**MUNICIPAL CORPORATIONS**

**Final Contesting Candidates**

**Date: 18-03-2014**

Sl. No	Name of the District	Name of the Urban Local Body	No of Wards	Total No. of valid Nominations	Total No. of with Drawals	Contesting Candidates											Total Contesting Candidates	No. of Contesting candidates per each ward
						BSP	BJP	CPI	CPM	INC	YSR CP	TDP	TRS	LOK SATT	Other Registered Parties	Independents		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19
1	Nizamabad	Nizamabad	50	964	550	2	43	1	9	50	14	37	46	4	35	173	414	8.28
2	Karimnagar	Karimnagar	50	782	406	5	32	2	1	50	1	19	50	1	50	165	376	7.52
3	Karimnagar	Ramagundam	50	689	177	10	34	4	6	50	1	18	46	0	4	339	512	10.24
4	East Godavari	Rajahmundry	50	507	229	3	14	2	3	19	50	50	0	10	14	113	278	5.56
5	West Godavari	Eluru	50	273	99	1	2	2	1	11	50	50	0	3	5	49	174	3.48
6	Krishna	Vijayawada	59	1001	493	4	36	28	21	59	59	59	0	22	35	185	508	8.610169492
7	SPSR Nellore	Nellore	54	638	299	4	15	4	14	54	54	53	0	15	3	123	339	6.277777778
8	YSR Kadapa	Kadapa	50	493	182	0	7	2	12	8	50	47	0	4	3	178	311	6.22
9	Anantapur	Anantapur	50	400	178	4	11	3	3	22	45	49	0	6	8	71	222	4.44
10	Chittoor	Chittoor	50	660	451	0	5	1	1	0	50	50	0	0	0	102	209	4.18
		<b>Total</b>	<b>513</b>	<b>6407</b>	<b>3064</b>	<b>33</b>	<b>199</b>	<b>49</b>	<b>71</b>	<b>323</b>	<b>374</b>	<b>432</b>	<b>142</b>	<b>65</b>	<b>157</b>	<b>1498</b>	<b>3343</b>	<b>6.5165692</b>

## ANNEXURE -XLV

### ORDINARY ELECTIONS TO URBAN LOCAL BODIES, 2014

#### Municipalities & Nagar Panchayats

Final Contesting Candidates																				
																				Date: 18-03-2014
Sl. No.	District Code	Name of the District	ULB Code	Name of the Urban Local Body	No of Wards	Total No. of valid Nominations	Total No. of With drawals	Contesting Candidates											Total Contesting Candidates	No. of Contesting Candidates per each ward
								BSP	BJP	CPI	CPM	INC	YSR CP	TDP	TRS	LOK SAT TA	Other Registered Parties	Independents		
1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	17	18	19	20	21
1	1	Adilabad	1	Adilabad	36	444	179	6	31	3	7	34	1	12	32	0	20	119	265	7.3611 11111
2	1	Adilabad	2	Bellampally	34	299	95	1	13	8	1	33	0	30	28	2	9	79	204	6
3	1	Adilabad	3	Mancherial	32	371	202	0	19	1	0	32	1	13	31	0	1	71	169	5.2812 5
4	1	Adilabad	4	Nirmal	36	327	117	32	15	0	0	35	0	7	34	1	15	71	210	5.8333 33333
5	1	Adilabad	5	Kagaznagar	28	193	39	3	7	0	3	28	0	18	28	0	9	58	154	5.5
6	1	Adilabad	6	Bhainsa	23	136	41	3	13	0	1	17	0	1	15	0	28	17	95	4.1304 34783
<b>Adilabad District Total</b>					<b>189</b>	<b>1770</b>	673	<b>45</b>	<b>98</b>	<b>12</b>	<b>12</b>	<b>179</b>	<b>2</b>	<b>81</b>	<b>168</b>	<b>3</b>	<b>82</b>	<b>415</b>	<b>1097</b>	5.8042 32804
7	2	Nizamabad	1	Kamareddy	33	434	250	0	30	1	3	33	0	13	33	2	9	60	184	5.5757 57576
8	2	Nizamabad	2	Bodhan	35	363	182	0	16	1	6	34	3	24	35	2	24	36	181	5.1714 28571
9	2	Nizamabad	3	Armur	23	302	161	0	15	1	0	23	0	11	23	0	6	62	141	6.1304 34783
<b>Nizamabad District Total</b>					<b>91</b>	<b>1099</b>	593	<b>0</b>	<b>61</b>	<b>3</b>	<b>9</b>	<b>90</b>	<b>3</b>	<b>48</b>	<b>91</b>	<b>4</b>	<b>39</b>	<b>158</b>	<b>506</b>	5.5604 3956

10	3	Karimnagar	1	Jagityal	38	394	238	0	13	2	0	38	1	31	33	0	10	28	156	4.1052 63158
11	3	Karimnagar	2	Sircilla	33	471	281	1	18	2	3	32	2	13	33	0	2	84	190	5.7575 75758
12	3	Karimnagar	3	Korutla	31	379	206	0	16	3	0	31	0	17	29	0	21	56	173	5.5806 45161
13	3	Karimnagar	4	Metpalli	24	323	175	1	18	3	0	24	0	17	24	1	6	54	148	6.1666 66667
14	3	Karimnagar	5	Jammikunta	20	291	173	3	15	0	1	20	0	10	20	0	0	49	118	5.9
15	3	Karimnagar	6	Vemulavada	20	273	161	0	18	0	0	18	4	3	18	0	0	51	112	5.6
16	3	Karimnagar	7	Peddapalli	20	296	158	0	15	2	2	19	1	14	20	0	4	61	138	6.9
17	3	Karimnagar	8	Huzurabad	20	272	140	3	14	2	0	20	0	13	20	0	0	60	132	6.6
18	3	Karimnagar	9	Husnabad	20	218	108	4	11	6	1	20	0	12	20	0	0	36	110	5.5
<b>Karimnagar District Total</b>					<b>226</b>	<b>2917</b>	1640	<b>12</b>	<b>138</b>	<b>20</b>	<b>7</b>	<b>222</b>	<b>8</b>	<b>130</b>	<b>217</b>	<b>1</b>	<b>43</b>	<b>479</b>	<b>1277</b>	5.6504 42478
19	4	Medak	1	Sangareddy	31	331	115	0	19	0	3	30	0	20	28	0	17	99	216	6.9677 41935
20	4	Medak	3	Sadasivapet	23	275	143	0	15	2	4	23	0	18	21	0	10	39	132	5.7391 30435
21	4	Medak	4	Zaheerabad	24	252	109	0	10	3	3	24	5	23	14	4	15	42	143	5.9583 33333
22	4	Medak	5	Medak	27	291	135	8	19	2	2	25	2	26	27	3	7	35	156	5.7777 77778
23	4	Medak	6	Gajwel	20	222	129	0	10	0	1	20	0	20	20	0	0	22	93	4.65
24	4	Medak	7	Andol-Jogipet	20	268	161	0	5	0	1	20	0	17	19	0	0	45	107	5.35
<b>Medak District Total</b>					<b>145</b>	<b>1639</b>	792	<b>8</b>	<b>78</b>	<b>7</b>	<b>14</b>	<b>142</b>	<b>7</b>	<b>124</b>	<b>129</b>	<b>7</b>	<b>49</b>	<b>282</b>	<b>847</b>	5.8413 7931
25	6	Rangareddi	1	Tandur	31	289	139	0	17	0	3	31	3	20	29	0	21	26	150	4.8387 09677
26	6	Rangareddi	2	Vikarabad	28	232	111	0	5	0	5	28	0	20	25	0	8	30	121	4.3214 28571
27	6	Rangareddi	3	Pedda Amberpet	20	178	89	0	10	2	1	19	6	15	16	0	0	20	89	4.45
28	6	Rangareddi	4	Badangpet	20	187	84	0	17	2	1	20	6	17	13	0	0	27	103	5.15
29	6	Rangareddi	5	Ibrahimpatnam	20	215	90	2	13	2	7	20	8	20	11	0	0	42	125	6.25
<b>Rangareddy District Total</b>					<b>119</b>	<b>1101</b>	513	<b>2</b>	<b>62</b>	<b>6</b>	<b>17</b>	<b>118</b>	<b>23</b>	<b>92</b>	<b>94</b>	<b>0</b>	<b>29</b>	<b>145</b>	<b>588</b>	4.9411 76471
30	7	Mahabubnagar	1	Mahaboobnagar	41	792	425	0	39	4	5	40	18	34	39	2	11	175	367	8.9512 19512

31	7	Mahubnagar	2	Gadwal	33	277	147	1	7	0	1	32	0	24	31	0	8	26	130	3.9393 93939
32	7	Mahubnagar	3	Narayanapet	23	188	80	0	22	0	1	23	2	20	20	0	7	13	108	4.6956 52174
33	7	Mahubnagar	4	Wanaparthi	26	277	149	0	25	1	4	26	0	18	24	1	0	29	128	4.9230 76923
34	7	Mahubnagar	5	Shadnagar	23	286	142	3	13	1	3	23	11	21	23	0	2	44	144	6.2608 69565
35	7	Mahubnagar	7	Nagarkurnool	20	269	136	1	20	4	6	20	4	12	20	0	4	42	133	6.65
36	7	Mahubnagar	8	Ieeja	20	108	40	1	3	0	0	16	0	12	20	0	0	16	68	3.4
37	7	Mahubnagar	9	Kalwakurthy	20	113	26	0	10	0	1	19	16	1	19	0	1	20	87	4.35
<b>Mahabubnagar District Total</b>					<b>206</b>	<b>2310</b>	1145	<b>6</b>	<b>139</b>	<b>10</b>	<b>21</b>	<b>199</b>	<b>51</b>	<b>142</b>	<b>196</b>	<b>3</b>	<b>33</b>	<b>365</b>	<b>1165</b>	5.6553 39806
38	8	Nalgonda	1	Nalgonda	40	529	309	2	18	1	13	40	0	30	27	0	13	76	220	5.5
39	8	Nalgonda	2	Suryapet	34	514	321	0	31	2	3	34	10	30	31	0	1	51	193	5.6764 70588
40	8	Nalgonda	3	Miryalguda	36	470	307	0	11	1	25	35	2	23	29	3	2	32	163	4.5277 77778
41	8	Nalgonda	4	Bhongir	30	251	79	1	18	1	2	27	0	27	22	0	4	70	172	5.7333 33333
42	8	Nalgonda	5	Kodada	30	537	362	1	3	7	3	30	5	19	27	6	0	74	175	5.8333 33333
43	8	Nalgonda	7	Huzurnagar	20	311	213	0	4	5	4	15	6	11	4	0	0	49	98	4.9
44	8	Nalgonda	8	Devarakonda	20	330	231	0	10	7	2	20	2	10	16	0	0	32	99	4.95
<b>Nalgonda District Total</b>					<b>210</b>	<b>2942</b>	1822	<b>4</b>	<b>95</b>	<b>24</b>	<b>52</b>	<b>201</b>	<b>25</b>	<b>150</b>	<b>156</b>	<b>9</b>	<b>20</b>	<b>384</b>	<b>1120</b>	5.3333 33333
45	9	Warangal	1	Jangaon	28	407	256	2	14	5	8	28	2	13	27	0	0	52	151	5.3928 57143
46	9	Warangal	2	Parakala	20	214	179	1	2	0	1	10	0	6	12	0	0	3	35	1.75
47	9	Warangal	3	Narampet	20	293	174	1	9	0	8	20	4	18	20	0	0	39	119	5.95
48	9	Warangal	4	Mahabubabad	28	296	121	0	14	8	12	28	2	12	19	0	3	77	175	6.25
49	9	Warangal	5	Bhupalpally	20	171	66	0	19	4	4	16	0	15	20	1	0	26	105	5.25
<b>Warangal District total</b>					<b>116</b>	<b>1381</b>	796	<b>4</b>	<b>58</b>	<b>17</b>	<b>33</b>	<b>102</b>	<b>8</b>	<b>64</b>	<b>98</b>	<b>1</b>	<b>3</b>	<b>197</b>	<b>585</b>	5.0431 03448
50	10	Khammam	1	Kothagudem	33	295	105	0	5	22	7	32	15	30	11	1	9	58	190	5.7575 75758
51	10	Khammam	2	Yellandu	24	385	211	0	5	7	6	19	16	24	19	0	7	71	174	7.25



52	10	Khammam	3	Sattupalli	20	109	35	0	1	1	1	19	19	20	8	0	0	5	74	3.7
53	10	Khammam	4	Madhira	20	108	22	0	7	3	9	17	10	18	4	0	0	18	86	4.3
<b>Khammam District Total</b>					<b>97</b>	<b>897</b>	373	<b>0</b>	<b>18</b>	<b>33</b>	<b>23</b>	<b>87</b>	<b>60</b>	<b>92</b>	<b>42</b>	<b>1</b>	<b>16</b>	<b>152</b>	<b>524</b>	5.4020 61856
54	11	Srikakulam	2	Amadalavalasa	23	159	78	0	1	0	1	19	23	23	0	2	0	12	81	3.5217 3913
55	11	Srikakulam	3	Ichapuram	23	145	67	0	2	0	0	16	23	23	0	0	0	14	78	3.3913 04348
56	11	Srikakulam	4	Palasa Kasibugga	25	129	53	0	1	1	0	14	25	25	0	2	0	8	76	3.04
57	11	Srikakulam	5	Palakonda	20	134	51	0	0	1	4	6	17	17	0	0	0	38	83	4.15
<b>Srikakulam District Total</b>					<b>91</b>	<b>567</b>	249	<b>0</b>	<b>4</b>	<b>2</b>	<b>5</b>	<b>55</b>	<b>88</b>	<b>88</b>	<b>0</b>	<b>4</b>	<b>0</b>	<b>72</b>	<b>318</b>	3.4945 05495
58	12	Vizianagar am	1	Vizianagaram	40	388	219	0	4	2	5	38	39	40	0	6	0	35	169	4.225
59	12	Vizianagar am	2	Bobbili	30	224	107	1	1	1	4	30	30	30	0	3	0	17	117	3.9
60	12	Vizianagar am	3	Parvathipuram	30	226	73	0	4	0	7	27	30	30	0	5	0	50	153	5.1
61	12	Vizianagar am	4	Salur	29	207	112	0	1	1	2	20	27	29	0	0	0	15	95	3.2758 62069
<b>Vizianagaram District Total</b>					<b>129</b>	<b>1045</b>	511	<b>1</b>	<b>10</b>	<b>4</b>	<b>18</b>	<b>115</b>	<b>126</b>	<b>129</b>	<b>0</b>	<b>14</b>	<b>0</b>	<b>117</b>	<b>534</b>	4.1395 34884
62	13	Visakhapat nam	3	Narsipatnam	27	156	71	1	4	1	3	2	27	25	0	0	0	22	85	3.1481 48148
63	13	Visakhapat nam	4	Yellamanchali	24	135	69	0	0	0	1	0	30	30	0	0	0	5	66	2.75
<b>Visakhapatnam District Total</b>					<b>51</b>	<b>291</b>	140	<b>1</b>	<b>4</b>	<b>1</b>	<b>4</b>	<b>2</b>	<b>57</b>	<b>55</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>27</b>	<b>151</b>	2.9607 84314
64	14	East Godavari	1	Amalapuram	30	183	103	0	9	0	1	7	21	26	0	2	1	13	80	2.6666 66667
65	14	East Godavari	2	Tuni	30	191	86	0	3	0	0	30	30	30	0	1	0	11	105	3.5
66	14	East Godavari	3	Samalkot	30	240	158	0	4	1	2	0	30	29	0	0	0	16	82	2.7333 33333
67	14	East Godavari	4	Ramachandr apuram	27	126	47	0	0	0	0	9	27	27	0	0	0	16	79	2.9259 25926
68	14	East Godavari	5	Pithapuram	30	229	112	0	6	0	1	12	29	30	0	0	0	39	117	3.9
69	14	East Godavari	6	Mandapeta	29	235	147	0	0	0	0	14	28	28	0	2	1	15	88	3.0344 82759

70	14	East Godavari	7	Peddapuram	28	138	64	1	4	0	2	3	26	27	0	0	0	11	74	2.6428 57143
71	14	East Godavari	8	Gollaprollu	20	95	47	0	0	0	0	5	19	19	0	0	0	5	48	2.4
72	14	East Godavari	9	Mumidivaram	20	82	29	0	0	0	0	3	14	17	0	0	0	19	53	2.65
73	14	East Godavari	10	Yeleswaram	20	176	98	0	1	0	0	17	20	20	0	0	0	20	78	3.9
<b>East Godavari District Total</b>					<b>264</b>	<b>1695</b>	891	<b>1</b>	<b>27</b>	<b>1</b>	<b>6</b>	<b>100</b>	<b>244</b>	<b>253</b>	<b>0</b>	<b>5</b>	<b>2</b>	<b>165</b>	<b>804</b>	3.0454 54545
74	15	West Godavari	1	Bhimavaram	39	259	150	0	3	0	1	11	37	36	0	0	0	21	109	2.7948 71795
75	15	West Godavari	2	Palacole	31	163	76	1	0	1	2	1	29	30	0	0	0	23	87	2.8064 51613
76	15	West Godavari	3	Tadepalligudem	35	312	186	10	4	3	2	4	33	33	0	4	0	33	126	3.6
77	15	West Godavari	4	Narsapur	31	194	91	0	2	0	1	1	29	29	0	1	0	40	103	3.3225 80645
78	15	West Godavari	5	Nidadavole	28	153	60	3	5	0	3	15	26	28	0	1	0	12	93	3.3214 28571
79	15	West Godavari	6	Tanuku	34	229	127	3	5	1	2	1	32	32	0	5	0	21	102	3
80	15	West Godavari	7	Kovvur	23	156	76	0	1	0	1	1	23	21	0	0	0	33	80	3.4782 6087
81	15	West Godavari	8	Jangareddy Gudem	20	120	49	0	1	1	3	0	20	19	0	1	0	26	71	3.55
<b>West Godavari District Total</b>					<b>241</b>	<b>1586</b>	815	<b>17</b>	<b>21</b>	<b>6</b>	<b>15</b>	<b>34</b>	<b>229</b>	<b>228</b>	<b>0</b>	<b>12</b>	<b>0</b>	<b>209</b>	<b>771</b>	3.1991 70124
82	16	Krishna	1	Machilipatnam	42	264	107	2	5	0	1	27	42	42	0	6	0	32	157	3.7380 95238
83	16	Krishna	2	Gudivada	36	259	150	1	0	0	2	3	36	36	0	0	0	31	109	3.0277 77778
84	16	Krishna	3	Jaggiahpeta	27	214	114	0	3	2	2	4	27	27	0	1	16	18	100	3.7037 03704
85	16	Krishna	4	Nuzivid	30	194	102	0	2	1	3	14	30	29	0	0	0	13	92	3.0666 66667
86	16	Krishna	5	Pedana	23	147	84	0	0	1	1	13	21	23	0	0	0	4	63	2.7391 30435
87	16	Krishna	6	Tiruvuru	20	205	111	0	8	1	6	20	14	19	0	0	3	23	94	4.7
88	16	Krishna	7	Vuyyuru	20	129	44	0	2	0	3	0	20	20	0	0	2	38	85	4.25
89	16	Krishna	8	Nandigama	20	244	113	0	9	2	3	16	19	20	0	0	0	62	131	6.55

<b>Krishna District Total</b>					<b>218</b>	<b>1656</b>	825	<b>3</b>	<b>29</b>	<b>7</b>	<b>21</b>	<b>97</b>	<b>209</b>	<b>216</b>	<b>0</b>	<b>7</b>	<b>21</b>	<b>221</b>	<b>831</b>	3.8119 26606
90	17	Guntur	1	Tenali	40	255	92	0	7	1	0	40	39	40	0	5	0	31	163	4.075
91	17	Guntur	2	Narasaraopeta	34	300	98	0	1	1	0	33	33	31	0	2	1	100	202	5.9411 76471
92	17	Guntur	3	Bapatla	34	203	64	2	6	2	0	20	34	33	0	0	1	41	139	4.0882 35294
93	17	Guntur	4	Repalle	28	129	44	0	0	0	0	24	27	28	0	0	0	6	85	3.0357 14286
94	17	Guntur	5	Chilakaluripet	34	176	56	0	0	0	1	12	34	33	0	4	2	34	120	3.5294 11765
95	17	Guntur	6	Ponnur	31	214	118	5	1	0	0	12	31	30	0	0	2	15	96	3.0967 74194
96	17	Guntur	7	Mangalagiri	32	242	122	0	10	5	3	30	30	23	0	1	0	18	120	3.75
97	17	Guntur	8	Macherla	29	129	60	2	0	1	2	1	26	23	0	0	0	14	69	2.3793 10345
98	17	Guntur	9	Sattenapalli	30	215	106	1	2	1	8	24	30	28	0	0	1	14	109	3.6333 33333
99	17	Guntur	10	Vinukonda	26	164	48	0	6	7	4	26	25	13	0	1	0	34	116	4.4615 38462
100	17	Guntur	11	Piduguralla	30	180	54	1	0	2	2	12	30	30	0	0	0	49	126	4.2
101	17	Guntur	12	Tadepalli	23	211	100	0	0	3	18	23	23	22	0	1	0	21	111	4.8260 86957
<b>Guntur District Total</b>					<b>371</b>	<b>2418</b>	962	<b>11</b>	<b>33</b>	<b>23</b>	<b>38</b>	<b>257</b>	<b>362</b>	<b>334</b>	<b>0</b>	<b>14</b>	<b>7</b>	<b>377</b>	<b>1456</b>	3.9245 28302
102	18	Prakasam	1	Chirala	33	272	112	3	0	0	1	8	32	32	0	5	3	76	160	4.8484 84848
103	18	Prakasam	2	Markapur	32	228	136	0	0	3	1	0	28	25	0	0	2	33	92	2.875
104	18	Prakasam	4	Adanki	20	142	74	0	0	0	3	5	19	20	0	2	0	19	68	3.4
105	18	Prakasam	5	Giddalur	20	167	79	12	5	0	0	4	20	18	0	0	0	29	88	4.4
106	18	Prakasam	6	Chimakurthy	20	116	38	0	1	2	4	15	20	20	0	0	0	16	78	3.9
107	18	Prakasam	7	Kanigiri	20	216	111	0	7	1	2	17	20	20	0	4	0	34	105	5.25
<b>Prakasam District Total</b>					<b>145</b>	<b>1141</b>	550	<b>15</b>	<b>13</b>	<b>6</b>	<b>11</b>	<b>49</b>	<b>139</b>	<b>135</b>	<b>0</b>	<b>11</b>	<b>5</b>	<b>207</b>	<b>591</b>	4.0758 62069
108	19	SPSR Nellore	1	Gudur(NLR)	33	232	89	2	2	1	3	24	31	32	0	3	0	45	143	4.3333 33333
109	19	SPSR Nellore	2	Kavali	40	274	113	1	3	1	2	33	38	37	0	0	0	46	161	4.025
110	19	SPSR Nellore	3	Venkatagiri	25	190	81	0	9	3	1	24	22	25	0	2	0	23	109	4.36

111	19	SPSR Nellore	4	Atmakur (NLR)	23	149	56	0	4	4	4	5	19	20	0	1	0	36	93	4.0434 78261
112	19	SPSR Nellore	5	Sullurpet	23	164	64	5	4	2	2	21	22	21	0	0	0	23	100	4.3478 26087
113	19	SPSR Nellore	6	Naidupet	20	133	51	3	9	0	3	17	19	19	0	0	0	12	82	4.1
<b>SPSR Nellore District Total</b>					<b>164</b>	<b>1142</b>	454	<b>11</b>	<b>31</b>	<b>11</b>	<b>15</b>	<b>124</b>	<b>151</b>	<b>154</b>	<b>0</b>	<b>6</b>	<b>0</b>	<b>185</b>	<b>688</b>	4.1951 21951
114	20	YSR Kadapa	1	Proddatur	40	411	166	4	14	1	1	6	40	40	0	2	5	132	245	6.125
115	20	YSR Kadapa	2	Pulivendula	26	147	59	0	2	0	0	8	25	21	0	0	0	32	88	3.3846 15385
116	20	YSR Kadapa	3	Jammalamadugu	20	129	31	0	0	0	2	6	20	20	0	0	0	50	98	4.9
117	20	YSR Kadapa	5	Rayachoty	31	215	83	0	0	2	1	0	29	28	0	0	9	63	132	4.2580 64516
118	20	YSR Kadapa	6	Badvel	26	255	113	2	1	2	2	12	26	26	0	0	0	71	142	5.4615 38462
119	20	YSR Kadapa	7	Mydukur	23	193	84	1	1	5	0	0	22	22	0	0	0	58	109	4.7391 30435
120	20	YSR Kadapa	8	Yerraguntla	20	107	44	0	1	1	1	0	20	19	0	3	0	18	63	3.15
<b>YSR Kadapa District Total</b>					<b>186</b>	<b>1457</b>	580	<b>7</b>	<b>19</b>	<b>11</b>	<b>7</b>	<b>32</b>	<b>182</b>	<b>176</b>	<b>0</b>	<b>5</b>	<b>14</b>	<b>424</b>	<b>877</b>	4.7150 53763
121	21	Kurnool	1	Nandyal	42	356	138	0	9	1	2	6	41	41	0	3	10	105	218	5.1904 7619
122	21	Kurnool	2	Adoni	41	342	118	1	9	5	6	39	41	40	0	1	14	68	224	5.4634 14634
123	21	Kurnool	3	Yemmiganur	33	215	79	0	1	3	4	31	33	33	0	0	0	31	136	4.1212 12121
124	21	Kurnool	4	Dhone	20	189	98	0	3	5	2	0	20	20	0	0	0	41	91	4.55
125	21	Kurnool	5	Banaganapally	20	102	46	0	0	0	0	2	20	19	0	0	0	15	56	2.8
126	21	Kurnool	6	Atmakur (KRNL)	20	147	54	0	4	4	4	5	19	20	0	1	0	36	93	4.65
127	21	Kurnool	7	Nandikotkur	23	215	88	0	3	1	3	1	22	21	0	1	2	73	127	5.5217 3913
128	21	Kurnool	8	Allagadda	20	82	39	0	2	2	0	0	18	18	0	0	0	3	43	2.15
129	21	Kurnool	9	Gudur(KRNL)	20	70	8	0	4	1	1	12	20	19	0	0	0	5	62	3.1
<b>Kurnool District total</b>					<b>239</b>	<b>1718</b>	668	<b>1</b>	<b>35</b>	<b>22</b>	<b>22</b>	<b>96</b>	<b>234</b>	<b>231</b>	<b>0</b>	<b>6</b>	<b>26</b>	<b>377</b>	<b>1050</b>	4.3933 05439
130	22	Anantapur	1	Hindupur	38	334	127	5	9	4	0	29	38	38	0	0	4	80	207	5.4473 68421

131	22	Anantapur	2	Guntakal	37	420	207	3	15	4	4	4	37	37	0	1	6	102	213	5.7567 56757
132	22	Anantapur	3	Tadipatri	34	212	73	0	13	2	1	2	34	34	0	0	0	53	139	4.0882 35294
133	22	Anantapur	4	Dharmavaram	40	268	123	0	6	1	2	3	37	40	0	3	0	53	145	3.625
134	22	Anantapur	5	Kadiri	36	302	122	0	9	2	1	26	36	36	0	0	4	66	180	5
135	22	Anantapur	6	Rayadurg	31	173	92	0	5	1	1	0	30	30	0	2	4	8	81	2.6129 03226
136	22	Anantapur	7	Madakasira	20	112	32	0	0	0	1	20	20	20	0	0	0	19	80	4
137	22	Anantapur	8	Puttaparthi	20	184	113	0	2	0	2	18	19	19	0	0	0	11	71	3.55
138	22	Anantapur	9	Gooty	24	151	37	0	4	3	3	1	24	24	0	1	2	52	114	4.75
139	22	Anantapur	10	Paamidi	20	115	45	0	1	3	2	0	20	19	0	0	0	25	70	3.5
140	22	Anantapur	11	Kalyandurgam	23	286	178	0	0	1	0	21	22	23	0	1	0	40	108	4.6956 52174
<b>Anantapur District Total</b>					<b>323</b>	<b>2557</b>	1149	<b>8</b>	<b>64</b>	<b>21</b>	<b>17</b>	<b>124</b>	<b>317</b>	<b>320</b>	<b>0</b>	<b>8</b>	<b>20</b>	<b>509</b>	<b>1408</b>	4.3591 33127
141	23	Chittoor	1	Madanapalle	35	364	212	1	7	1	0	1	34	34	0	0	3	71	152	4.3428 57143
142	23	Chittoor	2	Srikalahasti	35	245	93	0	1	1	3	33	35	34	0	0	0	45	152	4.3428 57143
143	23	Chittoor	3	Punganur	24	163	97	1	1	0	0	0	24	23	0	0	0	17	66	2.75
144	23	Chittoor	4	Palamanneru	24	171	92	0	2	1	0	9	24	24	0	0	0	19	79	3.2916 66667
145	23	Chittoor	5	Nagari	27	190	100	0	2	0	4	4	27	27	0	0	0	26	90	3.3333 33333
146	23	Chittoor	6	Puttur	24	186	118	0	0	2	3	0	24	24	0	0	0	15	68	2.8333 33333
<b>Chittoor District Total</b>					<b>169</b>	<b>1319</b>	712	<b>2</b>	<b>13</b>	<b>5</b>	<b>10</b>	<b>47</b>	<b>168</b>	<b>166</b>	<b>0</b>	<b>0</b>	<b>3</b>	<b>193</b>	<b>607</b>	3.5917 15976
<b>Grand Total</b>					<b>3990</b>	<b>34648</b>	<b>16853</b>	<b>159</b>	<b>1050</b>	<b>252</b>	<b>377</b>	<b>2472</b>	<b>2693</b>	<b>3408</b>	<b>1191</b>	<b>121</b>	<b>412</b>	<b>5660</b>	<b>17795</b>	4.4598 99749

**Note:** The election of Banganpally Nagar Panchayat in Kurnool District was stopped due to High Court Stay Order.

**ANNEXURE -XLVI**

**UNANIMOUSLY ELECTED MEMBERS IN MUNICIPALITIES /  
NAGAR PANCHAYATS, 2014.**

Sl. No	Name of the Dist / Name of the ULB	S. No.	Ward No	Name of the Candidate	Party Affiliation
1	2	3	4	5	6
<b>I</b>	<b>Srikakulam</b>				
1	Palakonda	1	14	Mutyala paparao	INDEPENDENT
<b>II</b>	<b>VISAKHAPATNAM</b>				
2	Yellamanchali	2	2	Rama Kumari Pilla	TDP
<b>III</b>	<b>EAST GODAVARI</b>				
3	Amalapuram	3	7	Tikkireddy Adi Lakshmi	TDP
		4	8	Saride Naga Raja Kumari	TDP
		5	17	Chelluboina Sri Devi	YSR CP
		6	20	Chikkala Vinayaka Rao	TDP
4	Mandapeta	7	5	Smt Nerella Seetha Mahalakshmi	YSR CP
5	Gollaprollu	8	11	Aniseti Lakshmi	TDP
6	Mumidivaram	9	9	Saladi Rama Devi	INDEPENDENT
		10	14	Saripella Madhavi Chandra Prasanna Lakshmi	INDEPENDENT
		11	15	Sanaboina Suneela Devi	INDEPENDENT
<b>IV</b>	<b>WEST GODAVARI</b>				
7	Palacole	12	14	Sri Mallampalli Pakeer Babu	TDP
8	Tadepalligudem	13	16	Sri Pendyala Chandra Sekhara Rao	INDEPENDENT
9	Nidadavole	14	13	Smt Teeparthi Prasanna	TDP
10	Nidadavole	15	19	Smt Mariseti Padmaja	TDP
<b>V</b>	<b>GUNTUR</b>				
11	Macherla	16	28th	Devarla Krishnamma	TDP

<b>VI</b>	<b>PRAKASHAM</b>				
12	Markapur	17	5th	Chiralamcherla Leelavathi	YSR CP
		18	6	Vakkalagadda sathya Venkata mallikarjuna rao	TDP
		19	29	Sk Noorjahan	TDP
<b>VII</b>	<b>NELLORE</b>				
13	Sullurpet (NLR)	20	12	Alavala Hymavathi	INDEPENDENT
14	Naidupet	21	10	Mylari Shobharani	TDP
<b>VIII</b>	<b>ANANTHAPUR</b>				
15	Rayadurg	22	18	Smt.B.Uma W/o Venugopal	TDP
16	Puttaparthi	23	1	Chinnapolla Obulesh	INC
<b>IX</b>	<b>CHITTOOR</b>				
17	Madanapalle	24	16	S.Lakshmi Devi	INDEPENDENT
18	Punganur	25	22	S.Shobha Rani	YSRCP
<b>X</b>	<b>KURNOOL</b>				
19	Allagadda	27	13	Somula. Jagan Mohan Reddy S/o S.V.Nagi Reddy	YSRCP
		28	14	Talari. Lakshmi Narasamma W/o T.Subramanyam	YSRCP
20	Pulivendula	29	11	Pothula Sujatha	YSRCP
21	Rayachoty	30	2	Peddaveeti Narayanamma	INDEPENDENT
		31	24	Sugavasi Nagendra Rao	TDP
22	Mydukur	32	10	Tavva Vanaja	INDEPENDENT
<b>XII</b>	<b>RANGA REDDY</b>				
23	Vikarabad	33	17	P Ananthamma W/o Chandraiah Goud	INC
24	Pedda Amberpet	34	15	Harising Nayak	CPI
<b>XIII</b>	<b>NALGONDA</b>				
25	Miryalguda	35	13	Nagalakshmi Thirunagaru	INC
26	Bhongir	36	20	SK.Jainabunnisa	TDP
<b>XIII</b>	<b>ADILABAD</b>				
27	ADILABAD	37	34	Meshram Krishna Kumar	BJP
28	Bhainsa	38	3	KAVITHA W/O SAINATH	BJP
<b>XIV</b>	<b>WARANGAL</b>				
29	Jangaon	39	16	Vennam Sreelatha	INC

**ANNEXURE - XLVII**

**STATE ELECTION COMMISSION**

**3<sup>rd</sup> Floor, Buddha Bhavan, M.G.Road, Secunderabad-500003, Andhra Pradesh**

**THE REGISTRATION OF POLITICAL PARTIES AND**

**ALLOTMENT OF SYMBOLS ORDER 2001**

**(AS AMENDED UP TO 29.06.2013)**

An order to provide for the Registration of Political Parties and for allotment of Symbols at elections to local bodies constituted in pursuance of Parts IX and IXA of the Constitution of India in Andhra Pradesh, and for matters connected therewith.

Whereas, the superintendence, direction and control of all elections to local bodies in the State are vested by the Constitution of India and under the relevant laws relating to local bodies in the State, in the State Election Commission;

And Whereas it is necessary and expedient to provide, in the interests of purity of elections to the local bodies, and in the interests of conduct of such elections, in a fair and efficient manner, for the registration of political parties and for matters connected therewith;

Now, therefore, in exercise of the powers conferred by Article 243 K read with Article 243 ZA of the Constitution of India, the State Election Commission, hereby, makes the following order: -

**1. Short title, extent, application and commencement:**

- (1) This Order may be called the Registration of Political Parties and Allotment of Symbols Order, 2001.
- (2) It extends to the whole of the State of Andhra Pradesh.
- (3) It applies to all elections held to local bodies in the State, on party basis.
- (4) It shall come into force with immediate effect.

**Part -I**  
**PRELIMINARY**

**2. Definitions:** In this Order, unless the context otherwise requires, -

- (1) 'Commission' means, the State Election Commission constituted under Article 243 K read with Article 243 ZA of the Constitution of India;
- (2) 'Election Commission of India' means, the Election Commission of India constituted under Article 324 of the Constitution of India;



(3) 'local body' means, -

- (a) a Gram Panchayat, Mandal Parishad or Zilla Parishad constituted under the Andhra Pradesh Panchayat Raj Act, 1994 (Act 13 of 1994);
- (b) a Municipality or Nagar Panchayat constituted under the Andhra Pradesh Municipalities Act, 1965 (Act 6 of 1965); or
- (c) a Municipal Corporation constituted under any law relating to Municipal Corporations for the time being in force in the State;

(4) 'paragraph' means a paragraph of this Order;

(5) 'political party' means a political party registered under this Order;

(6) 'recognised political party' means a political party recognised as a National Party or as a State Party under the Election Symbols (Reservation and Allotment) Order, 1968, made by the Election Commission of India, and also registered by the Commission;

(7) 'registered political party' means a political party registered with the Commission;

(8) 'State' means the State of Andhra Pradesh;

(9) words and expressions used but not defined in this Order, but defined in the Andhra Pradesh Panchayat Raj Act, 1994, or the Andhra Pradesh Municipalities Act, 1964, or any law relating to Municipal Corporations, for the time being in force, in the State, or the rules made thereunder, shall have the meanings respectively assigned to them in those Acts, laws and rules.

## **Part - II** **REGISTRATION OF POLITICAL PARTIES**

**3. Registration of Political Parties:** (1) Any association or body of individual citizens calling itself a political party, or a political party already registered with the Election Commission of India, and intending to avail itself of the provisions of this Order, shall make an application to the State Election Commission for its registration as a political party for purposes of elections to local bodies in the State.

(2) Every application under sub-paragraph (1) shall be signed by the chief executive officer of the association or body or political party (whether such chief executive officer is known as Secretary or by any other designation) and presented to the Secretary to the Commission or sent to such Secretary by registered post.

(3) Every such application shall contain the following particulars, namely: -

- (a) the name of the association or body or political party;
- (b) location of its head office;
- (c) the address to which letters and other communications meant for it should be sent;

- (d) the names of its president, secretary, treasurer and other office-bearers;
- (e) the numerical strength of its members, and if there are categories of its members, the numerical strength in each category;
- (f) whether it has any local units; if so, at what levels;
- (g) whether it is represented by any office-bearers or members in any of the local bodies in the State; if so, their number and particulars relating to the office they are holding and the local body concerned;
- (h) whether it has already registered itself as a political party with the Election Commission of India, and if so, whether it is recognised as a National party or a State Party;

(4) (a) The application must be accompanied by the following documents/ information:

- (i) A Demand Draft of Rs.10,000/- (Rupees ten thousand only) on account of processing fee drawn in favour of the Secretary, State Election Commission. The processing fee shall be non-refundable.
- (ii) A neatly typed/printed copy of the memorandum/rules and bye-laws/ constitution of the Party containing a specific provision which reads

“..... (name of the party) shall bear true faith and allegiance to the Constitution of India as by law established and to the principles of socialism, secularism and democracy and would uphold the sovereignty, unity and integrity of India”.

**NOTE:** The above mandatory provision must be included in the text of the party constitution itself as one of the clauses. No association or body shall be registered as a political party unless the memorandum, rules and regulations or the constitution of such association or body conform to the above referred provision. The copy of the party constitution furnished with the application should also be duly authenticated on each page by the General Secretary/President/Chairman of the party and the seal of the signatory affixed thereon.

- (iii) There should be a specific provision in the rules and regulations/ memorandum/Constitution of the party regarding organisational elections at different levels and the periodicity of such elections and term of office of the office-bearers of the party.
- (iv) Besides procedure in the case of merger/dissolution of the association should be provided in the bye-laws.
- (v) Certified extracts from the latest electoral rolls in respect of atleast 25 members of the organisation (including all office-bearers/members of main decision making organs like Executive Committee/Executive Council) to show that they are registered electors.
- (vi) An affidavit duly signed by the President/General Secretary of the applicant party and sworn before a 1<sup>st</sup> class Magistrate/ Notary Public to

the effect that no member of the organisation is a member of any other political party registered with the Commission.

- (vii) Individual affidavits from atleast 25 members of the party to the effect that the said member is a registered elector and that he is not a member of any other political party registered with the commission. These affidavits should be on Stamp Paper of atleast Rs.10/- denomination and duly sworn before a 1<sup>st</sup> class Magistrate/Oath Commissioner/Notary Public. These affidavits should be from those persons in respect of whom certified extracts of electoral rolls are being furnished.
- (viii) Particulars of Bank accounts in the name of the party.
- (b) In the case of a political party already registered with the Election Commission of India, the application shall be accompanied by the documentary evidence of its registration with the Election Commission of India, Symbol particulars and a certified copy of the party constitution, by whatever name called.
- (5) The application shall also be accompanied by a declaration to the effect that the applicant has read and understood the provisions of this Order and that the political party sought to be registered by him shall abide by the provisions of this Order.
- (6) The Commission may call for such other particulars, as it may deem fit from the association or body or political party.
- (7) The sub para (7) was deleted vide amendment reference no. 1637/SEC-L/2005, dated 15.12.2005
- (8)
  - (i) Before registering a political party under this order a notice shall be published in A.P.Gazette as also one of the regional language daily newspapers indicating herein the name of the political party, its President and the symbol proposed to be allotted and calling for objections if any for such registration from the general public.
  - (ii) If no objection is received within 15 days from the date of publication in A.P. Gazette/news papers as specified in sub para (i) above, it shall be competent for the State Election Commission to register the political party as proposed in the notice.
  - (iii) If any objection is received the State Election Commission may consider the same and in case it is found to be flimsy, it may reject the same and register the political party. If on the other hand the State Election Commission considers that the objection is prima facie genuine, then the same shall be communicated to the applicant and his remarks shall be called for. After receipt of the remarks the Commission may either decide the matter on merits on the basis of the records available or it may give personal hearing to the parties concerned and take a decision thereafter. The decision of the State Election Commission shall be final.

- (iv) Every Association or Body of individual citizens making an application under this order for registration of political party shall take care to see that the name of the political party proposed to be registered should not resemble the name of a political party which is already registered with the State Election Commission, thus giving rise to a confusion in the minds of the general public. Where the State Election Commission is either suo-moto or on objections received from the general public considers that the name of a political party sought to be registered is similar to be a political party already registered, it shall be competent to the Commission to reject the application. It shall however, be open to the applicant to make a fresh application by changing the name of the political party and any such application will be examined de-novo as if it is a new application. The decision of the State Election Commission shall be final.
- (9) After an association or body or political party has been registered as a political party as aforesaid,
  - (a) any change in its name, head office, office-bearers, address or in any other material matters shall be communicated to the Commission without delay;
  - (b) such associations or body or political party shall maintain true accounts of its income and expenditure, and particularly maintain separate accounts for the expenditure incurred in connection with local body elections, indicating details of the expenditure incurred on the general publicity of the party, and candidate-wise expenditure incurred for promoting the election of specific candidates set up or supported by the party in various elections to local bodies;
  - (c) a copy of the annual audited accounts of the party and a copy of the income-tax returns filed under the law for the relevant year shall be filed in the office of the Commission within a period of one year after the end of the relevant financial year;
  - (d) should observe the provision of the Model Code of Conduct for Local Body Elections issued by the Commission;
  - (e) Follow or carry out the lawful directions and instructions of the Commission, given from time to time, with a view to furthering the conduct of free, fair and peaceful elections or safeguarding the interests of the general public and electorate in particular.

**Part - III**  
**Allotment of Symbols**

**4. Allotment of Symbols:**

In every contested election, a symbol shall be allotted to a contesting candidate in accordance with the provisions of this Order, and different symbols shall be allotted to different candidates at an election in the same local body.

**5. Classification of Symbols:**

- (1) For the purposes of this Order, symbols are either reserved or free.

- (2) Save as otherwise provided in this Order, a reserved symbol is a symbol, which is reserved for a recognised political party or a registered political party for exclusive allotment to the contesting candidates set up by that party.
- (3) A free symbol is a symbol, other than a reserved symbol.

**5A:- Conditions for allotment of reserved symbol to registered political parties:**

- (a) **Registered political party without a reserved symbol:** No symbol shall be reserved to any political party registered with the State Election Commission as per the provisions of this Order unless and until the conditions specified in sub-paragraphs (b) and (b-1) are satisfied. Such registered political party shall be given preferential treatment in allotment of free symbols to the candidates set up by it over the independent candidates.
- (b) **Registered political party with a reserved symbol:** A registered political party which returns 15 MPTC Members or 3 ZPTC Members or 15 Ward members of Municipalities or 15 Ward Members of Municipal Corporations from anywhere in the State shall be entitled for a reserved symbol. It shall also be sufficient if a political party returns a total number of 15 candidates from one or more of the local bodies put together in the entire State. For the purpose of this clause one ZPTC Member shall be treated as equal to 5 offices of members of MPTC/Municipality/ Municipal Corporation. After each ordinary election, the performance of each registered political party shall be evaluated in order to identify the registered political parties which satisfy the criteria for registration of a symbol. On fulfillment of criteria stipulated for reservation of a symbol, the party concerned shall in consultation with the State Election Commission furnish a list of three symbols of its choice in the order of preference and one of them will be reserved as common symbol of the party by the State Election Commission.

**(b-1).** A registered political party which is also a political party registered with the Election Commission of India and categorized as unrecognized political party has a sitting member either in the Legislative Assembly of the State of Andhra Pradesh or in the House of People representing a constituency in the State of Andhra Pradesh shall be entitled to a reserved symbol. Such political party shall for this purpose intimate to the Secretary, State Election Commission a list of three symbols from out of the free symbols notified by the Commission in order of preference and thereupon the Commission shall reserve one of them as a reserved symbol.

- (c) **Conditions for continued reservation of a common symbol for a registered political party:** If a symbol is reserved to a registered political party under sub-paragraph (b), the question whether it shall continue to be so reserved after any subsequent ordinary election to local body shall depend upon the continued fulfillment by it of the conditions specified therein.

**(c-1).** If a symbol is reserved to a registered political party under sub paragraph (b-1), it shall continue only so long as that political party has a sitting member in the Legislative Assembly of the State of Andhra Pradesh or House of the People representing a constituency in the State of Andhra Pradesh.

## **6. Choice and allotment of symbols:**

- (1) A candidate set up by a recognised National Party at any election to the local bodies in the State shall choose, and shall be allotted, the symbol reserved for that party by the Election Commission of India and no other symbol.
- (2) A candidate set up by a recognised State party at any election to the local bodies in the State, whether such party is a State party in the State or not, shall choose, and shall be allotted the symbol reserved for that party by the Election Commission of India and no other symbol.
- (3) A candidate set up by a registered political party at any election to the local bodies in the State shall choose, and shall be allotted the symbol reserved for that party by the Commission and no other symbol.
- (4) In any election to the local bodies in the State, a reserved symbol shall not be chosen by, or allotted to, any candidate other than a candidate set up by a recognised or registered political party for whom such symbol has been reserved, even if no candidate has been set up by such party in such election.

### **6A – Concession to candidates set up by registered political parties without a reserved symbol.**

The candidates set up by a registered political party without a reserved symbol at the ordinary election to the MPTCs / ZPTCs or Ward Members of Municipal Bodies, may be allotted a common symbol from the list of free symbols, subject to the fulfillment of the following conditions, namely -

- (i) A Registered Political Party sets up candidates at least in 10% (ten percent) of the total number of MPTCs or ZPTCs or Ward Members of Urban local bodies as the case may be, in the State and give an application to the State Election Commission also with an undertaking to that effect within two clear days of the date on which the notification (or first of the notifications in the case of a phased election) of the election has been issued.
- (ii) The registered political party shall submit to the Commission a demand draft for Rs. 1,00,000/- (Rupees one lakh only) drawn in the name of Secretary, State Election Commission, Andhra Pradesh, Hyderabad as deposit which subject to clause (iv) be refundable;
- (iii) The Registered Political Party shall give the names of ten symbols, in order of preference, from out of the list of free symbols notified by the Commission for the election;
- (iv) The Registered Political Party shall also give an undertaking that if the party does not set up candidates in the minimum number of the constituencies as prescribed in condition (i) above, its candidates shall not be entitled to allotment of common symbols to them and in addition agrees to the forfeiture by the Commission of the deposit amount, referred to in clause (ii);

**Explanation:** For the removal of doubt, it is hereby clarified that-

- (i) The concession of allotment of common symbol to the candidates of a registered political party without a reserved symbol under this paragraph shall be

only a one-time facility and a party that has availed of this concession once shall not be automatically eligible for the concession in any subsequent Ordinary Election;

(ii) The symbol allotted as a common symbol to the candidates of a party under this paragraph shall be available for allotment to candidates set up by the other parties or independent candidates in those other constituencies in which that party has not set up its candidates;

(iii) If two or more parties give preference for the same symbol, then the question of allotment of the symbol to one of such parties shall be decided by draw of lots;

(iv) Notwithstanding anything contained in clause (iii) a political party has been allowed to contest with a particular common symbol in last general elections to the Andhra Pradesh Legislative Assembly or House of the People that political party shall have the preference for allotment of the same symbol.

(v) If it is not possible for the Commission for any reason to allot a common symbol to the candidates of a registered political party from out of the list of symbols it has given its preference under this paragraph, some other symbol from the list of free symbols may be allotted to that party in consultation with that party.

**7. Choice of symbols by other candidates and allotment thereof:-**

- (1) Any candidate at an election to local bodies in the State, other than
  - (a) a candidate set up by a recognised political party;
  - (b) a candidate set up by any registered political party with a reserved symbol referred to in sub paragraphs (b) and (b1) of paragraph-5A, and
  - (c) a candidate set up by any registered political party referred to in paragraph-6A; shall choose and shall be allotted in accordance with the provisions hereafter set out in this paragraph, one of the symbols specified as free symbols by the Commission.
- (2) Where any free symbol has been chosen by only one candidate at such election, the returning officer/election officer shall allot that symbol to that candidate and to no one else.
- (3) Where the same free symbol has been chosen by several candidates at such election, then, --
  - (a) if of those several candidates one of the candidates is, or was holding the same office, and was allotted that free symbol at the previous election to the same office, when he was chosen, the returning officer/election officer shall allot that free symbol to that candidate and to no one else; and
  - (b) if of those several candidates, no one is, or was, a sitting member, the returning officer/election officer shall decide by lot to which of those candidates that free symbol shall be allotted, and allot that free symbol to the candidate on whom the lot falls and to no one else;

(4) Where the same free symbol has been chosen by several candidates at such election, then -

(a) If, of those several candidates, only one is a candidate set up by an registered political party without a reserved symbol and all the rest are independent candidates, the returning officer shall allot that free symbol to the candidate set up by the registered political party without a reserved symbol, and to no one else; and, if, of those several candidates, two or more are set up by different registered political parties without a reserved symbol and the rest are independent candidates, the returning officer shall decide by lot to which of the two or more candidates set up by the different registered political parties without a reserved symbol that free symbol shall be allotted, and allot that free symbol to the candidate on whom the lot falls, and to no one else.

Provided that where of the two or more such candidates set up by such different registered political parties without a reserved symbol, only one is, or was, immediately before such election, a sitting member of the local body (irrespective of the fact as to whether he was allotted that free symbol or any other symbol at the previous election when he was chosen as such member), the returning officer/election officer shall allot that free symbol to that candidate, and to no one else:

(b) If, of those several candidates, no one is set up by any registered political party without a reserved symbol and all are independent candidates, but one of the independent candidates is, or was, immediately before such election a sitting member of the local body and was allotted that free symbol at the previous election when he was chosen as member, the Returning Officer/Election Officer shall allot that free symbol to that candidate, and to no one else; and

(c) If, of those several candidates, being all independent candidates, no one is, or was, a sitting member as aforesaid, the returning officer/election officer shall decide by lot to which of those independent candidates that free symbol shall be allotted, and allot that free symbol to the candidates on whom the lot falls, and to no one else."

**8. When a candidate shall be deemed to be set up by a political party:-**

For the purpose of this Order, a candidate shall be deemed to be set up by a political party if, and only if, he is nominated by the political party concerned, in such manner and in such format as may be specified by the instructions issued by the State Election Commission, under this paragraph.

**9. Power of Commission to suspend or withdraw registration of a political party for its failure to observe Model Code or follow lawful directions and instructions of the Commission:-**

Notwithstanding anything in this Order, if the Commission is satisfied on information in its possession, that a political party, registered under the provisions of this order, has failed or has refused or is refusing or has shown or is showing defiance by its conduct or otherwise (a) to observe the provisions of the Model Code of Conduct for Local Body Elections, as amended from time to time, (b) to abide by the provisions of this Order, or (c) to follow or carry out the lawful directions and instructions of the Commission, given from time to time, with a view to furthering the conduct of free, fair and peaceful elections or safeguarding the interests of the general public and electorate in particular, the Commission may, after taking into



account all the available facts and circumstances of the case and after giving the party a reasonable opportunity of showing cause in relation to the action proposed to be taken against it, either suspend, subject to such terms as the Commission may deem appropriate, or withdraw the registration of such party.

**10. Notification containing lists of political parties and symbols:-** The Commission shall, by one or more notifications in the Andhra Pradesh Gazette, publish lists of recognised political parties and registered political parties along with the symbols reserved for each of them and also the list of free symbols for each office.

**11. Powers of Commission to issue instructions:-** The Commission, may issue instructions and directions --

- (a) for the clarification of any of the provisions of this Order;
- (b) for the removal of any difficulty which may arise in relation to the implementation of any such provisions; and
- (c) in relation to any matter with respect to the reservation and allotment of symbols and registration of political parties, for which this Order makes no provision or makes insufficient provision, and provision is in the opinion of the Commission necessary for the smooth and orderly conduct of elections.

**12. Power of the Commission to issue instructions to registered political parties without reserved symbol:-** The Commission may issue instructions for the benefit of registered political parties without a reserved symbol such instructions as it may feel necessary for expeditious reservation of a reserved symbol if they fulfill the conditions specified in sub-paragraph (b) of paragraph 5A.

**STATE ELECTION COMMISSION  
ANDHRA PRADESH**

## **ANNEXURE - XLVIII**

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

**No.105/SEC-L/2014**

**Date:04.03.2014**

### **NOTIFICATION**

WHEREAS, the State Election Commission decided to issue Symbol Notification specifying the names of the Recognised National Parties, Recognised State parties in the State of Andhra Pradesh, Recognised State parties of other States, Registered Political parties with reserved symbols, Registered Political parties without reserved symbols and list of free symbols for the office of Member, Municipal Corporation / Municipality / Nagar Panchayat in pursuance of Section 34 of the Greater Hyderabad Municipal Corporation Act, 1955, Section 5A of A.P. Municipalities Act, 1965 and paragraph 10 of the Registration of Political Parties and Allotment of Symbols Order, 2001 as amended from time to time in connection with conduct of 4<sup>th</sup> Ordinary elections to Municipal Bodies in the State;

Now, therefore, in pursuance of Section 34 of the Greater Hyderabad Municipal Corporation Act, 1955, Section 5A of A.P. Municipalities Act, 1965 and paragraph 10 of the Registration of Political Parties and Allotment of Symbols Order, 2001 as amended from time to time and in supersession of all previous notifications issued on the subject, the State Election Commission, hereby, specifies:-

- (a) In Table I, the Recognised National Parties, Recognised State parties in the State of Andhra Pradesh and Recognised State parties in other States and the symbols respectively reserved for them;
- (b) In Table II, the Registered Political parties with reserved symbol and the symbols respectively reserved for them;
- (c) In Table III, the Registered Political parties without a reserved symbol; and
- (d) In Table IV, list of free symbols for Member, Municipal Corporation / Municipality Nagar Panchayat.

**Sd/- P. Ramakanth Reddy**  
**State Election Commissioner**

To









The Election Authority & Commissioner & Director of Municipal Administration.





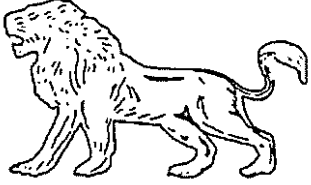

Copy to:

All the Collectors and District Election Authorities (except Hyderabad).

All the Commissioners of Municipal Corporations / Municipalities / Nagar Panchayats.

**TABLE – I**  
**Recognized National Political Parties**




<b>Sl. No.</b>	<b>National Parties</b>	<b>Symbols in English / Telugu</b>	<b>Symbols Reserved</b>
1.	Bahujan Samaj Party, (A.P)	Elephant ఏనుగు	
2	Bharatiya Janata Party,	Lotus కమలం	
3.	Communist Party of India,	Ears of Corn & Sickle కంకీ కొడవలి	
4.	Communist Party of India (Marxist),	Hammer, Sickle & Star సుత్తి కొడవలి నక్షత్రం	
5.	Indian National Congress ,	Hand పాదాక్షిపాతం	
6.	Nationalist Congress Party,	Clock గడియారము	
<b><u>Recognised State Parties in the State of AP</u></b>			
1.	Telugu Desam Party,	Cycle సైకిలు	
2.	Telangana Rastra Samithi,	Car కారు	

<b><u>Recognised State Parties in Other States</u></b>			
1.	All India Anna Dravida Munnetra Kazhagam	Two Leaves రెండు ఆకులు	
2.	Janata Dal (Secular)	A lady farmer carrying paddy on her head వరి మోపుతో ఉన్న మహిళ	
3.	Samajwadi Party	Banyan Tree మర్రి చెట్టు	
4.	Janata Dal (United)	Arrow బాణము	
5.	All India Forward Bloc Party	Lion లయన్	
6.	Rashtriya Lok Dal	Hand Pump చేతి పంపు	

**Sd/- P. Ramakanth Reddy**  
**State Election Commissioner**

**TABLE - II**

**Registered Political Parties with reserved symbol**

Sl.No	Name of the Political Party	Symbols in English / Telugu	Symbols Reserved
1	All India Majlis-E-Ittehadul-Muslimeen,	Kite గాలి పటం	
2	Lok Satta Party	Whistle ఈల	
3	Yuvajana Sramika Rythu Congress Party	Ceiling fan పంఖా	

**Sd/- P. Ramakanth Reddy**  
**State Election Commissioner**

**TABLE - III**

**Registered Political Parties without reserved symbol**

<b>Sl. No</b>	<b>Name of the Party</b>
1	All India Stree Shakthi Party
2	Ambedkar National Congress
3	Bahujan Samaj Party (Ambedkar – Phule)
4	BC United Front Party
5	Bharateeya Bhahujana Prajarajyam
6	Bharat Labour Party
7	Bharat Janalok Party
8	BC Bharat Desam Party,F
9	Communist Party of India (Marxist Leninist) (Liberation)
10	Dalita Bahujana Party
11	Ekta Party
12	Gondwana Ganatantra Party
13	Grama Swarajyam Party
14	Great India party
15	Greater Rayalaseema Party
16	Indian Christian Party
17	Indians Front Party
18	Jai Maha Bharat Party
19	Jai Samaikya Andhra Party
20	Jana Rakshana Party
21	Janam Party
22	Jana Prayojana Party
23	Indira Rajiv Congress (Sacrifice for the Nation)
24	Maa Desam Party
25	Majlis Bachao Tahreek

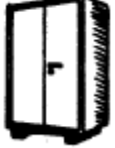
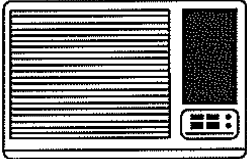





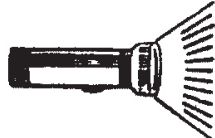
26	Manyaseema Swatantra Party
27	NTR Telugu Desam Party (LP)
28	Nava Bharat party
29	Navatharam Party
30	Nava Samajam Party
31	Navodayam Party
32	Paramatma Party
33	Praja Telangana Samithi
34	Praja Udyog Party
35	Pyramid Party of India
36	Praja Bharat Party
37	Prem Janata Dal
38	Rastriya Praja Congress (Secular)
39	Rayalaseema Rashtra Samithi
40	Republican Party of India
41	Samaikyandhra Parirakshana Samithi
42	Samaikya Telugu Rajyam Party
43	Samajika Telangana Party
44	Samaikya Andhra Samithi
45	Shramajeevi Party
46	Social Welfare Party
47	Telugu Dharmam Party
48	Telangana Bharat Janata Party
49	Telangana Rajyasamithi Party
50	Telangana Party
51	Telangana Communist Party
52	Telangana Congress Party
53	Telangana Democratic Front Party
54	Telangana Ikya Jan Party
55	Telangana Labour Party

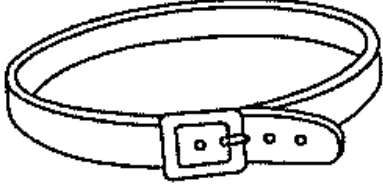




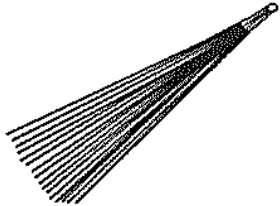


56	Telangana Lok Satta Party
57	Telangana Sakalajanula Party
58	Telangana Yuvasena Party
59	Telangana Yuva Shakti Party
60	Telangana Yuvajana Shramika Raj yam Party
61	United Women Front (UWF),
62	Uttarandhra Rashtriya Samithi
63	Vakta Praja Samasyala Saadhana Party (VPSSP)
64	Welfare Party Of India
65	YSR Bahujana Party
66	YSR Praja Party
67	Yuva Telangana Party


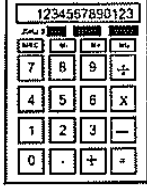
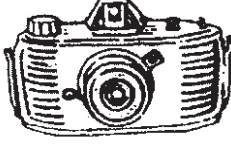

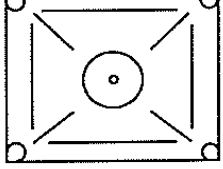
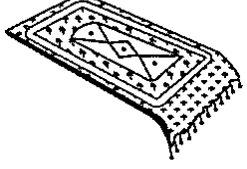

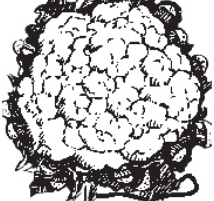
**Sd/- P. Ramakanth Reddy**  
**State Election Commissioner**

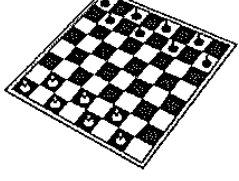


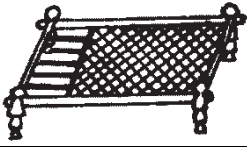
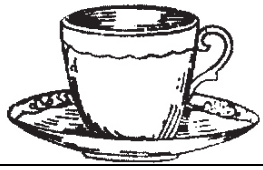
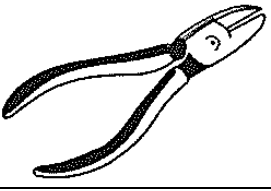

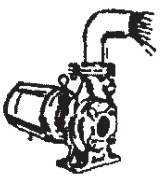




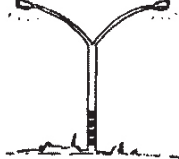

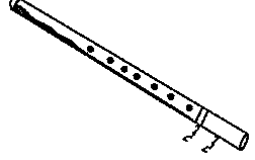


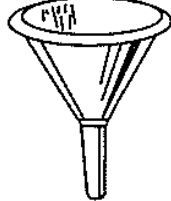
**TABLE-IV**  
**LIST OF FREE SYMBOLS**


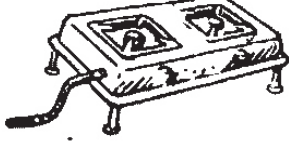


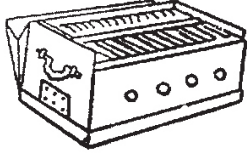


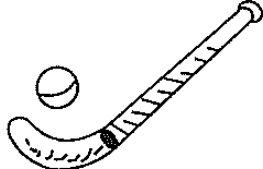
Sl.No	Symbol	Specimen Symbol
1	Almairah బీరువా	
2	Air conditioner ఎయిర్ కండిషనరు	
3	Auto Rickshaw ఆటో రిక్షా	
4	Balloon గాలి బుడగ	
5	Basket containing fruits పండ్ల బుట్ట	
6	Bat బ్యాట్	
7	Batsman బ్యాట్స్ మెన్	
8	Battery torch బ్యాటరీ లైట్	





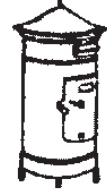
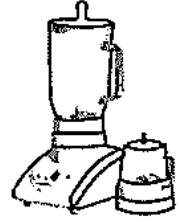
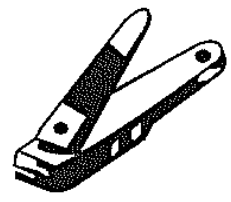
9	Belt బెల్ట్	
10	Black Board నల్ల బోర్డు	
11	Bottle సిసా	
12	Bread బ్రెడ్	
13	Brief case పెట్టి	
14	Broom చీపురు	
15	Brush బ్రష్	
16	Bucket బకెట్	


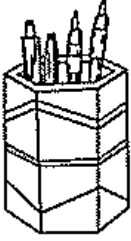
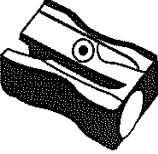

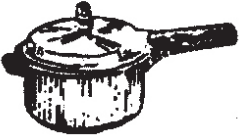
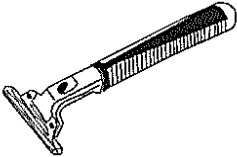
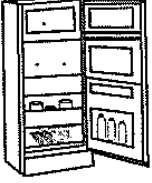

17	Cake కేక్	
18	Calculator క్యాలక్యులేటర్	
19	Camera కెమరా	
20	Candles కొవ్వొత్తులు	
21	Carom Board క్యారమ్ బోర్డు	
22	Carpet కార్పెట్	
23	Carrot క్యారెట్	
24	Cauliflower కాలిఫ్లవర్	

25	Chess Board చెస్ బోర్డు	
26	Coat కోటు	
27	Coconut కోబ్బరి కాయ	
28	Cot మంచము	
29	Cup and saucer కప్పు మరియు సాసరు	
30	Cutting Plier కటింగ్ ప్లీయర్	
31	Dao కత్తి	
32	Diesel Pump డీజిల్ పంపు	


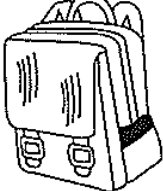

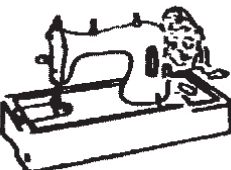

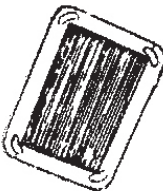


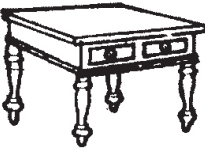
33	Dish Antenna డిష్ యాంటెన్నా	
34	Dolli పల్లకి	
35	Electric Pole విద్యుత్ స్థంబము	
36	Envelop కవరు	
37	Flute ఫ్లూట్	
38	Frock గౌను	
39	Frying Pan మూకుడు	
40	Funnel గరాటా	



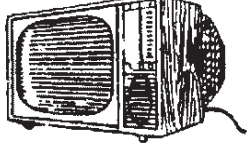
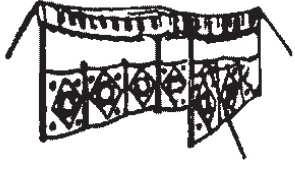
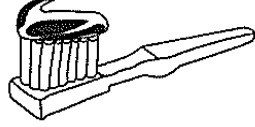
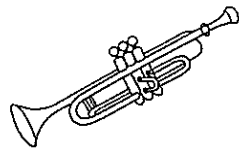
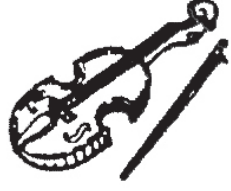

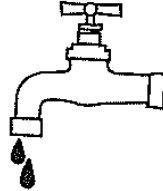
41	Gas Cylinder గ్యాస్ సిలెండర్	
42	Gas Stove QÀðnÛ ÐÒ²¶¶ð	
43	Glass Tumbler గాజు గ్లాసు	
44	Grapes ద్రాక్ష పండ్లు	
45	Harmonium హార్మోనియం	
46	Hat టోపి	
47	Helmet హెల్మెట్	
48	Hockey and Ball హాకీ మరియు బంతి	

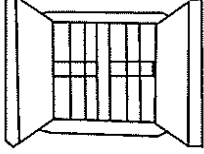
49	Ice Cream ఐస్ క్రీమ్	
50	Iron ఇస్త్రీ పెట్టె	
51	Kettle కెటిల్	
52	Lady purse లేడీ పర్స్	
53	Letter Box పోస్టు డబ్బా	
54	Mixee మిక్సీ	
55	Nail Cutter నెయిల్ కట్టర్	

56	Neck Tie నెక్ టై	
57	Pen Stand పెన్ స్టాండ్ పెన్ స్టాండ్	
58	Pencil Sharpner పెన్సిల్ షార్పనర్	
59	Pot కుండ	
60	Pressure Cooker ప్రెషర్ కుక్కర్	
61	Razor రేజర్	
62	Refrigerator రిఫ్రిజిరేటర్	
63	Ring ఉంగరము	



64	Saw రంపం	
65	School Bag స్కూల్ బ్యాగ్	
66	Scissors కత్తెర	
67	Sewing Machine కుట్టు మిషను	
68	Shuttle షటిల్	
69	Slate పలక	
70	Stethoscope నెస్కోప్	
71	Stool స్టూలు	
72	Table టీబులు	

73	Table Lamp టేబులు బల్బు	
74	Telephone టెలిఫోన్	
75	Television దూర దర్శని	
76	Tent టెంట్	
77	Tooth Brush టూత్ బ్రష్	
78	Trumpet ట్రంపెట్	
79	Violin వయోలిన్	
80	Walking Stick చేతి కర్ర	
81	Water Tap నీటి పంపు	

82	Window కిటికీ	
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**Sd/- P. Ramakanth Reddy**  
**State Election Commissioner**

## ANNEXURE - XLIX-A

### MODEL CODE OF CONDUCT FOR LOCAL BODY ELECTIONS:

Under Articles 243-K and 243 ZA of the Constitution of India and all other powers hereunto enabling, the State Election Commission, hereby, issues the following code of conduct to be followed in order to ensure free, fair and peaceful elections to Gram Panchayats, Mandal Parishads, Zilla Parishads, Nagar Panchayats, Municipalities, and Municipal Corporations in the state of Andhra Pradesh.

#### Applicability and area of enforcement:

1. (a) The Code shall be known as the Code of Conduct for local body elections.  
(b) It shall apply to political parties, contesting candidates, Ministers, employees of the State Government and local bodies and other public servants connected with local body elections.
2. This Code shall come into force from the time elections are announced by the State Election Commission and shall remain in force till the completion of the election process.
3. The words and expression used in this Code shall have the same meaning as assigned to them under A.P. Panchayat Raj Act, 1994, A.P. Municipalities Act, 1965 and Greater Hyderabad Municipal Corporation Act, 1955, and the rules framed thereunder.
- 3(A) When ordinary elections are notified either for the Rural Local Bodies or for the Urban Local Bodies located in the entire State, the Model Code of Conduct is applicable for the entire State.
- 3 (B) When elections are notified to a limited number of casual or ordinary vacancies in the Local Bodies, otherwise than State-wide ordinary elections, the area of applicability or enforcement of Model Code of Conduct shall be as follows:-  
**ZPTC Member:** When election is notified to a ZPTC, the Model Code of Conduct shall be applicable for the **entire area of the Revenue Division** in which the ZPTC is located.  
**MPTC Member:** When election is notified for an MPTC, the Model Code of Conduct shall be applicable for the **entire area of the Mandal Parishad** in which the MPTC is located.  
**Sarpanch or Ward Member(s) of a Gram Panchayat or for both:** When the election is notified for the office of Sarpanch or Ward Member(s) of a Gram Panchayat or for both, the Model Code of Conduct shall be applicable for the **entire area of that Gram Panchayat**.  
**Member of a Municipality / Nagar Panchayat:** When election is notified to the office of Member of a Municipality / Nagar Panchayat, the Model Code of Conduct shall be applicable for the **entire area of that Municipality or Nagar Panchayat**.

**Member of a Municipal Corporation:** When election is notified to the office of Member of a Municipal Corporation, the Model Code of Conduct shall be applicable for the **entire area of that Municipal Corporation.**

## **I. General Conduct**

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, religions or languages.
2. There shall be no appeal to Religion, Communal or Caste feelings for securing votes.
3. Places of worship such as Temples, Mosques, Churches, etc., shall not be used as forum for election propaganda.
4. No criticism of any aspect of candidates private life which is not connected with his public life shall be made nor any allegation be made which are based on unverified facts or incidents.
5. Criticism of a political party, when made, shall be confined to its policies and programmes, past record and works and shall not be based on unverified allegations.
6. Organising demonstration or picketings before the houses of individuals by way of protesting against their opinion or activity shall not be resorted to under any circumstances.
7. No party or candidate shall permit their followers for using any private property / public property for erecting flag staffs, pasting notices, posters or slogans etc., or suspending banners without written permission from the owner / competent authority of the property concerned. Further, a copy of such written permission shall forthwith be sent to the Election Officer / District Election Authority.
8. No candidate or his workers shall remove or deface the flag erected or posters pasted by another candidate or political party.
9. All parties and candidates shall scrupulously avoid all activities which are corrupt practices and offences under the Election Law such as:
  - (i) To appeal for vote or not to vote on the basis of religion, caste or community and to use any religious symbol for soliciting votes.
  - (ii) To print or publish any poster, pamphlet, leaf-let, circular or advertisement without mentioning the name and address of the printer and the publisher.
  - (iii) To publish a statement or news item which is false or not believed to be true with respect to a candidate's personal conduct or character with a view to adversely affect the prospect of his or her election.
  - (iv) To obstruct or disturb any election meeting organised by another political party or candidate.
  - (v) To take out processions or hold public meetings during the period of:-
    - (a) forty-eight hours ending with the hours fixed for the close of the poll in the case of Municipal Corporations, Municipalities and Nagar Panchayats.

- (b) Forty-eight hours prior to the hour fixed for the conclusion of poll in the case of elections to Zilla Parishads and Mandal Parishads.
  - (c) Forty-four hours prior to the hour fixed for the conclusion of poll in the case of elections to Gram Panchayats.
  - (vi) To bribe or offer reward in any form to voters.
  - (vii) To canvas or to appeal for votes within hundred meters of a polling station.
  - (viii) To use any conveyance or means of transport for the voters to or from the polling station.
  - (ix) To behave in an unruly manner within or near about the polling station or to obstruct a polling officer in the discharge of his duty.
  - (x) To impersonate a voter or attempt to cast vote under the false name of voter.
10. 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.

## **II. Meetings**

1. No party or candidate shall hold public meetings or processions without obtaining necessary permission from the competent Local Authorities.
2. No party or candidate shall use loud speakers without obtaining necessary permission from the Competent Authority and shall not use the loud speaker for purposes other than transmitting speeches, live or recorded. The loud speakers shall not be used to transmit music or songs. The loud speakers shall be used only between 06.00 AM and 10.00 PM The Police are authorised to seize the offending equipment if anybody violates the same. The political parties and candidates shall endeavor to see that no disturbance is caused in the vicinity of hospitals due to electioneering to avoid inconvenience to the patients.
3. While granting permission for organising an Election Meeting at a Public place, no distinction should be made between the candidates or the political parties. In case more than one candidate or party requests for holding meeting at the same place and the same date and time, the permission should be granted to such candidate or party who applies first.

## **III. Processions**

1. A party or candidate organizing a procession shall decide before hand the time and place of the starting of the procession, the route to be followed and the time and place at which the procession will terminate. There shall ordinarily be no deviation from the programme.

2. The organizers of the procession shall give advance intimation to the local police authorities of the programme so as to enable the latter to make necessary arrangements.
3. The organizers shall ascertain if any restrictive orders are in-force in the localities through which the procession has to pass and shall comply with the restrictions unless exempted specialty by competent authority. Any traffic regulations or restrictions shall also be carefully adhered to.
4. The organizers 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 organized in segments of 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.
5. Processions shall be so regulated as to keep as much to the right of the road as possible and the direction and advice of the police on duty shall be strictly complied with.
6. If two or more political parties or candidates propose to take processions over the same route or parts thereof at about the same time, the organizers shall establish contact well in advance and decide upon the measures to be taken to see that the processions do not clash or cause hindrance to traffic. The assistance of the local police shall be availed of for arriving at a satisfactory arrangement. For this purpose, the parties shall contact the police at the earliest opportunity.
7. The political parties or candidates shall exercise control to the maximum extent possible in the matter of processionists carrying article which may be put to misuse by undesirable elements, especially in moments of excitement.

#### **IV. Polling Day**

1. On the polling day, all political parties and candidates shall :-
  - (a) Supply to their authorized workers suitable badges or Identity cards
  - (b) Refrain from serving or distributing liquor within the polling area during the period of
    - (1). forty-eight hours prior to the hour fixed for conclusion of the poll and also on the counting day in the case of elections to Zilla Parishads and Mandal Parishads;
    - (2). forty-four hours prior to the hour fixed for conclusion of the poll and also on the counting day in the case of elections to Gram Panchayats; and
    - (3). forty-eight hours prior to the hour fixed for conclusion of the poll and also on the counting day in the case of elections to Municipal Corporations and Municipalities/ Nagar Panchayats.

- (c) Not allow unnecessary crowds to be collected near the camps set by the political parties and candidates near the polling stations so as to avoid confrontation and tension among workers and sympathizers of the parties and candidates.
  - (d) Co-operate with the authorities in complying with the restrictions to be imposed on the plying of vehicles on the polling day and obtained permits for them which should be displayed prominently on those vehicles.
2. The identity slips given to voters shall be on plain (white) papers and shall not contain any symbol or name of the candidate. The name of the voter, his father's/husband's name, ward number, polling booth number and the serial number of the voter in the electoral roll shall only be written on the identity slip.
  3. Every candidate and the political party shall co-operate with the Officers on Election Duty to ensure peaceful and orderly polling.

#### **V. Polling Booth**

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

#### **VI. Observers**

The State Election Commission is appointing Observers. If the candidates or their agents have any specific complaint or problem regarding the conduct of elections they may bring the same to the notice of the Observer.

#### **VII. Expenditure**

1. No contesting candidate shall incur the election expenditure in excess of the expenditure fixed by the State Election Commission, by notification
2. The contesting candidate shall maintain day-to-day expenditure record in the prescribed proforma which will be supplied to him free of cost on the date of acceptance of his candidature.
3. Every contesting candidate shall, within 45 days of announcement of results, submit the election expenditure account in the prescribed proforma to the District Election Authority.

#### **VIII. Party in Power**

1. A Public Servant shall remain absolutely impartial during the elections and he shall not indulge in any campaigning activity for or against any contesting candidate or political party.



2. A Public Servant shall not participate or accompany the Minister in any programme, organised at an individual's house for which the Minister has accepted the invitation during his election tour.
3. Public places such as maidans etc. for holding election meetings and use of helipads for air flights in connection with elections shall not be monopolized by party in power. Other parties and candidates shall be allowed to use such places and facilities on the same terms and conditions on which they are used by the party in power.
4. Use of rest houses, circuit houses and other Government accommodation should be permitted to all the candidates and the political parties on the same terms and conditions on which it is permissible for party in power. However, no candidate or party should be allowed to use such building or its campus for the purpose of election propaganda.
5. No contesting candidate, who is in-charge of, or is in any manner connected with, the management of an aided educational institution, or any other institution receiving aid from the State or Central Government, shall, misuse the buildings, infrastructure, staff, funds or vehicles belonging to such institution for furthering his/her electoral prospects.
6. Ordinarily, all meetings organised during election should be treated as election meetings and no Government money should be spent on them. No Government servant should attend any such meeting except those who are incharge of maintenance of law and order or those deployed for security duties.
  - (i) If a Minister undertakes a tour of any area of a District where elections are taking place, such tour shall be deemed to be an election tour and no Government servant, except those who are deployed for security purposes, shall accompany the Minister. No Government vehicles or any other facility shall be made available for such tour.
  - (ii) No vehicles belonging to Government or local bodies or public undertakings or co-operative institutions or any other institutions receiving Government grants shall be provided to any Minister, Member of the Parliament or the Legislative Assembly or a candidate for canvassing in election in any manner from the date of notification of election to the date of announcement of the results.
7. The Ministers shall not combine their official visit with electioneering work and shall not make use of official machinery and personnel or other Government

resources including Government vehicle for furtherance of interests of any candidate.

8. From the time elections are announced by the Commission, Ministers and other authorities –
  - (a) shall not sanction grants/payments out of State funds or discretionary funds;
  - (b) shall not announce any financial grants or new schemes or projects in any form or promises thereof;
  - (c) shall not sanction any new scheme or project or works.
  - (d) shall not lay foundation stones etc., of projects or schemes of any kind;
9. From the time the elections are announced by the State Election Commission Ministers and other authorities shall not :-
  - (a) Make any ad-hoc appointments in Government, Public undertakings etc. which may have the effect of influencing voters in favour of the party in power.
  - (b) Make any promise of construction of roads, provision of drinking water facilities etc.
10. Ministers of Central or State Governments shall not enter any polling station or place of counting except in their capacity as a candidate or voter or authorised agent. A Minister, who is a recipient of any form of security cover by the State, shall not be appointed as election agent or polling agent or counting agent as his personal security cannot be jeopardized with such appointment because his security personnel will not be permitted to accompany him into the polling station or counting hall.
11. Issue of advertisement at the cost of public exchequer in the news paper and other media during the election period for partisan coverage intended to furthering the prospects of the party in power shall be scrupulously avoided.

#### **IX. Prosecution**

1. The violation of these provisions is punishable under various laws.
2. The District Election Authority, Deputy District Election Authority, Additional District Election Authority and the Police are authorized to initiate prosecution against violators of this Code before the Competent Criminal Courts under intimation to the State Election Commissioner.

**P. RAMAKANTH REDDY**  
**STATE ELECTION COMMISSIONER**

**ANNEXURE - XLIX-B**

**STATE ELECTION COMMISSION**  
**3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad – 500 003, AP**

**NOTIFICATION**

**No. 45/SEC-F1/2014**

**Dated: 7.2.2014**

In exercise of the powers conferred under Articles 243 K and 243ZA of the Constitution of India and all other powers hereunto enabling, the State Election Commission, hereby, makes the following amendment to the Model Code of Conduct for Local Body elections issued in the year 2011.

**AMENDMENT**

In the said Model Code of Conduct for paragraph 1(b) under the heading “IV. Polling day,” the following shall be substituted.

1(b) Refrain from serving or distributing liquor within the polling area during the period of

- (1). forty-eight hours prior to the hour fixed for conclusion of the poll and also on the counting day in the case of elections to Zilla Parishads and Mandal Parishads;
- (2). forty-four hours prior to the hour fixed for conclusion of the poll and also on the counting day in the case of elections to Gram Panchayats; and
- (3). forty-eight hours prior to the hour fixed for conclusion of the poll and also on the counting day in the case of elections to Municipal Corporations and Municipalities/ Nagar Panchayats.

**Sd/- P.Ramakanth Reddy**  
**State Election Commissioner**

To

All the Collectors and District Election Authorities.

All the Superintendents of Police/ Commissioners of Police.

All the Commissioners of Municipal Corporations and Municipalities/Nagar Panchayats

All the Chief Executive Officers of Zilla Parishads.

All the District Panchayat Officers.

**ANNEXURE -L**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad – 500 003, A.P.

**Navin Mittal, IAS**  
**Secretary**

**Office: 27545350, 27543122**  
**Fax: 27544580, 27544428**  
**Email: secy.apsec@gmail.com**  
**Website: www.apsec.gov.in**

**Lr.No.82/SEC-F1/2014-3**

**Dated:04-03-2014**

To  
**All the Collectors & District Election Authorities.**

Sir,

Sub:- State Election Commission – Elections - 4<sup>th</sup> ordinary elections to Urban Local Bodies, 2014 – Zonal Officers – Magisterial powers – Conferment of Magisterial powers on Zonal Officers – Reg.

Ref:- 1) SEC Notification No.85/SEC-F1/2014-1&2, dt.03-03-2014.  
2) SEC Notification No.85/SEC-F1/2014-3&4, dt.03-03-2014.  
3) SEC Notification No.86/SEC-F2/2014, dt.03-03-2014.

>><<

I wish to state that, the State Election Commission issued Notifications on 03-03-2014 for conduct of 4<sup>th</sup> ordinary elections to urban local bodies vide references cited.

The State Election Commission felt it expedient to constitute mobile teams headed by the competent officers to be in the field to observe and report instances of electoral offences and election malpractices and to send reports on a day to day basis which will act as valuable inputs in smooth conduct of elections.

The District Collectors are requested to constitute mobile teams headed by the Zonal Officers (preferably a Gazetted Officer) supported by one Sub-Inspector of Police and two constables and a videographer to oversee the implementation of Model Code of Conduct in the area allotted to him from the date of publication of final list of contesting candidates till the completion of poll. The mobile team shall send daily report on law and order situation in the area and also any instances of violation Model Code of Conduct to the District Collector who will in turn send a consolidated daily report to the State Election Commission under copy to the Observers concerned during the above period.

The same mobile team headed by Zonal Officer shall oversee the poll arrangements on pre-poll day. The mobile team shall send reports to the Returning Officers regarding poll process and percentage of poll on the poll day.

The District Collectors are, therefore, requested to send proposals directly to the Government in Home Department to confer magisterial powers on Zonal Officers as was done during law two ordinary elections. The State Election Commission further addressed the Principal Secretary to Government, Home Department and also the Secretary to Government (LA & J), Law Department, A.P. Secretariat, in the matter vide letter No.82/SEC-F1/2014, dt. 04-03-2014.

Yours faithfully,  
**Sd/-NAVIN MITTAL**  
**SECRETARY**

**Copy to:**

The Election Authority & Commissioner & Director of Municipal Administration, AP., Hyderabad.

Commissioners of all Municipal Corporations and all Municipal Commissioners in the State.

All the Regional Directors-cum-Appellate Commissioners in the State.

**ANNEXURE -LI**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

**ORDER**

**No.558/SEC-F1/2011**

**Dated:19-07-2011**

Sub:- 4<sup>th</sup> ordinary elections to urban local bodies – Use of vehicles by the candidates and political parties for campaigning and prevention of mis-use of official vehicles – Instructions issues– Reg.

>><<

The State Election Commission, in exercise of the powers conferred on it under Articles 243 K and 243 ZA of the Constitution of India and in the interest of preserving the purity of election process, hereby, issues the following instructions relating to use of vehicles during the ensuing ordinary elections to Urban Local bodies.

**I     During filing of nominations:** The maximum number of vehicles that will be allowed to come within the periphery of 100 meters of office of the Returning Officers / Election Officers office shall be **two**.

**II     Use of vehicles for campaigning:**

1. The candidates contesting the office of Ward Members of the urban local bodies shall furnish details of the vehicles intended to be used by them for campaigning to the Municipal Commissioners / Commissioners of Municipal Corporations concerned. Only after proper permission / authorization has been issued by the Municipal Commissioner concerned, the vehicles so notified by the candidates can be used for the election campaign. Thus, prior permission / authorization by the Municipal Commissioners / Commissioners of Municipal Corporations is a must for the actual deployment of any vehicle for campaign purpose by the candidates.
2. Permit for vehicles including two wheelers of candidates/political parties should be issued only by the Commissioner of the Municipal Corporation concerned / Municipal Commissioner concerned. (copy of model permit is enclosed)
3. A list of permits issued to the contesting candidates and political parties for plying vehicles for campaigning and on poll day should be given to the General Observer and Expenditure Observer concerned and also Returning Officer concerned and updated on daily basis.

4. Ministers, MLAs and MPs who want to campaign for their political party and not for a particular candidate, shall also notify the vehicles to be used by them to the Municipal Commissioners / Commissioners of Municipal Corporations concerned indicating the areas in which they intend to campaign. The restrictions imposed on convoy of vehicles in this order are also applicable to them.
5. The Municipal Commissioners / Commissioners of Municipal Corporations who issue the permission / authorization to the contesting candidates for the use of vehicles shall publish on their office notice boards details of the vehicles for which permission / authorization given to the contesting candidates and also release it to the press. This measure is intended to enable the common citizen to bring to the notice of the authorities any un-authorized use of vehicles for the election campaign.
6. Vehicles deployed for election campaign, as per the intimation given by the candidates, or by the election agents should not be requisitioned by the administration.
7. Any vehicle which has not been permitted to use for election campaigning by the Municipal Commissioners concerned is found being used for campaigning it shall be deemed to be on unauthorized campaigning for the candidate and will attract penal provisions of Chapter-IX (A) of the Indian Penal Code and shall therefore be immediately taken out of the campaign exercise.
8. Permits for vehicles should be issued from the day of publication of list of contesting candidates upto the date of declaration of results (except for the poll day).
9. The permit must bear the number of the vehicle and name of the candidate in whose favour it is issued.
10. Permit must be displayed in original prominently on the windscreen of the vehicles.
11. Permit should be of sufficient dimension so that it could be seen from a distance.
12. A register must be maintained in this matter in the office of the Commissioner of the Municipal Corporation concerned / Municipal Commissioner concerned as well as Returning Officer concerned.
13. The vehicles permitted to be used under this order, shall not carry more than five persons including the driver.
14. Though there is no limit in respect of number of vehicles to be permitted for campaigning to each candidate/political party (except for the poll day), yet the use of vehicles by the contesting candidates during the campaigning is subject to restrictions imposed by the authorities concerned, keeping in view the traffic problems etc., to avoid inconvenience to the general public.

### **III Restrictions on convoy of vehicles:-**

1. **Cars/vehicles being used for electioneering purposes, shall, under no circumstances, be allowed to move in convoys of more than two vehicles during the campaigning period.** All bigger convoys shall be broken up, even if they are carrying any Minister of Central or State Government. This shall,

however, be subject to any security instructions issued in respect of any such individuals. In other words the convoy shall not, in any case, exceed two vehicles plus the security vehicles.

2. If any person moves in a convoy of vehicles exceeding the limits prescribed above, in spite of the convoy having been broken, it shall be the duty of the local administration to ensure that such vehicles are not allowed to be used by flouting the Commission's orders till the process of election is completed.
3. The authorities concerned shall keep a close watch on the vehicles used by the contesting candidates, persons accompanying the contesting candidates and other party leaders and ensure that the Commission's instructions are not flouted.
4. Videography can be used effectively to check the use of unauthorized vehicles for campaigning as well as for violation of instructions regarding convoys.

#### **IV Use of vehicles on the day of Poll:**

1. Candidates contesting for the Office of Ward Member of the urban local bodies shall be allowed only one vehicle for their movement within their ward on the polling day. It may be noted that no separate vehicle will be allowed for their agents or other party leaders. However, the use of vehicles by the contesting candidates on poll day is subject to the restrictions imposed by the Collectors & DEAs / Superintendents of Police / Commissioners of Police concerned, keeping in view of the traffic problems that may occur due to narrow lines and by lanes in urban local bodies to avoid inconvenience to the voters.
2. On the day of the poll, if the contesting candidate is absent from the ward, no other person will be allowed to use the vehicle allotted for the candidate.
3. The Commissioner of the Municipal Corporations / Municipal Commissioners are authorized to issue permits to the contesting candidates for use of vehicles during the day of poll as indicated above. This permit should be displayed on their vehicle.
4. The following type vehicles shall be allowed to be plied on the poll day –
  - a) Private vehicles being used by the owners for their private use, not connected with elections;
  - b) Private vehicles being used by owners either for themselves or for members of their own family for going to the polling booth to exercise their franchise, but not going anywhere within a radius of 200 meters of a polling station;
  - c) Vehicles used for essential services namely hospital Vans, Ambulance, Milk Vans, Water Tankers, electricity emergency duty Vans, Police on duty, Officers on election duty;



- d) Public transport carriages like buses plying between fixed termini and on fixed routes;
- e) Taxis, three Wheelers, Scooters, Rickshaws etc., for going to Airports, Railway Stations, Inter-State Bus stands, Hospitals for journeys which cannot be avoided;
- f) Private vehicles used by sick or disabled persons for their own use.

**V Prevention of mis-use of “official vehicles” during elections:-**

- 1) In the interest of preserving the purity of election process and rendering the same reflective of true choice of the people, the Commission has been issuing instructions and directions regarding the use of official vehicles.
- 2) For the purpose of these instructions vehicles means, and shall include, any vehicles used or capable of being used for the purpose of transport, whether propelled by mechanical power or otherwise and will include trucks, lorries, tempos, jeeps, cars, auto rickshaws, buses, belonging to the (1) Central Government, (2) State Government, (3) Public Undertakings of the Central and State Government. (4) Joint Sector Undertakings of Central and State Government, (5) Local Bodies, (6) Municipal Corporations, (7) Municipalities, (8) Marketing Boards, (by whatever name known) (9) Cooperative Societies, (10) Autonomous district councils.
- 3) The Commission directs that there shall be a total and absolute ban on the use of official vehicles for campaigning, electioneering or election related travel during elections.
- 4) The use of such vehicles belonging to any of these authorities by anyone including Ministers of the Central or a State Government, even on payment, for campaigning or on tours connected with elections but with the alleged and bogusly certified purpose of election work in their capacity as Ministers is totally prohibited. The only exception from the prohibition will be the Chief Minister and other political personalities who might, in view of extremist and terrorist activities and threat to their lives, require security of a high order and whose security requirements are governed by any statutory provisions made by Parliament or the State Legislature in this behalf.
- 5) The Commission further directs that from the date of announcement of elections till the completion of elections, the District Administration shall keep a close watch on the use of all the above mentioned vehicles to see whether any such vehicles is being misused for electioneering for, or by, any candidate. If it is found that any of the above mentioned vehicles of Central Government or State Government, including those of public sector undertakings or local bodies is being used for electioneering purposes, the Collector & DEA shall, forthwith, requisition or cause to be requisitioned such vehicles, after following due procedure, for election work, to be used by

officers performing election related duties. The vehicles so requisitioned shall not be released until after the completion of the process of elections.

**VI General:**

1. The election authorities concerned and the Commissioners of Police / Superintendents of Police concerned are requested to implement these instructions scrupulously. They are also directed to make necessary arrangements to open check posts in the areas, immediately upon the issue of notification for conduct of elections by the Commission, to effectively check unauthorised movement of vehicles during election campaign and on the day of poll and special drives also made till the completion of election process. .
2. The contesting candidates and political parties are hereby informed that any contravention of these instructions will be viewed seriously by the State Election Commission.
3. A copy of this order shall be made available to the local units of all recognised National and State political parties and to each candidate or to the election agent authorized by him/her, at the time of filing nomination under acknowledgement.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/- K. Ram Gopal,  
Secretary**

To  
The Commissioners of all Municipal Corporations in the State.  
All the Municipal Commissioners in the State.  
All the Superintendents of Police.  
The Commissioners of Police concerned.  
All the Collectors & District Election Authorities in the State.  
The Election Authority & Commissioner & Director of Municipal Administration, Hyd.

Copy to:  
The Secretary to Govt., MA & UD Department, AP., Secretariat, Hyderabad.  
All the Political parties.  
The Press.



**STATE ELECTION COMMISSION  
ANDHRA PRADESH**

**ORDINARY ELECTIONS  
TO**

(Name of the Urban Local Body)

**VEHICLE PERMIT (No. \_\_\_\_\_ )**

1. Name & No. of the Ward : \_\_\_\_\_
2. Name of the Candidate : \_\_\_\_\_
3. Party Affiliation : \_\_\_\_\_
4. Vehicle No. : \_\_\_\_\_
5. Permission obtained from \_\_\_\_\_ to \_\_\_\_\_
6. Area of operation : \_\_\_\_\_

Date: \_\_\_\_\_  
Commissioner \_\_\_\_\_ Mpl. Corpn /  
Municipal Commissioner \_\_\_\_\_ Mpltys & NPs.  
(With Office Seal)

**ANNEXURE -LII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

**K. Ram Gopal, I.A.S.,**  
Secretary

**Office: 27543122, 27543124**  
**E-mail: apsec@ap.gov.in**  
**Website: www.apsec.gov.in**

**C I R C U L A R**

**No.548/SEC-F2/2011-21**

**Dated:03.08.2011**

Sub:- 4<sup>th</sup> Ordinary Elections to ULBs - Ban on transfer of officials connected with elections – Instructions – Issued.

\* \* \*

The Model Code of Conduct will come into force in the entire state from the date of issue of Election Notification by the State Election Commission and there shall be a total ban on transfer of all Officers/Officials connected with conduct of elections, directly or indirectly with immediate effect till the completion of election process.

In cases where transfer of officer is considered absolutely necessary for administrative reasons, the concerned Head of Departments / Secretary to Govt. may, with full justification, approach the State Election Commission for prior clearance.

**Ban on Recruitments:**

The State Election Commission also directs that there shall be a ban on recruitments/appointments/promotions during the period from the date of notification to the declaration of results. In cases where recruitment notification was earlier issued, written test/interviews may be conducted but results shall not be declared during this period.

These instructions will also apply to compassionate appointments as well as recruitments against backlog vacancies of SC, ST.

**( BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER )**

**Sd/- K. Ram Gopal**  
**Secretary**

To

The Secretary to Government, GAD Services, AP. Secretariat, Hyderabad.

The Secretary to Government, MA & UD Department, AP. Secretariat, Hyderabad.

The Principal Secretary to Government, Finance Department, AP. Secretariat, Hyderabad.

Copy to:

All the Collectors and District Election Authorities.

All the Municipal Commissioners.

The Election Authority and Commissioner & Director of Municipal Administration, Hyd.

**ANNEXURE -LIII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Hyderabad-500003, A.P.

**ORDER**

**No. 93/SEC-F1/2014-2**

**Date: 03.03.2014**

Sub: State Election Commission – 4<sup>th</sup> Ordinary elections to Municipal Bodies in the State – Election Notifications issued – Model Code of Conduct came into force in the entire State – Ban on transfers – Orders – Issued.

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The State Election Commission issued Notifications on 03.03.2014 at 10:00 AM for conduct of 4<sup>th</sup> ordinary elections to (10) Municipal Corporations and (146) Municipalities / Nagar Panchayats in the State. With this, the provisions of Model Code of Conduct for Local Body elections have come into force with immediate effect, which will be in operation till the completion of the election process.

The State Election Commission directs that there shall be a total ban on the transfer of all officers directly or indirectly connected with the conduct of the election. These include but are not restricted to:-

- i) The Collectors and District Election Authorities, Joint Collectors, Municipal Commissioners, Revenue Divisional Officers, Sub-Collectors, Tahsildars.
- ii) The Returning Officers, Assistant Returning Officers in respect of Municipal Corporations and Election Officers and Assistant Election Officers in respect of Municipalities / Nagar Panchayats connected with the conduct of elections.
- iii) Officers of the Police Department connected with the management of elections, namely IGs, DIGs, Commissioners of Police, Superintendents of

- Police, Addl. Superintendents of Police, Sub-Divisional Police Officers, Circle Inspectors, Sub-Inspectors and other Police officers.
- iv) The transfer orders issued in respect of the above categories of officers prior to the date of announcement but not implemented till date should not be given effect to without obtaining specific permission from the State Election Commission in this regard.
- v) This ban shall be effective till the completion of the election process. The Commission further directs that the State Government should refrain from making transfers of Senior officers who have a role in the management of Municipal elections.
- vi) In cases where transfer of an officer is necessary on account of administrative exigencies, the State Government may with full justification approach the Commission for prior clearance.

**Sd/- P. Ramakanth Reddy**  
**State Election Commissioner**

To  
The Chief Secretary to Government of Andhra Pradesh.  
The Special Chief Secretary to Governor.  
The Director General of Police, Andhra Pradesh.  
The Principal Secretary to Government (Municipal Administration).  
The Commissioner & Director of Municipal Administration.  
All the Heads of Departments.  
All the Collectors and District Election Authorities.  
All the Superintendents of Police / Commissioners of Police.  
All Commissioners of Municipal Corporations and Municipalities/Nagar Panchayats.

**ANNEXURE -LIV**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, MG Road, Secunderabad-500003, AP.

**ORDER**

**No. 152/SEC-F1/2014**

**Date:04.03.2014**

Sub: State Election Commission - 4<sup>th</sup> Ordinary elections to Municipal Bodies in the State – Curbs on flow of liquor during election period – Closure of belt shops and monitoring of production, storage and distribution of liquor during election period – Reg.

\*\*\*

The State Election Commission issued Notifications on 03.03.2014 for conduct of 4<sup>th</sup> ordinary elections to (10) Municipal Corporations and (146) Municipalities / Nagar Panchayats in the State.

Under Sec. 610A of the Greater Hyderabad Municipal Corporation Act, 1955 and Sec. 343R of the A.P. Municipalities Act, 1965, liquor shops have to be closed in the polling areas during the period of 48 hours prior to the hour fixed for conclusion of poll in Municipal elections and also on the counting day.

Further, bribing the voters by offering liquor to gain unfair edge is an election offence under Sec. 171-B and 171-E of IPC and also a corrupt practice under Sec. 17(1) of Greater Hyderabad Municipal Corporation Act, 1955 and Sec. 343A(1) of A.P. Municipalities Act, 1965.

The State Election Commission is of the view that in order to conduct elections to Municipal bodies in a free, fair and peaceful manner, it has to exercise all the powers within its reach to control the flow of liquor which is widely used as an inducement to garner votes illegally. The Commission has been receiving representations and suggestions from general public, political parties, NGOs and the Press to take strong measures to curb the role of liquor in the Municipal elections, which are keenly fought because of they are held after eight years in a politically volatile environment prevailing in the State with the advent of new political outfits and also the timing of elections just before the General elections to APLA/HOP.

Keeping all these factors in view and in order to hold elections in a free, fair and peaceful environment, the State Election Commission in exercise of the powers conferred on it under Articles 243K and 243ZA of the Constitution of India, hereby,

issues the following instructions to curb the role of liquor in the elections to Municipal bodies.

1. All the unauthorized liquor outlets (belt shops) in the State shall be closed with immediate effect till the completion of the election process.
2. The production of IMFL/Beer/Country Liquor should be closely monitored with reference to production figures during the corresponding period in the last year.
3. The offtake of IMFL/Beer/Country Liquor from Central Stocks should also be watched and if there are major deviations then follow up trail should be established.
4. Stock Limits of Licensed Stockists should, in no case, be allowed to exceed permissible limits. All major stock points should be placed under video surveillance for round the clock check and excise pickets with Police help be posted at these points.
5. Daily receipt and offtake of retail sellers should be monitored. Excise Department officials should submit it every evening to the Collector and DEA who would take action on suspicious offtake.
6. Opening and Closing time of Liquor Vending Shops must be meticulously followed.
7. Checks shall be conducted to unearth illegally produced black jaggery and other products derived from it that are used as ingredients for production of illicit liquor.
8. Intensive vigil over inter-State movement of vehicles at RTO Check Posts and border check posts by Excise staff should be kept by special enforcement staff under the State Excise Department who are deputed round the clock from the date of notification till the completion of Poll/Repoll. For effective checking of the vehicles at border check posts, assistance of transport department may be obtained and joint checking of vehicles by excise and transport officers may be carried out.
9. Inter State co-ordination among Excise Commissioners with bordering States should be done for monitoring of inter state movement of IMFL, Beer and Country Liquor.
10. District Level Nodal Officers and State Level Nodal Officer of Excise Department should be identified to monitor the above aspects, conduct raids to seize illicit liquor.
11. The District Level Nodal Officer will submit Daily Report as per the proforma enclosed for IMFL, Beer and Country Liquor in separate forms to State Level Nodal Officer with copy to the Collector & DEA concerned. State Level Nodal Officer of Excise Department will, in turn, submit Daily Report on excise activity of the entire State to the State Election Commission in the same proforma (Fax Nos.040-27544580 / 27544428).

The State Election Commission also directs that the Superintendents of Police/ Superintendents of Police (Urban) / Commissioners of Police shall also coordinate with



the officials of the Excise Department at the District level to take stringent measures to close all belt shops and also to deal with any law and order problem that may arise due to activities of unscrupulous elements and vested interests indulging in using liquor as an inducement to garner votes.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/- Navin Mittal  
SECRETARY**

To

The Commissioner, Prohibition and Excise Department, AP, Hyderabad.

The Director (Enforcement), Prohibition and Excise Department.

The Commissioner & Director of Municipal Administration.

All the Collectors & District Election Authorities.

All the Superintendents of Police / Superintendents of Police (Urban) /  
Commissioners of Police.

All the Deputy Commissioners of Prohibition and Excise Department.

All the Municipal Commissioners.

## ANNEXURE -LV

**D.O. Lr.No. 152/SEC-F1/2014-1, Date: 09.03.2014**

**Dear Sri Kaushik Mukherjee,**

SUB: State Election Commission, Andhra Pradesh - 4<sup>th</sup> ordinary elections to Municipal Bodies in the State – Measures to be taken to curb inflow of NDPL / unauthorised liquor into the State of Andhra Pradesh – Requested – Reg.

\*\*\*

The State Election Commission, Andhra Pradesh issued Notifications on 03.03.2014 for conduct of 4<sup>th</sup> Ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the entire State. As per the election schedule notified by the Commission, poll is scheduled to be held in a single phase on 30.03.2014 and counting of votes on 02.04.2014.

The State Election Commission in exercise of powers conferred on it under Articles 243K and 243ZA of Constitution of India issued instructions for closure of belt shops and imposed curbs on flow of illicit liquor in the State of Andhra Pradesh to ensure free, fair and peaceful elections. The State Election Commission also reviewed the steps that are taken by the Prohibition and Excise Department in the State of Andhra Pradesh in conformity with the directions given by the Commission.

The senior officials of Prohibition and Excise Department revealed that in the recent past huge quantities of Non-Duty Paid Liquor (NDPL) and Desidaru (illicit desi liquor) illegally brought from neighbouring States of Karnataka, Goa, Maharashtra and Odisha was seized by the A.P. State authorities. It was decided in the meeting that this inflow of NDPL / Desidaru from neighbouring States needs to be curtailed during the ensuing Municipal elections by addressing concerned authorities in those States.

The senior officials of Prohibition and Excise Department in the State of Andhra Pradesh also brought to the notice of the Commission that in the State of Karnataka, liquor is packed in tetra packs and production of such liquor is likely

to go high because of its viability for easy distribution and concealment and hence there is every possibility of inflow of such liquor into Andhra Pradesh State during election period. Therefore, there is a need to see that liquor production in tetra packs is temporarily stopped during the election period.

I, therefore, request you to kindly issue necessary instructions to the Prohibition and Excise Department and Police Department in your State to strengthen the check posts bordering Andhra Pradesh and also take other enforcement measures to curb inflow of NDPL and Desidaru into the State of Andhra Pradesh in the next two months when elections to Local Bodies are conducted as per the directions of Hon'ble High Court of Andhra Pradesh and Hon'ble Supreme Court of India.

Yours sincerely,  
Sd/-  
**(P. Ramakanth Reddy)**

**Sri Kaushik Mukherjee, I.A.S.**  
Chief Secretary to Government of Karnataka,  
Room No.1320, 3<sup>rd</sup> Floor, Vidhan Soudha,  
Bangalore – 560 001.

Copy to: **The Commissioner of Prohibition & Excise, AP, Hyderabad.**

**(P. Ramakanth Reddy)**

**ANNEXURE -LVI**

**D.O. Lr.No. 152/SEC-F1/2014-2, Date: 09.03.2014**

**Dear Sri Vijayan,**

SUB: State Election Commission, Andhra Pradesh - 4<sup>th</sup> ordinary elections to Municipal Bodies in the State – Measures to be taken to curb inflow of NDPL / unauthorised liquor into the State of Andhra Pradesh – Requested – Reg.

\*\*\*

The State Election Commission, Andhra Pradesh issued Notifications on 03.03.2014 for conduct of 4<sup>th</sup> Ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the entire State. As per the election schedule notified by the Commission, poll is scheduled to be held in a single phase on 30.03.2014 and counting of votes on 02.04.2014.

The State Election Commission in exercise of powers conferred on it under Articles 243K and 243ZA of Constitution of India issued instructions for closure of belt shops and imposed curbs on flow of illicit liquor in the State of Andhra Pradesh to ensure free, fair and peaceful elections. The State Election Commission also reviewed the steps that are taken by the Prohibition and Excise Department in the State of Andhra Pradesh in conformity with the directions given by the Commission.

The senior officials of Prohibition and Excise Department revealed that in the recent past huge quantities of Non-Duty Paid Liquor (NDPL) and Desidaru (illicit desi liquor) illegally brought from neighbouring States of Karnataka, Goa, Maharashtra and Odisha was seized by the A.P. State authorities. It was decided in the meeting that this inflow of NDPL / Desidaru from neighbouring States needs to be curtailed during the ensuing Municipal elections by addressing concerned authorities in those States.

The senior officials of Prohibition and Excise Department in the State of Andhra Pradesh also brought to the notice of the Commission that in the recent past, huge quantities of NDPL / unauthorised liquor (803) cartons of Whisky were seized while transporting from Goa State into Andhra Pradesh State and in the course of investigation the Excise team from A.P. State visited Goa State on 26.02.2014 and seized huge quantity of ENA to the tune of 20000 litres, 598 cartons of unauthorised liquor, fake liquor labels, etc., at M/s. National Distilleries, Korlim Industrial Area, Old Goa which was meant for supply to the

State of A.P. Therefore, there is a need to take measures to prevent unauthorised production and illegal supply of liquor into the State of A.P. during the election period.

I, therefore, request you to kindly issue necessary instructions to the Prohibition and Excise Department and Police Department in your State to strengthen the check posts bordering Andhra Pradesh and also take other enforcement measures to curb inflow of NDPL and Desidaru into the State of Andhra Pradesh in the next two months when elections to Local Bodies are conducted as per the directions of Hon'ble High Court of Andhra Pradesh and Hon'ble Supreme Court of India.

Yours sincerely,

Sd/-

**(P. Ramakanth Reddy)**

**Sri B. Vijayan, IAS**

Chief Secretary to Government of Goa

Secretariat, Porvorin

GOA – 403 501.

Copy to: **The Commissioner of Prohibition & Excise, AP, Hyderabad.**

**(P. Ramakanth Reddy)**

**ANNEXURE -LVII**

**D.O. Lr.No. 152/SEC-F1/2014-3, Date: 09.03.2014**

**Dear Sri Saharia**

SUB: State Election Commission, Andhra Pradesh - 4<sup>th</sup> Ordinary elections to Municipal Bodies in the State – Measures to be taken to curb inflow of NDPL / unauthorised liquor into the State of Andhra Pradesh – Requested – Reg.

\*\*\*

The State Election Commission, Andhra Pradesh issued Notifications on 03.03.2014 for conduct of 4<sup>th</sup> Ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the entire State. As per the election schedule notified by the Commission, poll is scheduled to be held in a single phase on 30.03.2014 and counting of votes on 02.04.2014.

The State Election Commission in exercise of powers conferred on it under Articles 243K and 243ZA of Constitution of India issued instructions for closure of belt shops and imposed curbs on flow of illicit liquor in the State of Andhra Pradesh to ensure free, fair and peaceful elections. The State Election Commission also reviewed the steps that are taken by the Prohibition and Excise Department in the State of Andhra Pradesh in conformity with the directions given by the Commission.

The senior officials of Prohibition and Excise Department revealed that in the recent past huge quantities of Non-Duty Paid Liquor (NDPL) and Desidaru (illicit desi liquor) illegally brought from neighbouring States of Karnataka, Goa, Maharashtra and Odisha was seized by the A.P. State authorities. It was decided in the meeting that this inflow of NDPL / Desidaru from neighbouring States needs to be curtailed during the ensuing Municipal elections by addressing concerned authorities in those States.

The senior officials of Prohibition and Excise Department in the State of Andhra Pradesh also brought to the notice of the Commission that Desidaru of Maharashtra is flowing into the districts of Nizamabad, Medak and Adilabad in Andhra Pradesh. Therefore, there is a need to take measures to prevent unauthorised production and illegal supply of desidaru into the State of A.P. during the election period.

:: 2 ::

I, therefore, request you to kindly issue necessary instructions to the Prohibition and Excise Department and Police Department in your State to strengthen the check posts bordering Andhra Pradesh and also take other enforcement measures to curb inflow of Desidaru into the State of Andhra Pradesh in the next two months when elections to Local Bodies are conducted as per the directions of Hon'ble High Court of Andhra Pradesh and Hon'ble Supreme Court of India.

Yours sincerely,  
Sd/-  
**(P. Ramakanth Reddy)**

**Sri J.S. Saharia, I.A.S.**  
Chief Secretary to Government of Maharashtra  
Mantrayala, Mumbai – 400 032.

Copy to: **The Commissioner of Prohibition & Excise, AP, Hyderabad.**

**(P. Ramakanth Reddy)**

ANNEXURE -LVIII

**D.O. Lr.No. 152/SEC-F1/2014-4, Date: 09.03.2014**

**Dear Sri Jugal Kishore Mahapatra,**

SUB: State Election Commission, Andhra Pradesh - 4<sup>th</sup> Ordinary elections to Municipal Bodies in the State – Measures to be taken to curb inflow of NDPL / unauthorised liquor into the State of Andhra Pradesh – Requested – Reg.

\*\*\*

The State Election Commission, Andhra Pradesh issued Notifications on 03.03.2014 for conduct of 4<sup>th</sup> Ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the entire State. As per the election schedule notified by the Commission, poll is scheduled to be held in a single phase on 30.03.2014 and counting of votes on 02.04.2014.

The State Election Commission in exercise of powers conferred on it under Articles 243K and 243ZA of Constitution of India issued instructions for closure of belt shops and imposed curbs on flow of illicit liquor in the State of Andhra Pradesh to ensure free, fair and peaceful elections. The State Election Commission also reviewed the steps that are taken by the Prohibition and Excise Department in the State of Andhra Pradesh in conformity with the directions given by the Commission.

The senior officials of Prohibition and Excise Department revealed that in the recent past huge quantities of Non-Duty Paid Liquor (NDPL) and Desidaru (illicit desi liquor) illegally brought from neighbouring States of Karnataka, Goa, Maharashtra and Odisha was seized by the A.P. State authorities. It was decided in the meeting that this inflow of NDPL / Desidaru from neighbouring States needs to be curtailed during the ensuing Municipal elections by addressing concerned authorities in those States.

The senior officials of Prohibition and Excise Department in the State of Andhra Pradesh also brought to the notice of the Commission that Arrack is brought from Odisha into the districts of Srikakulam and Vizianagaram in Andhra Pradesh. Therefore, there is a need to take measures to prevent unauthorised production and illegal supply of desidaru into the State of A.P. during the election period.



:: 2 ::

I, therefore, request you to kindly issue necessary instructions to the Prohibition and Excise Department and Police Department in your State to strengthen the check posts bordering Andhra Pradesh and also take other enforcement measures to curb inflow of Desidaru into the State of Andhra Pradesh in the next two months when elections to Local Bodies are conducted as per the directions of Hon'ble High Court of Andhra Pradesh and Hon'ble Supreme Court of India.

Yours sincerely,  
Sd/-

**(P. Ramakanth Reddy)**

**Sri Jugal Kishore Mahapatra, IAS**

Chief Secretary & Chief Development Commissioner  
Government of Odisha  
Bhubaneswar – 751 001.

Copy to: **The Commissioner of Prohibition & Excise, AP, Hyderabad.**

**(P. Ramakanth Reddy)**

## ANNEXURE -LIX

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Hyderabad-500003, A.P.

### CIRCULAR

**No. 526/SEC-F1/2014**

**Date: 28.03.2014**

Sub:- Elections – 4<sup>th</sup> ordinary elections to Municipal Bodies – Ban on electioneering during the prohibitory period of 48 hours ending with hour fixed for conclusion of poll under section 343C of A.P. Municipalities Act, 1965 and Section 600 of GHMC Act, 1955 – Reg.

\*\*\*

The State Election Commission issued Notifications on 03.03.2014 for conduct of ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the State. The Poll is scheduled on 30.03.2014 from 7:00 AM to 5:00 PM. There is a ban on campaigning which includes electioneering in the electronic media from 5:00 PM on 28.03.2014 till 5:00 PM on 30.03.2014 under Section 343C of A.P. Municipalities Act, 1965 and Section 600 of Greater Hyderabad Municipal Corporation Act, 1955, which read as under:

*Prohibition of public meetings during period of forty-eight hours ending with hour fixed for conclusion of poll:-*

(1) *No person shall –*

*(a) convene, hold, attend, join or address any public meeting or procession in connection with an election; or*

*(b) display to the public any election matter by means of cinematography, television or other similar apparatus; or*

*(c) propagate any election matter to the public by holding, or by arranging the holding of, any musical concert or any theatrical performance or any other entertainment or amusement with a view to attracting the members of the public thereto, in any polling area during the period of forty-eight hours ending with the hour fixed for the conclusion of the poll for any election in that polling area.*

(2) *any person who contravenes the provision of sub-section (1) shall be punishable with imprisonment for a term which may extend to two years, or with fine or with both.*

*(3) In this section, the expression "election matter" means any matter intended or calculated to influence or affect the result of election.*

Therefore, any television channel violating the said provision is liable to be prosecuted and the persons indulging in such offence are punishable with imprisonment for a term which may extend to two years or with fine or both.

All Political Parties, contesting candidates and managements of electronic media are requested to take note this legal provision and see that it is implemented strictly to ensure free and fair elections.

All the Collectors & DEAs, Superintendents of Police/Commissioners of Police and officials of Information & Public Relations Department shall take all necessary steps for strict implementation of this legal provision.

**Sd/- Navin Mittal**  
**SECRETARY**

To

All the Collectors & District Election Authorities.

All the Superintendents of Police / Commissioners of Police.

All the Commissioners of Municipal Corporations / Municipalities / Nagar Panchayats.

Copy to:

The Commissioner, Information & Public Relations Department.

All Political Parties.

The Managements of Electronic Media.

**ANNEXURE -LX**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Hyderabad-500003, A.P.

**ORDER**

**No. 119/SEC-F1/2014**

**Date: 04.03.2014**

Whereas, the Superintendence, direction and control of all elections to Local Bodies in the State is vested in the State Election Commission under Article 243K and 243ZA of the Constitution of India; and

And Whereas, all forms of intimidation, threat, influence and bribing of electors must be prevented in the interest of free and fair election and; reports are received that money power and muscle power are being used during election process for inducement of electors by way of distribution of cash, gift items, liquor or free food; or for intimidation of electors by threat or intimidation; and

And Whereas, distribution of cash or any item of bribe or use of muscle power for influencing electors are criminal offences under section 171 of IPC and also are Corrupt Practices under Section 343-A of APM Act, 1965 & Section 17 of GHMC Act, 1955;

Now, therefore, for the purpose of maintaining purity of elections, the State Election Commission hereby issues the following Standard Operating Procedure for Flying Squads, Static Surveillance Teams and Check Posts, constituted for keeping vigil over excessive campaign expenses, distribution of items of bribe in cash or in kind, movement of illegal arms, ammunition, liquor, or anti-social elements etc. in the districts during election process:

**Flying Squad (FS)**

1. There shall be one or more Flying Squads (FS) in each Urban Local body notified for election. The FS shall start functioning from the date of announcement of election and shall continue till completion of poll.
2. The Flying Squad shall (a) attend to all model code of conduct violations and related complaints; (b) attend to all complaints of threat, intimidation, movement of antisocial elements, liquor, arms and ammunition and large sum of cash for the purpose of bribing of electors etc.; (c) attend to all complaints regarding election expenditure incurred or authorised by the candidates / political party;(d) videograph, all major rallies, public meetings or other major expenses made by candidates and political parties after the announcement of election by the Commission.

3. The FS shall not be given any other work during the period. The names and mobile numbers of the Magistrate as head of the FS and other officials in FS are provided to the Complaint Monitoring Control Room and Call Centre, RO, Collector & DEA and Election Observer. The Collector & DEA shall constitute the FS with officers of proven integrity.

4. Whenever a complaint regarding distribution of cash or liquor or any other item of bribe or regarding movement of antisocial elements or arms and ammunition is received, the FS shall reach the spot immediately. The FS shall seize the items of bribe or other illicit items, and gather evidences and record statement of the witnesses and the persons from whom the items are seized.

5. The FS shall send a Daily Activity report in respect of items of seizure of bribe or cash to the S.P. in a format as per Annexure - A, with a copy to R.O., Collector & DEA and Election Observer and shall send Daily Activity report in respect of model code of conduct violations to RO, Collector & DEA and Election Observer in the format as given in Annexure-B. The Nodal Officer at the Police Headquarters shall compile all such reports from the district and send a consolidated report in the same format (i.e., Annexure-A&B) on the next day by fax / e-mail to the Commission.

6. The entire proceeding shall be video recorded. The R.O./E.O. or any other officer authorized by him shall file complaints/F.I.R. against (i) the persons, receiving and giving bribe; and (ii) any other person from whom contraband items are seized or (iii) any other antisocial elements found engaged in illegal activity. The copy of the complaint/FIR shall be displayed on the notice board of the R.O./E.O. for public display and be sent to the Collector & DEA and Election Observer.

7. In case, a complaint is received about distribution of cash, gift items, liquor or free food; or about threat/ intimidation of electors; or of movement of arms/ammunitions/ antisocial elements and it is not possible for the FS to reach the spot immediately, then the information shall be passed on to the Static Surveillance Team, nearest to the spot or to the police station of that area, who shall rush a team to the spot for taking necessary action on the complaint. All seizures made by the police authorities either on receipt of complaints forwarded by FS or received independently shall also be reported to the FS which shall incorporate such reports in its Daily Activity Reports in relevant rows/columns and this is done to avoid duplication of seizure or action taken reports.

8. Each FS shall announce through a Public address system, fitted onto its vehicle, the following in local language in the area under its jurisdiction: "As per section 171 B of Indian Penal Code, any person giving or accepting any gratification in cash or kind during election process, with a view to inducing the person to exercise his electoral right is punishable with imprisonment up to one year or with fine or with both. Further, as per section 171 C of Indian Penal Code, any person who threatens any candidate or elector, or any other person, with injury of any kind, is punishable with imprisonment

up to one year or with fine or both. Flying Squads have been formed to register cases against both the giver and the taker of bribe and for taking action against those who are engaged in threat and intimidation of electors. All the Citizens are hereby requested to refrain from taking any bribe.

### **Static Surveillance Team (SST)**

1. There shall be one or more Static Surveillance Teams (SST) in each urban local body notified for election with one magistrate and three or four police personnel in each team who shall be manning the check post.
2. This team shall put check posts on major arterial roads, borders of the urban local body and shall keep watch on movement of illicit liquor, items of bribe, or large amount of cash, arms and ammunition and also movement of antisocial elements in their area. The entire process of checking shall be video graphed.
3. The SST shall send Daily Activity report to the S.P. with copy to R.O./E.O., Collector & DEA and Election Observer in a format as per Annexure–C, on the same day. The Nodal Officer at the Police Headquarters shall compile all such reports from the district and send a consolidated report in the same format (i.e., Annexure–C) on the next day by fax/e-mail to the Commission.
4. The entire operation by SSTs shall be done in the presence of an Executive Magistrate and shall be videographed. No such checking shall take place without the presence of Executive Magistrate. The video record with an identification mark of date, place and team number shall be deposited with the R.O/E.O on the next day who shall preserve the same for verification by the Commission at later point of time. It may also be widely advertised by the Collector & DEA that any member of the public can obtain a copy of the DVD/video record by depositing Rs.300/-.
5. Whenever Check Posts are put at the borders of the urban local body / district or at any other place by any agency, for any purpose, then the nearest SST shall be present there in such team, to avoid duplication of checking in the area and reporting has to be done by the SST.
6. Checking by SST shall be done on major roads or arterial roads. The SSTs shall be controlled by the Collector & DEA and S.P. in consultation with Election Observer and the mechanism shall be strengthened in last 72 Hrs. before the poll, particularly in vulnerable areas.
7. During checking, if any cash exceeding Rs.50,000/- is found in a vehicle carrying a candidate, his agent, or party worker or carrying posters or election materials or any drugs, liquor, arms or gift items which are valued at more than Rs.10,000/-, likely to be used for inducement of electors or any other illicit articles are found in a vehicle, shall

be subject to seizure. The whole event of checking and seizure is to be video graphed by a video team, which will submit the copy of the video CD to the Returning Officer. However, cash shall not be seized in the following cases:-

- a) If a person is carrying cash from the business place to the bank, for the purpose of depositing it in the bank, and submits the documents like PAN Card/Business Registration Certificate and bank passbook / statement and copy of the cash book to show regular cash deposits, then no seizure shall be effected, irrespective of the amount. However, a declaration in the format (Annexure-A) along with copies of the above documents shall be obtained from the person before release of the cash. The person shall submit a copy of the Bank deposit slip to the SST concerned, after depositing the amount in the bank.
- b) If no criminality is suspected and no link with any candidate or political party is suspected, and the cash carried along with the bank withdrawal slip/bank pass book/ bank statement with the name of the bank and branch, to show that cash is withdrawn on the same day, then seizure will not be effected. However, the person shall submit a copy of the bank documents and identity of the person/organization.
- c) Any person carrying cash for purpose of medical treatment will not be seized, provided he produces the proof of medical admission/medical treatment.
- d) Any cash being carried for marriage purpose shall not be seized, if person concerned produces documents like marriage invitation / Kalyan Mandap booking / any other document to prove the marriage celebration. No jewellery/bullion carried for marriage purpose or for personal use shall be seized.

8. FS and the SST shall be polite, decent and courteous, while checking the baggage or vehicle. The purse held by women shall not be checked, unless there is a lady officer. The FS shall also supervise the functioning and proper conduct of SSTs during checking in their areas.

9. The Collector & DEA and the SP / SP (Urban) of the district / Commissioner of Police shall ensure that the teams are constituted and properly trained. The Nodal Officer at the Police Headquarters shall ensure that proper training and sensitisation of the police force in this regard is done.

10. In case of seizure by the FS or SST or the police authorities, the Appellate Authority, whom the person can appeal for redressal of grievance shall be the Dy.DEA of the district. The name and address of the Appellate Authority shall be mentioned in the seizure list, which is given to the person from whom seizure is effected.

11. After seizure, the seized amount shall be deposited in Treasury or in such manner as directed by the Court. The Collector & DEA shall issue necessary instructions to the treasury units to receive the seized cash beyond office hours and on holidays also.

12. The details of the seized amount shall also be informed to the Income Tax Department to the officer having jurisdiction over the district to examine and take necessary action on income tax related issue, if any.

13. Wherever the FS or SST or police authorities receive information about any other suspicious items in their area, including movement of huge amount of cash, they shall keep the respective Law enforcement agencies informed about such items.

**Sd/- Navin Mittal**  
**SECRETARY**

To

All the Collectors & DEAs.

All the Superintendents of Police / Commissioners of Police.

All the Commissioners of Municipal Corporations and Municipalities/Nagar Panchayats.

All the Regional Directors-cum-Appellate Commissioners of Municipal Administration Department of Andhra Pradesh.

All the RDOs & Dy. DEAs.

All the Dy. Commissioners (Excise & Prohibition).

Copy to: DGP, AP / Addl.DG (L&O) / IG (L&O) / DIGs.

Copy to: All the Election Observers.



**Annexure-A**

**Daily Activity Report by Flying Squad (FS) on seizure of Cash/Other items related Complaints on the date .....**

**Reference No.....**

**Name of the Sub-Division.....**

**Name and Designation of the Magistrate.....**

**Name of the District .....**

**Name and Designation of the Police Officer.....**

1	2	3	4	5	6	7	8	9	10
S.No.	Name of Municipal Body/ District	Nature of the complaint/ information	Name of the person against whom complaint received	Cash/ other items seized by FS	Cash/ other items seized by other Police authority	FIRs filed	Name of candidate or party with which links found	Name and designation of the authority to whom seized cash/ items is handed over	Remarks (if any)
1									
2									
3									
Description				Figure on date of report			Progressive figure including the date of report		
1	Total amount of cash/other items seized by Flying Squad								
2	Total amount of cash/other items seized by other Police authority								
3	Total of number of complaints of cash/other items, received								
4	Total of number of complaints, verified								
5	Total of number of complaints, pending								
6	Total number of FIRs filed upto the end of the day								

**Signature  
Name & Designation of the  
Officer in Charge of Flying Squad /  
Superintendent of Police /  
Nodal officer of State Police HQ.**

Note:

1. The Officer in charge of the Flying Squad will submit the report for each Flying Squad in this format to the SP with copy to RO, Collector & DEA, Election Observer.
2. The SP will send the report to the Nodal Officer in State HQ after compiling the data for the entire district.
3. The Nodal Officer of State Police HQ will compile the data for the whole state and send the report to the State Election Commission.

**Annexure-B**

**Daily Activity Report by Flying Squad (FS) on MCC related complaints on the date .....**

**Reference No.....**

**Name of the Sub-Division.....**

**Name and Designation of the Magistrate.....**

**Name of the District .....**

**Name and Designation of the Police Officer.....**

<b>1</b>	<b>2</b>	<b>3</b>		<b>4</b>		<b>5</b>	<b>6</b>
<b>S.No.</b>	<b>Name of the Municipal Body / District</b>	<b>Name of complainant</b>	<b>Party affiliation, if any</b>	<b>Complaint against (Name)</b>	<b>Party affiliation, if any</b>	<b>Brief description of MCC violation issue</b>	<b>Action Taken Report</b>

**Signature**  
**Name & Designation of the**  
**Officer in Charge of Flying Squad /**  
**Superintendent of Police /**  
**Nodal officer of State Police HQ.**

Note:

1. The Officer in charge of the Flying Squad will submit the report for each Flying Squad in this format to the SP with copy to R.O/ E.O, Collector & DEA, Election Observer.
2. The SP will send the report to the Nodal Officer in State HQ after compiling the data for the entire district.
3. The Nodal Officer of State Police HQ will compile the data for the whole state and send the report to the State Election Commission.

**Annexure-C**

**Daily Activity Report by Static Surveillance Teams (SST) on seizure of Cash / Other items related complaints on the date .....**

**Reference No.....**

**Place of Check Post .....**

**Name and Designation of the Magistrate.....**

**Name of the District .....**

**Name and Designation of the Police Officer.....**

1	2	3	4	5	6	7	8
S.No.	Number and name of Municipal Body / District	Name and address of persons searched at the Check Post	Cash / Other items	FIR filled	Name of candidate or party having links	Name and designation of Authority to whom cash, goods seized are handed over after seizure	Remarks
1							
2							
3							
Description						Figure on date of report	Progressive figure including the date
A.	Total amount of cash seized by SST						
B.	Total amount of other items seized by SST						
C.	No. of FIRs lodged						

**Signature**  
**Name & Designation of the**  
**Officer in Charge of Static Surveillance Team /**  
**Superintendent of Police /**  
**Nodal officer of State Police HQ.**

Note:

1. The Officer in charge of the SST will submit the report for each SST in this format to the SP with copy to RO, Collector & DEA, Election Observer.
2. The SP will send the report to the Nodal Officer in State HQ after compiling the data for the entire district.
3. The Nodal Officer of State Police HQ will compile the data for the whole state and send the report to the State Election Commission.

**ANNEXURE -LXI**

**STATEMENT SHOWING THE DETAILS OF OFFICERS ON WHOM PUNISHMENT IMPOSED  
IN CONNECTION WITH 4TH ORDINARY ELECTIONS TO URBAN LOCAL BODIES, 2014.**

Sl. No.	Name of the District / Urban Local Body	Letter No. & Date	Name & Designation of Officer	Allegations in brief	Description of the Punishment
1	Guntur	No.457/SEC-F1/2014, dt.19-03-2014.	1) Dr. N. Kurmara Swamy, Asst. Civil Surgeon, Macherla.	Violated MCC by attending a nomination process in connection with elections to Macherla Municipality.	Placed under suspension
		No.475/SEC-F1/2014, dt.19-03-2014.	2) Sri Veerabhadra Rao, Commr & EO., Macherla.	Negligence in discharging in election duties.	Transferred
			3) Sri B S Giri Kumar, Commr. & EO., Narsaraopeta	-do-	Transferred
2	Chittoor	No.224/SEC- <b>Mpl.Ad/2014</b> , dt.09-03-2014. No.136/SEC-F1/2014, Dt.17-03-2014.	4) Commr.& EO., Srikalahasthi.	Poor performance	Transferred
3	Adilabad	No.504/SEC-F1/2014, dt.21-03-2014.	5) Smt. Manga Tayaru Commissioner, Bellampally.	Interfering in Election Work	Transferred
4	Karimnagar	No.499/SEC-F1/2014, Dt.20-03-2014 No.621/SEC-F1/2014, Dt.26-03-2014.	6) B. Raju, SI of Police, P S Kataram	Violation of MCC	Transferred to non-election related assignment

5	Adilabad	No.523/SEC-F2/2014, dt.21-03-2014.	7) Balakrishna, E.O., Bellampally, (Mandamarri Mpty.,Commr)	Lapses in conduct of elections	Suspension
6	West Godavari	No.623/SEC-F1/2014, dt.27-03-2014.	8) Municipal Commissioner, Eluru	Showed lackadaisical attitude in discharging election related responsibilities	Transferred
7	West Godavari	No.808/SEC-F1/2014, dt.01-04-2014	9) G. Gangadhara Rao, District Information Officer, NIC, Eluru	Dereliction in discharging election duties	Transferred
8	Nalgonda	No.928/SEC-F1/2014, Dt.04-04-2014	10) Ch. Nageshwar, Municipal Commissioner, Suryapet Mpty.	Certain irregularities committed by Mpl. Commr. and Bill Collector -	C&DMA was requested to initiate disciplinary action
9			11) E. Ravi Kumar, Bill Collector, Suryapet, Mpty.	Certain irregularities committed by Mpl. Commr. and Bill Collector - Disciplinary action	-Do-
10	Guntur	No.948/SEC-F1/2014, Dt.05-04-2014	12) Medical Officer C.H.C, Guruzala.	Violation of MCC	Recommend ed for Suspension
			13) Medical Officer C.H.C, Macherla.	Violation of MCC	Recommend ed for Suspension

**ANNEXURE -LXII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad – 500 003, A.P.

**Navin Mittal, IAS**  
**Secretary**

**Office: 27545350, 27543122**  
**Fax: 27544580, 27544428**  
**Email: secy.apsec@gmail.com**  
**Website: www.apsec.gov.in**

**Lr.No.83/SEC-F1/2014**

**Dated:03-03-2014**

To  
The Principal Secretary to Government,  
MA & UD Department,  
Government of Andhra Pradesh,  
Hyderabad.

Sir,

Sub:- State Election Commission – Elections - 4<sup>th</sup> ordinary elections to Urban Local Bodies, 2014 – Election Notification issued – Issue of orders from the Govt. on certain items – Request - Reg.

Ref:- 1) SEC Notification No.85/SEC-F1/2014-1 & 2, dt.03-03-2014.  
2) SEC Notification No.85/SEC-F1/2014-3 & 4, dt.03-03-2014.  
3) SEC Notification No.86/SEC-F2/2014, dt.03-03-2014.

>><<

I wish to inform that the State Election Commission has issued notifications in the references cited (copies enclosed) for holding elections to ordinary elections to Urban Local Bodies. According to the notifications issued, the poll is scheduled on **30-03-2014** and counting of votes on 02 -04-2014.

The Government have to issue orders on the following subjects to ensure smooth conduct of elections.

1. Authorisation to the District Collectors to declare local holiday for use of public buildings, buildings of educational institutions etc., on the dates preceding the date of poll, (keeping in view of the exam schedule of SSC & Intermediate) on the date of poll and on the day of counting of votes.
2. Authorisation to District Collectors to requisition the required number of Government vehicles to utilize them for election work.

3. Conduct of Government Servants during elections to Urban Local Bodies as prescribed in sub-rule 5 and 6 of Rule 19 of A.P. Civil Services (Conduct) rules, 1964 and Section 343-M, 343-N, 343-Q of APM Act, 1965 and Section 610, 612 and 607 of GHMC Act, 1955.
4. Prohibition on sale of liquor during 48 hours prior to the hours fixed for completion of poll and also on the day of counting of votes.
5. Government orders specifying rates of TA/DA payable to polling and counting personnel drafted on election duty in the elections.

I request you to issue necessary orders on the above subjects at earliest.

Yours faithfully,  
**Sd/-Navin Mittal**  
**SECRETARY**

**Encl:** as above

Copy to:

All the Collectors and District Election Authorities except Hyderabad District in the State.

All the Commissioners of Municipal Corporations and Municipalities and Nagar Panchayats.

The Election Authority & Commissioner & Director of Municipal Administration, A.P., Hyderabad.

## ANNEXURE -LXIII

### **GOVERNMENT OF ANDHRA PRADESH ABSTRACT**

Elections- 4<sup>th</sup> Ordinary Elections to the Urban Local Bodies in the State, 2014 -Polling on 30-03-2014 to ten (10) Municipal Corporations and (146) one hundred and forty six Municipalities / Nagar Panchayats in the State - Authorization to the District Collectors for declaration of local holiday for use of public buildings, educational institution buildings etc., - Orders - Issued.

#### **MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (ELEC.I) DEPARTMENT**

**G.O.Rt.No. 393**

**Dated:07.03.2014.**  
**Read the following:**

1. State Election Commission, Notification No. 85/SEC-F1/2014-1&2, dated 03.03.2014.
2. State Election Commission, Notification No. 85/SEC-F1/2014-3&4, dated 03.03.2014.
3. State Election Commission, Notification No. 86/SEC-F1/2014, dated 03.03.2014.
4. From the State Election Commission, Letter No. 83/SEC-F1/2014, dated 03.03.2014.

-oOo-

#### **ORDER**

The State Election Commissioner has issued notification to conduct Elections to ten (10) Municipal Corporations and (146) one hundred and forty six Municipalities / Nagar Panchayats in the State on 30.03.2014.

2. A large number of public buildings, and buildings of educational institutions and other buildings have to be utilized as polling stations and counting centres in connection with elections of Urban Local Bodies on the dates as mentioned in para 1 above.

3. The Government hereby authorize the District Collectors in the State except Hyderabad district to declare local holiday on the day preceding the day of poll and on the day of poll in their respective districts for the conduct of elections and counting of votes in respect of public buildings, and buildings of educational institutions and other buildings proposed for conduct of the above polls.

4. The District Collectors in the State (except Hyderabad district) shall ensure that local holidays are made applicable only to those Government offices and institutions, where the buildings are utilized as polling stations and counting centres, on the dates fixed.



5. On such local holidays however the treasuries and sub treasuries in the State will function.

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)**

**SAMEER SHARMA  
PRINCIPAL SECRETARY TO GOVERNMENT**

To

All District Collectors in the state (except Hyderabad District)  
The Commissioner and Director of Municipal Administration, Hyderabad  
All the Municipal Commissioners of Urban Local Bodies in the State

**Copy to:**

The Secretary, State Election Commission, Buddha Bhavan, Secunderabad  
All Departments of Secretariat  
All Heads of the Departments  
All Revenue Divisional Officers in the State  
The P.S. to Chief Secretary to Government  
The P.S. to Principal Secretary to Government (MA)  
SF/SC

**//FORWARDED :: BY ORDER//**

**SECTION OFFICER**

## ANNEXURE -LXIV

### STATE ELECTION COMMISSION

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

**K. Ram Gopal, I.A.S.,  
Secretary**

**Office: 27543122, 27543124  
E-mail: secy\_apsec@ap.gov.in  
Website: www.apsec.gov.in**

### C I R C U L A R

**No.548/SEC-F2/2011-22**

**Dated:03.08.2011**

Sub:- 4<sup>th</sup> Ordinary Elections to ULBs - Facilities to be provided to the press and electronic media to cover the events on the day of poll and on the day of counting – Reg.

\* \* \*

The following instructions are issued with regard to the facilities to be provided to the press and electronic media to cover the events on the day of poll and on the day of declaration of results.

1. The Collectors and District Election Authorities are authorized to issue passes to the local press and electronic media in their respective districts to enable them to cover the events on the day of poll and on the date of counting in various municipalities/municipal corporations located in the district. Not more than two passes (one pass for each person) shall be given to each newspaper agency or media unit in each Municipality/Municipal Corporation.
2. The media persons holding such passes are required to display them on their person on the day of poll and on the day of counting.
3. The media persons possessing valid passes issued by the Collectors and District Election Authorities shall be allowed to go near the polling station **but not inside the polling station.**
4. The media persons shall not be allowed to enter the polling station or counting hall so as to ensure that secrecy of voting is not violated.
5. The percentage of poll recorded at regular intervals (every two hours) on the day of poll at various polling stations in the municipalities/municipal corporations should be made available to the media persons by displaying it

on the notice board outside the polling station and at the office of the Election Officer/Returning Officer concerned.

6. The Collectors and District Election Authorities shall arrange to provide a separate media room outside the counting center in each Municipality and Municipal Corporation. The Collectors and District Election Authorities in consultation with the District Public Relations Officer (DPRO) shall appoint a liaison officer for each municipality to be available in the media room for smooth flow of election result to the representatives of the press and electronic media immediately after declaration of results. The media persons may be allowed to set up their own telephone, fax, data communication and other facilities in the media room.

**Sd/- K. Ram Gopal  
Secretary**

To  
All the Collectors and District Election Authorities.  
All the Commissioners of Municipalities / Municipal Corporations.

Copy to:  
The Election Authority and C & D.M.A., Hyderabad.  
The Commissioner, Information & Public Relations, Hyderabad.

**ANNEXURE -LXV**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Hyderabad-500003, A.P.

**CIRCULAR**

**No. 684/SEC-F2/2014**

**Date: 28.03.2014**

Sub: State Election Commission – 4<sup>th</sup> ordinary elections to Municipal Bodies – Facilities to be provided to the Press and Electronic Media to cover the events on the day of poll and counting – Reg.

Ref: SEC Circular No. 548/SEC-F2/2011-22, dated 03.8.2011.

\* \* \*

The State Election Commission issued Notifications on 03.03.2014 for conduct of ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the State. The Poll is scheduled on 30.03.2014 from 7:00 AM to 5:00 PM.

Instructions were issued by the Commission in the reference cited for coverage of events on the day of poll and counting by the Press and Electronic Media in connection with elections to Municipal Bodies. According to these instructions, media persons shall not be allowed to enter the Polling Station and Counting Hall. During the Gram Panchayat elections held in July 2013, media persons were allowed to cover the inside of the Polling Station without violating the secrecy of voting and the counting process inside the Counting hall. The State Election Commission is of the view that this policy needs to be followed in the ongoing Municipal elections also to enhance the transparency of the election process. The State Election Commission, therefore, issues the following instructions on the facilities to be provided to the Press and Electronic Media during the ongoing elections to Municipal Bodies.

1. The Collectors & DEAs are permitted to issue authority letters to accredited media persons at the State level and the District level after being satisfied about their identity as genuine accredited media person. They shall be allowed to cover all the urban local bodies in the district.
2. The Municipal Commissioner concerned shall issue Media passes to one Reporter and one photographer / videographer for each news agency/ news channel to cover the events on the day of poll and counting in the urban local body within his jurisdiction.
3. At any time, only one Reporter and only one photographer / videographer shall be allowed inside the Polling Station. Different news agencies / news

channels may cover the events in turns so as to ensure smooth conduct of poll process in the Polling Station. The same principle applies to the coverage of counting also.

4. Under no circumstances, the secrecy of ballot of any voter should be violated even by accident. The Presiding Officers will also be free to use regulatory measures as he may feel necessary in this regard taking into the account the situation on hand.
5. It is expected that all Media persons will extend necessary cooperation in this regard and under no circumstances the process of polling will be allowed to be disturbed because of large number of media persons present at a given time inside or outside a Polling Station.
6. Further, under no circumstances, the actual votes recorded on the EVMs should be photographed or captured by audio-visual coverage.

These instructions should be brought to the notice of all concerned and Observers.

**Sd/- Navin Mittal**  
**SECRETARY**

To  
All the Collectors & District Election Authorities.  
All the Commissioners of Municipal Corporations / Municipalities / Nagar Panchayats.

Copy to:  
The Commissioner, Information & Public Relations Department.  
All Political Parties.  
The Press and Electronic Media.

## ANNEXURE -LXVI

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

Phones: 27545350 / 27536055 / Fax : 27544580, 27544428

Email: [secy.apsec@gmail.com](mailto:secy.apsec@gmail.com) / Website: [www.apsec.gov.in](http://www.apsec.gov.in)

### CIRCULAR

**No. 257/SEC-F2/2014,**

**Date: 10.3.2014**

Sub: Municipal elections, 2014 – Printing of ballot papers to be inserted into the Electronic Voting Machines and tendered ballot papers at Government Presses – Instructions – Reg.

\*\*\*

The ballot papers to be inserted into the Electronic Voting Machines and tendered ballot papers to be used at the polling stations in the ensuing elections are printed in the Government presses located at Kurnool, Vijayawada and Hyderabad. The ballot paper is of white colour. The following instructions are issued with regard to the printing of ballot paper, their transportation, storage, checking etc.

1. The printing work is allotted to Government Regional Presses at Kurnool, Vijayawada and Hyderabad as indicated in Annexure.
2. The District Collectors shall depute a responsible officer from each municipal body in the district to the Government press allotted for printing of ballot paper of all the wards in the municipality / municipal corporation with the following material.
  - (a) List of contesting candidates with symbols in prescribed format.
  - (b) Number of polling stations in each ward.
  - (c) Number of ballot papers to be printed for each ward at the rate of 50 per each polling station.
3. The persons deputed for this job from each municipality / municipal corporation shall report before the Deputy General Manager of the Government Regional Press allotted to the district by 9.00 A.M. on 18.3.2014 with the above information.
4. The person deputed to the press shall verify the proofs and give the strike order.

5. The printing of ballot paper shall be completed in respect of all municipal bodies by 22.3.2014, so that sufficient time is available to keep the EVM ready for poll.
6. The following specifications are issued with regard to the printing of ballot paper.
  - (a) The total length of the ballot paper will be 460 mm and its width shall be 140 mm.
  - (b) At the top of the ballot paper, there shall be a space provided for indicating the particulars of the election of the size 12.7 mm (length) x 140 mm (width).
  - (c) In the space so provided, on the top left hand corner, the serial number of the ballot paper shall be printed. On the top right hand corner, the sheet number shall be printed if the ballot paper is printed on more than one sheet, where the number of contesting candidates exceeds sixteen. The particulars of the election shall also be printed in the said space.

..... Municipality / Municipal Corporation  
 Ward No .....  
 Ordinary election, 2014

Example for a Municipality: For Ward No. 9 of Bobbili Municipality, the particulars can be printed in simplified form as shown below:

**Bobbili, W.No.9, Ord, 14**

Example for a Municipal Corporation: For Ward No. 9 of Nizamabad Municipal Corporation, the particulars can be printed in simplified form as shown below:

**Nizamabad, W.No.9, Ord, 14**

Provided that where the number of contesting candidates is sixteen or more, the above particulars may be printed in a vertical column, on the left hand side of the ballot paper, with a thick line dividing the said column and the panels containing the serial numbers and names of the contesting candidates.

- (d) Below the space provided at the top for printing the particulars of the election, there shall be a thick black line of 2.1 mm.

- (e) Below this line, there shall be printed the serial number of each contesting candidate, his name and the symbol allotted to him, in a separate panel for each candidate.
  - (f) The size of the panel for each contesting candidate shall be 25.4 mm (length) x 140 mm (width).
  - (g) The panels of the candidates shall be separated from each other by a thick black line of 2.1 mm.
  - (h) The names of the contesting candidates shall be arranged on the ballot paper in the same order in which their names appear in the list of contesting candidates.
  - (i) If the number of contesting candidates is between seventeen and thirty two, the ballot paper shall be printed on two sheets of the above mentioned size and dimensions. If the number of candidates is between thirty three and forty eight, on three sheets. If the number of contesting candidates is between forty nine and sixty four, on four sheets.
  - (j) In such cases where the ballot paper is printed on more than one sheet, the names of contesting candidates from S.No.17 to 32 shall be printed on the second sheet, from S.No.33 to 48 on the third sheet and from 49 onwards on the fourth sheet. If the number of candidates is less than thirty two the space below the panel for the last contesting candidates in the second sheet shall be kept blank. Similarly, for the third and fourth sheets of the ballot papers if the number of contesting candidates is less than forty eight and sixty four respectively, the panels for the last contesting candidates shall be kept blank.
  - (k) On each such sheet, in the space provided for indicating the particulars of the election, its number shall be indicated in bold words and letters e.g., 'Sheet No.1', 'Sheet No.2', etc.
  - (l) The names of the contesting candidates shall be printed in the same language in which the list of contesting candidates has been prepared i.e. Telugu. The serial number of the candidates shall be indicated in the international form of Indian numerals.
  - (m) Serial number and the name of the candidate shall be printed on the left hand side and his / her symbol on the right hand side in the panel meant for him / her.
7. Precautions for printing of ballot papers: The ballot papers shall be printed in such a way that after fixing the ballot paper on the balloting unit in the space provided for the purpose, dividing line drawn below the space in which the



particulars of election are printed and the dividing lines below the panel of each candidate shall be in complete alignment with the corresponding groves or lines engraved on the balloting unit. Utmost care will, therefore, have to be taken while printing the ballot papers and to ensure that the ballot paper have been correctly printed, the balloting unit should be shown to the technicians of the printing press. They may be asked to take the exact measurements of the space meant for printing the particulars of election and the panels of candidates and the thickness of the dividing lines so that the ballot papers are printed in exact alignment. It is also necessary to get the ballot papers which are to be fixed on the balloting units, stitched into bundles.

8. Tendered ballot papers: Under Rule 83 of the A.P. Municipalities (Conduct of election of Members) Rules, 2005 and Rule 76 of A.P. Municipal Corporations (Conduct of Election of Members) Rules, 2005, if a person representing himself to be a particular elector seeks to vote after another person has already voted as such elector, he shall, on satisfactorily answering such questions relating to his identity as the Presiding officer may ask, be supplied with a tendered ballot paper instead of being allowed to vote through the voting machine. That rule provides that the tendered ballot paper shall be of such design and the particulars of that ballot paper shall be in such language or languages as the Commission may specify.

The Commission has specified that the tendered ballot paper shall also be of the same design and shall be printed in the same language as the ballot paper to be used for display on the balloting unit. In other words, the ballot papers to be used on the balloting unit and the tendered ballot papers shall be the same. However, the words 'Tendered Ballot Papere' shall be stamped / written on the back of each ballot paper to be used as tendered ballot paper.

9. Special arrangements shall be made to collect the ballot papers from the printing press immediately after the same have been printed. The arrangements for the transport of ballot papers from the press to the headquarters shall be made in a closed vehicle under proper security guard. All ballot papers shall be kept under lock and seal in the treasury till they are required for the purposes of the poll.
10. Verification of ballot papers: On receipt of the printed ballot papers from the press, the ballot papers should be checked so as to ensure that there is no discrepancy in the number of ballot papers as supplied by the press and the number found on actual counting at your end. If on such checking any ballot paper is found defective in any member or with duplicate number or the serial number of any ballot paper is missing, the same should be clearly noted

in a register and also published on the notice board of your office as well as at the distributing centre. A copy of the notice should be sent to each of the contesting candidates also.

**Sd/- Navin Mital**  
**Secretary**

To

The Commissioner of Printing, Stationery and Stores Purchase, Govt. Central Press, Chancelguda, Hyderabad.

The Govt. Regional Printing Press, Kurnool and Vijayawada.

All the Collectors & District Election Authorities.

All the Commissioners of Municipalities / Municipal Corporations.

Copy to:

The Commissioner & Director of Municipal Administration, Hyderabad.

The Regional Directors of Municipal Administration.

## ANNEXURE -LXVII

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

### **ORDER**

No.1794/SEC-F1/2013,

Date:31.07.2013

Sub: SEC – Elections – 4<sup>th</sup> ordinary elections to ULBs, 2013 - Printing of Postal ballot papers entrusted to the Collectors and District Election Authorities to get it done locally – Orders – Issued.

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As soon as the list of contesting candidates is published, the Election Officer in case of Municipalities and the Returning Officer in case of Municipal Corporations shall get the Postal ballot papers for service voters, voters under preventive detention and public servants on poll duty (who opt for postal ballot paper) printed and despatched to those voters.

Rules 22 to 29 of the A.P. Municipalities (Conduct of Election of Members) Rules, 2005 deal with the procedure to be adopted for issue of the Postal ballot papers, documents and covers to be enclosed, despatch, recording the vote thereon and other matters connected therewith.

Similarly, Rule 37 to 45 of A.P. Municipal Corporations (Conduct of Election of Members) Rules, 2005 deal with the said issues in respect of Municipal Corporations.

The State Election Commission has decided to entrust the work relating to printing of Postal ballot papers to the Collectors and District Election Authorities to get it done locally. The white paper required for printing of ballot papers shall also be procured locally. The Postal ballot papers contain the names of the contesting candidates, name of the political party in case a candidate is set up by the political parties recognized or registered with the Commission. In case the candidate is not set up by any political party, the word 'Independent' is written under the name of the candidate. The printing of Postal ballot papers at local private printing presses shall be undertaken under proper security to ensure confidentiality of the ballot papers. Armed guards will be posted at the printing presses entrusted with printing of ballot papers from the time of commencement of the work till the completion of the work. The District Collectors may entrust the work relating to printing of ballot papers in respect of all the urban local bodies to one or more printing presses in the district depending upon the quantum of work. The work shall be completed within 24 hours from the last date of withdrawal of candidature and despatch must be completed within the next 24 hours.

The details of printing presses identified, quantum of work allotted to them and bandobust arrangements made at the presses etc., shall be informed to the Commission.

**The Postal ballot paper shall be printed on paper of white colour.**

The following instructions are issued with regard to form, language and specifications of the Postal ballot paper.

- (i) Every postal ballot paper shall have a counterfoil attached to it. The counterfoil shall be at the top of the ballot paper and its depth shall not ordinarily exceed 15 cms. (6 cms. are equal to 1 inch approximately). The particulars on the counterfoil shall be printed in English only and it shall contain the following.
  - (a) space for stitching at the top of the counterfoil;
  - (b) a black border of 1 cm at the top of the counterfoil;
  - (c) the particulars of the election, as mentioned in sub-para (iv) printed immediately below item (b) above;
  - (d) the words "Electoral Roll Part No. and Serial No. of Elector" which shall be printed one below the other on the left hand side or right hand side as may be convenient;
  - (e) Serial number of the ballot paper on the left hand side either on the front or on the back as may be convenient.
  - (f) One block of lines of 1 cm with a perforated rule/disjointed straight lines below, separating the ballot paper from the counterfoil.
- (ii) There shall be one block of lines of 1 cm below the perforated rule/disjointed lines on the ballot paper.
- (iii) The width of the Postal ballot paper and its counterfoil shall be between 3" and 4" as may be considered convenient by the District Collectors for printing the ballot papers. The width of the space allotted to each candidate will uniformly be 1". Where the number of contesting candidates exceeds 9, the Postal ballot paper shall be printed differently. The ballot paper in such a case, shall be printed in two or more columns depending upon the number of candidates. Ordinarily, the number of candidates in one column should not exceed nine, but it should not exceed fifteen in any case. If the number of columns is two, three or more, the width of the ballot paper and its counterfoil shall be dependent on the number of columns, which are provided on the ballot paper. Each column shall be separated from the other by a shaded area of half an inch width from top to bottom. The names of the contesting candidates and their party affiliation, if any, will appear in the same order in which they appear in the list of contesting candidates (but without the headings of the three categories of

candidates mentioned therein). These names will be printed below the other in those columns, starting with the name of the candidate at S. No. 10 in the list of contesting candidates as the first candidate in the second column (if each column has nine names), and so on. If the number of contesting candidates is not exactly divisible by the number of candidate in each column, the end panels on the right side of the ballot paper which do not contain the name of any candidate will be completely shaded.

- (iv) On the top of the front face of the ballot papers the particulars of the constituency and the election shall be printed. The word "Postal Ballot Paper" shall be endorsed below that entry. The following illustrations will make the position clear:

..... Municipality / Municipal Corporation  
Ward No .....

Ordinary election, 2013  
Postal Ballot Paper

Example for a Municipality: For Ward No. 9 of Bobbili Municipality, the particulars can be printed in simplified form as shown below:

**Bobbili, W. No. 9, Ord, 13**

Example for a Municipal Corporation: For Ward No. 9 of Eluru Municipal Corporation, the particulars can be printed in simplified form as shown below:

**Eluru, W. No. 9, Ord, 13**

- (v) The name of each candidate and his party affiliation, if any, shall be inscribed in a panel, the panels being separated from each other by shaded area of 3 cms width. There will be a thick black border of 1 cm at the bottom.
- (vi) The names of contesting candidates and their party affiliation, if any, on the ballot papers shall be printed, typewritten or multigraphed in Telugu and English. The name of the constituency shall be printed in English. The particulars on the counterfoil on the ballot paper shall be printed in English only.
- (vii) The Serial number of the ballot paper shall be printed on the left hand side either on the front or on the back as may be convenient.

- (viii) There is no objection to the postal ballot papers being typewritten if the number required is too small for printing; but the serial numbers of such ballot papers should, however, be given by means of hand-numbering machines.
- (ix) The postal ballot papers will be stitched into convenient bundles, with consecutive serial numbers. It will be ensured that the serial number on each ballot paper on the counterfoil is identical.

A model ballot paper is enclosed.

In case of any further clarifications required, the same may be sought from the Commissioner of Printing, Stationery and Stores Purchase.

**Sd/-Navin Mittal**  
**Secretary**

To  
All the Collectors and District Election Authorities.  
All Commissioners of Municipalities / Municipal Corporations.

Copy to: The Commissioner of Printing, Stationery and Stores Purchase.  
The Commissioner & Director of Municipal Administration.

**ANNEXURE -LXVIII-A**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Hyderabad-500003, A.P.

**Navin Mittal, IAS**  
**Secretary**

**Off: 27545350, 27536055**  
**Fax: 27544580, 27544428**  
**Email: secy.apsec@gmail.com**  
**Website: www.apsec.gov.in**

**Lr.No.614/SEC-F2/2013**

**Date: 03.03.2014**

To  
**The Chairman & Managing Director,**  
Electronics Corporation of India Limited,  
ECIL Post, Hyderabad.

Sir,

Sub: State Election Commission – 4<sup>th</sup> Ordinary Elections to Municipal bodies – Election Notifications issued on 03.03.2014 – Supply of 11,600 Power packs for EVMs and deputation of ECIL Engineers to all the Districts (except Hyderabad) to undertake First Level Checkup, training and guidance – Reg.

\*\*\*

The 4<sup>th</sup> ordinary elections to Municipal bodies were notified by the State Election Commission on 03.03.2014 for (10) Municipal Corporations and (146) Municipalities / Nagar Panchayats. A copy of the Election Schedule and the Urban Local Bodies notified for elections is enclosed to this letter. A statement showing the number of Polling Stations and number of EVMs available in each District is also enclosed.

The State Election Commission reviewed the preparedness of the District Administration for conduct of elections including completion of First Level Checkup of Electronic Voting Machines owned by the State Election Commission, availability of power packs and subsequent requirements in connection with usage of EVMs for conduct of ensuing elections.

Most of the District Collectors expressed that First Level Checkup was not completed and power packs are also not indented.

As the Commission has already issued notifications, you are requested to take action on priority basis on the following items.

1. Immediate procurement of 11,600 Power packs required for EVMs to be deployed for the ensuing election including reserve of 20% as there are nearly 9,500 Polling Stations set up for the ensuing elections. These power packs shall be procured on or before 07.03.2014 and shall be distributed to the District Collectors as per the statement to be given shortly.
2. Team of ECIL Engineers shall be deputed to all the Districts immediately to carry out First Level Checkup on EVMs to be deployed for the ensuing elections. The contact numbers of the District Collectors are enclosed. This work should be completed by 10.03.2014 without fail.
3. Sri N. Jayasimha Reddy, Joint Director (Municipal), State Election Commission (Mobile No: 9949588353) is appointed as Liaison Officer from the Commission to coordinate in execution of this work.
4. Sri B. Ramesh Babu, Additional Director, O/o. Commissioner & Director of Municipal Administration (Mobile No: 9704956554) shall also coordinate with Municipal Commissioners to ensure smooth execution of work and to make payments to the ECIL for procurement of power packs and TA/DA for ECIL Engineers drafted.
5. The ECIL Engineers shall also be drafted for training, guidance and other requirements as per the requisitions received from the District Collectors and Municipal Commissioners.

This may be treated as "**MOST URGENT**".

Encl: As above.

Yours faithfully,  
**Sd/- Navin Mittal**  
**Secretary**

Copy to the Commissioner & Director of Municipal Administration - with a request to closely monitor this work.

Copy to the Collectors & DEAs (except Hyderabad) – with a request to contact Sri K.P. Chandrasekhar, Senior Manager (EMSD), Marketing Section, ECIL, Hyderabad (Mobile No: 9491548295).



**ANNEXURE -LXVIII-A**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Hyderabad-500003, A.P.

**Navin Mittal, IAS**  
**Secretary**

**Off: 27545350, 27536055**  
**Fax: 27544580, 27544428**  
**Email: secy.apsec@gmail.com**  
**Website: www.apsec.gov.in**

**Lr.No. 614/SEC-F2/2013-2**

**Date: 03.03.2014**

To

**All Collectors & District Election Authorities (except Hyderabad).**

Sir/Madam,

Sub: State Election Commission – 4<sup>th</sup> Ordinary Elections to Municipal bodies – Election Notifications issued on 03.03.2014 – Supply of 11,600 Power packs for EVMs and deputation of ECIL Engineers to all the Districts (except Hyderabad) to undertake First Level Checkup, training and guidance – Reg.

Ref: SEC Lr.No.614/SEC-F2/2013, dated 03.03.2014.

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Please refer to the letter cited.

The Secretary, State Election Commission reviewed availability, sufficiency and readiness of EVMs owned by the State Election Commission for conduct of elections to Municipal bodies with Collectors & DEAs in the Video Conference held on 03.03.2014. Based on the inputs given by the Collectors & DEAs, a letter was addressed to the ECIL authorities in the reference cited making an indent for procurement of 11,600 power packs and to depute teams of ECIL Engineers for First Level Checkup to needy districts.

**Power Packs for EVMs:**

The allotment of 11,600 power packs to 22 districts is indicated in the statement enclosed as Annexure. They will be delivered to the Collectors & DEAs by the ECIL authorities.

### **First Level Checkup of EVMs:**

The Collectors & DEAs are requested to send an email and contact ECIL authorities at the following email address / fax / phone number immediately to arrange for First Level Checkup and also to attend to any other requirement in connection with EVMs to be deployed in the ensuing elections on priority basis.

Email : kpcsekhar58@gmail.com  
mkgemsd@ecil.com  
Phone Nos. : 040-27186970  
Fax No. : 040-27263021  
Mobile No. : 9491548295 - Sri K.P. Chandrasekhar,  
Senior Manager (EMSD), Marketing Section, ECIL

### **Indicating the additional requirement of EVMs:**

Some of the Collectors & DEAs expressed during the Video Conference that they are having shortage of EVMs for the ensuing elections. They should send the additional requirement to the Commission immediately so as to issue orders to arrange the shortfall from the neighbouring districts having surplus EVMs.

### **Nominating a Nodal Officer at District level:**

All the Collectors & DEAs are requested to nominate a Nodal Officer, who shall be a fairly senior officer of the Revenue or Municipal Administration Department, who can be contacted by the Commission in case of any election related matter as it is not possible to contact all the Commissioners of Urban Local Bodies in the districts.

The State Election Commission desires that these items of work should be given immediate attention by all the Collectors & DEAs and send a report to the Commission by 04.03.2014 evening.

Yours faithfully,  
**Sd/- Navin Mittal**  
**Secretary**

Copy to the Commissioner & Director of Municipal Administration.  
Copy to Sri K.P. Chandrasekhar, Senior Manager (EMSD), Marketing Section, ECIL, Hyderabad (Mobile No: 9491548295).

## ANNEXURE -LXIX

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003.

### C I R C U L A R

**No.1494/SEC-F1/2011**

**Dated:30-07-2013**

Sub:- 4<sup>th</sup> ordinary elections to urban local bodies – Use of Electronic Voting Machines (EVMs) in the elections – Instructions on 1<sup>st</sup> level checkup, Randomization Allocation of ID, Preparation of EVMs, Dispatch of EVMs for actual poll, Replacement of EVMs during poll, Reception of EVMs, Safe custody, Communication to political parties, disposal of unserviceable / expired batteries etc – Comprehensive instructions – Issued – Reg.

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Elections to urban local bodies are being conducted using EVMs since 2005. Instructions on use of Electronic Voting Machines (EVMs) are being issued by the Commission from time to time. However, to facilitate smooth conduct of 4<sup>th</sup> ordinary elections by using EVMs, the State Election Commission hereby issues the following instructions:-

#### **I. Protocol:-**

The Election Authority & Commissioner & Director of Municipal Administration, AP., Hyderabad (EA&C&DMA) at State level and the District Election Authority & Collector at District level and Commissioners of all Municipal Corporations and all Municipal Commissioners (Municipalities / Nagar Panchayats), as the case may be, at urban local body level, shall ensure that these instructions are followed in letter and spirit. They have to take necessary steps for effective implementation of the instructions issued in this circular by the Commission for smooth management of EVMs. Any laxity in implementing these instructions will be viewed seriously.

#### **II. First level checking:-**

- (1) First level checking of EVMs before elections shall be done by the authorized engineers / technicians of Electronics Corporation of India, Ltd., (ECIL) Hyderabad.
- (2) During previous elections the malfunctioning of various switches came to notice soon after the commencement of poll leading to the suspicion that possibly all switches are not properly checked during the pre poll check. In order to over-

come such situations, proper checking of all switches of the EVM checking will be done at first level in the presence of Municipal Commissioner of the concerned Municipal body or his / her representative, who will ensure that the following are checked and found to be operative.

- a) All the Candidate Buttons in the Balloting Unit.
  - b) Off - On Switch.
  - c) Set Candidate button.
  - d) Ballot releasing button.
  - e) Close button.
  - f) Total button.
  - g) Result button.
  - h) Display during operation of all above buttons.
  - i) Buzzer sound with each button.
  - j) Real time Clock with IST (in case of 2006-07 model EVMs i.e., upgraded EVMs).
- (3) All the EVMs, in each and every location, should be tested with the minimum 10 dummy votes/pollled for each candidate.
  - (4) At least 1% of the machines at each and every location should be tested with minimum 50 dummy votes.
  - (5) A certificate (a sample proforma enclosed as Annexure) to this effect duly signed with date by both (Engineers of ECIL and Representative of the Municipal Commissioner of the concerned Municipal body) may be pasted on lower part of the back of the EVM i.e, Ballot Unit and Control Unit (without hiding any vital information i.e, date of manufacturing, Machine. S.No. etc. The dimension of the certificate should not be more than 13 cms X 8 cms.
  - (6) For the purpose of tracking various steps taken in the process of first level checking, randomization and deployment of EVM, an adhesive label (pre-printed sticker) will be prepared and kept ready for use. This can be organized centrally by the District Election Authority. The sample model that was adopted during two elections held to APLA/HOP, 2009 may be adopted for this purpose.
  - (7) EA&C&DMA / District Election Authority / Municipal Commissioner of the concerned Municipal body shall get in touch with the ECIL for this purpose and chalk out the programme of first level check in all Districts.

### III. **NUMBERING OF EVMs:**

As soon as the first level check is over, the sticker will be pasted on the back side of the CU and the ECIL checking-engineer will put his signature indicating the date in the relevant slot provided in the sticker. This would mean that the CU is in order in every respect. The unique machine number of the control unit (CU) will also be indicated in the relevant slot in the sticker; besides, a running serial

number will also be allotted to the CU and will be indicated in the relevant slot. Simultaneously, the representative of the Municipal Commissioner of the concerned Municipal body duly authorized for this purpose will also put his/her signature in the relevant space. After this, CU shall be stored with due precaution and care. In case of any CU found to be defective during checking, such CUs shall be isolated and kept separately for follow up action for rectification of defect. The above procedure will also be applicable for the Balloting Units which will be verified, signed and numbered in the above manner.

#### IV. **DATABASE :**

A database of the CUs and BUs verified and certified will be prepared separately and kept in readiness for randomization urban local body wise. The data base structure will contain details of CUs and BUs indicating the machine number (original number given by the manufacturer as inscribed on a metallic plate at the back side of the CU/BU as the case may be.) The CUs/ BUs so verified shall be kept under proper lock and key.

#### V. **RANDOMIZATION:**

- 1) The EA & C & DMA will fix up a schedule, for all Districts, duly informing all the recognized political parties well in advance which should in any case be fixed before the start of training for polling personnel, for randomization of CUs/ BUs for distribution to ward-wise in the presence of the representatives of recognized political parties.
- 2) The randomization will be done in such a way that the CUs /BUs are randomly selected by grouping them to match the poll day requirement including the reserve required.
- 3) Again, the surplus CUs/BUs shall also be randomly grouped and distributed ward-wise for the purpose of training (for the training of the polling staff as well as for the purpose of voter awareness). **Machines used for training will not be used for poll.** All such machines will be segregated and stored in a separate room under double lock.
- 4) A sticker of different color shall be affixed at the front side of the CUs/ BUs set aside for training purpose clearly indicating “.....(Name of ward & Urban local body): Training CU/ BU”. While randomizing the CUs/ BUs the Municipal Commissioner of the concerned municipal body shall take the number of polling stations in each ward into account.

#### VI. **ALLOCATION OF ID:**

After ward-wise grouping of CUs/ BUs is done in the above manner, a ‘current ID’ shall be assigned to each of CU/ BU in the relevant slot provided in the sticker. The ‘current ID’ would mean **‘the ward no followed by a new running serial**

**number for that ward'. For example If ward No. 36 is allotted 10 CUs and BUs the current ID for the CUs would be from '36/CU/001' to '36/CU/010'. Similarly the current ID for BU would read '36/BU/001 to 36/BU/010'.**

**VII. DISTRIBUTION OF LIST of EVMs TO RECOGNIZED POLITICAL PARTIES :**

1. The randomized list of CUs and BUs allotted to each ward for use at polling stations including reserve shall be prepared separately along with such list of CUs & Bus allotted for training centers and signed by the representative of the Returning Officer / Election Officer and that list shall be handed over to the representatives of all the recognized political parties. Even if a representative is not available at the time of randomization the list shall still be sent to that party office and a receipt obtained.
2. The CUs/BUs meant for use at the election shall be separately taken to the strong room by the Municipal Commissioner / Returning Officer concerned under proper escort and will be guarded. The training EVMs shall be distributed to the concerned officers for the training purpose. At the time of sealing the strong room, the representatives of political parties can remain present and they can also affix their seal on the lock.

**VIII. PREPARATION OF EVMs:**

1. On the day fixed for preparation of the CUs/BUs for use in the election, the concerned Returning Officer / Municipal Commissioner will ensure that the preparation of CUs/BUs is done invariably in the presence of the candidates or his / her election agent or authorized representatives and in the presence of observer if available. Now, the Returning Officer / Municipal Commissioner will do the second randomization of the CUs/ BUs before allotting them to the polling stations in the ward. After that **he will write the PS No. to which the CU/BU has been randomly allotted in the slot provided for it in the adhesive label. The remaining CUs/BUs (not allotted to any PS) shall be kept as 'Reserve' for use if needed. Such CUs /BUs shall be marked as 'R' – meaning 'Reserve' in the slot meant for PS No.**
2. At this stage, the CU and BU randomly earmarked PS wise as detailed above shall be identified by matching the PS No. and kept in pair by tagging them together. Any candidate/ agent present at the preparation hall may choose to get the CU/BU again checked by the master trainers/ technical personnel if available through a 'mock poll cum result verification' in order to satisfy himself about the functioning of the EVM. The Returning Officer / Municipal Commissioner should also, as a proactive measure, do a random verification of at least 10% of such CU-BU pairs to test the working status of the EVMs.
3. Then a Polling Station wise list indicating the Current ID and machine number of the CU/BU allotted to each PS will be prepared and signed by the Retuning

Officer / Municipal Commissioner. The Returning Officer / Municipal Commissioner will also prepare a separate list of CUs/BUs marked as 'R' indicating the current ID and machine number. Both the above lists will be signed by Returning Officer / Municipal Commissioner and copies shared with the candidates / agents / representatives and their signature shall be obtained in token of receipt.

4. As per the existing instructions two types of address tags – one for use on CU and another on BU have been prescribed. From now onwards, the tag shall also contain the current ID No. (as mentioned in the sticker- read para VI above). The address tag attached to reserve CU/ BU shall indicate the 'Reserve' status of the unit. The tagging of address tag shall also be done at this stage itself – in the presence of candidates/ agents/ observer. All the CUs/ BUs allotted to Polling Stations as above, as well as the reserve machines shall be kept in the strong room in the presence of candidates/ agents. They can also be allowed to affix their seal on the lock of the strong room.
5. Officers preparing the machines, after preparing them, should give a certificate that they have prepared the machines as per the instructions given and checked them, and that they have understand fully that in case of any error found, they would be held responsible for lapse.

#### **IX. DISPATCH OF EVMs FOR ACTUAL POLL:**

1. When the EVMs are taken out of the strong room for dispatch, the usual precaution of informing the date and time of opening of strong room in writing to the candidates/ agents, shall be followed.
2. At the time of dispatch the Presiding Officers shall be advised to compare the machine number inscribed on the metal label and the adhesive sticker and also verify the PS No. indicated on the sticker compared with PS No. mentioned in the address tag before accepting the EVM. Discrepancy if any shall be brought to the notice of the officer in charge of dispatch arrangement and be reconciled.
3. The candidates may be advised to share the current ID and machine number of the EVM (both CU/ BU) allotted to the specific PS with their polling agent/ agents appointed by them so that they are in a position to inspect the EVM for their satisfaction before the commencement of mock poll on the poll day. The Presiding Officers shall be advised to display the sticker containing the machine number and current ID etc., to the agents present before the commencement of the mock poll. **It is relevant to note that as per the existing instructions the presiding officer is supposed to mention the number of CU/ CUs used; serial numbers of CU/CUs used; number of BU/BUs used and serial numbers of BU/BUs used at the polling station in the Presiding Officer's Diary. This instruction shall be scrupulously followed.**

## **X. REPLACEMENT OF EVM DURING POLL:**

1. In case of replacement of CU or BU due to any reason at any polling station the zonal officer or any authorized officer who effects such replacement shall prepare a special report indicating the machine number and current ID of the existing CU/BU and new CU /BU separately. The officer shall also mention in the special report, the reason for deployment of the spare CU/BU and the time of such replacement, votes polled in the replaced machine at that point of time and leave one copy of the special report with the Presiding Officer while retaining a copy to be handed over to the Returning Officer / Election Officer.
2. When EVMs are required to be replaced in the polling station after commencement of poll. In the midst of poll, the Presiding and Polling Officers should ensure that the requirement of conducting mock poll should be fulfilled in the case of new EVMs also, and the **new EVMs should be put to use only after conducting the mock poll, clearing of the data of mock poll and recording the certificate of mock poll, as in the case of the originally allotted EVMs.**
3. EA&C&DMA / District Election Authority / Municipal Commissioner of concerned municipal body are requested to ensure that this aspect should be covered in the training classes for the polling personnel.

## **XI. REPOLL :**

1. In case of repoll, the EVM required for repoll shall be drawn from the reserve list and the CU/BU number shall be informed to the candidates/agents in writing. Care shall be taken to ensure that the address tag on the CU and BU clearly mentions it to be the EVM for use in the repoll indicating the date and PS No.
2. After repoll, for the storage of the repolled EVM, the strong room shall be re-opened in the presence of the candidates/ their agents and observer. This repoll EVM should be placed together with the old EVM which was used earlier in the original poll. A tag '**Not to be counted**' shall be put prominently **on the old EVM** and another tag '**Repoll EVM – to be counted**' **shall be put on the new repoll EVM. Retuning Officer / Election Officer shall put signature on both the tags.**

## **XII. RECEPTION OF EVMs AFTER POLL:**

The EVMs shall be escorted back after the poll is over to the reception centres under proper escort. After all formalities are completed, the EVMs shall be kept in



strong room and the room sealed in the presence of the candidates/their agents and observer.

### **XIII. SAFE CUSTODY OF ELECTRONIC VOTING MACHINES:**

Detailed instructions were issued under the Chapter titled “The Poll” on Safe custody of Electronic Voting Machines after the poll in the “Handbook of Election Officers” in case of Municipalities & Nagar Panchayats and in the “Handbook of Returning Officers” in case of Municipal Corporations. However, the following instructions are reiterated for clarity.

1. After the completion of polling, the Electronic Voting Machines shall be deposited in a strong room or a building in a systematic manner under double lock as specified therein.
2. If any contesting candidate so desires, he may be permitted to post an agent to keep watch at the place where the Electronic Voting Machines are stored pending counting and he may also be allowed to affix seals to the doors and windows in which the voting machines are stored in addition to the seals that may be affixed by the Election Officer / Returning Officer.
3. Adequate security arrangements shall be made by the Collector & District Election Authority in consultation with the Superintendent of Police / Commissioner of Police for safe custody of the voting machines after the poll.
4. The Police personnel from A.P. Special Police or District Armed Reserve available in the district shall be deployed in appropriate strength at the places where the voting machines are stored to avoid any untoward incident.
5. Necessary fire fighting equipments shall also be installed around the Strong room to meet any exigency.

### **XIV. COMMUNICATION TO POLITICAL PARTIES/ CANDIDATES:**

The political parties/candidates should be advised in writing to properly train their counting agents and that they should bring (for tallying purpose) their copies of Form XXXVI in case of Municipal Corporations and Form XXIII in case of Municipalities & Nagar Panchayats which shows the machine numbers used at the polling station and was handed over to them at the close of the polling by the presiding officer. Besides, the candidates have also been given a consolidated polling station wise list of CUs & BUs used during the poll. This along with the additional information given by the Returning Officer / Election Officer in writing to the candidates regarding the machine numbers of CUs & BUs used as

replacement and the CUs & BUs used during repoll will give a complete picture of all the EVMs used at polling stations. In order to further facilitate, additionally, the Returning Officer / Election Officer shall paste the EVM deployment account indicating the CU & BU numbers of EVMs used, polling station wise, in the relevant counting hall itself for everyone to see.

**XV. DISPOSAL OF UNSERVICEABLE/EXPIRED BATTERIES OF ELECTRONIC VOTING MACHINE:**

The manufacturers have suggested the following measures which are detailed below for strict compliance during such-disposal of power packs.

- (i) If the quantity of batteries is less, then the same may be disposed with regular trash after removing from the plastic box.
- (ii) Discarded batteries are often not completely dead. Concentrating used batteries in a container can bring these live batteries into electrical contact with one another, creating a safety risk. Any collection programme must be organized only after minimizing such risk.
- (iii) Disposing of the used batteries in small quantities, as far as possible is recommended.
- (iv) As far as possible, accumulation of expired batteries in large quantity may be avoided.
- (v) If the quantity of batteries is more and accumulated at one place, then batteries should be disposed off at a secure land fill in accordance with state and local regulations.
- (vi) Discarded batteries should never be crushed, dismantled, short circuited or recharged.
- (vii) Batteries should not be disposed-off in fire or high heated area.
- (viii) It is also desirable to consult the local Government Waste Management Authority regarding recycling regulations in respective communities.
- (ix) EVM battery packs consist of Plastic Moulded Box. Though environmentally beneficial and economically feasible recycling process has not yet been developed for Alkaline Batteries, the Plastic Moulded Boxes can be scrapped and recycled for other uses.

**XVI. VIDEOGRAPHY OF THE EVENTS :**

All the stages enumerated above shall invariably be fully covered with videography and records kept properly.

The above instructions should be followed without any deviation and bring to the notice of all concerned, viz. the political parties, contesting candidates, Returning Officers all concerned field officers and the Observers.

The receipt of the Circular may kindly be acknowledged.

**Sd/-Navin Mittal  
SECRETARY**

**Encl:-** Annexure

**To**

The Election Authority & Commissioner & Director of Municipal Administration, AP., Hyderabad.

All the Collectors & District Election Authorities in the State. (except Hyderabad)

All Superintendents of Police in the State.

All the Commissioners of Police in the State. (except Hyderabad)

All the Regional Directors-cum-Appellate Commissioners & Addl. D.E.As., in the State.

Commissioners of all Municipal Corporations in the State. (except GHMC & Guntur)

All Municipal Commissioners in the State.

**Copy to:-**

The General Manager, Marketing, ECIL, Hyderabad.

The Principal Secretary to Government, MA & UD Department, AP., Secretariat, Hyderabad.



**ANNEXURE -LXX**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad – 500 003, A.P.

**CIRCULAR**

**No.220/SEC-F1/2014**

**Dated:08-03-2014**

Sub:- SEC - ELECTIONS–4<sup>th</sup> ordinary elections to Urban Local Bodies – List of periodical returns and reports to be rendered to State Election Commission–Communicated – Regarding.

Ref:- 1) SEC Notification No.85/SEC-F1/2014-1 to 4, dt.03-03-2014.  
2) SEC Notification No.86/SEC-F2/2014 dated.03-03-2014.

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You are aware that the State Election Commission has issued notifications for conduct of ordinary elections to Urban Local Bodies. As per the notification the Poll day is scheduled on 30-03-2014 and Counting day is on 02-04-2014. In this connection various reports and returns to be furnished to the Commission during the process of conduct of elections are prepared and appended to this letter. These reports and returns have to be furnished by the Commissioner of Municipal Corporations, Municipalities / Nagar Panchayats, Returning Officers to the EA&C&DMA as well State Election Commission. The Election Authority & Commissioner & Director of Municipal Administration, in turn shall furnish the consolidated information to the State Election Commission.

I, therefore, request you to arrange to instruct all the Returning Officers / Election Officers, Commissioner of all Corporations, Municipalities & Nagar Panchayats to furnish the reports and returns, in the appended statement and the time schedule to the Commission and also to your office and also to make adequate arrangements to receive the information from the Urban Local Bodies in your office and to consolidate the same and to furnish to the Commission in the Proformae prescribed by the Commission without giving any scope for omissions & commissions.

Contd.,

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The reports shall be rendered to any one of the fax numbers **27543580/27544428 / 27536033 / 27543122 / 27543123** of the State Election Commission and the information may also be sent to the State Election Commission through Email address “**secy.apsec@gmail.com**” in addition to sending a conformation copy through a messenger.

**Encl: a/a**

**Sd/-NAVIN MITTAL  
SECRETARY**

To

The Election Authority & Commissioner & Director of Municipal Administration, AP, Hyderabad.

All the Collectors & District Election Authorities (except Hyderabad).

All the Commissioners of Municipal Corporations and Municipalities.

The Regional Directors-Cum-Appellate Commissioners and Additional Election Authorities for Municipalities and Nagar Panchayats.

All the Revenue Divisional Officers & Deputy Election Authorities.

Copy to the Principal Secretary to Government, MA&UD Department, AP., Secretariat, Hyderabad.

**ANNEXURE TO CIRCULAR NO.220/SEC-F1/2014, DT.08-03-2014**

**ELECTIONS TO URBAN LOCAL BODIES, 2014  
REPORTS AND RETURNS TO BE SENT TO THE STATE ELECTION COMMISSION  
ALL THE REPORTS TO BE SENT BY FAX AS WELL AS THROUGH E-MAIL**

<b>1</b>	Report on confirmation on publication of Election Notice by Returning Officers	<b>On 10-03-2014</b>
<b>2</b>	Report on publication of polling stations along with voting strength as on 03-03-2014	To be submitted on or before <b>10-03-2014</b>
<b>3</b>	Daily report on receipt of nominations in <b>Proforma I</b>	Before 4.00 PM on all the days appointed for receipt of nominations as per Notification issued by SEC
<b>4</b>	Report on validly nominated candidates in <b>Proforma II</b>	After scrutiny of nominations on the day of appointed for scrutiny of nominations ( <b>15-03-2014</b> )
<b>5</b>	Daily report on withdrawal of candidature in <b>Proforma III</b>	Before 4.00 PM on all the days appointed for withdrawals ( <b>From 16-03-2014 to 18-03-2014</b> )
<b>6</b>	Report on list of final contesting candidates along with their profiles in <b>Proforma IV</b>	After 3 PM on the last day of withdrawals ( <b>18-03-2014</b> )
<b>7</b>	Report on list of final contesting candidates political party-wise in <b>Proforma IV-A</b>	-do-
<b>8</b>	Report on Unanimously elected candidates in <b>Proforma V</b>	After 3 PM on the last day of withdrawals ( <b>18-03-2014</b> )
<b>9</b>	Commencement of printing of ballot papers to be inserted in EVMs and tendered ballot papers.	On the next day of publication of lists of contesting candidates ( <b>19-03-2014</b> )
<b>10</b>	Report on dispatch of postal ballot papers to service voters, voters under preventive detention, employees drafted for poll duty.	Within 48 hours from the date of publication list of contesting candidates
<b>11</b>	Report on confirmation of appointment and training of polling personnel	After last day of withdrawals <b>18-03-2014</b>
<b>12</b>	Particulars of distribution and reception centres	-do-
<b>13</b>	Report on completion of insertion of ballot papers in EVMs and sorting bundles consisting of (20 nos.) tendered ballot papers	Within a week after publication of list of contesting candidates
<b>14</b>	Report on safe reaching of the polling party in <b>Proforma VI</b>	Day prior to the date of poll before 4 PM
<b>15</b>	Report on conduct of mock poll and commencement of poll in <b>Proforma VII</b>	Before 7.30 AM on poll day
<b>16</b>	Report on percentages of poll in <b>Proforma VIII</b>	For every 2 hours from 7.00 AM onwards till 5.00 PM on the day of poll
<b>17</b>	Report on poll incidents including the special report where poll is adjourned or poll process is vitiated or any circumstances necessitating repoll etc.	On the night before 7.00 PM of the day of poll
<b>18</b>	Report on commencement of counting of votes	Before 8.30 AM on day of counting
<b>19</b>	Report on votes secured by each contesting candidate in <b>Proforma IX</b>	Immediately after declaration of results

<b>20</b>	Reports on declaration of results i.e., party wise break up of elected ward members in <b>Proforma X</b>	Immediately after declaration of results
<b>21</b>	Report on service of notice of special meeting for indirect election of Mayor & Dy. Mayor to the newly elected members including Ex-officio members.	As per schedule given by SEC
<b>22</b>	Report on completion of indirect elections and declaration of results in <b>Proforma XI</b>	As per schedule given by SEC

**Sd/-NAVIN MITTAL  
SECRETARY**



## ANNEXURE -LXXI

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003.

### C I R C U L A R

**No.571/SEC-F1/2011**

**Dated:19-07-2011**

Sub:- Conduct of 4<sup>th</sup> ordinary elections to Urban Local Bodies, 2011 - Disposal of Grievances / Complaints received on violation of Model Code of Conduct and other election related matters – Regarding.

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In order to redress the grievances/complaints that are received from public and various other Stake holders, on various election related issues in the conduct of 4<sup>th</sup> ordinary elections to Urban Local Bodies, the Collectors & District Election Authorities, Commissioners of all the Municipal Corporations and all the Municipal Commissioners in the State are requested to set up grievance redressal mechanism as detailed below:-

2. **Categorization of Complaints**:- Complaints received can be categorized in the following four categories:-

- (i) Complaints from general public regarding electoral particulars / EPICs and related matters.
- (ii) Complaints from political parties and candidates regarding non-supply of electoral rolls and set up of polling stations etc.
- (iii) Complaints from government staff regarding payment of TA/DA etc., for their services during election and related matters.
- (iv) Complaints from contesting candidates and political parties and others on violation of Model Code of Conduct.

3) Grievance Cell-cum-Control Rooms may be opened in the offices of all the Collectors & District Election Authorities, Commissioners of all Municipal Corporations and all Municipal Commissioners to receive complaints / representations / petitions from general public, contesting candidates and political parties etc., on various election related items and the same are categorized in the above mentioned 4 categories duly entering in 4 separate registers and issue

acknowledgement to the petitioners. One responsible officer may be assigned with the above duty and he/she shall be made responsible for processing of such grievances.

4) Since most of the grievances received under category (i), (ii) and (iii) above can be redressed by the Commissioners of Municipal Corporations and Municipal Commissioners, Electoral Registration Officers & Revenue Divisional Officers and the Collectors & District Election Authorities, grievances of those categories have to be forwarded immediately to the concerned authorities for speedy disposals. Particularly grievances regard to inclusion / deletion / correction of entries in the electoral rolls, shifting of names from the inconvenient booths etc may be attended to on priority basis. Action taken may be intimated to the representationists.

5) Regarding Complaints received from the political parties and contesting candidates on non-supply of electoral rolls etc., the Commissioners of Municipal Corporations and all the Municipal Commissioners shall make sincere efforts for speedy disposal and to inform the action taken to the contesting candidate/political party, who have given the complaint within the least possible time.

6) **With regard to violation of Model Code of Conduct:-** The complaints received in 4<sup>th</sup> category from contesting candidates and political parties on violation of Model Code of Conduct such as; mis-use of official vehicles, mis-use of official power, allegation against employees, apprehension of distribution of money, liquors, sarees etc., and all allegations of indulging in corrupt practices and other election offences may be redressed as mentioned below:-

- i) The Commissioners of all Municipal Corporations and all Municipal Commissioners shall, on receipt of such complaints, go through the contents and conduct an enquiry wherever necessary to verify the veracity of the allegation made therein. If there is a prima-facie case a report shall be sent to the District Election Authority concerned.
- (ii) The Collector & District Election Authority examine the nature of violation and order for further enquiry as he deems fit and take appropriate action under intimation to the representationist as well as to the Commission.
- (iii) If the Collector & District Election Authority considers that the matter is to be referred to the State Election Commission, he shall forthwith sent to the Commission such complaint, enquiry report and his specific remarks as to action that can be taken.
- (iv) The State Election Commission will examine the matter and issue suitable instructions for further enquiry or for taking necessary action under election law and Indian Penal Code.

(v) No complaints shall be rejected or left unattended to give any scope for complainants and political parties to point an accusing finger at the election machinery.

7) Election Authority & Commissioner & Director of Municipal Administration is also requested to open similar Grievance Cell-cum-Control Room in his office to receive, process and disposal of complaints and also requested to issue appropriate instructions to the Municipal Commissioners and other election related officers towards the speedy disposal of Complaints.

8) Complaints made to the State Election Commission will be referred to the District Election Authority concerned for appropriate action or for conduct of enquiry and sending a report back to the State Election Commission to examine the issue and for issue of necessary orders. Where the State Election Commission sought an enquiry report from the District Election Authority, the same should be sent **within three days** or such shorter period as may be specified by State Election Commission keeping in view the urgency of the matter.

9) The District Election Authority shall communicate a copy of this Circular to all the Officials at the district level involved in the election process to follow the above instructions scrupulously.

**Sd/- K. Ram Gopal,  
SECRETARY**

To

- 1) All the Municipal Commissioners in the State.
- 2) The Commissioners of all Municipal Corporations in the State.
- 3) All the Regional Directors-cum-Appellate Commissioners of Municipal Administration in the State.
- 4) All the Electoral Registration Officers / Revenue Divisional Officers in the State.
- 5) All the Collectors & DEAs in the State.
- 6) The EA & Commissioner & Director of Municipal Administration, AP., Hyderabad.

Copy to the Secretary to Govt., MA & UD Department, AP., Secretariat, Hyderabad.

**ANNEXURE -LXXII**  
**LIST OF OBSERVERS**

<b>S. No.</b>	<b>Name of the District</b>	<b>Name of the observer allotted</b>
1	Adilabad	Dr. A. Ashok, IAS
		Sri A. R. Sukumar IAS
2	Anantapur	Sri Akunuri Murali, IAS
		Sri Budhiti Rajasekhar, IAS
3	Chittoor	Sri V. Karuna, IAS
		Dr. Vijay Kumar IAS
4	East Godavari	Sri P. Satyanarayana Reddy, IAS
		Sri B. Ramanjaneyulu, IAS
5	Guntur	Dr. P. Laxminarasimham, IAS
		Smt. Anitha Rajendra, IAS
6	Kadapa	Sri D. Muralidhar Reddy, IAS
		Sri Manjule Balaji Digambar, IAS
7	Karimnagar	Sri C. Pardhasarathi, IAS
		Smt. V. Usha Rani, IAS
8	Khammam	Smt. Parvathi Subramaniam, IAS
		Sri K. Harshavardhan, IAS
9	Krishna	Smt. P. Usha Kumari, IAS
		Sri Sanjay Kumar, IAS
10	Kurnool	Sri T. Vijaya Kumar, IAS
		Sri K.V. Ramana, IAS
11	Mahabubnagar	Sri K. Madhusudana Rao, IAS
		Sri Sabyasachi Ghosh, IAS
12	Medak	Sri Neerabh Kumar Prasad, IAS
		Sri Harpreet Singh, IAS
13	Nalgonda	Sri G.D Priyadarshini, IAS
		Smt. K. Sarada Devi, IAS
14	Nellore	Sri M. Ravi Chandra, IAS
		Smt. B. Bala Maya Devi, IAS
15	Nizamabad	Smt. T. K. Sreedevi, IAS
		Sri B. Bharathi Lakpathi Naik, IAS
16	Prakasham	Sri K. V. Satyanarayan, IAS
		K. Nirmala, IAS
17	Ranga Reddy	Sri Sanjay Jaju, IAS
		Sri Vikas Raj, IAS
18	Srikakulam	Sri N. Vishnu, IAS
		Sri N. Mukteswara Rao, IAS
19	Visakhapatnam	Sri Movva Tirumala Krishna, IAS
		Smt. Anita Ramachandran, IAS
20	Vizianagaram	Sri Mudavatu M. Nayak, IAS
		Sri K. Dhananjaya Reddy, IAS
21	Warangal	Dr. M. Jagan Mohan, IAS
		Sri N. Sridhar, IAS
22	West Godavari	Sri Ch. Vijaya Mohan, IAS
		Dr. Man Mohan Singh, IAS

**ANNEXURE -LXXIII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Hyderabad-500003, A.P.

**Navin Mittal, IAS**  
**Secretary**

**Off: 27545350, 27543122**  
**Fax: 27544580, 27544428**  
**Email: secy.apsec@gmail.com**  
**Website: www.apsec.gov.in**

**Lr.No.88/SEC-F1/2014**

**Date: 14.03.2014**

To

**All the Collectors and District Election Authorities.**

Sir/Madam,

Sub: State Election Commission – 4<sup>th</sup> ordinary elections to Municipal Bodies and ZPTCs/MPTCs – Appointment of Observers – Facilities to be provided to the Observers by the District Administration – Reg.

\*\*\*

The State Election Commission issued Notifications for conduct of ordinary elections to Municipal Bodies on 03.03.2014 and ZPTCs on 10.03.2014.

The State Election Commission, in exercise of the powers conferred under Articles 243K and 243ZA of the Constitution of India read with Sec. 232A of the A.P. Panchayat Raj Act, 1994, Sec. 343ZE of A.P. Municipalities Act, 1965 and Sec. 617-D of the GHMC Act, 1955, appointed two IAS Officers as Observers for each District to oversee the election process of Municipal bodies and ZPTCs/MPTCs. The names of the Observers allotted to your district will be intimated very shortly.

I request you to provide the following facilities to the Observers during their stay in the District.

1. The Observers should be given reliable and dependable transport from the nearest Railway Station / Airport to the District to which an Observer has been deputed and for his movement in the District.
2. The Observers should be provided with a minimum security of a PSO/Gunman. However, if in the assessment of the Collector and SP/CP, there is need for a higher level security, suitably enhanced security may be provided.
3. No escort car / pilot or advance pilot is to be given to the Observer unless Collector and SP/CP feel otherwise.

4. In addition to the PSO/Gunman, the Observer should be provided with a District map and a local Liaison Officer in the cadre of a Dy. Tahsildar who is aware of the terrain.
5. Food arrangements should be made by the District administration to the Observer, PSO/Gunman, driver and the local official in a manner that would allow the Observer full freedom of movement as he desires.
6. If the Observer desires mineral bottled water, it should be provided.
7. Observers should be accommodated in a Government or Semi-Government Guest Houses located in the District for which they are functioning as Observers. Preferably, both the Observers shall be provided accommodation at one place in one base camp.
8. The Observers should be provided with new SIM cards by meeting the expenditure from the election funds. The call charges shall also be met from the election funds. After completion of the election process, the Observers shall surrender the SIM cards provided to them which shall be deactivated by the District administration.
9. STD Phone/Cellphone/Computer/Operator, TV, Fax Machine need to be provided exclusively to the Observer in the base camp. The numbers of the STD Phone/Cellphone/Fax shall be informed to the State Election Commission. Wide publicity should be given in the Press and Electronic Media about the contact numbers of the Observers, to enable Political Parties, contesting candidates and voters to meet them or complain to them.
10. Where more than one Observer is being accommodated in the same premises, only one Fax and Computer facility with operator be provided.
11. One videographer may be provided by the District Election Authority to the Election Observer to videograph the events on the violation of Model Code of Conduct or electoral malpractices during the conduct of elections.
12. The Observers are entitled for TA/DA as admissible on tour. They shall draw TA/DA from their Department or Office concerned. The expenditure shall be debitible to the budget grant of their respective Department or Office. They are entitled to travel by Air, if their destination is connected by Air.

The Observers will be in touch with you and communicate their travel plans to you sufficiently in advance so as to enable you to make necessary arrangements for their reception, security, transport, stay, communication and publicity in connection with their visit.

Yours faithfully,  
**Sd/- Navin Mittal**  
**Secretary**

Copy to: **All Observers.**

## ANNEXURE -LXXIV

### GUIDELINES FOR OBSERVERS

#### 1. Statutory Basis of Appointment

Observers of the State Election Commission are appointed under the powers conferred on it by Section 343 Z E of the A.P Municipalities Act, 1965 and section 617D of the Greater Hyderabad Municipal Corporation Act, 1955 and the plenary powers available to the Commission under the Constitution of India. They are the appointees of the Commission working under the superintendence, control and discipline of the Commission from the date of their appointment until they are released after the process of elections is completed.

The Acts governing Municipal Bodies have been amended in October, 2005 by Act No. 28 of 2005 and two new sections 343ZE and 617D have been added to A.P Municipalities Act, 1965 and GHMC Act, 1955 respectively. These new sections provided statutory powers to the Observers to watch the conduct of elections to Municipalities / Nagar Panchayats and Municipal Corporations and especially in respect of counting of votes.

The said two sections, which are identical in verbose read as follows.

“(1) The State Election Commission may nominate an Observer who shall be an officer of Government to watch the conduct of election or elections in a ward or a group of wards or for a municipality / Municipal Corporation or for a group of municipalities/ Municipal Corporations and to perform such other functions as may be entrusted to him by the Commission in relation thereto.

(2) The Observer nominated under sub-section (1) shall have the power to direct the Returning Officer/Election Officer for the ward or for any other wards for which he has been nominated, to stop the counting of votes at any time before the declaration of the result or not to declare the result if in the opinion of the Observer, booth capturing has taken place at a large number of polling stations or at counting of votes or any ballot papers used at a polling station are unlawfully taken out of the custody of the Returning Officer/Election Officer or are accidentally or intentionally destroyed or lost or are damaged or tampered with to such an extent that the result of the poll at the polling station cannot be ascertained.

(3) Where an Observer has directed the Returning Officer/Election Officer under this section to stop counting of votes or not to declare the result, the Observer shall forthwith report the matter to the Commission and thereupon the Commission shall, after taking all material circumstances into account, issue appropriate directions under Section 343W or section 343X of AP Municipalities, Act 1965 in respect of Municipalities and Section 59A or 63A of GHMC Act, 1955 in respect of Municipal Corporations.

(4) It shall be competent for the State Election Commission to appoint an **Election Expenditure Observer** for a group of wards or for a Municipality/Municipal Corporation or a group of Municipalities/ Municipal Corporations so as to ensure that the provisions of chapter V of AP Municipalities Act, 1965 or chapter XVII A of Hyderabad GHMC Act, 1955 as the case may be or strictly adhered to and in that behalf the Commission may issue such instructions as it deems fit, from time to time, to such Observers”.

## **2. GENERAL & EXPENDITURE OBSERVERS**

The nomenclature used to identify the Observers as “**General Observers**” and “**Expenditure Observers**” is only for easy identification of major functions of the two groups of Observers being appointed. There is no distinction between them so far as the law is concerned and both are “**Observers**”. Both types of the Observers perform duties as assigned by the Commission.

### **3. Co-ordination between General and Expenditure Observers:**

Both General and Expenditure Observer will reach the District allotted to them on the same day. They will discuss among themselves and settle common issues and establish appropriate co-ordination to cover different events of the elections. They will cover area of the Municipalities/Municipal Corporations in the District. On the date of poll, the Observers together should distribute between them Municipal Bodies in the District and cover them through intensive and extensive visits to ensure that the poll is free and fair.

### **4. Overview of Observer’s Duty:**

By dint of their seniority and long experience in the administrative service, they are expected to be in a position to assist the Commission in the conduct of free and fair polls. They will also be able to oversee the efficient and effective management of the electoral process at the field level. For all purposes, they will act as the **eyes and ears of the Commission** during the period of the election and provide direct inputs to the Commission from the field as an interface with the election machinery, the candidates, parties and electors to ensure that the acts, rules, procedures, instructions and guidelines related to elections are strictly and impartially complied with by all concerned. They should always clearly and firmly bear in mind the fact that they are only the eyes and ears (and not the mouthpiece) of the Commission. Their inputs/observations are confidential and solely for the use of the Commission and not for any other agency including media. They must not, therefore, interact with or respond to the queries of the Press even after the elections are over. It is clarified that while the formal report/input/observation sent by the observers are meant for the use of the Commission, it does not mean that the observers will not discuss with the RO/EO/District Election Authority(DEA) about their observation on various aspects of election management in order to facilitate mid-course corrections. It should be kept in mind that the objective of the deputation of the observer is not to find fault but to facilitate field administration in ensuring a free and fair poll. However, the observers shall not mark copies of their formal reports to the Commission to any other person including RO/EO/DEA.

### **5. Role of Observers:**

Section 343 ZE (2) of the A.P. Municipalities Act, 1965 and section 617 D(2) of the GHMC Act, 1955 have vested the Observers with some powers. The Observer shall have the power to direct the Returning Officer / Election Officer for the ward for any of the wards or



constituencies for which he has been nominated, to stop the counting of votes at anytime before the declaration of the result, or not to declare the result, if in the opinion of the Observer, booth capturing has taken place at a large number of polling stations or at counting centers or any ballot papers used at a polling station are unlawfully taken out of the custody of the Returning Officer/Election Officer or are accidentally or intentionally destroyed or lost or are damaged or tampered with, to such an extent that the result of the poll at that polling station cannot be ascertained.

Where an Observer has directed the Election Officer/Returning Officer under these sections to stop counting of votes or not to declare the result, the Observer shall forthwith report the matter to the Commission and thereupon the Commission shall, after taking all material circumstances into account, issue appropriate directions under section 343X or 343W of AP Municipalities Act, 1965 in respect of Municipalities and Section 59A or 63A of GHMC Act, 1955 in respect of Municipal Corporations in the matter of declaration of results.

Besides the above, they have got certain direct executive roles to play which include:-

- (i) monitoring the processes of nomination, scrutiny and withdrawal and report back to the Commission promptly in case of any irregularity;
- (ii) effective monitoring of the cases of violation of the model code of conduct by watching the video clippings of various meetings and, if needed, even by visiting important rallies to get first hand input, enforcement of the defacement of property act, checking the account of expenditure of the candidates, training of Micro-Observers and such other things;
- (iii) overseeing the process of despatch of postal ballot papers to the service voters;
- (iv) monitoring the process of randomization of the polling personnel, obtaining report from the DEA regarding randomization;

Apart from the direct executive role of the observer, as enlisted above, Observers are expected to observe and report on all the steps involved in election management.

## **6. Nominations, Withdrawal, Scrutiny and Symbol allotment**

1. The Observer arrives on the first or second day of nomination and observe the process of nomination. However, he should observe the nomination process and compliance of State Election Commission Instructions. He should report major violations, if any, with specific reference to Commission's instructions regarding number of people allowed to be present during Nominations.
2. Scrutiny is a quasi judicial process and should be conducted by the RO in case of Municipal corporations and EO in case of Municipalities without any outside influence. However, Observer can ensure that the ROs/EOs are aware of the latest instructions, all ROs/EOs are aware of the latest list of disqualified candidates and the latest symbol order. The Observer should observe the scrutiny process and report any glaring error to

the Commission. Observer should, however, abstain from directing or advising the ROs/EOs.

3. Allotment of symbol is a process that is very technical and requires due care. It should be ensured that, Returning Officer/Election Officer is aware of the provision of issue of allotment order as elections to Urban local bodies are held on party basis. The RO/EO should aware of the latest list of political parties and election symbols. Special care should be taken regarding order in which the name of candidates appear in the list and commission's instructions in this regard should be strictly adhered to. After allotment of symbols the list of finally contesting candidates should be prepared in form 7 in case of Municipalities and form 11 in case of Municipal Corporations.

### **7. Campaign Period**

1. Monitoring implementation of Model Code of Conduct and measures to prevent occurrence of electoral offenses. In this regard, the Observers should bring any lapse to the notice of DEA and report to the State Election Commission, if required but abstain from any executive action on their part.
2. Monitor that teams are constituted for enforcement of MCC.
3. Monitor dummy candidates and surrogate advertisements.
4. Review video recordings of activities of those candidates for whom video trailing has been resorted to.
5. Observe various events like political meets, visits of star campaigners etc.,
6. Meeting with candidates to explain the provisions of MCC and the instructions of the Commission thereunder.

### **8. Watch on election expenditure**

1. Obtain the rate list from the DEA.
2. Fix dates for reviewing the register maintained by the candidate (selected on random basis) for accounting of election expenditure and review the register on those dates.
3. Review supporting documents.
4. Monitor that the Abstract of Election Expenditure is also maintained alongwith the detailed accounts in the register.
5. Ensure that DEAs designate officers for scrutiny of election expenditure accounts of candidates on specified dates at places earmarked for this purpose;

### **9. Pre-Poll Election Management**

1. Monitor preparation of dispatch of postal ballot papers to service Voters immediately after the preparation of list of finally contesting candidates.
2. Monitor randomization of the election staff;
3. First level of EVM randomization should be done before the arrival of the observer and the second level of randomization should be done in the presence of the observers.
4. Training is an activity on which special emphasis should be provided. Observers should monitor that proper training is arranged for the election staff, especially with regards to recent instructions of SEC and operation of EVMs.

5. Monitor adherence to the instructions of the Commission regarding issue of postal ballot papers to the polling staff and voting through them.
6. Visit polling stations and monitor that all polling stations are visited by election officials for verification from fitness angle.
7. Discuss the District Security Plan with the DEA the SP, and Commissioner of Police and review the law and order issue in general. Review the availability of Police. Review the preventive measures taken by the law and order implementation machinery.
8. Review the list of sensitive/hypersensitive polling stations and arrangements therein to ensure free, fair and peaceful polls;
9. Review the Communication Plan and confirm dry runs.
10. Training and placement of Micro Observers.
11. Ensure that proper arrangements for dispatch have been made. The dispatch should normally be the day before the poll and any exception should have prior approval of the Commission.
12. Review counting arrangements.

#### **10. Poll Day Management:**

1. Monitor placement of Micro Observers.
2. Monitor conduct of Mock polls and receipt of mock poll certificate in prescribed format signed by the Presiding Officer. Review the polling stations with no or only polling agent.
3. Review the pace of poll and percentage of polling at regular intervals.
4. Keep track of occurrence of any special events during the poll day.
5. Keep track of any delays or temporary suspension of poll.
6. Report anything exceptional to the State Election Commission.
7. Ensure that proper arrangements for receipt of polling staff and polling material are made. Every receiving team should be well equipped with a checklist of items to be received.
8. Ensure that the non statutory documents are not locked with the EVMs in the strong room.
9. Ensure that a “**special counter**” is setup for receipt of polling parties from those polling stations where any special event has been reported and on receipt, proper documentation, alongwith the statement/ report of the presiding officer, if required, is done.
10. Keep track of occurrence of any special events during the poll day.
11. Keep track of any delays or temporary suspension of poll.

#### **Counting:**

1. Review the arrangements made by the DEA for undertaking counting
2. The randomization of counting staff is done in the presence of observer
3. Monitor that the counting of postal ballot taken up first.
4. Ensure that the instructions of the Commission on counting of votes are strictly followed by counting staff.
5. Ensure that, the results as tabulated by the counting staff and the additional counting supervisor are checked and found them tallied.
6. Ensure that during the counting, round wise results are announced as and when they are finalized.

7. Certify proper completion of counting process and allow returning officer/Election Officer to declare results if satisfied with the counting process.
8. Report to the commission for recount to be held if recount is required.

### **11. BRIEFING MEETINGS**

It is compulsory for all Observers to attend a briefing session. The Briefing Meeting must be attended without exception – whether the Officer is allocated any district or put on Reserve List.

Before the Observers are sent to the districts allocated to them, Commission holds the Briefing Meeting. A letter of Appointment as Observer is handed over to the Observer at the time of **Registration for the Briefing Session**. If any Observer is kept on Reserve List, that fact also will be intimated to him on the date of briefing. The Observers are expected to immediately notify any change in office and residential addresses and phone / fax/ telex numbers to the Secretary of the Commission.

### **12. Kit of the Observers ( Portfolio bags )**

The Observers are supplied with portfolio bags which contain instruction booklets issued by the Commission, Model Code of Conduct and other instructions, Notifications and orders issued by the Commission. This bag is common to all observers. This will be supplied at the time of briefing meeting.

### **13. Tours and absence from Headquarters:**

All Observers should seek prior permission from the Commission every time they want to leave the headquarters on personal work or on official work not connected with performance of their duties as Observers. Any request in this regard for special permission shall be made to the Commission. No Observer is allowed to go on a foreign trip during the period intervening between the briefing session and the completion of election process. No requests in this regard should be made to the Commission. Only in case of receipt of late intimation about selection to attend a foreign training, which had been duly sponsored by the DOPT as per prescribed procedure, General Administration Department may recommend release of such officer by substituting an officer of equivalent or high rank. All such requests shall be addressed by the GAD to the Commission.

### **14. Requests for Leave:**

No officer appointed as Observer or kept in Reserve List shall proceed on any kind of leave without prior approval of the Commission till the completion of the election in the District in which he/she has been appointed as Observer or for which he/she has been kept in reserve. All correspondence in this regard shall be addressed to the Secretary, State Election Commission, by name.

### **15. Reports by Observers:**

The Commission expects four mandatory reports from the Observers. However, in case of any serious deviations the observer should bring it to the notice of SEC through interim report(s).

- (i) The first, on the last day of nomination.
- (ii) The second, three days before the poll day
- (iii) The third at the end of poll;
  
- (iv) The fourth, after declaration of results;
- (v) The fifth, after completion of indirect elections to Mayor and Deputy Mayor of Municipal Corporation/Chairperson and Vice-Chairperson of Municipality.

The Observers should send these reports by e-mail to the concerned officers in the Commission, and by fax where internet facility is not available followed by sending physical copy by post. The email address of the Commission is **secy.apsec@gmail.com**

All reports of the Observers shall be sent to the Secretary, State Election Commission. Observers shall not, under any circumstances, share the contents of their reports or any information therein with anyone, repeat anyone, except the State Election Commission. Utmost care should be taken while faxing or mailing the reports to ensure that no unauthorized person can have access to such reports.

Oral communication with the Commission, on urgent matters which cannot be kept pending till the written report, through telephone or through any other fast and reliable means, during the field visit will be welcome. All telephonic communication should preferably be held with the Secretary/Joint Secretary, SEC, and must be followed by a written message in confirmation.

#### **16. Interface with Commission:**

The Observers may get in touch with any of the following Senior Officers of the Commission in case of any necessity:

1. Sri Navin Mittal, I.A.S., Secretary
2. Sri A V S Ramesh, Joint Secretary (Admn.),
3. Sri N.Jayasimha Reddy, Joint Director(Mpl.)
4. Sri G. Guru Murthy, Assistant Secretary

For any clarification on legal issues relating to elections, the Observers may contact Sri K.S.N.Murthy, Legal Advisor.

For any serious matter warranting intervention at the highest level, Observers may contact the State Election Commissioner.

A sheet containing the Office and Residential Telephone Numbers and Cell Phone Numbers, FAX Numbers of the Officers of the Commission will be supplied to the observers during briefing session.

### **17. Arrival of Observers in the Districts:**

The observer is mandated to report in the District on the first or second day of filling of nominations.

The DEA shall appoint an officer of the district as the liaison officer for the observer and the liaison officer shall receive the observer at the point of his arrival in the District and escort him to the place of stay. The DEO has to make arrangements for accommodation, vehicle and communication modes like internet, fax, etc. The DEA and RO/EO shall compile information/particulars as enumerated in the check list (Annexure-I) and furnish the same to the Observer on his arrival alongwith the District Election Plan and a map.

### **18. Interface of ROs, AROs, EOs, AEOs and DEA with the Observers:**

The DEA should organize a structured meeting with the observers as early as possible. The Commissioner of Municipal Corporation/Municipalities, RDOs, DSPs, SP, Commissioner of Police and other senior officers included in election process, the nodal officers for media cell, senior officers monitoring implementation of model code of conduct and the designated officers for expenditure monitoring should be present in the meeting to apprise the Observers about the specific issues needing his special attention.

The Observer should monitor that:

- a. The posting of requisite officers for RO and ARO/EO and AEO has been completed.
- b. The identification and status of all the venues which will be used for dispatching, receiving and counting has been done and reviewed.
- c. The list of polling stations has been finalized.
- d. The machinery to monitor and implement model code of conduct is in place.
- e. Reconcile the list of polling personnel to be deployed and arrangements for their randomization as per the instructions of SEC.
- f. The arrangements for receiving information from public and parties, control room arrangements and inter coordination of police, RO/EO and DEA.

After reviewing the check list (Annexure-I), the Observer shall take up the matter with the State Election Commission if any deficiency is found in the election preparedness.

### **19. Publicity on Tour Programme:**

Before commencing their visits, the Observers are expected to ensure that their tour programme has been duly publicized and that their place of stay, phone number etc. have been notified by the Collector and District Election Authority concerned.

### **20. Facilities to Observers:**

The State Election Commission issued separately the following instructions to the District Election Authorities with regard to arrangement for boarding and lodging, transport and security of the Observers.

1. The Observers should be given reliable and dependable transport from the nearest Railway Station / Airport to the district to which an Observer has been deputed and for his movement in the district.
2. The Observers should be provided with a minimum security of a PSO/Gun man. However, if in the assessment of the Collector and SP there is need for a higher level of security, suitably enhanced security may be provided.
3. No escort car / pilot or advance pilot is to be given to the Observer unless Collector and Superintendent of Police feel otherwise.
4. In addition to the PSO/Gunman, the Observer should be provided with a local Liaison officer in the cadre of a Dy.Tahsildar who is aware of the terrain.
5. Food arrangements should be made by the district administration to the Observer, PSO/Gunman, driver and the local official in a manner that would allow the Observer full freedom of movement as he desires.
6. If the Observer desires mineral bottled water, it should be provided.
7. Observers should be housed in a Government or Semi-Government Guest Houses located in the district for which they are functioning as Observers.
8. STD Phone / Cell Phone / Computer / Operator, TV, Fax machine need to be provided exclusively to the Observer in the base camp. The numbers of the STD phone / Cell Phone / Fax shall be informed to the State Election Commission.
9. Where more than one Observer is being housed in the same premises only one Fax and Computer facility with operator be provided.
10. One videographer is provided by the District Election Authority to the Election Observer to videograph the events on the violation of model code of conduct and electoral malpractices during the conduct of elections.

The Observers are expected to draw their visit schedule sufficiently in advance and intimate to the District Election Authority concerned so as to enable him to make necessary arrangements for their reception, security, transport, stay and publicity of their visit. A copy of the tour schedule in the district be sent to the Secretary, State Election Commission, Buddha Bhavan, Secunderabad – 500 003.

### **21. Arrival Report:**

On arrival in the district, the observers are requested to furnish details of time of arrival in the district, base camp, telephone/fax numbers for the contact of State Election Commission.

### **22. Inspection of Polling Stations and field visit:**

The Observers, between them, will inspect as many polling stations as is possible to understand the ward in social, economical and political context. The selection of Polling Stations should be done on a random basis and the areas covered should serve as a reasonable sample. During these field visits the Observers should talk to the electors, particularly in the weaker section colonies and the less-developed areas and assess the level of confidence of the electorate in the electoral process and machinery. They should particularly talk to the electors belonging to the weaker sections and woman electors for making such an assessment. Their visit shall cover all new polling stations, critical polling stations and distant polling stations. They may suggest to the RO/EO any corrective action as may be required to increase the level of confidence of the electors as per their own assessment.

### **23. Meeting on Model Code of Conduct:**

1. Observers are requested to attend some of the meetings convened by the District Election Authority in implementation of Model Code of Conduct with the candidates/political parties either at Municipal body or district level. The broad features of the Model Code of Conduct and the general instructions of the Commission in this regard should be briefly touched upon during this discussion. A general consensus should be evolved for making the elections in the area free and fair. The participants should be impressed upon to co-operate with the election machinery and the district administration to ensure a violence free and fair election with fullest participation of the electorate. During this meeting, the general arrangements on how to reach the Observers with complaints or information should be spelt out. The fixed time and place at which the Observers will be available in the base station and its location should be clearly indicated during this meeting.
2. Observers should thoroughly familiarize themselves with the Model Code of Conduct and instructions issued by the Commission, so that they can participate in a meaningful and effective manner in the above-mentioned discussion.

### **24. Review of Law and Order and Security Situation:**

1. The Observers should have a separate meeting with the Collector, Joint Collector, RDOs, SPs, Commissioner of Police, DSPs and Commissioners of Municipal Corporation and Commissioners of Municipalities/Nagar Panchayats to take stock of the law and order and security situation. It is important that the local police force available is deployed in such a manner so as to optimise its impact in conducting free and fair polls and in providing a high level of confidence to the electors. An in depth review of the assessment of sensitive/hyper sensitive polling stations should be conducted. State Election Commission has issued orders for appointing Zonal Officers, Gazetted Officers vested with Magisterial Powers to go round the Zone to ensure implementation of Model Code of Conduct from the date of publication of the list of contesting candidates to furnish a daily report to the District Election Authority and Collector. In turn Collector to furnish a copy of the consolidated report to State Election Commission under copy to the Observer. To have a overall view of election situation in the district. Observers are requested to take any remedial steps by initiating action on the concerned on the violation of election procedure / model code of conduct. Steps taken by the district administration on the proper maintenance of law and order may be furnished to the State Election Commission from time to time through the observers reports. A statement showing various legal provisions under which electoral malpractices and election offences can be dealt with is enclosed.
2. The Observers should also make a quick assessment of any interpersonal issues which might impede in the smooth conduct of elections. If there is any major problem on this account it should be brought to the notice of the Secretary, State Election Commission.



## **25. Review of Preparedness for Conducting Polls:**

1. A separate and detailed interaction with the key functionaries in the election machinery should be held to assess preparedness to conduct poll.
2. The following items need to be checked by the Observer thoroughly during the first visit.

## **26. Electoral Rolls:**

1. Correctness of electoral roll contributes greatly for the success of election. The correctness of the electoral rolls need to be verified at random.
2. It is possible to update the Municipal Corporation/Municipality/ Nagar Panchayat electoral rolls in the period intervening between the date of publication of electoral roll and the date of issue of election notification. Such inclusions are added to the part relating to the concern ward and deletions are carried out at appropriate place as per law.
3. Observers are requested to verify a few of the rolls published by the Commissioners of Municipal Corporations/Municipalities.

## **27. Randomisation for grouping of Polling Parties' Personnel:**

One of the important tasks for the Observers during their visit would be to oversee the planning made by the ROs /Eos and the District Election Authority for the proper selection and deployment of polling personnel in accordance with the Commission's guidelines regarding use of randomisation techniques for selection and deployment of Polling personnel.

## **28. SCRUTINY:**

1. The Observers are expected to oversee the Scrutiny of Nominations. However, before the scrutiny, it is important that the Observers verify whether latest instructions and orders of the Commission are available with ROs/EOs. They should observe whether the Returning Officers/Election Officers are discharging their statutory functions for scrutinizing the nominations efficiently.
2. The following items are important:
  - a) An authentic copy of the ward wise electoral roll of Municipal Corporation/ Municipality/Nagar Panchayat for which he is appointed as RO/EO;
  - b) Hand Book for Returning Officers/Election Officers issued by State Election Commission;
  - c) Symbol Notification issued by State Election Commission.
3. It is important for the observers to go through these instructions carefully in advance before they interact with the Returning Officers/Election Officers. They will confirm that the Returning Officers/Election Officers have not only received the latest instructions but have understood the implications clearly.

## **29. Observation of implementation of Model Code of Conduct:**

1. The main focus of the Observers will be on the **campaign and the compliance of the model code of conduct.**

2. In the matter of use of loudspeakers, public meetings etc. the existing instructions of the Commission should be strictly and impartially implemented and this will be overseen by the Observers.
3. Use of vehicles for campaigning without permission.
4. Use of muscle power to mobilize or restrain people from voting.
5. Critical review on the Zonal Officers / Micro Observers reports on Model Code of Conduct, Law and Order Election arrangements, consolidated reports furnished daily by the District Election Authorities and issue instructions on the spot on the implementation of the Model Code of Conduct/Election Arrangements by the General/Election Expenditure Observers.

### **30. Approach of the Observer in implementation of Model Code of Conduct:**

The approach of observer should be to get the complaint inquired by DEA through the inquiry officer and tracking how the inquiry is conducted and how the concurrent corrective measure is affected. The observer should advise the DEA about the violations and appropriate action to be taken. However in case of lapses on part of the authorities even after advice of the observers, the observers should immediately communicate lapses to the EA and C&DMA and State Election Commission. Observer should use videography as an effective tool to implement Model Code of Conduct

### **31. Ensuring Peaceful and Violence free Polls:**

The Commission is also particularly concerned that the campaign period remains free from violence. The spirit of a healthy contest and a level-playing field is crucial to this, and this should be respected and adopted by all concerned. Candidates should, therefore, cooperate with the district administration to keep the contest free from tension and violence. The district and police administration have an important role in ensuring this. The Observers will particularly keep close coordination with and monitor the functioning of the district administration and keep a close watch on the activities of the candidates from this angle and oversee that no undue advantage is taken by any section in whatsoever manner during the campaign. They should also be watchful to ensure that the level of confidence of the electors in general but more particularly of the weaker sections, disadvantageous sections and women is not eroded or compromised in any manner during the campaign period.

### **32. Watch on expenditure incurred on election campaign by the candidates:**

Use of money power, needless to reiterate, vitiates the election process. The Observers are, therefore, expected to be the watchdogs and keep a strict vigil on surreptitious and discursive ways of spending money to influence voters. The observers should know the ceiling of election expenditure.

It must be kept in mind that the enlisted ways of spending money is only indicative. There can be many other ways of spending money which should engage the attention of the Observers.

- Booth-wise agents are appointed to purchase floating votes;

- Large donations to organizations to influence its members;
- Largesse to petty workers to dole out the same to electors;
- Rented crowds for meetings;
- Rallies and campaigns with purchaseable crowd;
- Presence of candidates at social occasions like mass weddings, feasts, poojas, jagrans, inaugurations, etc. where gifts are given on behalf of candidates;
- Acceptance of felicitations by the contesting candidates at any educational or charitable organizations;
- Distribution of free liquor/liquor passes to the electors;
- Use of dummy candidates at election to utilize his quota of electioneering vehicles, etc.
- Surrogate advertisements in print and electronic media whereby candidature is canvassed by unconnected persons/organizations so as to avoid the expenditure on the same being accounted for in the expenditure of the contesting candidates;
- Providing voters with caps, vests, umbrellas, bi-cycles, etc.

It shall be the duty of the observers to ensure that all the instructions of the Commission are followed meticulously and there are no aberrations in their application. It is, therefore, imperative that the observers should familiarize themselves with the extant instructions issued by the Commission, a compendium of which is enclosed with this handbook.

The gist and highlights of various instructions on the issue of election expenditure is given hereunder for the benefit of the Observers:

- Section 343ZC of the AP Municipalities Act, 1965 and 617 B of the GHMC Act, 1955 stipulate that every candidate at an election shall, either by himself or by his election agent, keep a separate and correct account of all expenditure in connection with the election between the date on which he has been nominated and the date of the declaration of the result thereof, both the dates inclusive.
- Section 343ZD of the AP Municipalities Act and section 617C of the GHMC Act, 1955 further stipulate that every contesting candidate at an election shall, within forty five days from the date of the election of the returned candidate, lodge with the District Election Authority, an account of the election expenses which shall be a true copy of the account kept by him or by his election agent u/s 343ZC of the AP Municipalities act and Section 617B of the GHMC Act, 1955.
- Even if a contesting candidate does not seriously contest the election for any reason whatsoever and incurs only a nominal expenditure on his security deposit, etc., he is required by law to lodge his account of election expenses.
- Contesting candidates, who fail to comply with the requirement of law regarding the lodging of account of election expenses, are liable to be disqualified by the State Election Commission u/s 15B of the AP Municipalities Act, 1965 and section 20B of the GHMC Act for a period of three years.

- The State Election Commission has prescribed a format in Proforma-I, which is required to be maintained by the contesting candidates along with supporting vouchers, bills, etc. arranged in a proper chronological order (Refer: Order No.537/SEC-F1/2011, dated 1.7.2011).
- Alongwith Proforma-I, the Commission has prescribed a format of Proforma-II “Abstract of Election Expenses” which has also to be filled up by the contesting candidates.
- The prescribed register/forms/extracts of rules relating to lodging of returns of accounts of election expenses should be printed and made available to the contesting candidates.
- The supporting vouchers of the day to day expenses should necessarily bear the signature in full of the contesting candidate or his election agent.
- The register along with the Abstract of expenses has to be made available by the contesting candidates for inspection by the Returning Officer/Election Officer/Designated Officer thrice before the date of poll.
- If a candidate is contesting election for more than one ward, he is require to maintain and lodge a separate account of his election expenditure in respect of each such ward.
- The accounts of the candidate will be scrutinized by the Returning Officer/Election Officer/Designated Officers.
- Where a candidate does not produce his daily account of election expenses before the designated officers, despite notice, the DEA shall cause a complaint to be lodged u/s 171-I of the IPC against the errant candidates.
- Any person desiring a copy of these day to day accounts should be provided the same by the Returning Officer/Election Officer subject to the payment of usual copying charges.
- The candidate, while maintaining the daily accounts of election expenditure, should also account for all expenditure including those incurred prior to the date of nomination for preparation of campaign material, etc. which are actually used during the post nomination period in connection with the election.
- All vehicles (including two-wheelers, motor-bikes, scooters and mopeds, etc.) being used by the candidates contesting for the election campaign are required to be reported to the Commissioner Municipal Corporation/Municipality/Nagar Panchayat;

The Observers are advised to familiarize themselves completely with the aforesaid instructions of the Commission and prevail upon the Designated Officer to abide by the same. Wherever aberrations are noticed, the Designated Officers should be encouraged to issue notices through the Returning Officers/Election Officers to the erring candidates and make a note of the same in the register whenever they are produced for inspection.

### **33. District Media Cell:**

The DEA shall create a cell for dealing with media headed by Public Relations Officer and the main functions shall be

- a. The cell shall collect various clippings about the elections and also the advertisements from all the newspapers including the vernacular languages and provide this with translation if required to the Observer through the liaison officer. This should be done on a day to day basis by the media cell. This exercise depending on the location of the

observer may be done by liaison officer and an allowance shall be provided for this to the liaison officer,

- b. Prepare and circulate the note on various steps initiated during the day against violations of MCC to the media. These notes shall not include any direct quotes to the media by the observer, and

#### **34. Preparedness to Conduct of Poll:**

1. A further review of the preparedness to conduct poll should also be taken up with the District Election Authority and other key functionaries namely Commissioners of Municipal Corporations/Municipalities/Nagar Panchayats/ Zonal Officers and S.P/Commissioner of Police/DSPs/CIs of the area.
2. The Commission has issued detailed guidelines regarding the size of the convoys permitted during the campaign period. The Observers may familiarize themselves with these instructions and ensure that the district officers are enforcing the guidelines of the Commission in letter and spirit in a free and impartial manner.

#### **35. Preparation of Polling parties and training:**

To ensure transparency, the Commission has formulated a comprehensive three stage randomization plan for selection and deployment of polling staff (As per the Instructions in **to be issued**).

Success of the poll process depends a lot on the quality of training imparted to the polling staff. Observer should monitor the training process and take care that:

- (i) All the staff appointed for poll duty is trained.
- (ii) The trainers are well versed with the election process.
- (iii) Training is imparted in small groups and not very large groups to ensure that proper focus is maintained.
- (iv) Training covers all aspects of poll management, including EVMs, forms and certificates to be filled by the staff. Special focus should be given to the latest instructions issued by the Commission since most of the polling staff would be unaware of them.

#### **36. Preparations for Date of Poll:**

1. Effective checks of curb electoral malpractices or vitiation of the poll process by way of booth capturing, rigging, creating a scare of fear and panic among electorate and effectively preventing them from casting their votes are major concerns. The methods adopted by unscrupulous elements vary from district to district and area to area. The Observers are expected to familiarize themselves about the tricks of the trade prevalent in the area as well as identify the specific areas prone to such mischief.
2. The Observers between them or amongst them should carefully plan out, in confidence, the areas which they would focus on, during the actual period of poll. This will be kept confidential and is not to be shared with anyone including the District Election Authority, Returning Officers, Election Officers, Escort and Liaison Officer.

### **37. Visit to Dispersal Centres:**

The Observers may visit the dispersal centres for despatching the polling parties at different locations and make a brief report on the manner in which the operations are planned to be conducted.

### **38. MICRO OBSERVERS:**

The employees of the Central Government, Central PSUs are appointed as Micro Observers. Collector and DEAs were also given option to appoint Gazetted Officers of the State Government, having unblemished track record and considerable experience, where Central Government and Central PSU employees are not available in sufficient number. The Micro Observers are deployed at the selected sensitive / hypersensitive polling stations. They should oversee poll process.

The Guidelines for Micro Observers and Illustrative training material issued in Circular No.528/SEC-F1/2011, dated 2.7.2013.

### **39. DATE OF POLL (Poll takes places from 7.00 A.M. to 1.00 P.M.:**

1. On the date of poll, Observers available in the district should distribute areas among themselves and tour the maximum number of booths as is physically possible during the hours of polling. They should, therefore, plan to carry some packed food so that no time is lost on this account. The presence of the Observers in the field on the date of poll and their visits to polling stations should be an effective deterrent against electoral malpractice and vitiation of the Poll Process. The Observers will ensure prompt and effective action on this score by interacting with the Election related offices, District Administration constantly through telephone or wireless set etc. The District Administration shall provide a wireless set fitted to the vehicles of the Observer on the pre poll day to the date of completion of the polling and counting.
2. One of the most important responsibilities of the Observers is to oversee the actual poll which takes place from 7.00 a.m. to 5.00 p.m. as approved by the Commission. Since the polling starts very early in the morning, the Observers should plan to start their work from a convenient point sufficiently before the start of the poll. General and Expenditure Observers should distribute the Municipal bodies in the district between them in such a manner that they can cover the maximum municipal bodies in the district.
3. They should look for any unusual activity or lack of activity around a polling station to sense whether any electoral malpractice has vitiated or is likely to vitiate free and fair polls. Absence of women in the queues may be an indicator of something unusual. The Observers should in advance study and acquaint themselves with the pattern of electoral malpractices in the past elections in different areas. On this basis they can look for tell tale signs, of any irregularities. They should constantly remain in touch with the ROs/EOs/Zonal Officers and other officers on duty to get feed back as well as to convey anything specific for corrective action to be taken by the concerned authorities on the basis of what the Observers have actually seen in the field on the date of poll.

4. They should also go inside Polling Stations and check for the progress of polling, the compliance of prescribed procedures by the polling officials in conducting the poll, the presence of polling agents, the updating of entries in the Presiding Officers diary and such other matters that need verification. Observers shall sign the visit sheet, available with the Presiding Officers and check whether the AROs/AEOs/Zonal Officers visited the polling station and recorded their observations and the number of votes polled at the time of visit of the Officer has to be recorded and signed.

#### **40. Repoll and adjourned poll cases:**

The report of the Observer is the most important input for the Commission for taking a decision on ordering repolls. The Observers should therefore be vigilant and alert about any incident or activity which might or might have vitiated the poll process so that they can send a specific report to the Commission on this matter. In case of repolls, the Observers shall send a comprehensive report at the end of repoll.

#### **41. End of Poll report:**

The Observers will send a report in the form prescribed in **observer report 3** at the end of poll showing the role of polling agents and the number and nature of complaints received in regard to each polling station. In addition to this, the Observer has to send a comprehensive report highlighting all important factors, in case any repoll is recommended by him for a particular polling station or a group of polling stations.

#### **42. Counting**

1. The statutory provisions regarding Observers specifically focus on their role during the counting process and empower them to stop counting and to direct the Returning Officer/Election Officer not to declare the result, if in the opinion of the Observer, booth capturing has taken place at a large number of polling stations or at counting centers or any ballot papers used at a polling station or unlawfully taken out of the custody of the Returning Officer/Election Officer or are accidentally or intentionally destroyed or lost or are damaged or tampered with, to such an extent that the result of poll at that polling station cannot be ascertained. The statute thus enjoins a special responsibility on the part of the Observers to oversee and supervise the counting process and also to provide a direct and immediate communication to the Commission. The Commission accordingly expects that the Observers will have a key role in the superintendence of the counting process.
2. Commission is particularly concerned that the entire counting arrangement should be orderly and well-structured. Commission attaches great importance to the fact that the actual counting is done in such a manner that it is not only smooth and efficient but more importantly transparent and correct. Reasonable opportunity is to be afforded, as per existing instructions of the Commission, to let the counting agents of the candidates get a clear view of the counting process as it goes on each counting table.
3. Commission has issued orders regarding the arrangements for counting in the “**Hand Book for Returning Officers/Hand Book for Election Officers**”.

4. Observers may visit as many counting centres as they can when counting of votes when counting of votes is done to ensure that counting process is conducted as per the procedure prescribed.

**43. Miscellaneous:**

1. The District Election Authority will ensure that the place of stay, the phone number, the dates of visit of the Observers are duly publicised in the districts allotted to them. The Observers shall doubly check this. They have to make themselves easily accessible to whoever wants to meet them with an election-related complaint or information.
2. The State Election Commission will take all practicable steps to ensure that the Observers are protected against any victimisation due to their reports.
3. Observers may indicate the district in which he has been appointed as Observer and also whether he is a General Observer or an Election Expenditure Observer in all the communications to the Commission. This will facilitate easy identification and quick processing of the communications received from the observers.
4. Observers may indicate in each report, whether it is the first report, second report, third report or fourth report.

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**Annexure-I**  
**CHECK LIST**

**INFORMATION/PARTICULARS TO BE PREPARED BY DISTRICT ELECTION  
AUTHORITY AND TO BE PROVIDED TO THE OBSERVER ON ARRIVAL**

- I. Name of the District.
  - i. No. of critical polling stations  
(In each Municipal Corporation/Municipality wise)
  - ii. Map of the municipal body highlighting critical polling stations
- II. District Election Authority
  - a. Name
  - b. Batch of service
  - c. Date of posting
- III. Superintendent of Police
  - a. Name
  - b. Batch of service
  - c. Date of posting
- IV. ROs and AROs/EOs and AEOs (list can be obtained)
- V. Electorate details

Number of Electors in each municipal body

Male	Female	Total electors

- VI. Electoral roll details
  - i. Date of publication of ward-wise electoral roll (w.r.t 1.1.2013)

Date	Month	Year

- ii. No. of inclusions/deletions made in the ward-wise electoral roll from \_\_\_\_\_ till the date of election notification.

No. of electors as on the date of publication of electoral roll _____	No. of inclusions made from _____ till the date of election notification	No. of deletions made from _____ till the date of election notification	No. of electors in the ward as on the date of notification

- iii. Whether copies of electoral roll have been supplied to the recognized political parties and registered political parties who were allotted a symbol by SEC.

Yes	No	If yes, date thereof	If no, reason thereof

- iv. Please provide list of polling station wise changes made (a separate sheet to be attached)

## VII. Polling Stations

- i. No. of polling stations:
- ii. Whether the list has been approved by the District Election Authority
- iii. Whether all the polling stations have been visited by the ROs and AROs/EOs and AEOs.
- iv. Polling Station details

Yes	No

Yes	No

Total No. of Polling Stations	Single Polling Station Locations	Two PS location	Three PS location	Four PS location	Five PS location	Six PS location	More than Six PS location

- v. Critical polling stations identified or not (please provide the list)

VIII. EVMs

Total number of wards	No. of EVMs required	No. of EVMs in reserve	No. of EVMs marked for training	Total number required	Available number

i. Have EVMs been allocated ward-wise by the DEA after 1<sup>st</sup> randomization?

Yes	No

ii. Date and location planned for sealing and randomization of EVMs by Returning Officer/Election Officer.

(i) Date:

(ii) Location:

IX. Identification of centres for dispatch, receiving and counting and any special arrangements.

Name of location	Activity	Facilities	Space	Lighting	Water/&toilets	Layout plan	
		Adequate/ Inadequate	Adequate/ Inadequate	Adequate/ Inadequate	Adequate/ Inadequate	Done	Not done

X. Arrangements for deployment of adequate polling personnel - total required:

Training schedule for

(i) Polling personnel

(ii) Counting personnel

XI. Police personnel

i. The total number of police personnel by designation

SP	CP	Dy SP	PIS	PSIs

ii. Requirement of CPF.

iii. Operation of Police control (police and RO/EO,DEA) and the contact numbers.

b. Preventive actions taken

(i) Arms deposited

(ii) Security bonds

(iii) Preventive detentions

- (iv) NSA
- (v) Externment
- (vi) Prohibition cases if applicable
- (vii) List of persons provided with security cover
- (viii) Copy of law & order report 1 and 2 sent to state Head quarters should be endorsed to Observer daily.

XII. Arrangements for implementation of model code of conduct

- (i) Arrangements for prevention and removal of defacement of property
- (ii) Enforcement squads formed
- (iii) District medio call constituted or not
- (iv) Instructions to all the officers, candidates, political parties highlighting actions envisaged for the lapses.
- (v) Name & Designation of officer for communicating about the venues, and rallies of political party/candidates' meetings.
  - a. Name and contact number
- (vi) Arrangements for expenditure observation at the ward level.

- a. Designated officers at ward level appointed

Yes	No

- (vii) Preparation of list of prevailing market rates for regular campaign material required done

Yes	No

XIII. Arrangements for procurement of election material and printing of forms etc.

No. of indelible ink phials obtained	No. of green paper seal obtained	Whether Statutory/ Non-Statutory forms etc., available

XIV. Randomisation of polling personnel

- (i) Whether data base of polling personnel prepared ?
- (ii) Whether polling parties were formed

Yes	No

Date	Year

- (iii) Date for allocation of polling stations to polling parties at the time of this dispatch.

Date		Month		Year			

XV. Training of Polling Personnel

- i. Whether training schedule for the polling personnel prepared?

Yes	No

- ii. Whether schedule for EVM training for the polling personnel prepared?

Yes	No

- iii. Whether schedule for training of the Zonal Officer (s) prepared?

Yes	No

XVI. Dispatch arrangements

- iv. Name of the location.  
 v. Any need for early dispatch to specific polling stations,  
 vi. If yes, reasons.

XVII. Receiving arrangements

- vii. Location  
 viii. No. of tables for receiving,  
 ix. Plan for special counters

XVIII. Strong room location and security arrangement

XIX. Counting arrangements

- i. Appointment of additional counting supervisors, if any,  
 ii. Location of counting  
 iii. Arrangement for receiving and counting of Postal Ballot papers.

## OBSERVER REPORT – 1

POLL PREPAREDNESS REPORT (please indicate done or not done\*)

Yes	No

From

Name of the Observer	
Name of the District	
Camp/Station	

1	Electoral roll published and handed over to the political parties ?	Yes	No
2	Arrangements for	Done	Not done
	(a) EVMs (Randomisation and sealing)		
	(b) Ballot paper printing		
	(c) Setting up of facilitation center for providing postal ballot papers to polling personnel		
	(d) Dispatch of postal ballot papers to service voters		
3	Polling personnel list preparation		
	Dates of second randomization		
	Dates of third randomization		

### 4. Training

First Training date	Day		Month		Year		
Second Training date							

5	Adequate preventive steps taken for maintenance of Law & Order	Yes	No
6	Mapping of ward-wise critical polling stations done	Yes	No
7	Arrangements for dispatch, receiving and counting centre and strong room	Done	Not done
8	Facilities adequate	Yes	No

9	Arrangements for model code of conduct implementation		
	i. Whether enforcement squads formed	Yes	No
	ii. whether system for receiving complaints and monitoring of disposal of complaints done	Yes	No

10	Communication plan done	Yes	No
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11	Establishment of control rooms done	Yes	No
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12	Monitoring of election expenditure	Yes	No
	(a) Whether the election machinery is aware of Rules relating to ceiling on maximum expenses.		
	(b) Whether all the candidates been furnished with the prescribed register for maintaining day to day account of election expenditure by contesting candidates, alongwith the format of “Abstract of statement as Election Expenses”, form of “Affidavit” and a written communication by the Returning Officer/Election Officers detailing the provisions of maintenance of accounts of election expenses immediately after the nomination of the candidates.		
	(c) Whether such registers were duly page numbered and authenticated by the DEA at the time of issue		
	(d) Whether a meeting has been convened by the DEA/Commissioner of Municipal Corporation/ Municipalities of all the political parties and contesting		

candidates and the issue of election expenses discussed therein.	
(e) Whether the DEA has designated an officer (Designated Officer) to check the accounts of daily expenditure to be maintained by the candidates.	
(f) Whether the schedule of inspection of the expenditure register/vouchers fixed.	
(g) If yes, indicate the dates fixed for inspection.	
(h) Whether the Designated Officers for checking the accounts been briefed by the Observer regarding the various aspects of expenditure.	
(i) Has the prevailing rates in the district for printing of posters, hiring of vehicles, loud speakers, cost of erecting pandals and hiring of furniture and fixtures has been provided by the DEA.	
(j) Has the same been apprised to the contesting candidates and the Designated Officers	
(k) Whether a plan has been formalized for flow of communication between- <ul style="list-style-type: none"> <li>(i) media cell and the Designated Officer to keep track of expenditure on print and electronic media.</li> <li>(ii) Authority granting permission for deploying vehicles for electioneering and the Designated Officer for keeping track of expenditure on vehicles.</li> <li>(iii) Excise authorities granting liquor license and the Designated Officer to have upto date information on stock position and disbursements.</li> <li>(iv) Authorities enforcing model code of conduct and the Designated Officer to keep track of expenses on wall posters and holdings on public buildings, videography of meetings, rallies, etc.</li> <li>(v) Police authorities who confiscate unauthorized vehicles which are illegally used for electioneering and the Designated Officer</li> </ul>	
(n) Any other item of expenditure incurred by the candidates which engages the attention of the Observer during the period of their stay	



Overall observation – (Indicate any arrangements not made, requiring improvements, overall coordination assessment) Indicate areas of concern at least three in order of priority.

Date :  
Place:

Signature of the Observer

OBSERVER REPORT – 2

From

Name of the Observer	
Name of the District	
Camp/station	

1	Number of complaints received for violation of MCC		
2	Number of notices issued		
3	Number inquired and action taken		
4	Any pending for inquiry and corrective action		
5	Reasons pending		
6	Critical polling stations identified	Yes	No
7	Police plan done	Yes	No
8	Authenticated copy of electoral roll has been prepared and supplied to candidate	Yes	No
9	Number of micro-observers identified	Yes	No
10	Whether the communication plan has been validated	Yes	No

Any special input.

Date:

Signature of the Observer

Place:

OBSERVER REPORT – 3

Form

Name of the Observer	
Name of the District	
Camp/station	

1	Total number of polling stations	
2	Number of polling stations where mock poll was not confirmed (indicate the specific number of polling stations)	
3	Number of polling stations where there were no polling agents (indicate the specific number of polling stations)	
4	Number of polling stations where there was only one polling agent was present (indicate the specific number of polling stations)	
5	Number of polling stations where poll was interrupted for more than two hours or delayed in starting (indicate the specific number of polling stations)	
6	Number of polling stations where the interrupted poll could not continue (indicate the specific number of polling stations)	
7	Number of polling stations where poll continued beyond appointed hours (indicate the specific number of polling stations)	
8	Number of Micro observers appointed at the polling stations	

9	Number of EVMs replaced after the start of poll (indicate the specific number of polling stations)			
10	Number of polled votes in the EVM which was replaced and the name and number of the polling stations			
11	Strong room sealing time and date	Time	Date	
12	All Presiding Officers diaries and other documents received	Yes	No	
13	Total voting	Total number of electors	Number voted	Percentage
	Male			
	Female			
	Total			

14	Events relating to law and order, bogus voting etc.,	
15	Any need for repoll If yes, then the details of reasons	
16	Fixing the responsibility for the reason leading to repoll	

Signature of the General Observer

Date :

Place:

OBSERVER REPORT – 4

From

Name of the Observer	
Name of the District	
Camp/Station	

1	Total number of postal ballot papers issued	
2	Total number of postal ballot papers received	
3	Valid postal Ballot papers	
4	Invalid postal ballot papers	
5	Total number of Corporations/Municipalities/ Nagar Panchayats notified for election in the district	
6	Total number of wards going for poll (each corporation/Municipality/Nagar Panchayat wise)	
7	Total number of unanimously elected ward members. (each Corporation/ Municipality Nagar Panchyat wise)	

Candidate wise break up of votes polled:

Sl.No.	Name of the candidate	Number of votes polled	Party Affiliation

Election result declared      Yes/No

Signature of the Observer

Date :

Place:

The observers has to send fifty report after completion of Indirect elections to Mayor and Deputy Mayor of Municipal Corporation/ Chairperson and Vice-Chairperson of Municipality/Nagar Panchayat

**OBSERVER REPORT – 5**

1	Date and time of Indirect election meeting	Yes	No
2	Whether notice of the date and hour of meeting was given to all the members who have voting right	Yes	No
3	Whether proper arrangement were made for conduct of indirect election meeting	Yes	No
4	If the meeting was postponed due to want of quorum or for any other reason, indicate the next date of election		

5(a)	Name of the candidate elected as Mayor of Municipal Corporation/ Chairperson of Municipality		Party affiliation
(b)	Name of the candidate elected as Deputy Mayor of municipal corporation /Vice-chairperson of Municipality		

**DEPARTURE REPORT**

1	Date of reporting by the Observer in the District for election duty	
2	Date of departure of Observer;	
3	Was there any break taken by the observer from the duty If yes, give details	
4	Was there late reporting to duty If yes, by how much time.	

Date:  
Place:

Signature of the Observer

## **DOs & DON'Ts FOR OBSERVERS**

### **DOs**

1. Attend the briefing sessions fixed by the Commission.
2. Notify your correct office and residential addresses and telephone/fax numbers by filling the Personal Information Sheet at the Registration Desk. Also please notify changes, if any, from time to time, to the Secretary, State Election Commission.
3. Draw up your tour programmes sufficiently in advance and intimate to the District Election Authority.
4. Note carefully the number of visits, duration of visits and the period of visits given by the Commission and strictly act according to this.
5. Ensure that your tour programme is duly publicized.
6. Identify areas/polling stations which might require closer attention.
7. Monitor that adequate stock of all election materials are actually available in adequate quantities.
8. Make an independent assessment of the Law and Order situation in general.
9. Make a random check of as many polling stations as possible and verify them.
10. Monitor instances of violation of Model Code, ban on transfer etc.
11. Familiarise yourself with the use of Electronic Voting Machines (EVMs), and attend some training rehearsals.
12. Ensure that sufficient publicity regarding EVM has been given so that media and general public has no misgivings about EVMs.
13. Send a report to the Commission within 24 hours of your return to the headquarters after the visit. In addition, also send spot report(s) from time to time as considered necessary.
14. Bring any development that merits immediate remedial action or attention of the Commission, to Returning Officer's/ Election Officer's /Commission's notice without any loss of time. Such information should not be deferred till the regular reports are submitted.
15. Send your report in a closed envelop.

16. Attend meetings of the political candidates/candidates, if any, called by the Commissioner of Municipal Corporation/Municipality/District Election Authority.
17. Make independent assessment of the expenditure incurred by a candidate.
18. Speak to the local people and check posters, pamphlets etc. to arrive at an independent assessment.
19. Inspect the statements of Election Expenditure prescribed by the Commission.
20. Obtain prior permission of the Commission before leaving the headquarters.
21. Maintain proper conduct in the District or SEC Observers are keenly observed.

#### DON'Ts

1. Do not ask for any exemption from the briefing session.
2. Do not travel to the District without our families.
3. Do not talk to the press unnecessarily.
4. Do not call meetings of the political parties on your own.
5. Do not make any unreasonable demands to the State Election Commission/ District Election Officer / Returning Officer/Election Officer regarding accommodation, vehicles, security etc.
6. Do not leave your headquarters once you have been allotted specific districts without the prior written permission of the Commission.
7. Do not defer submitting reports of any development which requires immediate remedial action till submission of your regular report(s), but bring it to the Commission's notice by fastest means.



## ANNEXURE -LXXV

### Elections/ Most Immediate

#### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003.

### C I R C U L A R

**No.528/SEC-F1/2011**

**Dated:02-07-2013**

Sub:- Conduct of 4<sup>th</sup> ordinary elections to **Urban Local Bodies, 2013 - Appointment of Micro Observers** – Selection, Guidelines & Check List etc – Regarding.

>><<

The 4<sup>th</sup> ordinary elections to **Urban Local Bodies, 2013** will be held shortly. The State Election Commission decided to appoint Micro Observers in selected sensitive / hyper sensitive polling stations in order to see that the elections are conducted in a free, fair and orderly manner. The Micro Observers appointed shall oversee the polling that takes place from 7.00 am to 5.00 pm. The following instructions are issued with regard to selection and appointment of Micro Observers:-

1. All the Collectors & DEAs, in the State shall take an advance inventory of availability of employees of Central Government and Central Public Sector Undertakings for being appointed as Micro Observers. The Collectors & DEAs are also given option to appoint Gazetted Officers of State Government and State Public Sector Undertakings having unblemished track record and considerable experience in overseeing elections where Central Government / Central PSU employees are not available in sufficient number.
2. The officer to be appointed as Micro Observer should not be posted in the Urban Local Body, where they resides or work.
3. To facilitate the whole exercise, the Collectors & DEAs may identify nodal officers. The name and designation, office and residential address, telephone numbers including mobile number and e-mail ID, if any, of the nodal officer shall be mentioned in the election management plan. The contact numbers of election machinery such as Returning Officer/Election Officer, District Election Authority, observers and State Election Commission should also be brought to the notice of all micro observers drafted. The Collectors & DEAs should also hold a separate review on the subject and identify the areas of concern and take necessary advance measures to address the facilitation issues.

4. Proper arrangement shall be made at the training venue and care should be taken while choosing the venue for training purpose to ensure amenities such as drinking water and toilet facilities.
5. Advance measures should be in place to ensure that transport facility is provided for them for pick up and dropping.
6. On poll day they will be provided food facility on par with the polling teams.
7. Besides the above, for poll duty, an appropriate honorarium shall be paid to each Micro-Observers. The Collectors & DEAs may take action for payment of honorarium to the Micro Observers appointed on duty on poll day as was paid in the elections held to APLA and HOP, 2009.
8. This payment of honorarium should be made by the Returning Officer / Election Officer, to the extent possible, on completion of duty at the EVM receipt center itself, after receipt of Micro-Observers report by the Observer.
9. The guidelines and checklist for the Micro Observers are enclosed as Annexure – I and II, which may be provided to the officials who are appointed as Micro Observers and also to all Observers of the Commission.
10. All the Collectors & DEAs are therefore requested to workout the availability of above mentioned category of personnel and get ready a computerized database, category wise, with full particulars viz. name, designation, rank, present pay, scale of pay, address, contact no., their elector details etc. A plan of action should be drawn out for training and orientation to the persons to be deployed as Micro Observers. Training materials and handout should be prepared, logistical requirement should be worked out and adequate financial provision should be made in the budget provisions.

**Sd/- Navin Mittal**  
**SECRETARY**

To

- 1) The EA & Commissioner & Director of Municipal Administration, AP., Hyderabad.
- 2) All the Collectors & DEAs in the State.
- 3) The Commissioners of Police concerned.
- 4) All the Superintendents of Police in the State.
- 5) All the Commissioners of Municipal Corporations in the State except GHMC.
- 6) All the Municipal Commissioners in the State.
- 7) All the Regional Directors-cum-Appellate Commissioners of Municipal Administration in the State.

Copy to the Principal Secretary to Govt., MA & UD Department, AP., Secretariat, Hyd.

## ANNEXURE – I

### **Guidelines for Micro-Observers**

1. Observers have a very crucial role to play in the conduct of an independent, free and fair election. To strengthen the system of observation, the Commission has consciously decided to deploy Micro-Observer at the selected sensitive / hyper sensitive polling stations. These Micro-Observers would directly work under control and supervision of the General Observer.
2. For deployment as micro-observer, the Collectors & DEAs shall obtain the list of employees of Central Govt., and Central Public Sector Undertaking in the State. In case sufficient number of employees of Central Govt., and Central Public Sector Undertaking are not available, Gazetted Officers of State Government and State Public Sector Undertakings may be utilized for this purpose.
3. The Collectors & DEAs shall prepare a list of critical polling stations under the supervision of the General Observer concerned and in consultation with the Commissioners of Police / Superintendents of Police concerned, where these Micro Observers would be deployed. Such polling stations would be short-listed on the basis of various factors which contribute to the vulnerability of the voters. Such factors, for example, domination of one social group over other, inaccessibility of the area, EPIC non-availability, previous history of violence, etc. would have been taken into consideration while doing the vulnerability mapping. The list of such polling stations where Micro Observers are to be deployed shall be finally approved by the General Observer and kept confidential in a sealed envelop till the last moment of deployment.
4. In multi-polling station buildings, each location will have one micro-observer instead of one Micro Observer per polling station. The Micro Observer can oscillate between and visit the polling stations within the same campus at frequent intervals.
5. There shall be a nodal officer identified by the Collectors & DEAs for Micro-Observers to handle logistics and deployment related tasks of Micro-Observers in each Urban Local Body. General Observers will be in close touch with them for their requirements of Micro-Observers relating to their wards.
6. Each Micro Observer shall be given a photo-pass and identity card by the District Election Authority / Returning Officer / Election Officer to ensure his access to the polling stations.
7. Observers will arrange and train their Micro Observers. The officer selected for the job of Micro-Observer may not be aware of different aspects of election process. Therefore, a basic training of election processes on the day of the poll shall have to be given to them. This should enable them to understand and observe the activities relating to election on the day of the poll. An illustrative

training material for the Micro Observer is attached with this circular. Since the Micro Observer shall be reporting to the Observer alone, it will be the responsibility of the Observers to ensure that they are trained properly on the relevant and crucial issues. The Collectors & DEAs / Returning officers / Election Officers shall organize the training of these Micro Observers.

8. The required number of officers for deployment as Micro Observer would be picked up randomly from the list of all eligible Officers. Further the assigning of critical polling stations also will be done in random manner a day prior to the day of departure in presence of the General Observer and duly approved by him. However, the exact polling station would be given to them on the day of departure.
9. The Collectors & DEAs / Returning Officers / Election Officers should ensure that the Micro Observers are separately dropped to their destinations or may be with Zonal Officers. Micro-Observer should be provided with an Identity card, entry pass to his/her polling stations and such other requirements as may be necessary for discharge of duties as per the direction of the Commission.
10. On the day of poll, the Micro Observer should reach the polling station at least one hour before the commencement of the poll, i.e., at 7 O'clock in the morning. If for certain reason, it is not possible to reach in the morning, he should reach in the evening of the previous day.
11. Having reached the polling station, he should assess the preparedness for the poll. During the poll day, he should regularly note down the important points on the pre-printed Proforma (a Proforma for this is appended). It is made absolutely clear that in no case, the Micro Observer will act as Presiding Officer or the Polling Officer. His task is to observe that election process is being carried out in a free and fair manner and there is no vitiation of any kind.
12. In the process of observation on the day of the poll, the Micro Observer should specially observe: -
  - a. Mock Poll procedure,
  - b. Presence of Polling Agents and observance of SEC instructions with regard to them,
  - c. The observance of entry pass system and access to Polling Station,
  - d. Proper identification of electors in accordance with SEC guidelines,
  - e. Application of indelible ink,
  - f. Noting down particulars of electors in register XXXIV in respect of Municipal Corporation / XXI in respect of Municipalities and Nagar Panchayats,
  - g. Secrecy of voting,
  - h. Conduct of polling agents, their complaints, if any, etc.

13. During the poll, if the Micro Observer feels that the poll is being vitiated for any reason, he will immediately bring it to the notice of General Observer through whatever means of communication is available, for example, phone or wireless or any other means.
14. After the poll process is over, the Micro Observer will report to the Observer in the format as enclosed as **Annexure II** at the collection center and hand over his envelop containing the report for the day personally to the Observer and brief him/her on any thing of importance that had happened during the day.
15. Observers will go through the report and if any further clarification is required then he should arrange for the Micro Observer to be called for ascertaining those further details. These reports along with the other reports will be taken into consideration for taking a decision on repoll or disciplinary action against any delinquent polling staff.

## ANNEXURE - II

### Checklist for Micro-Observers

1	Whether mock poll has been conducted in presence of Micro Observer?	Yes / No
2	Whether data of mock poll from the balloting unit was cleared and the EVM count was set to zero after the mock poll and before the beginning of real poll?	Yes / No
3	How many polling agents and of which contesting candidates, were present during the mock poll?	
4	Whether more than one polling agent for a contesting candidate / political party were present inside the polling station at any time?	
5	Whether polling agents were allowed to note the serial numbers of balloting unit and control unit and green paper seal?	
6	Whether the entry pass system was enforced properly? Whether any unauthorized person was inside the polling station at any point of time?	
7	Whether marking of indelible ink on left forefinger was done properly?	
8	Whether the identification document particulars were being filled up meticulously in Register of Voters (Form XXXIV in respect of Municipal Corporation / Form XXI in respect of Municipalities & Nagar Panchayats)?	
9	Whether the list of voters issued with Postal Ballot was available with the Presiding Officer & Polling Agents? Did any person already issued with Postal Ballot appeared to vote again in person?	

10	Whether events are recorded from time to time as and when they occur in the Presiding Officer's Diary?	
11	Whether the Presiding Officer or Polling Officer was going towards voting compartment or giving any undue instructions to the voters?	
12	Whether copies of accounts of votes recorded in Form-XXXVI in respect of Municipal Corporations / Form-XXIII in respect of Municipalities & Nagar Panchayats have been given to the polling agents?	
13	Whether voting compartment was properly placed to ensure secrecy of voting?	
14	Whether sealing of voting machine was done according to instructions?	
15	Whether any complaint by polling agent, election agent or any political party was received? If yes, it's substance.	
16	Any other incident or issue that you would like to highlight.	

Signature of Micro-Observers :

Name (in full) :

Designation :

Date & Time :

Phone No. / Cell No.:

## Illustrative Training Material for Micro Observers

### Introduction

- Poll is conducted in designated **polling stations** specifically prepared for this purpose;
- Poll is conducted by a team of officials identified randomly and trained. It comprises a **Presiding Officer** and **4 Polling Officers**;
- Representatives of the candidates (called **Polling Agents**) also sit inside the polling station and watch the poll proceedings;
- Electronic Voting Machine (**EVM**) used for recording of votes has two units – **control unit** which is with **4<sup>th</sup>** Polling Officer and through which he allows a voter to vote and second – **balloting unit** which is in secluded corner with a voting compartment and in which a voter votes;
- **A voter enters the polling station, identifies himself to the 1<sup>st</sup> Polling Officer, who will be incharge of marked copy of electoral roll and then goes to the 2<sup>nd</sup> Polling Officer who will inspect the elector's left forefinger and put a mark with the indelible ink and gets signature of the elector in the Register of Voters (Form-XXXIV in respect of Municipal Corporations / Form-XXI in respect of Municipalities & Nagar Panchayats) and then allows him to go to the 3<sup>rd</sup> Polling Officer who keeps his Voter's Slip, and then allows the elector to go to the 4<sup>th</sup> Polling Officer, who will be incharge of the control unit. The 4<sup>th</sup> Polling Officer will allow the elector to proceed to the 'voting compartment', on the basis of the Voter's Slip issued by the 3<sup>rd</sup> Polling Officer duly activating the Control Unit to cast the vote of the elector on the balloting unit.**

### Arrangements Outside the Polling Stations:-

- (i) Outside each Polling Station (PS) there shall be displayed prominently–
  - Notice specifying the polling area, the electors of which are entitled to vote at the polling station and, when the polling area has more than one polling station, the particulars of the electors so entitled; and
  - Copy of the list of the contesting candidates.
  - A Card Board display of Balloting unit explaining a voter how to vote on an EVM
- (ii) Enough space for the voters to wait outside the polling station;
- (iii) Separate waiting space for men and women as far as practicable.



### **Law & Order Around Polling Station:-**

- No vehicles to be allowed inside the 100 meter perimeter of a Polling Station.
- No canvassing of any kind allowed in this perimeter. Offence under Section 604 of GHMC Act, 1955 / 343 H of APM Act, 1965.
- Voter's slips to be plain white slips without any party markings.
- No posters or banners.

### **Arrangements Inside a Polling Station:-**

- Separate entrance and exit for voters;
- Easy flow of voters from the time they enter the polling station to the time they leave it;
- The polling agents to be seated in such a way that they can see the face of an elector as and when he enters the polling station and able to see the entire operation; BUT
- Polling agent not to be in the position to see voter actually casting his/her vote;
- Video covered Polling Station shall have Videography arrangements

### **Arrangement Inside a Polling Station:-**

#### **Placement of Voting Compartment**

- The Voting Compartment has to be so placed that neither of the Presiding Officer, the Polling Officer and Polling Agents should be able to see the actual voting;
- For this reason, the voting compartment cannot be near to the Presiding Officer or even near any window where one can see from outside;
- For this reason only, care has to be taken that the compartment / partition of the balloting unit is not transparent or semi-transparent.

### **Who are entitled all can come (or be) inside Polling Station?**

- Voters in manageable numbers
- Contesting Candidate's for that Ward
- Election Agent's of contesting candidates for that Ward.
- Polling Agents of contesting candidates in that Polling Station – maximum of one for each candidate

- Authorized Media Personnel
- Election Officials
- Micro-Observer's seating arrangement inside PS when deployed if any appointed in the Polling Station
- A child in arms accompanying an elector
- A person accompanying a blind or an infirm voter who cannot move without help
- Every one mentioned above must have a valid pass properly displayed.

### **Seating of Polling Agents:-**

Polling agents shall sit in following order :-

- Agents of candidates of recognized National parties
- Agents of recognized state parties
- Agents of recognized parties of other states
- Agents of registered parties with a symbol reserved by the Commission.
- Agent of registered political party without reserved symbol.
- Agents of independents
- If less space, then take turns or sit out.

### **Polling Agents:-**

- Polling Agents are appointed by the contesting candidates.
- Must have a valid photo-identity card.
- Person provided with security can't be an Agent
- The Presiding Officer shall, after due verification, give them entry passes for the Polling Station.
- For every Polling Agent, there may be a maximum of two relief agents. But only one person can be inside the polling station at one point of time. Entry pass system ensures this.
- Polling Agents can not be relieved after 3 P.M.
- Polling Agents can challenge bogus voters.

### **Electronic Voting Machine:-**

- Voting machine consists of two units – (1) Control Unit and (2) Balloting Unit interconnected by a cable.
- One balloting unit caters up to sixteen candidates and displays names of contesting candidates and the symbols.
- There is a blue button on balloting unit by pressing which the voter can record his vote.

#### **Activities inside Polling Station:-**

- Presiding Officer shall arrange for setting up of polling station, seating arrangements and EVMs.
- He shall give entry pass to the polling agents after due verification.
- He shall demonstrate the voting machine before the commencement of poll, to the polling agents.
- He shall also demonstrate the marked copy of the electoral roll and the Register of Voters to candidates or their polling agents present and take their signature.
- He will **conduct mock poll** by recording a few votes at random for each of the contesting candidates and tallying the result.
- After the mock poll, the votes recorded at such mock poll shall be cleared from the control unit of the voting machine. A certificate shall be given to the Zonal Officer (ZO) in the format prescribed.
- The control unit of the voting machine has then to be sealed by fixing the green paper seal (s) and special tag.
- Thereafter, electors shall be allowed to vote strictly in the order in which they have been entered in the register of voters.

#### **Verification of Voters:-**

- Electors required to identify themselves – through EPIC or alternate document approved by SEC
- Minor discrepancies in voter's EPIC can be overlooked
- Voters without establishing their identity should not be allowed to vote

#### **Duties of Polling Officers:-**

The **identity of elector** should be verified by the 1<sup>st</sup> Polling Officer duly observing the instructions issued by the SEC on compulsory identification of voters in its order No.409/SEC-B1/2011, dt.16-05-2011, and in the following manner:-

- The voter will give a slip (or announce his/her name) with his serial no. in **marked copy of roll**. The 1<sup>st</sup> Polling Officer will locate that serial no. of the

elector in the roll and speaks the name of the elector loudly so that the polling agents can ensure the identity of the elector. This is first check on a bogus voter. Thereafter, the officer should ask for his identity document.

- After an elector has been identified, the entry relating to the elector in the marked copy of the photo electoral roll should be struck diagonally. The Sl.No. of the female voter has to be rounded off in addition.
- The voter should move to 2<sup>nd</sup> Polling Officer who will note the voter particulars in the Register of Voters (Form XXXIV in respect of Municipal Corporation / Form XXI in respect of Municipalities & Nagar Panchayats). The serial number (not the name) of the elector as given in the marked copy of the electoral roll should be noted.
- The type of Identity document and the Sl. No. of the ID-Document should be noted in the “**REMARKS**” column of the Form XXXIV in respect of Municipal Corporation / Form XXI in respect of Municipalities & Nagar Panchayats.
- Then the 2<sup>nd</sup> Polling Officer should apply **the indelible ink** on the left forefinger. If elector does not have left forefinger, ink should be applied to any other finger of left hand.
- If an elector refuses to put his signature or thumb impression on the Register of Voters, he shall not be permitted to vote and an entry ‘Refused to vote’ will be made in the ‘Remarks’ column of the Register of Voters.
- **Third Polling Officer** : will be in charge to issue Voter’s slip and after issue of voter’s slip, the 3<sup>rd</sup> Polling Officer will direct the elector to go to 4<sup>th</sup> Polling Officer, who will be incharge of Control Unit of the voting machine.
- **Now the 4<sup>th</sup> Polling Officer will allow the elector to proceed to the ‘voting compartment’, on the basis of the Voter’s Slip issued by the 3<sup>rd</sup> Polling Officer duly activating the Control Unit to cast the vote of the elector on the balloting unit.**

#### **Challenged Vote:-**

- Polling Agents can challenge voter’s identity by depositing Rs. 2/-
- Presiding Officer holds summary inquiry
- If challenge not established, voter proceeds to vote
- If challenge established, person is not allowed to vote and handed over to the police

#### **Tendered Vote:-**

- Situation when a voter finds that his/her vote is already cast by someone else

- Such voter can tender his vote if he/she can establish the credentials, by tender ballot paper – but not through EVM
- Tendered ballot shall be kept in separate cover
- The percentage of tendered votes recorded is not less than 2% of the total votes polled at the polling station, the matter shall be brought to the notice of the Observer / DEA / EA / State Election Commission. The State Election Commission in such case will take a decision whether to order for a repoll or not and issue orders.

#### **Voting by blind & infirm:-**

- Permitted a companion of 18+ aged
- Same person cannot be companion to more than one person
- Companion will be required to declare that he will keep secret the vote recorded by him/her
- None of the polling staff or polling agents shall act as companion

#### **Presiding Officer's power to adjourn poll:-**

Section 58 of GHMC Act, 1955 / Section 343 U of APM Act, 1965 can adjourn poll due to:

- Natural calamity like flood, storm, snowfall
- Damage to poll materials including EVM
- Disturbance of peace making it impossible to continue with poll
- Non-arrival of polling team due to serious difficulty
- Stoppage of EVM etc
- Any other unforeseen and sufficient cause

#### **Supervisory Visits:-**

- Observers will visit
- Zonal Officers will visit frequently
- Candidates may visit
- Candidate's Election Agents may visit
- All of the above must record their visit and observations in the visit sheet

### **Closure time:-**

- Presiding Officer to check whether electors are in queue at the time of closure of poll
- If they are, give numbered slips. Give slip no.1 to the last person in queue. This will ensure that no further person joins the queue thereafter
- When all electors have voted, press the close button on ballot unit
- Ballot unit will show the total votes polled—it should be noted in part -1 of XXXVI in respect of Municipal Corporation / XXIII in respect of Municipalities & Nagar Panchayats
- Then switch off the power/battery button
- Tally Form XXXIV (Mpl. Corpr) / Form XXI (Mpl / NP), Form XXXVI (Mpl. Corpr) / Form XXIII (Mpl / NP) and EVM count
- Seal the machine thoroughly
- Presiding Officer must complete his diary
- Presiding Officer must complete the additional report format
- Micro-Observer to complete his report in the prescribed format

### **Diary:-**

- Presiding Officer shall tally the vote counts every hour and keep an **account of hourly poll.**

**ANNEXURE -LXXVI**

**URBAN LOCAL BODY ELECTIONS, 2014**

**Abstract of District wise number of Polling Stations where Web Casting undertaken**

S. No	Dist Name	Number of ULBs	No of Wards	No of Polling Stations	No. of Web Casting Polling Stations	CEO Web Cameras	SEC Purchased in Gram Panchayat Elections
1	Adilabad	6	189	327	325	100	330
2	Anantapur	12	328	739	88		150
3	Chittoor	7	169	439	172	200	
4	East Godavari	11	264	491	373	209	350
5	Guntur	12	371	667	112		390
6	Karimnagar	11	226	696	41	324	
7	Khammam	4	97	143	32	55	
8	Krishna	9	218	935	53		370
9	Kurnool	8	219	486	240		
10	Mahbubnagar	8	206	360	100	392	
11	Medak	6	145	196	192		250
12	Nalgonda	7	210	364	103		40
13	Nizamabad	4	91	434	146	150	
14	Prakasam	6	145	223	3	200	
15	Rangareddi	5	119	173	0		
16	SPSR Nellore	7	164	667	73	1600	
17	Srikakulam	4	91	109	80	245	
18	Visakhapatnam	2	51	59	0	176	
19	Vizianagaram	4	129	255	103		78
20	Warangal	5	116	146	152	300	
21	West Godavari	9	241	543	204	350	
22	YSR Kadapa	8	186	642	228	618	
	<b>Total</b>	<b>155</b>	<b>4483</b>	<b>9094</b>	<b>2820</b>	<b>4919</b>	<b>1958</b>

**ANNEXURE -LXXVII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad – 500 003, A.P.

**Navin Mittal, IAS**  
**Secretary**

**Office: 27545350, 27543122**  
**Fax: 27544580, 27544428**  
**Email: secy.apsec@gmail.com**  
**Website: www.apsec.gov.in**

**Lr.No.82/SEC-F1/2014-1**

**Dated:04-03-2014**

To  
The Principal Secretary to Government,  
Home (Courts-B) Department,  
A.P., Secretariat, Hyderabad.

Sir,

Sub:- State Election Commission – Elections - 4<sup>th</sup> ordinary elections to Urban Local Bodies, 2014 – Zonal Officers – Magisterial powers – Conferment of Magisterial powers on Zonal Officers – Reg.

Ref:- 1) SEC Notification No.85/SEC-F1/2014-1&2, dt.03-03-2014.  
2) SEC Notification No.85/SEC-F1/2014-3&4, dt.03-03-2014.  
3) SEC Notification No.86/SEC-F2/2014, dt.03-03-2014.

>><<

I wish to state that, the State Election Commission issued Notifications on 03-03-2014 for conduct of 4<sup>th</sup> ordinary elections to urban local bodies vide references cited.

The elections to urban local bodies are keenly contested the Law and Order problem frequently arise. As of now, the District Collector and few of Revenue Officers alone are vest with the Magisterial powers. Unless Magisterial powers are conferred on an officer, preventive action by utilizing the provisions of Section 144 Cr.P.C cannot be taken up by him. It may be difficult for Revenue Officers to reach the spot in cases of emergencies during elections, in order to utilize the powers under section 144 Cr.P.C. the responsible officer available on the spot on whom Magisterial power can be conferred under section 21 Cr.P.C is the Zonal Officer who will be on the move and will be monitoring the law and order situation also during the campaign period. It is therefore necessary to confer magisterial powers on Zonal Officers to be appointed in the ensuing to ULBs in the interest of maintaining peace during the campaign period under section 21 Code of Criminal Procedure, 1973 and they be authorized to exercise



the powers of executive magistrate under section 37,44,103,129 & 144 of Code of Criminal procedure, 1973. Such Magisterial powers were delegated to the zonal officers during the general elections to Legislative Assembly and Parliament.

During the year 2013, the Government issued such orders conferring Magisterial Powers on Zonal officers. A copy of the order issued vide G.O.Rt.No.1659, Law (LA&J) – Home (Courts)–B, Department, dated 21-07-2013 is enclosed herewith. The same practice has to be followed this time also.

The District Collectors are advised to send proposals indicating the names of the Zonal Officers and the jurisdiction in which they will exercise the Magisterial Powers directly to the Government in Home Department.

I, therefore, request you to confer the Magisterial powers on the Zonal Officers to be appointed in the 4<sup>th</sup> ordinary elections to Municipal Bodies as per the proposals submitted by the District Collectors.

Yours faithfully,  
**Sd/-NAVIN MITTAL**  
**SECRETARY**

**Copy to:**

The Election Authority & Commissioner & Director of Municipal Administration, AP., Hyderabad.

Commissioners of all Municipal Corporations and all Municipal Commissioners in the State.

All the Regional Directors-cum-Appellate Commissioners in the State.

All the Collectors and District Election Authorities in the State.

**ANNEXURE -LXXVIII**

**ELECTIONS-URGENT**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad – 500 003, A.P.

**Navin Mittal, IAS**  
**Secretary**

**Office: 27545350, 27543122**  
**Fax: 27544580, 27544428**  
**Email: secy.apsec@gmail.com**  
**Website: www.apsec.gov.in**

**Lr.No.82/SEC-F1/2014-2**

**Dated:04-03-2014**

To  
The Secretary to Government,  
Law (LA & J) Department,  
A.P., Secretariat, Hyderabad.

Sir,

Sub:- State Election Commission – Elections - 4<sup>th</sup> ordinary elections to Urban Local Bodies, 2014 – Zonal Officers – Magisterial powers – Conferment of Magisterial powers on Zonal Officers – Reg.

Ref:- 1) SEC Notification No.85/SEC-F1/2014-1&2, dt.03-03-2014.  
2) SEC Notification No.85/SEC-F1/2014-3&4, dt.03-03-2014.  
3) SEC Notification No.86/SEC-F2/2014, dt.03-03-2014.

>><<

I wish to state that, the State Election Commission issued Notifications on 03-03-2014 for conduct of 4<sup>th</sup> ordinary elections to urban local bodies vide references cited.

The elections to urban local bodies are keenly contested the Law and Order problem frequently arise. As of now, the District Collector and few of Revenue Officers alone are vest with the Magisterial powers. Unless Magisterial powers are conferred on an officer, preventive action by utilizing the provisions of Section 144 Cr.P.C cannot be taken up by him. It may be difficult for Revenue Officers to reach the spot in cases of emergencies during elections, in order to utilize the powers under section 144 Cr.P.C. the responsible officer available on the spot on whom Magisterial power can be conferred under section 21 Cr.P.C is the Zonal Officer who will be on the move and will be monitoring the law and order situation also during the campaign period. It is therefore necessary to confer magisterial powers on Zonal Officers to be appointed in the ensuing to ULBs in the interest of maintaining peace during the campaign period

under section 21 Code of Criminal Procedure, 1973 and they be authorized to exercise the powers of executive magistrate under section 37,44,103,129 & 144 of Code of Criminal procedure, 1973. Such Magisterial powers were delegated to the zonal officers during the general elections to Legislative Assembly and Parliament.

During the year 2013, the Government issued such orders conferring Magisterial Powers on Zonal officers. A copy of the order issued vide G.O.Rt.No.1659, Law (LA&J) – Home (Courts)–B, Department, dated 21-07-2013 is enclosed herewith. The same practice has to be followed this time also.

The District Collectors are advised to send proposals indicating the names of the Zonal Officers and the jurisdiction in which they will exercise the Magisterial Powers directly to the Government in Home Department.

I, therefore, request you to confer the Magisterial powers on the Zonal Officers to be appointed in the 4<sup>th</sup> ordinary elections to Municipal Bodies as per the proposals submitted by the District Collectors.

Yours faithfully,  
**Sd/-NAVIN MITTAL**  
**SECRETARY**

**Copy to:**

The Election Authority & Commissioner & Director of Municipal Administration, AP., Hyderabad.

Commissioners of all Municipal Corporations and all Municipal Commissioners in the State.

All the Regional Directors-cum-Appellate Commissioners in the State.

All the Collectors and District Election Authorities in the State.

## ANNEXURE -LXXIX

### Elections/ Most Immediate

#### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003.

### C I R C U L A R

No.528/SEC-F1/2011-9

Dated: 01-07-2011

Sub:- Conduct of 4<sup>th</sup> ordinary elections to Urban Local Bodies - Tracking the presence of polling agents at the polling stations on the poll day and mandatory conduct of Mock Poll and certification therein – Certain instructions issued – Regarding.

>><<

Highest importance has to be given to the integrity and transparency in the election process. Instructions were already issued about the conduct of mock poll in the Hand book of Returning Officers / Election Officers / Presiding Officers. The Commission considers that the presence of the agents appointed by the contesting candidates during their poll augurs well for transparency. On the other hand, presence of the agents of only one of the candidates and in the absence of other agents may lead to complaints.

Therefore, the Commission issues the following instructions:-

1. Candidates may be advised by the RO / EO to ensure that the agents reach the polling stations well in advance before the commencement of poll so that the pre-poll formalities such as issue of entry pass to the agents, conduct of mock poll etc., are done in time.
2. The Presiding Officers shall conduct mock poll, following the existing instructions, in the presence of the polling agents and prepare and sign the mock poll certificate in the prescribed format as in **Annexure**. Mock poll shall be conducted at least 30 minutes before the commencement of actual poll.
3. The Presiding Officer shall mention the names of the agents and the candidates they represent and obtain their signatures for the purpose of record.
4. The RO / EO through the Zonal Officers and using the communication link with the polling station/ mobile teams shall track the conduct or otherwise of mock poll and ascertain the mock poll status within 30 minutes. Non-confirmation of mock poll could be indicative of some problem on the part of Presiding Officer or the EVM and hence the Returning Officer / Election Officer shall make immediate intervention to sort out the problem.

5. The polling stations not having the presence of rival candidates of recognized parties and where the mock poll had to be conducted in the absence of agents shall merit focused attention of the election machinery. Interventions such as deployment of reserve micro-observers, deployment of video cameras, frequent visits by Zonal Officers and other senior officers could be made.
6. After the completion of poll on the basis of mock poll certifications received from the presiding officers, the Returning Officer / Election Officer shall prepare a list of such polling stations where the mock poll had to be conducted in the absence of agents or where at the time of mock poll the agents of more than one rival candidates of recognized parties were not present and special attention shall be paid to the documents received from such polling stations for proper scrutiny. The observers shall also pay their attention to this aspect.

This may be brought to the notice of all concerned.

**Sd/- K. Ram Gopal**  
**SECRETARY**

To

- 1) The EA & Commissioner & Director of Municipal Administration, AP., Hyderabad.
- 2) All the Collectors & DEAs in the State.
- 3) All the Commissioners of Municipal Corporations in the State.
- 4) All the Municipal Commissioners in the State.
- 5) All the Regional Directors-cum-Appellate Commissioners of Municipal Administration in the State.

Copy to the Secretary to Govt., MA & UD Department, AP., Secretariat, Hyderabad.

**ANNEXURE**  
**MOCK POLL CERTIFICATE**

This is certified that I, \_\_\_\_\_ Presiding Officer at the Polling Station No. \_\_\_\_\_ of \_\_\_\_\_ Ward Number conducted the mock poll at \_\_\_\_\_AM today, the poll day i.e. \_\_\_\_\_ duly following the instructions issued by the State Election Commission.

A total of \_\_\_\_\_ votes were polled in the mock poll and after the mock poll I have carefully cleared the memory and the total votes polled showed '0' after clearing the memory.

- A. At the time of mock poll, the polling agents mentioned below representing the candidates as indicated against their names were present and I have obtained their signatures.
- B. At the time of mock poll, the agent of only one contesting candidate was present. After waiting for ten more minutes I conducted the mock poll along with other polling staff at \_\_\_\_\_. I have mentioned the name of the agent present at the time of mock poll including the name of the candidate whom he represented.

(In case, no agent was present it shall be mentioned No Polling Agent was present at the time of Mock Poll)

Name of the agent	Name of the Candidate	Signature of the agent
-------------------	-----------------------	------------------------

- 1)
- 2)
- 3)
- 4)

Date:  
Time:

Name & Signature of the PO

**ANNEXURE -LXXX-A**

**D.O.Lr.No. 616/SEC-F1/2014, Date: 26.03.2014**

**Dear Sri Suresh Chanda,**

Sub: 4<sup>th</sup> Ordinary Elections to Municipal Bodies – Request for uninterrupted power supply on the pre-poll day (29.03.2014), poll day (30.03.2014) and on the counting day (02.04.2014) – Reg.

\*\*\*

The State Election Commission notified 4<sup>th</sup> ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the State on 03.03.2014. The election process is at an advanced stage. The poll is scheduled on 30.03.2014 and the counting of votes on 02.04.2014. Copies of the Election Notifications issued by the Commission are enclosed.

The polling material is distributed to all the polling personnel drafted on election duty at the distribution centres set up in the urban local bodies on 29.03.2014 and they will reach their respective polling stations on the same day and stay there in the night to conduct poll on the next day, i.e., on 30.03.2014.

The Municipal elections are conducted with Electronic Voting Machines. Poll proceedings are being transmitted through Webcasting from the select sensitive, hypersensitive and problematic polling stations from across the State to the Commission's office at Hyderabad and to the offices of the Collectors and Superintendents of Police concerned to take quick decisions for smooth conduct of poll. Videography is also undertaken in vulnerable sensitive and hypersensitive polling stations to curb electoral malpractices. The counting of votes which is a crucial part of the election process and it is also videographed.

In view of the above, I request you to issue necessary instructions to the CMDs of DISCOMs to ensure uninterrupted power supply in the urban local bodies in the State on the Pre-poll day (29.03.2014), on the Poll day (30.03.2014) and again on the Counting day (02.04.2014) for smooth conduct of Municipal elections.

Yours sincerely,

Sd/-

**(P. Ramakanth Reddy)**

**Sri Suresh Chanda, IAS**

Chairman & Managing Director

Transmission Corporation of A.P. Ltd. (APTRANSCO)

'Vidyut Soudha', Khairatabad, Hyderabad – 500 082.

**ANNEXURE -LXXX-B**

**D.O.Lr.No. 616/SEC-F1/2014, Date: 26.03.2014**

**Dear**

The State Election Commission notified 4<sup>th</sup> ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the State on 03.03.2014. The election process is at an advanced stage. The poll is scheduled on 30.03.2014 and the counting of votes on 02.04.2014. Copies of the Election Notifications issued by the Commission are enclosed.

The polling material is distributed to all the polling personnel drafted on election duty at the distribution centres set up in the urban local bodies on 29.03.2014 and they will reach their respective polling stations on the same day and stay there in the night to conduct poll on the next day, i.e., on 30.03.2014.

The Municipal elections are conducted with Electronic Voting Machines. Poll proceedings are being transmitted through Webcasting from the select sensitive, hypersensitive and problematic polling stations from across the State to the Commission's office at Hyderabad and to the offices of the Collectors and Superintendents of Police concerned to take quick decisions for smooth conduct of poll. Videography is also undertaken in vulnerable sensitive and hypersensitive polling stations to curb electoral malpractices. The counting of votes which is a crucial part of the election process and it is also videographed.

In view of the above, I request you to take necessary steps to provide uninterrupted power supply to the urban local bodies in your jurisdiction on the Pre-poll day (29.03.2014), on the Poll day (30.03.2014) and again on the Counting day (02.04.2014) for smooth conduct of Municipal elections.

Yours sincerely,  
Sd/-  
**(Navin Mittal)**

**Sri Kartikeya Misra,**  
Chairman & Managing Director  
Northern Power Distribution Company of A.P. Ltd.  
H.No: 2-5-31/2, Vidyut Bhavan,  
Nakkalgutta, Hanamkonda,  
Warangal-506 001.



**ANNEXURE -LXXX-C**

**D.O.Lr.No. 616/SEC-F1/2014, Date: 26.03.2014**

**Dear**

The State Election Commission notified 4<sup>th</sup> ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the State on 03.03.2014. The election process is at an advanced stage. The poll is scheduled on 30.03.2014 and the counting of votes on 02.04.2014. Copies of the Election Notifications issued by the Commission are enclosed.

The polling material is distributed to all the polling personnel drafted on election duty at the distribution centres set up in the urban local bodies on 29.03.2014 and they will reach their respective polling stations on the same day and stay there in the night to conduct poll on the next day, i.e., on 30.03.2014.

The Municipal elections are conducted with Electronic Voting Machines. Poll proceedings are being transmitted through Webcasting from the select sensitive, hypersensitive and problematic polling stations from across the State to the Commission's office at Hyderabad and to the offices of the Collectors and Superintendents of Police concerned to take quick decisions for smooth conduct of poll. Videography is also undertaken in vulnerable sensitive and hypersensitive polling stations to curb electoral malpractices. The counting of votes which is a crucial part of the election process and it is also videographed.

In view of the above, I request you to take necessary steps to provide uninterrupted power supply to the urban local bodies in your jurisdiction on the Pre-poll day (29.03.2014), on the Poll day (30.03.2014) and again on the Counting day (02.04.2014) for smooth conduct of Municipal elections.

Yours sincerely,

Sd/-  
**(Navin Mittal)**

**Sri M.V. Seshagiri Babu,**  
Chairman & Managing Director  
Eastern Power Distribution Company of A.P. Ltd.  
P&T Colony, Seethammadhara,  
Visakhapatnam.

**ANNEXURE -LXXX-D**

**D.O.Lr.No. 616/SEC-F1/2014, Date: 26.03.2014**

**Dear**

The State Election Commission notified 4<sup>th</sup> ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the State on 03.03.2014. The election process is at an advanced stage. The poll is scheduled on 30.03.2014 and the counting of votes on 02.04.2014. Copies of the Election Notifications issued by the Commission are enclosed.

The polling material is distributed to all the polling personnel drafted on election duty at the distribution centres set up in the urban local bodies on 29.03.2014 and they will reach their respective polling stations on the same day and stay there in the night to conduct poll on the next day, i.e., on 30.03.2014.

The Municipal elections are conducted with Electronic Voting Machines. Poll proceedings are being transmitted through Webcasting from the select sensitive, hypersensitive and problematic polling stations from across the State to the Commission's office at Hyderabad and to the offices of the Collectors and Superintendents of Police concerned to take quick decisions for smooth conduct of poll. Videography is also undertaken in vulnerable sensitive and hypersensitive polling stations to curb electoral malpractices. The counting of votes which is a crucial part of the election process and it is also videographed.

In view of the above, I request you to take necessary steps to provide uninterrupted power supply to the urban local bodies in your jurisdiction on the Pre-poll day (29.03.2014), on the Poll day (30.03.2014) and again on the Counting day (02.04.2014) for smooth conduct of Municipal elections.

Yours sincerely,

Sd/-  
**(Navin Mittal)**

**Sri H.Y. Dora,**  
Chairman & Managing Director  
Southern Power Distribution Company of A.P. Ltd.  
19-13-65/A, Srinivasapuram,  
Tiruchanoor Road, Tirupati-517503.

**ANNEXURE -LXXX-E**

**D.O.Lr.No. 616/SEC-F1/2014, Date: 26.03.2014**

**Dear**

The State Election Commission notified 4<sup>th</sup> ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the State on 03.03.2014. The election process is at an advanced stage. The poll is scheduled on 30.03.2014 and the counting of votes on 02.04.2014. Copies of the Election Notifications issued by the Commission are enclosed.

The polling material is distributed to all the polling personnel drafted on election duty at the distribution centres set up in the urban local bodies on 29.03.2014 and they will reach their respective polling stations on the same day and stay there in the night to conduct poll on the next day, i.e., on 30.03.2014.

The Municipal elections are conducted with Electronic Voting Machines. Poll proceedings are being transmitted through Webcasting from the select sensitive, hypersensitive and problematic polling stations from across the State to the Commission's office at Hyderabad and to the offices of the Collectors and Superintendents of Police concerned to take quick decisions for smooth conduct of poll. Videography is also undertaken in vulnerable sensitive and hypersensitive polling stations to curb electoral malpractices. The counting of votes which is a crucial part of the election process and it is also videographed.

In view of the above, I request you to take necessary steps to provide uninterrupted power supply to the urban local bodies in your jurisdiction on the Pre-poll day (29.03.2014), on the Poll day (30.03.2014) and again on the Counting day (02.04.2014) for smooth conduct of Municipal elections.

Yours sincerely,  
Sd/-  
**(Navin Mittal)**

**Sri S.A.M. Rizvi, IAS**  
Chairman & Managing Director  
Central Power Distribution Company of A.P. Ltd.  
6-1-50, Mint Compound,  
Hyderabad – 500 063.

**ANNEXURE -LXXXI**

**ORDINARY ELECTIONS TO URBAN LOCAL BODIES, 2014**

**Proforma - VIII**

**Name of the Proforma : Statement Showing Poll Percentage in Municipal Corporations**

Sl. No	District Code	District Name	ULB Code	Name of the Urban Local Body	Total No of Voters	No of Votes Polled @9	Percentage of Votes Polled @9	No of Votes Polled @11	Percentage of Votes Polled @11	No of Votes Polled @1	Percentage of Votes Polled @1	No of Votes Polled @3	Percentage of Votes Polled @3	No of Votes Polled @5	Percentage of Votes Polled @5
1	2	Nizamabad	4	Nizamabad	241633	27768	11.49	63055	26.1	96677	40.01	118467	49.03	132617	54.88
2	3	Karimnagar	10	Karimnagar	228772	16406	7.17	45063	19.7	82119	35.9	109788	47.99	136400	59.62
3	3	Karimnagar	11	Ramagundam	171556	14188	8.27	31480	18.35	72039	41.99	93542	54.53	115621	67.4
4	14	East Godavari	11	Rajahmundry	242885	43719	18	62634	25.79	99363	40.91	142524	58.68	167705	69.05
5	15	West Godavari	10	Eluru	139533	12175	8.73	50284	36.04	71935	51.55	81945	58.73	104309	74.76
6	16	Krishna	9	Vijayawada	695106	93715	13.48	209118	30.08	321616	46.27	368525	53.02	438632	63.1
7	19	SPSR Nellore	7	Nellore	417460	40494	9.7	98483	23.59	182013	43.6	207979	49.82	249179	59.69
8	20	YSR Kadapa	9	Kadapa	271532	36321	13.38	84277	31.04	125695	46.29	148885	54.83	170160	62.67
9	22	Anantapur	12	Anantapur	210004	32340	15.4	68461	32.6	93032	44.3	112579	53.61	126496	60.24
10	23	Chittoor	7	Chittoor	125608	23229	18.49	47593	37.89	68256	54.34	85514	68.08	94417	75.17
				<b>Total</b>	<b>2744089</b>	<b>340355</b>	<b>12.4</b>	<b>760448</b>	<b>27.71</b>	<b>1212745</b>	<b>44.19</b>	<b>1469748</b>	<b>53.56</b>	<b>1735536</b>	<b>63.25</b>

**ANNEXURE -LXXXII**  
**ORDINARY ELECTIONS TO URBAN LOCAL BODIES, 2014**

**Proforma - VIII**

**Name of the Proforma : Statement Showing Poll Percentage in Municipalities / NPs.**

Sl. No	District Code	District Name	ULB Code	Name of the Urban Local Body	Total No of Voters	No of Votes Polled @9	Percentage of Votes Polled @9	No of Votes Polled @11	Percentage of Votes Polled @11	No of Votes Polled @1	Percentage of Votes Polled @1	No of Votes Polled @3	Percentage of Votes Polled @3	No of Votes Polled @5	Percentage of Votes Polled @5
1	1	Adilabad	1	Adilabad	93310	15324	16.42	22644	24.27	39190	42	49454	53	55448	59.42
2	1	Adilabad	2	Bellampally	42585	6036	14.17	14477	34	21348	50.13	26519	62.27	31462	73.88
3	1	Adilabad	3	Mancherial	73975	15324	20.72	18196	24.6	30868	41.73	39714	53.69	48769	65.93
4	1	Adilabad	4	Nirmal	67576	8017	11.86	13499	19.98	24861	36.79	33016	48.86	46184	68.34
5	1	Adilabad	5	Kagaznagar	43633	5651	12.95	12900	29.56	19882	45.57	24712	56.64	30786	70.56
6	1	Adilabad	6	Bhainsa	32734	3550	10.84	8307	25.38	14776	45.14	18369	56.12	22325	68.2
7	2	Nizamabad	1	Kamareddy	58905	8798	14.94	19293	32.75	28661	48.66	34940	59.32	39832	67.62
8	2	Nizamabad	2	Bodhan	56283	9388	16.68	20839	37.03	30242	53.73	36808	65.4	40791	72.47
9	2	Nizamabad	3	Armur	34752	5199	14.96	16645	47.9	18308	52.68	22100	63.59	24246	69.77
10	3	Karimnagar	1	Jagityal	70708	10173	14.39	23901	33.8	36570	51.72	44949	63.57	50605	71.57
11	3	Karimnagar	2	Sircilla	54920	7640	13.91	17830	32.47	27569	50.2	35464	64.57	44243	80.56
12	3	Karimnagar	3	Korutla	47172	5856	12.41	13687	29.02	22242	47.15	28335	60.07	33398	70.8
13	3	Karimnagar	4	Metpalli	37174	5446	14.65	12381	33.31	18632	50.12	18727	50.38	25336	68.16
14	3	Karimnagar	5	Jammikunta	19480	3287	16.87	8359	42.91	11671	59.91	14186	72.82	15624	80.21
15	3	Karimnagar	6	Vemulavada	22280	3214	14.43	8032	36.05	12348	55.42	15832	71.06	17860	80.16
16	3	Karimnagar	7	Peddapalli	25951	4295	16.55	12461	48.02	15671	60.39	17910	69.01	19217	74.05
17	3	Karimnagar	8	Huzurabad	16834	2926	17.38	6479	38.49	10089	59.93	12897	76.61	14287	84.87
18	3	Karimnagar	9	Husnabad	15670	2097	13.38	6553	41.82	10122	64.59	12466	79.55	13333	85.09
19	4	Medak	1	Sangareddy	52810	7923	15	12678	24.01	26082	49.39	33290	63.04	38382	72.68
20	4	Medak	3	Sadasivapet	29299	4246	14.49	8737	29.82	13245	45.21	18883	64.45	22771	77.72
21	4	Medak	4	Zaheerabad	35576	7826	22	8842	24.85	19635	55.19	24095	67.73		
22	4	Medak	5	Medak	31001	7923	25.56	11927	38.47	17419	56.19	21675	69.92	23658	76.31

23	4	Medak	6	Gajwel	26482	3423	12.93	11274	42.57	16008	60.45	19917	75.21	22083	83.39
24	4	Medak	7	Andol-Jogipet	16047	3138	19.56	6994	43.58	10598	66.04	12051	75.1	13031	81.21
25	6	Rangareddi	1	Tandur	50583	11136	22.02	22452	44.39	30535	60.37	34633	68.47	37638	74.41
26	6	Rangareddi	2	Vikarabad	38320	6149	16.05	13905	36.29	20371	53.16	24342	63.52	27788	72.52
27	6	Rangareddi	3	Pedda Amberpet	26253	4927	18.77	11024	41.99	16362	62.32	19545	74.45	21401	81.52
28	6	Rangareddi	4	Badangpet	63239	9453	14.95	20281	32.07	31551	49.89	38514	60.9	42665	67.47
29	6	Rangareddi	5	Ibrahimpnam	19118	4390	22.96	9172	47.98	13064	68.33	15483	80.99	16512	86.37
30	7	Mahbubnagar	1	Mahaboobnagar	155000	22780	14.7	46431	29.96	72705	46.91	91171	58.82	108579	70.05
31	7	Mahbubnagar	2	Gadwal	48825	9116	18.67	18633	38.16	28159	57.67	33832	69.29	37033	75.85
32	7	Mahbubnagar	3	Narayanapet	31703	3273	10.32	9495	29.95	15403	48.59	19356	61.05	23071	72.77
33	7	Mahbubnagar	4	Wanaparthy	46465	8679	18.68	18544	39.91	26927	57.95	30181	64.95	33158	71.36
34	7	Mahbubnagar	5	Shadnagar	36869	7609	20.64	14519	39.38	20784	56.37	24658	66.88	28812	78.15
35	7	Mahbubnagar	7	Nagarkurnool	23986	3964	16.53	8450	35.23	13127	54.73	15358	64.03	17032	71.01
36	7	Mahbubnagar	8	Ieeja	18046	3871	21.45	8268	45.82	12520	69.38	14202	78.7	15195	84.2
37	7	Mahbubnagar	9	Kalwakurthy	20371	3604	17.69	7638	37.49	12234	60.06	13995	68.7	15639	76.77
38	8	Nalgonda	1	Nalgonda	121435	13474	11.1	33235	27.37	58090	47.84	62473	51.45	84257	69.38
39	8	Nalgonda	2	Suryapet	77638	10289	13.25	26899	34.65	41253	53.14	50844	65.49	55608	71.62
40	8	Nalgonda	3	Miryalguda	75364	11500	15.26	27446	36.42	41566	55.15	52229	69.3	60006	79.62
41	8	Nalgonda	4	Bhongir	35256	4149	11.77	10284	29.17	18775	53.25	24236	68.74	28224	80.05
42	8	Nalgonda	5	Kodada	40996	7271	17.74	17318	42.24	24944	60.84	30231	73.74	34165	83.34
43	8	Nalgonda	7	Huzurnagar	24684	4172	16.9	9222	37.36	13944	56.49	17386	70.43	20249	82.03
44	8	Nalgonda	8	Devarakonda	21218	3454	16.28	6966	32.83	12462	58.73	15054	70.95	16634	78.4
45	9	Warangal	1	Jangaon	36561	2149	5.88	12042	32.94	13400	36.65	18758	51.31	28460	77.84
46	9	Warangal	2	Parakala	20732	3303	15.93	6973	33.63	10368	50.01	13227	63.8	17217	83.05
47	9	Warangal	3	Narasmpet	24730	2994	12.11	7686	31.08	12582	50.88	17083	69.08	21148	85.52
48	9	Warangal	4	Mahabubabad	40185	7847	19.53	13643	33.95	21577	53.69	27148	67.56	31176	77.58
49	9	Warangal	5	Bhupalpally	39488	3499	8.86	8365	21.18	19388	49.1	24408	61.81	27809	70.42
50	10	Khammam	1	Kothagudem	61266	9822	16.03	22179	36.2	32731	53.42	38067	62.13	43769	71.44
51	10	Khammam	2	Yellandu	26578	4411	16.6	9950	37.44	14461	54.41	17358	65.31	20032	75.37
52	10	Khammam	3	Sattupalli	27024	5290	19.58	11496	42.54	16333	60.44	19246	71.22	21354	79.02

53	10	Khammam	4	Madhira	20367	3824	18.78	8042	39.49	12441	61.08	15369	75.46	17163	84.27
54	11	Srikakulam	2	Amadalavalasa	29085	4233	14.55	10593	36.42	16772	57.67	20771	71.41	24095	82.84
55	11	Srikakulam	3	Ichapuram	24722	3641	14.73	7193	29.1	11984	48.48	14890	60.23	18089	73.17
56	11	Srikakulam	4	Palasa Kasibugga	40048	8710	21.75	15531	38.78	22514	56.22	26481	66.12	30208	75.43
57	11	Srikakulam	5	Palakonda	18420	2855	15.5	6865	37.27	10977	59.59	12968	70.4	14215	77.17
58	12	Vizianagaram	1	Vizianagaram	176946	26542	15	52199	29.5	90596	51.2	110609	62.51	122118	69.01
59	12	Vizianagaram	2	Bobbili	41063	7343	17.88	16395	39.93	24358	59.32	29432	71.68	32906	80.14
60	12	Vizianagaram	3	Parvathipuram	33796	2880	8.52	9225	27.3	17035	50.41	22828	67.55	26868	79.5
61	12	Vizianagaram	4	Salur	32712	5721	17.49	12960	39.62	19350	59.15	23556	72.01	26078	79.72
62	13	Visakhapatnam	3	Narsipatnam	44097	6892	15.63	17150	38.89	25498	57.82	29248	66.33	33574	76.14
63	13	Visakhapatnam	4	Yellamanchali	31168	6026	19.33	12715	40.8	18971	60.87	23332	74.86	25867	82.99
64	14	East Godavari	1	Amalapuram	32257	5416	16.79	12022	37.27	17792	55.16	22167	68.72	24941	77.32
65	14	East Godavari	2	Tuni	36137	3794	10.5	11997	33.2	20973	58.04	24201	66.97	27120	75.05
66	14	East Godavari	3	Samalkot	35959	4656	12.95	11757	32.7	18409	51.19	23002	63.97	27038	75.19
67	14	East Godavari	4	Ramachandrapuram	31186	4742	15.21	11417	36.61	17624	56.51	21948	70.38	25550	81.93
68	14	East Godavari	5	Pithapuram	37086	5509	14.85	13531	36.49	19709	53.14	24617	66.38	28788	77.62
69	14	East Godavari	6	Mandapeta	37086	6940	18.71	16031	43.23	23961	64.61	29418	79.32	32851	88.58
70	14	East Godavari	7	Peddapuram	34822	3134	9	8279	23.78	18747	53.84	20629	59.24	25161	72.26
71	14	East Godavari	8	Gollaprolu	17544	2472	14.09	8065	45.97	11288	64.34	13137	74.88	14345	81.77
72	14	East Godavari	9	Mumidivaram	15586	3129	20.08	7247	46.5	10236	65.67	11799	75.7	12672	81.3
73	14	East Godavari	10	Yeleswaram	18000	4541	25.23	9015	50.08	12124	67.36	13551	75.28	14472	80.4
74	15	West Godavari	1	Bhimavaram	102725	13419	13.06	33797	32.9	51003	49.65	66384	64.62	76522	74.49
75	15	West Godavari	2	Palacole	43440	6497	14.96	15985	36.8	24600	56.63	30827	70.96	35868	82.57
76	15	West Godavari	3	Tadepalligudem	70108	8327	11.88	20356	29.04	31761	45.3	41891	59.75	52382	74.72
77	15	West Godavari	4	Narsapur	42566	4881	11.47	12589	29.58	20649	48.51	27602	64.85	34387	80.79
78	15	West Godavari	5	Nidadavole	32333	4956	15.33	10394	32.15	17292	53.48	21249	65.72	24247	74.99
79	15	West Godavari	6	Tanuku	72462	12391	17.1	24829	34.26	38194	52.71	47145	65.06	55197	76.17
80	15	West Godavari	7	Kovvur	28704	3817	13.3	9529	33.2	15180	52.88	19086	66.49	23336	81.3
81	15	West Godavari	8	Jangareddy Gudem	37193	4541	12.21	12324	33.14	19488	52.4	23198	62.37	27467	73.85

82	16	Krishna	1	Machilipatnam	120195	12500	10.4	45674	38	64905	54	74522	62	91309	75.97
83	16	Krishna	2	Gudivada	95022	13300	14	24700	25.99	42774	45.01	56791	59.77	71722	75.48
84	16	Krishna	3	Jaggiahpeta	34655	5926	17.1	14644	42.26	21820	62.96	26564	76.65	29602	85.42
85	16	Krishna	4	Nuzivid	36383	4935	13.56	12388	34.05	19784	54.38	24982	68.66	29018	79.76
86	16	Krishna	5	Pedana	22122	4257	19.24	9539	43.12	14291	64.6	17513	79.17	19293	87.21
87	16	Krishna	6	Tiruvuru	24358	3773	15.49	9309	38.22	14320	58.79	17736	72.81	20131	82.65
88	16	Krishna	7	Vuyyuru	28768	5754	20	12838	44.63	18216	63.32	21481	74.67	24076	83.69
89	16	Krishna	8	Nandigama	31244	3132	10.02	13347	42.72	18051	57.77	21181	67.79	22725	72.73
90	17	Guntur	1	Tenali	128234	13574	10.59	36855	28.74	58900	45.93	78222	61	95238	74.27
91	17	Guntur	2	Narasaraopeta	81244	11677	14.37	31172	38.37	46217	56.89	55528	68.35	64294	79.14
92	17	Guntur	3	Bapatla	50327	7144	14.2	16645	33.07	27459	54.56	33184	65.94	38474	76.45
93	17	Guntur	4	Repalle	32889	5061	15.39	12277	37.33	18258	55.51	23177	70.47	26255	79.83
94	17	Guntur	5	Chilakaluripet	70685	9146	12.94	33084	46.8	45742	64.71	53397	75.54	57494	81.34
95	17	Guntur	6	Ponnur	47079	6701	14.23	16829	35.75	25971	55.16	32064	68.11	37613	79.89
96	17	Guntur	7	Mangalagiri	51614	11041	21.39	26621	51.58	30919	59.9	37576	72.8	44695	86.59
97	17	Guntur	8	Macherla	39478	7342	18.6	15956	40.42	23319	59.07	27803	70.43	29853	75.62
98	17	Guntur	9	Sattenapalli	41030	7475	18.22	16922	41.24	25447	62.02	30060	73.26	32721	79.75
99	17	Guntur	10	Vinukonda	41038	6805	16.58	18350	44.71	26472	64.51	30617	74.61	32969	80.34
100	17	Guntur	11	Piduguralla	46852	10846	23.15	23273	49.67	30709	65.54	33354	71.19	37038	79.05
101	17	Guntur	12	Tadepalli	34665	7083	20.43	14586	42.08	21218	61.21	25182	72.64	28969	83.57
102	18	Prakasam	1	Chirala	62122	11209	18.04	24022	38.67	36641	58.98	43879	70.63	49574	79.8
103	18	Prakasam	2	Markapur	41919	4575	10.91	18559	44.27	28045	66.9	32556	77.66	35123	83.79
104	18	Prakasam	4	Adanki	26560	4878	18.37	11757	44.27	17416	65.57	20981	78.99	22734	85.59
105	18	Prakasam	5	Giddalur	26179	4720	18.03	11629	44.42	17352	66.28	19008	72.61	20519	78.38
106	18	Prakasam	6	Chimakurthy	21262	4679	22.01	9875	46.44	15007	70.58	17149	80.66	18282	85.98
107	18	Prakasam	7	Kanigiri	28413	5034	17.72	12793	45.03	18749	65.99	21731	76.48	24008	84.5
108	19	SPSR Nellore	1	Gudur(NLR)	45913	7516	16.37	17447	38	25025	54.51	29413	64.06	32735	71.3
109	19	SPSR Nellore	2	Kavali	77198	12114	15.69	22843	29.59	41386	53.61	50166	64.98	56677	73.42
110	19	SPSR Nellore	3	Venkatagiri	36649	4913	13.41	12762	34.82	19684	53.71	24498	66.84	28988	79.1
111	19	SPSR Nellore	4	Atmakur(NLR)	24432	4485	18.36	10187	41.7	15123	61.9	17731	72.57	19475	79.71



112	19	SPSR Nellore	5	Sullurpet	30591	4186	13.68	10665	34.86	16511	53.97	18981	62.05	21357	69.81
113	19	SPSR Nellore	6	Naidupet	31949	5839	18.28	11462	35.88	16875	52.82	20050	62.76	20820	65.17
114	20	YSR Kadapa	1	Proddatur	123115	13394	10.88	25877	21.02	77179	62.69	82974	67.4	93635	76.05
115	20	YSR Kadapa	2	Pulivendula	53800	7987	14.85	11748	21.84	24687	45.89	28739	53.42	34086	63.36
116	20	YSR Kadapa	3	Jammalamadugu	35485	6978	19.66	15370	43.31	23048	64.95	26466	74.58	28617	80.65
117	20	YSR Kadapa	5	Rayachoty	58971	7377	12.51	18092	30.68	28456	48.25	35210	59.71	40456	68.6
118	20	YSR Kadapa	6	Badvel	52627	7225	13.73	24981	47.47	31164	59.22	33646	63.93	38625	73.39
119	20	YSR Kadapa	7	Mydukur	33418	5064	15.15	15757	47.15	22310	66.76	24105	72.13	25332	75.8
120	20	YSR Kadapa	8	Yerraguntla	23368	3214	13.75	8112	34.71	13064	55.91	16718	71.54	19198	82.16
121	21	Kurnool	1	Nandyal	153068	2105	1.38	66417	43.39	77221	50.45	90275	58.98	105034	68.62
122	21	Kurnool	2	Adoni	137357	14419	10.5	50821	37	59062	43	69364	50.5	79602	57.95
123	21	Kurnool	3	Yemmiganur	72818	10201	14.01	19698	27.05	35342	48.53	39021	53.59	51657	70.94
124	21	Kurnool	4	Dhone	50192	8964	17.86	16900	33.67	25075	49.96	28251	56.29	30397	60.56
125	21	Kurnool	6	Atmakur(KRNL)	30506	5977	19.59	12507	41	17992	58.98	21337	69.94	23079	75.65
126	21	Kurnool	7	Nandikotkur	31378	3096	9.87	9691	30.88	15914	50.72	18860	60.11	23454	74.75
127	21	Kurnool	8	Allagadda	28661	7917	27.62	15493	54.06	19278	67.26	20648	72.04	21908	76.44
128	21	Kurnool	9	Gudur(KRNL)	13907	2077	14.93	7485	53.82	10481	75.36	11246	80.87	11761	84.57
129	22	Anantapur	1	Hindupur	98859	10324	10.44	31305	31.67	49958	50.53	59274	59.96	68828	69.62
130	22	Anantapur	2	Guntakal	90634	13794	15.22	32872	36.27	47528	52.44	54984	60.67	64016	70.63
131	22	Anantapur	3	Tadipatri	74568	10387	13.93	19843	26.61	32129	43.09	47873	64.2	54538	73.14
132	22	Anantapur	4	Dharmavaram	86012	15666	18.21	33268	38.68	53622	62.34	64841	75.39	72090	83.81
133	22	Anantapur	5	Kadiri	65290	12181	18.66	25234	38.65	42220	64.67	47094	72.13	47979	73.49
134	22	Anantapur	6	Rayadurg	42569	8366	19.65	17609	41.37	25806	60.62	30367	71.34	33873	79.57
135	22	Anantapur	7	Madakasira	14882	2908	19.54	6663	44.77	10231	68.75	11776	79.13	12682	85.22
136	22	Anantapur	8	Puttaparthi	19504	3787	19.42	7615	39.04	11860	60.81	14605	74.88	16003	82.05
137	22	Anantapur	9	Gooty	30970	4560	14.72	8562	27.65	16967	54.79	20905	67.5	23944	77.31
138	22	Anantapur	10	Paamidi	18912	3569	18.87	8184	43.27	11668	61.7	13448	71.11	14505	76.7
139	22	Anantapur	11	Kalyandurgam	27220	3497	12.85	9681	35.57	14537	53.41	19012	69.85	22294	81.9
140	23	Chittoor	1	Madanapalle	105315	10192	9.68	31787	30.18	44524	42.28	53241	50.55	60272	57.23
141	23	Chittoor	2	Srikalahasti	57139	5192	9.09	16518	28.91	28727	50.28	36210	63.37	42089	73.66

142	23	Chittoor	3	Punganur	33750	6554	19.42	13462	39.89	19333	57.28	22714	67.3	25664	76.04
143	23	Chittoor	4	Palamaneru	36265	5234	14.43	17225	47.5	20814	57.39	24566	67.74	27220	75.06
144	23	Chittoor	5	Nagari	39492	7786	19.72	17697	44.81	27169	68.8	32085	81.24	34945	88.49
145	23	Chittoor	6	Puttur	34333	5682	16.55	16780	48.87	22972	66.91	26596	77.46	28663	83.49
				<b>Total</b>	<b>6760162</b>	<b>998398</b>	<b>14.77</b>	<b>2379747</b>	<b>35.2</b>	<b>3644123</b>	<b>53.91</b>	<b>4394190</b>	<b>65</b>	<b>5022054</b>	<b>74.29</b>

**ANNEXURE -LXXXIII**

**Elections – Immediate**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

**CIRCULAR**

**No.695/SEC-F2/2014**

**Date: 28.03.2014**

Sub:- Conduct of 4<sup>th</sup> Ordinary Elections to Municipal Bodies – Poll scheduled on 30.03.2014 - Sending reports on poll incidents and cases of re-poll on 30.03.2014 – Reg.

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The State Election Commission issued Notifications on 03.03.2014 for conduct of ordinary elections to Municipal Bodies in the State. The Poll is scheduled on 30.03.2014 from 7:00 AM to 5:00 PM. The State Election Commission has decided that re-poll, if any, shall be conducted on 01.04.2014 from 7.00 AM to 5.00 PM.

Therefore, all the Collectors & District Election Authorities are requested to send a report on poll incidents / cases requiring re-poll, if any, as quickly as possible. Detailed report may however be sent later in the evening after receipt of formal reports from the Returning Officers and Election Officers concerned.

All the Collectors & District Election Authorities are also requested to send a report on poll incidents in the following proforma on 30.3.2014.

Sl. No.	Name of the District	Name of the Municipal Corporation / Municipality / Nagar Panchayat	Poll incidents in brief	Remarks
(1)	(2)	(3)	(4)	(5)

**Sd/- Navin Mittal  
Secretary**

To

All the Collectors & District Election Authorities.

All the Commissioners of Municipal Corporations, Municipalities / Nagar Panchayats.

Copy to the Election Authority & Commissioner & Director of Municipal Administration.

**ANNEXURE -LXXXIV**

**4<sup>th</sup> Ordinary elections to Urban Local Bodies, 2014**

**Repoll**

<b>Sl. No</b>	<b>Name of the District &amp; ULB</b>	<b>Ward No.</b>	<b>Polling Station No</b>	<b>Reason for Repoll</b>
1	Krishna - Nandigama	19	1 & 2	Mistakes in marked copy of electoral rolls
2	Nalgonda - Suryapet	17	1 & 2	Use of Unauthorised electoral roll instead of marked copy of electoral roll
3	Chittoor- Madanapalle	14	1	Deletion of Polled votes by the Presiding officer
4	Anantapur - Tadipatri	12	3	Malfunctioning of EVMs

## ANNEXURE -LXXXV

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003.

### C I R C U L A R

No.606/SEC-F1/2011

Dated:19-08-2011

Sub:- 4<sup>th</sup> ordinary elections to urban local bodies – Counting of votes – Randomization of Counting Personnel, Appointment of Additional Counting Supervisors, Role of observers, Instructions on Counting of Postal Ballots, Tabulation work of results through Computers, Security arrangements at the Counting Centres, Facilities for Observers at Counting Centres, Set up of Media Centres and issue of Media Passes (Authority letters), Arrangements for announcement of counting trends and results – Security arrangements & Video coverage etc. – Comprehensive instructions - Issued – Reg.

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Generally the counting of votes in a urban local body is made under the control of Returning Officer / Election Officer of the concerned ward under the over all supervision of the Commissioner / Municipal Commissioner of the concerned urban local body. The Observer appointed by the Commission and Collector & DEA shall oversee the counting process.

Detailed instructions were issued in the hand book for Returning Officers in respect of Municipal Corporations and hand book for Election Officers in respect of Municipalities & Nagar Panchayats on arrangements to be made for counting of votes and the same be perused. Further, the following instructions, most of them covered in the said hand books to be followed with strict compliance.

#### **I. Randomization of Counting Personnel:-**

1. Normally one counting supervisor and one counting assistant are appointed for each table duly maintaining 20% reserve. Further, the Commission decided to deploy one Additional Counting Supervisor for each table whose functions are explained later in this circular. The posting of Counting Supervisors, Counting Assistants and Additional Counting Supervisors in each Municipal body for each counting table must be done randomly by the Observer / Returning Officer / Election Officer / Commissioner of the Municipal Corporation.
2. The Collector & DEA / Returning Officer / Election Officer must keep a pool of well trained officials available for counting purposes depending upon the number of counting halls and counting tables and appointment of such personnel shall be

made well in advance duly maintaining 20% Reserve pool. Necessary arrangements shall be made to issue photo-identity cards to all counting personnel. The counting personnel shall be directed to reach the counting centre at 6.00 am on the date of counting. These officials would not be allotted the ward or the Table number in advance and it can only be allotted after randomization carried out on the day of counting as explained in the following paras.

3. The Observers appointed to oversee the counting process, the Commissioners / Municipal Commissioners of the urban local body and Returning Officer would assemble at one place for carrying out the randomization at 5.00 am on the day of counting. This place may be Counting Centre or any other office where the process can be conveniently carried out. The list of counting personnel appointed would be provided to the Observers. There would be three lists, 1<sup>st</sup> of Counting Supervisors, 2<sup>nd</sup> of Counting Assistants and 3<sup>rd</sup> of additional counting supervisors and each counting official would be assigned a unique serial number which would be so labeled as to indicate clearly the category to which he belongs i.e. whether he is a Counting Supervisor or a Counting Assistant or an Additional Counting Supervisor.
4. The randomization would be carried out either manually or by using a computer. For manual randomization, the Observer appointed to oversee the counting process would randomly assign the ward and the table number to the counting officials by the draw of lots. This has to be done with the three lists of the 3 categories of counting personnel as mentioned above separately and independently so that for each of the tables the name of one Counting Supervisor, one Counting Assistant and one Additional Counting Supervisor is generated. The Observer / Returning Officer / Election Officer and other senior officials of urban local body would make all prior arrangements to ensure quick and smooth conduct of this randomization process. This would include preparing chits of the unique serial numbers assigned to counting officials and the ward/table numbers.
5. Alternatively, arrangements can be made for carrying out the above mentioned randomization with the aid of a computer. However, before using a computer aided method, the Observers must fully satisfy themselves that the process is free from all errors and that it truly generates the results in a random manner.
6. The Observer / Returning Officer / Election Officer would ensure that Videography of the process of randomization is carried out for record.
7. To illustrate randomization by a practical example, let us assume that an urban local body has 30 wards, and 10 counting tables arranged for counting. Then 12 Counting Supervisors, 12 Counting Assistants and 12 additional Counting Supervisors (all including 20% reserve) would be required. These many officials would have been already trained and given unique numbers while issuing the duty orders. On the date of counting at 5.00 am, these 12 numbers each of Counting Supervisors, Counting Assistants and additional counting supervisors written on individual slips, would be kept in three separate boxes. The Observer, in the presence of Returning Officer / Election Officer would start the randomization

process for each counting table randomly picking up one slip each from the three boxes. The Counting Supervisor, Counting Assistant and additional Counting Supervisors so picked up on the first set of draws would be assigned to table No.1 in that urban local body. This would continue in a similar way till each of the 10 tables are assigned one Counting Supervisor, one Counting Assistant and one additional Counting supervisors. The same process would then be repeated for other counting halls in a similar manner, if more than one counting halls are arranged at a counting centre in an urban local body. The officials who are left at the end of this exercise would be treated as reserved pool.

8. Once the randomization process is over, the ward-wise & counting hall wise posting lists, shall be signed by the Observer and the Commissioner of the concerned Municipal Corporation / Returning Officer / Election Officer.
9. The counting personnel on reaching the control room at the counting centre would be provided the posting details and be directed to reach their respective counting tables.
10. It must be ensured that the whole process of randomization is over by 6:00 am so that the counting personnel are able to reach their assigned position conveniently before the scheduled start of the counting process.

**The personnel who have not been assigned any table would form a reserved pool.**

11. There would be no deployment of personnel in shifts as the counting process would normally not take more than 4 to 6 hours. However, the Commissioners of all Municipal Corporations / Returning Officers / Election Officers and Observers would have the liberty of replacing officials in case such an exigency arises, but this replacement would also be done randomly from the pool of officials in reserve after consulting the Observer of the wards concerned.

## **II. Appointment of Additional Counting Supervisors :-**

In order to avoid any untoward incident on the day of counting in the counting hall, the Commission intends to appoint one Additional Counting Supervisor, for each table in addition to the counting Supervisor and Counting Assistant appointed for each table on the day of counting. The functions of Addl. Counting Supervisors are as detailed.

1. **Apart from one Counting Supervisor and one Counting Assistant for each counting Table, one Additional Counting Supervisor who should preferably a Gazetted Officer, would be seated in each of the counting tables.** The Additional Counting Supervisor will simultaneously note down the details of votes exhibited by the EVMs being counted in each round in that Table, who will be provided with a pre-printed statement on which there will be space for noting down the name of the urban local body, ward No. CU No., Round No., Table No., Polling Station Number and thereafter the names of all the contesting candidates as they appear in the ballot paper (The proforma enclosed). The Additional Counting Supervisor will put his signature at the end of the statement and shall

hand over the statement separately to the Observers and Returning Officer/ Election Officer after each round.

2. The Observer / Returning Officer/ Election Officer will cross-check the figures noted in Part-II of Form XXXVI in case of Municipal Corporations and in Form XXIII in case of Municipalities & Nagar Panchayats as submitted by the Counting staff with the additional statement submitted by the Additional Counting Supervisor.
3. The Additional Counting Supervisor will be given brief orientation training before being deployed at the counting centre as above. He will also be provided an ID Card by the Observer / Returning Officer / Election Officer.

### **III. Role of Observers:-**

Section 617-D of GHMC Act, 1955 and Section 343 ZE of APM Act, 1965 enable the Commission to nominate an Observer who shall be an officer of Government to watch the conduct of election or elections in a ward or a group of wards or for a Municipality or a group of Municipalities and to perform such other functions as may be entrusted to him by the Commission in relation thereto. Commission issues the following guidelines in the matter:-

1. During the course of counting, the Observers shall keep oscillating between counting tables and closely observe the counting process of wards allotted to them.
2. The Observers would continuously maintain their presence in the counting hall and periodically inspect the counting tables to ensure that counting is going on according to the instructions of the Commission in a transparent and systematic way.
3. Cross-checking by the Observers at random by the officers:-

At the closure of each round of counting, the Observer would randomly select any one EVM control unit from amongst the Control Units of the concerned round which have been counted. He would then direct the counting staff specifically deployed for this purpose, one Counting Supervisor and one Counting Assistant by the Returning Officer / Election Officer through random selection from the Reserve pool, to independently note down from the Control Unit selected, the details of the votes polled as indicated by the machine. These details, he would then compare with the details provided by the counting supervisor and additional counting supervisors in the table-wise result to check for any discrepancy among the three. Care must be taken that the staff assigned for random checking are not aware of the details provided in the table-wise result.
4. The Commissioner of concerned Municipal Corporation / Returning Officer / Election Officer would ensure that there is a separate and sufficient space earmarked in the same counting hall for this random cross-checking made by the Observer so that the normal counting of votes for subsequent rounds continues without any hindrance.
5. The staff to assist the Observer for this cross-checking would be randomly selected from the reserved pool. If required, after a few rounds, fresh staff from the reserved pool should replace this staff.



6. The Observers would ensure that this exercise is carried out in each round and the selection of the control unit is absolutely random.
7. If any discrepancy is found between the result obtained from the counting Supervisors and additional counting Supervisors of the table and that ascertained through the random checking by the Observer as mentioned above, then:
  - (i) The result of that round for each table shall be re-verified from the EVMs.
  - (ii) Such staff as is found to be wrongly noted the counting result would be taken off and replaced by another set of staff. Severe disciplinary action should then follow on the erring staff for their omissions and commissions.
  - (iii) The result provided by such staff (and table) in the preceding rounds would be checked again in the presence of the Observer and corrected sheets prepared wherever necessary.
8. **The counting officials as well as candidates and their counting agents would be informed about this provision of random cross-checking to be carried out by the Observers. It would also be informed to the counting personnel that any discrepancy found during this randomized cross-checking, would be viewed seriously by the Commission and could result in serious disciplinary action and prosecution of the responsible officials.**
9. Sub-section (2) of Section 617 D of GHMC Act, 1955 / sub-section (2) of Section 343 ZE of APM Act, 1965 vested powers with the Observer nominated to direct the Returning Officer / Election Officer for the ward or for any of the wards for which he has been nominated, to stop the counting of votes at any time before the declaration of the result or not to declare the result if, in the opinion of the Observer, booth capturing has taken place at a large number of polling stations or at places fixed for the poll or counting of votes or any EVMs used at a polling station or at a place fixed for the poll are unlawfully taken out of the custody of the Returning Officer or are accidentally or intentionally destroyed or lost or are damaged or tampered with to such an extent that the result of the poll at that polling station or place cannot be ascertained.
10. Where an Observer has directed the Returning Officer / Election Officer under the above provisions to stop counting of votes or not to declare the result, the Observer shall forthwith report the matter to the Election Commission and thereupon the State Election Commission shall, after taking all material circumstances into account, issue appropriate directions under Section 59 A or under Section 63 A or Section 65 of GHMC Act, 1955 in case of Municipal Corporations and Section 343 W or Section 343 X in case of Municipalities and Nagar Panchayats.
11. When the Observers nominated by the Election Commission and deployed in the concerned wards during the counting process directed to stop the counting process at any time before the declaration of result or directed the Returning Officer / Election Officer not to declare the result under different circumstances as envisaged in the law, then the Election Authority / District Election Authority /

Commissioner of Municipal Corporation / Returning Officer / Election Officer are required to send a detailed report immediately on such cases to the Commission either jointly or separately seeking appropriate orders.

12. **The Observers, in their final report after the counting, would specifically mention that the randomization of personnel and the random checking of Control Unit details were carried out as per the instructions of the Commission.**

**IV. Instructions on Counting of Postal Ballots:-**

1. **On the counting day, the postal ballot counting will be taken up first and as soon as the counting of postal ballot is completed, the process of counting on EVM can start.**
2. There should be a separate table and separate arrangement for the counting of postal ballots. The candidate/their election agent shall be advised to nominate a separate counting agent and he may remain present near the table where the postal ballot counting taking place.
3. The Assistant Returning Officer / Assistant Election Officer shall be dedicated to handle the postal ballot counting. The Returning Officer / Election Officer should closely monitor the progress made in postal ballot counting.
4. Before finalizing the tally of postal ballot counting, the Returning Officer / Election Officer should personally verify whether the postal ballots considered invalid and rejected have been verified properly before being rejected and should satisfy himself about such rejection. He should also personally verify the candidate-wise tally. Objection, if any, raised by an agent of any candidate should be properly looked into then and there so that there is no further scope for any complaint.
5. Under no circumstances, the results of the EVM counting should be announced before finalizing the postal ballot counting.
6. In case, the victory is being decided only on account of postal ballot counting there should be a mandatory re-verification. In the presence of Returning Officer, all the postal ballot papers rejected as invalid as well as the votes counted in favour of each and every candidate shall be once again be verified and tallied. The Returning Officer shall record the findings of the re-verification and satisfy themselves before finalizing and the result.
7. Whenever such re-verification/recounting is done, the entire proceeding should be video-graphed without compromising the secrecy of ballot and the video-cassette/CD should be sealed in a separate envelope for future reference.

**V. Tabulation work of results through Computers:-**

A computer will be installed in the Counting Hall where parallel tabulation work will be done in an Excel Sheet to counter check any human error. This data entry will be done Table-wise, Polling station-wise and Round-wise. **Even though computer tabulation will not substitute the manual tabulation being done for obtaining final result of the counting of votes, the Computer based parallel tabulation / totaling will be helpful as a double check on the accuracy of manual tabulation.**

#### **VI. Security arrangements at the Counting Centres:-**

1. Three tier cordoning system should be set up in all counting centres to prevent the entry of unauthorized persons inside the counting centres. No counting agent without proper identity card having the photograph, duly displayed on its person, shall be allowed to cross the first cordon of the counting centre. Similarly, the identity of all candidates, their election agents and of all the counting staff shall also be thoroughly verified with reference to their identity cards at the first cordon itself. A senior Magistrate shall be posted at the entrance to control crowd and regulate entry.
2. Before allowing the entry of the candidates, their agents and other officials whose identities have been established by means of identity card to the second cordon, proper frisking should be made by the security personnel. The frisking shall be done by State police force personnel only. Women shall be frisked only by women police personnel/women Home Guards. There should be no further frisking
3. The Campus of Counting Centres shall be thoroughly sanitized by deploying adequate security forces. No unauthorized person should be allowed in the Counting Campus.
4. Strict discipline should be maintained inside the Count Campus and no loitering should be allowed inside the Campus.
5. Due care shall be taken to keep a close watch on the Counting Agents, Election Agents as well as the candidates.
6. Proper attention shall be paid to the security of the Candidates, Media and other Official inside the Counting Campus, and
7. Appropriate security arrangements shall also be made to maintain law and order immediately after the declaration of results.

#### **VII. Facilities for Observers at Counting centres:-**

1. At each counting centre, the Observer will be provided a separate room or cubicle with table/chairs, a telephone with STD and a fax attached to it. This will

be reserved for the exclusive use of the Observers for their communication with the Commission, in strict confidentiality.

2. The number of this telephone will be obtained from the Telephone authorities at least 15 days ahead of the counting and made known to the Commission.

#### **VIII. Set up of Media Centres and issue of Media Passes (Authority letters):-**

1. Media centres have to be set up at each Counting Centre. As far as possible, a separate room of adequate size should be set apart for these centres and reasonable facilities like telephone, fax, data communication network etc have to be provided. One Senior Officer may be deployed exclusively to be in charge of the Media Centre who is capable of managing this function. For this purpose DEAs in consultation with the Public Relation Officer of the District concerned, may select suitable officers. The Officer in charge of Media Centre allows limited coverage of counting centres in short duration by manageable audio/visual groups. It is important that adequate number of officers / officials are available to assist the officer in charge of the Media Centre at each counting centre so that they can escort the media groups in small manageable numbers to visit counting halls from time to time. Such visits are to be of short duration only. All such visits will be escorted visits conducted by officers identified and earmarked for this purpose in advance.
2. The media room should be set up at some distance away from the main Counting Hall. In case counting of votes of any urban local body is held in one Counting Centre with multiple Counting Halls, the media passes will be issued "Counting Centre-wise" and not "Counting Hall-wise".
3. **Commission hereby authorizes the Collectors & DEAs to issue passes to the local press and electronic media in their respective districts to enable them to cover the events on the day of counting, inside the counting centre in various Municipalities/Municipal Corporations located in the district. Not more than two passes (one pass for each person) shall be given to each newspaper agency or media unit in each Municipality / Municipal Corporation.**
4. Media Passes (Authority letters) shall contain the photographs of the Media Persons.
5. Commission also authorizes the Collectors & DEAs to issue not more than two passes (1 pass for each person) **for coverage of the counting process from outside the counting centre.**
6. The media persons holding such passes are required to display them on their person on the day of counting.
7. The media passes (Authority Letters) issued to media persons to be allowed **inside the Counting Centres** should be distinguishable from the Media Passes given to media persons for coverage from **outside the Counting Centres.**

8. The holders of the authority letters, while covering the counting process, can and should be allowed to come out of the counting hall(s) if they so desire, during the counting. They should also be allowed to re-enter on the basis of the very same authority letters. **All entry at all times however, is subject to the overall requirement of maintenance of law and order, proper decorum and the conduct of peaceful counting.**
9. It may also be noted that no static (fixed) camera – still or video of the media is allowed inside any counting hall. No camera stand should thereof be allowed to be taken inside counting halls. **Further, while taking audio visual coverage of the counting process with camera carried in hand or on shoulders, under no circumstances, the actual votes recorded on an individual ballot papers is to be photographed or covered by audio visual coverage. The exact location up to which the, still and video camera can move, should be indicated by the Observer / Returning Officer / Election Officer in advance marked by a line or a string for guidance of all concerned.**

**IX. Arrangements for announcement of counting trends and results:-**

1. The Returning Officer / Election Officer will at the time of counting announce the round-wise results through the public address system with sound boxes fixed outside the counting hall and also announce the result of election of each ward after completion of counting of that ward.
2. The arrangements for dissemination of counting trends and results to public and for media are to be made in advance so that there is absolute clarity in the matter. These arrangements should be made known to all concerned in advance.
3. DEAs, Observers and ROs / EOs will accordingly make detailed plans and ensure that the arrangements are in position well in time and at least 72 hours before start of counting. This will facilitate dry run of transmission of counting information and system checks by all concerned.

**X. Video coverage:-**

In order to have more transparency in the counting process, the Commission has decided that video-coverage shall be ensured at every stage of the counting. The video coverage shall include the process of opening of strong room, transfer of EVMs from strong room to counting hall, counting of postal ballots, counting arrangements, process of counting in general in the counting hall and process of tabulation in general at the Returning Officer's / Election Officers table, process of random checking by the Observers, security arrangements in and outside the counting hall / centre, presence of candidates and their agents in the counting centres, the process of declaration of result, handing over of certificate of return and any other significant events that take place at any point of time during the

counting process. The videography should indicate the date and time and the video cassette should be sealed after the counting process is over for future reference. The Collector & District Election Authorities, Commissioners of all Municipal Corporations and Municipal Commissioners, Returning Officers are requested to arrange adequate number of video teams on the counting day to each counting hall.

Commission directs that the above instructions shall be observed scrupulously.

The EA & C & DMA, AP., Hyderabad, Collector & DEAs, Commissioner of Municipal Corporations, Municipal Commissioners are requested to bring the above instructions to the notice of all Election Authorities concerned. The Returning Officer / Election Officer shall ensure that these instructions are briefed at the training classes conducted for Counting Personnel.

A copy of these instructions shall also be supplied to the Observers appointed by the Commission to oversee the counting process.

**Sd/- K. Ram Gopal**  
**SECRETARY**

**To**

The Election Authority & Commissioner & Director of Municipal Administration, AP., Hyderabad.

The Collectors & District Election Authorities in the State.

The Superintendents of Police / Commissioner of Police in the State.

Commissioners of all Municipal Corporations in the State.

All the Municipal Commissioners in the State.

Copy to the Secretary to Government, MA & UD Department, AP., Secretariat, Hyderabad.

**PROFORMA FOR RECORDING OF VOTES BY ADDITIONAL COUNTING SUPERVISOR**

**Name of Urban Local Body:-**

**No. and Name of Ward –**

**Round No.-**

**Table No.-**

**C U Number:**

**Polling Station Number:**

<b>Sl. No.</b>	<b>Name of Candidate (Pre-Printed)</b>	<b>No. of Votes Recorded</b>

**Date:**

**Signature of Addl. Counting Supervisor  
(With full name)**

\* To be handed over to the Observer and Returning Officer / Election Officer.

**ANNEXURE -LXXXVI**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Hyderabad-500003, A.P.

**CIRCULAR**

**No. 684/SEC-F2/2014**

**Date: 28.03.2014**

Sub: State Election Commission – 4<sup>th</sup> ordinary elections to Municipal Bodies – Facilities to be provided to the Press and Electronic Media to cover the events on the day of poll and counting – Reg.

Ref: SEC Circular No. 548/SEC-F2/2011-22, dated 03.8.2011.

\* \* \*

The State Election Commission issued Notifications on 03.03.2014 for conduct of ordinary elections to (10) Municipal Corporations and (146) Municipalities and Nagar Panchayats in the State. The Poll is scheduled on 30.03.2014 from 7:00 AM to 5:00 PM.

Instructions were issued by the Commission in the reference cited for coverage of events on the day of poll and counting by the Press and Electronic Media in connection with elections to Municipal Bodies. According to these instructions, media persons shall not be allowed to enter the Polling Station and Counting Hall. During the Gram Panchayat elections held in July 2013, media persons were allowed to cover the inside of the Polling Station without violating the secrecy of voting and the counting process inside the Counting hall. The State Election Commission is of the view that this policy needs to be followed in the ongoing Municipal elections also to enhance the transparency of the election process. The State Election Commission, therefore, issues the following instructions on the facilities to be provided to the Press and Electronic Media during the ongoing elections to Municipal Bodies.

1. The Collectors & DEAs are permitted to issue authority letters to accredited media persons at the State level and the District level after being satisfied about their identity as genuine accredited media person. They shall be allowed to cover all the urban local bodies in the district.
2. The Municipal Commissioner concerned shall issue Media passes to one Reporter and one photographer / videographer for each news agency/ news channel to cover the events on the day of poll and counting in the urban local body within his jurisdiction.
3. At any time, only one Reporter and only one photographer / videographer shall be allowed inside the Polling Station. Different news agencies / news



channels may cover the events in turns so as to ensure smooth conduct of poll process in the Polling Station. The same principle applies to the coverage of counting also.

4. Under no circumstances, the secrecy of ballot of any voter should be violated even by accident. The Presiding Officers will also be free to use regulatory measures as he may feel necessary in this regard taking into the account the situation on hand.
5. It is expected that all Media persons will extend necessary cooperation in this regard and under no circumstances the process of polling will be allowed to be disturbed because of large number of media persons present at a given time inside or outside a Polling Station.
6. Further, under no circumstances, the actual votes recorded on the EVMs should be photographed or captured by audio-visual coverage.

These instructions should be brought to the notice of all concerned and Observers.

**Sd/- Navin Mittal**  
**SECRETARY**

To  
All the Collectors & District Election Authorities.  
All the Commissioners of Municipal Corporations / Municipalities / Nagar Panchayats.

Copy to:  
The Commissioner, Information & Public Relations Department.  
All Political Parties.  
The Press and Electronic Media.

**ANNEXURE -LXXXVII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Secunderabad-500003, A.P.

**CIRCULAR**

**No.1272/SEC-F1/2014**

**Date: 26.04.2014**

Sub: Ordinary Elections to Municipal Bodies 2014 – Counting of votes scheduled on 12.05.2014 - Counting of votes can take place at the District headquarters or Divisional headquarters or Urban Local Bodies concerned as may be considered convenient by the Collectors & DEAs in consultation with SPs/CPs - Reg.

Ref: 1. SEC Lr.No. 78/SEC-F1/2014, dated 11.04.2014.  
2. SEC Notification No. 85/SEC-F1/2014-7, dated 21.04.2014.  
3. SEC Notification No. 86/SEC-F2/2014-4, dated 21.04.2014.

\*\*\*

The State Election Commission issued instructions for preservation of polled EVMs of Municipal elections at the District headquarters or at other suitable places up to the time of counting of votes. Further, security measures to be taken at the time of transporting polled EVMs and also at the strong rooms were given in the reference 1<sup>st</sup> cited.

In the references 2<sup>nd</sup> and 3<sup>rd</sup> cited, the Commission notified that counting of votes and declaration of results shall take place on 12.05.2014 in respect of all Municipal Bodies for which elections were notified.

Some of the Collectors & District Election Authorities sought a clarification as to places at which counting of votes shall be taken up.

The State Election Commission, after careful consideration of the matter, clarify that counting of votes of Urban Local Bodies may be taken up on 12.05.2014 at the District headquarters or Divisional headquarters or Urban Local Bodies concerned as may be considered convenient by the Collectors & District Election Authorities concerned in consultation with Superintendents of Police / Commissioners of Police concerned.

Wherever transportation of polled EVMs is required from the strong room to the counting centre decided by Collectors & DEAs, the following measures shall be taken.

- a) Candidates / their representatives shall be informed in writing about the date and time when strong rooms are opened and also when polled EVMs are transported from strong rooms to the counting centres at the places decided by the Collectors & DEAs.
- b) Candidates and their representatives shall be allowed to follow the vehicles transporting polled EVMs in vehicles of their own.
- c) Polled EVMs shall be transported under proper security.

**SD/- NAVIN MITTAL  
SECRETARY**

To

All Collectors & District Election Authorities.

All Superintendents of Police / Commissioners of Police.

All Commissioners of Municipal Corporations / Municipalities / Nagar Panchayats.

Copy to:

The Addl. D.G.P. (Law & Order), O/o. DGP.

The Principal Secretary to Government (MA), MA & UD Department.

The EA & Commissioner & Director of Municipal Administration.

**ANNEXURE -LXXXVIII**

**STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G. Road, Hyderabad-500003, A.P.

**CIRCULAR**

**No. 1272/SEC-F1/2014**

**Date: 02.5.2014**

To

**All the Collectors & District Election Authorities.**

Sir/Madam,

Sub: State Election Commission – 4<sup>th</sup> Ordinary elections to Municipal Bodies – Counting of votes scheduled on 12.05.2014 – Certain instructions - Issued – Reg.

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The counting of votes in connection with ordinary elections to Municipal Bodies is scheduled to take place on 12.05.2014. The State Election Commission has incorporated detailed instructions in connection with counting of votes in the Handbook for Returning Officers of Municipal Corporations and Handbook for Election Officers of Municipalities / Nagar Panchayats.

The Commission issued instructions in Circular No.628/SEC-F1/2014, dated 26.03.2014 to undertake counting of votes of a Ward in one counting table instead of doing it on different tables.

The following further instructions are issued in order to see that the counting process is conducted in an orderly and transparent manner.

- (1) Entire counting process at each Counting Hall shall be videographed without violating the secrecy of voting. Under no circumstances, the actual votes recorded on an individual EVM shall be photographed or captured by audio-visual coverage. The CD/DVD containing the video content should be kept in safe custody of the person authorised by the Collector & DEA.
- (2) Instructions were already issued in SEC Circular No.684/SEC-F2/2014, dated 28.03.2014 on the facilities to be provided to the Press and Electronic Media on the coverage of counting process. Further, no still camera or video camera of the Media personnel shall be allowed to be fixed inside the counting hall. Further, no camera stand should be allowed to be taken inside counting hall by media and journalists. Hand held cameras can be allowed to the authorised pass holders. While taking audio video coverage of the counting process, with camera carried in hand or on shoulders by the media / press, under no circumstances, the actual votes recorded on an individual EVM shall be photographed or covered by audio visual coverage. The exact

location up to which the still and video camera of the media and press can move, should be indicated by the Returning Officer / Election Officer in advance, marked by a line or a string for guidance of all concerned.

- (3) The randomization of counting personnel is left to the discretion of the Collector & DEA.
- (4) The Collector & DEA shall make arrangements for uninterrupted power supply on the date of counting at the counting centres.
- (5) The Commission appointed two Observers for each district. These two Observers will cover the counting process in all the counting centres in the district.
- (6) The Collector & DEA shall appoint senior officers having adequate experience to supervise counting process in each counting centre. They may be designated as Additional Counting Observers. The Collector & DEA shall send a list of officers to be appointed as Additional Counting Observers to the Commission for approval.
- (7) Fool-proof security arrangements shall be made at the counting centres in consultation with the Superintendent of Police / Commissioner of Police.
- (8) Communication room / media room shall be set up at each counting centre and officials of Public Relations Department have to be posted for effective coordination and smooth passage of information. Adequate facilities such as telephone, fax and computer with printer may be provided at the media room. Use of mobile phones and other communication equipment shall be allowed from the media centre. Mobile phones shall not be used from anywhere else within the counting campus. Nobody, except Observer / Additional Counting Observer, shall be allowed to carry mobile phone inside the counting hall. Proper arrangements may be made for safe keeping of mobiles, etc., of the candidates and their agents / representatives.
- (9) Proper barricading shall be made inside each counting hall. The counting tables shall be placed against the barricade of woodblock and wire-mesh behind which the counting agents of candidates shall sit / stand. The agents shall not have physical access to the EVM, but must be able to clearly see and note the contents on the monitor / EVM display panel.

**Sd/- P. Ramakanth Reddy**  
**State Election Commissioner**

Copy to:

All Commissioners of Municipal Corporations / Municipalities / Nagar Panchayats.

All Superintendents of Police / Commissioners of Police.

All Observers.

**ANNEXURE -LXXXIX**

**4th Ordinary Elections to Urban Local Bodies, 2014  
Report on Declaration of Results of Ward Members in Municipal Corporations  
Party Wise Break-Up**

Sl.No	District Code	District Name	ULB Code	Name of the Urban Local Body	No of Wards	BSP	BJP	CPI	CPM	INC	YSR CP	TDP	TRS	Lok Satta	Other Registered Parties	Independents
1	2	Nizamabad	4	Nizamabad	50	0	6	0	0	16	0	0	10	0	16	2
2	3	Karimnagar	10	Karimnagar	50	0	2	0	0	14	0	1	24	0	2	7
3	3	Karimnagar	11	Ramagundam	50	0	2	0	0	19	0	0	14	0	0	15
4	14	East Godavari	11	Rajahmundry	50	1	1	0	0	1	8	34	0	0	0	5
5	15	West Godavari	10	Eluru	50	0	0	0	0	0	8	41	0	0	0	1
6	16	Krishna	9	Vijayawada	59	0	1	0	1	0	19	37	0	0	0	1
7	19	SPSR Nellore	7	Nellore	54	0	2	0	1	1	32	17	0	0	0	1
8	20	YSR Kadapa	9	Kadapa	50	0	0	0	0	0	42	8	0	0	0	0
9	22	Anantapur	12	Anantapur	50	0	0	2	1	0	11	32	0	0	0	4
10	23	Chittoor	7	Chittoor	50	0	0	0	0	0	4	33	0	0	0	13
				<b>Total</b>	<b>513</b>	<b>1</b>	<b>14</b>	<b>2</b>	<b>3</b>	<b>51</b>	<b>124</b>	<b>203</b>	<b>48</b>	<b>0</b>	<b>18</b>	<b>49</b>

## ANNEXURE -XC

### 4th Ordinary Elections to Urban Local Bodies, 2014 Report on Declaration of Results of Ward Members in Municipalities / Nagar Panchayats Party Wise Break-Up

Sl. No	District Code	District Name	ULB Code	Name of the Urban Local Body	No of Wards	BSP	BJP	CPI	CPM	INC	YSR CP	TDP	TRS	Lok Satta	Other Registered Parties	Independents
1	1	Adilabad	1	Adilabad	36	0	7	0	0	7	0	0	14	0	4	4
2	1	Adilabad	2	Bellampally	34	0	0	2	0	14	0	5	10	0	0	3
3	1	Adilabad	3	Mancherial	32	0	0	0	0	18	0	0	14	0	0	0
4	1	Adilabad	4	Nirmal	36	16	0	0	0	5	0	0	3	0	10	2
5	1	Adilabad	5	Kagaznagar	28	0	0	0	0	5	0	0	13	0	0	10
6	1	Adilabad	6	Bhainsa	23	0	6	0	0	2	0	0	2	0	12	1
7	2	Nizamabad	1	Kamareddy	33	0	8	0	1	17	0	0	5	0	1	1
8	2	Nizamabad	2	Bodhan	35	0	3	0	0	15	0	1	9	0	7	0
9	2	Nizamabad	3	Armur	23	0	1	0	0	11	0	1	10	0	0	0
10	3	Karimnagar	1	Jagityal	38	0	2	0	0	24	0	5	5	0	0	2
11	3	Karimnagar	2	Sircilla	33	0	3	0	0	10	0	1	15	0	0	4
12	3	Karimnagar	3	Korutla	31	0	2	0	0	13	0	0	8	0	5	3
13	3	Karimnagar	4	Metpalli	24	0	1	0	0	9	0	0	12	0	0	2
14	3	Karimnagar	5	Jammikunta	20	0	2	0	0	1	0	0	14	0	0	3
15	3	Karimnagar	6	Vemulavada	20	0	9	0	0	3	0	0	3	0	0	5
16	3	Karimnagar	7	Peddapalli	20	0	1	0	0	6	0	3	6	0	1	3
17	3	Karimnagar	8	Huzurabad	20	0	1	0	0	6	0	1	9	0	0	3
18	3	Karimnagar	9	Husnabad	20	0	0	0	0	6	0	0	11	0	0	3
19	4	Medak	1	Sangareddy	31	0	4	0	1	11	0	0	2	0	8	5

20	4	Medak	3	Sadasivapet	23	0	1	0	0	13	0	2	5	0	1	1
21	4	Medak	4	Zaheerabad	24	0	0	0	0	12	0	3	5	0	3	1
22	4	Medak	5	Medak	27	0	2	0	0	6	0	5	11	0	1	2
23	4	Medak	6	Gajwel	20	0	0	0	0	1	0	10	9	0	0	0
24	4	Medak	7	Andol-Jogipet	20	0	1	0	0	13	0	2	4	0	0	0
25	6	Rangareddi	1	Tandur	31	0	1	0	0	8	0	2	10	0	10	0
26	6	Rangareddi	2	Vikarabad	28	0	1	0	0	14	0	7	5	0	1	0
27	6	Rangareddi	3	Pedda Amberpet	20	0	3	1	0	6	0	9	0	0	0	1
28	6	Rangareddi	4	Badangpet	20	0	0	0	0	15	0	1	0	0	0	4
29	6	Rangareddi	5	Ibrahimpattanam	20	0	4	0	0	4	0	10	1	0	0	1
30	7	Mahbubnagar	1	Mahaboobnagar	41	0	6	0	0	14	1	3	7	0	6	4
31	7	Mahbubnagar	2	Gadwal	33	0	0	0	0	23	0	0	9	0	0	1
32	7	Mahbubnagar	3	Narayanapet	23	0	12	0	0	3	0	3	2	0	2	1
33	7	Mahbubnagar	4	Wanaparthy	26	0	4	0	0	7	0	8	2	0	0	5
34	7	Mahbubnagar	5	Shadnagar	23	0	0	0	0	15	0	0	1	0	1	6
35	7	Mahbubnagar	7	Nagarkurnool	20	0	7	0	0	6	0	0	6	0	0	1
36	7	Mahbubnagar	8	Ieeja	20	0	0	0	0	4	0	0	16	0	0	0
37	7	Mahbubnagar	9	Kalwakurthy	20	0	3	0	0	6	4	0	5	0	1	1
38	8	Nalgonda	1	Nalgonda	40	0	4	0	2	22	0	4	2	0	3	3
39	8	Nalgonda	2	Suryapet	34	0	4	1	2	9	0	12	4	0	0	2
40	8	Nalgonda	3	Miryalguda	36	0	1	0	2	30	0	0	2	0	0	1
41	8	Nalgonda	4	Bhongir	30	0	8	0	1	8	0	7	0	0	0	6
42	8	Nalgonda	5	Kodada	30	0	0	0	0	14	1	13	0	0	0	2
43	8	Nalgonda	7	Huzurnagar	20	0	0	3	0	10	2	3	0	0	0	2
44	8	Nalgonda	8	Devarakonda	20	0	2	0	0	11	0	3	3	0	0	1
45	9	Warangal	1	Jangaon	28	0	4	0	1	14	0	0	6	0	0	3
46	9	Warangal	2	Parakala	20	1	2	0	0	6	0	0	8	0	0	3
47	9	Warangal	3	Narasmpet	20	0	0	0	0	12	0	1	6	0	0	1
48	9	Warangal	4	Mahabubabad	28	0	0	3	5	7	0	3	7	0	0	3
49	9	Warangal	5	Bhupalpally	20	0	2	1	0	7	0	2	7	0	0	1



50	10	Khammam	1	Kothagudem	33	0	0	8	0	12	1	4	1	0	1	6
51	10	Khammam	2	Yellandu	24	0	0	3	0	8	0	4	3	0	0	6
52	10	Khammam	3	Sattupalli	20	0	0	0	0	0	3	17	0	0	0	0
53	10	Khammam	4	Madhira	20	0	0	2	4	4	3	6	0	0	0	1
54	11	Srikakulam	2	Amadalavalasa	23	0	0	0	0	3	10	8	0	0	0	2
55	11	Srikakulam	3	Ichapuram	23	0	0	0	0	0	13	8	0	0	0	2
56	11	Srikakulam	4	Palasa Kasibugga	25	0	0	0	0	0	8	17	0	0	0	0
57	11	Srikakulam	5	Palakonda	20	0	0	0	0	0	3	12	0	0	0	5
58	12	Vizianagaram	1	Vizianagaram	40	0	0	0	0	5	2	32	0	0	0	1
59	12	Vizianagaram	2	Bobbili	30	0	0	0	0	2	15	13	0	0	0	0
60	12	Vizianagaram	3	Parvathipuram	30	0	0	0	0	0	10	14	0	0	0	6
61	12	Vizianagaram	4	Salur	29	0	0	0	0	3	9	17	0	0	0	0
62	13	Visakhapatnam	3	Narsipatnam	27	0	0	1	0	1	6	18	0	0	0	1
63	13	Visakhapatnam	4	Yellamanchali	24	0	0	0	0	0	3	21	0	0	0	0
64	14	East Godavari	1	Amalapuram	30	0	0	0	0	0	7	22	0	0	0	1
65	14	East Godavari	2	Tuni	30	0	0	0	0	2	11	17	0	0	0	0
66	14	East Godavari	3	Samalkot	30	0	0	0	0	0	6	24	0	0	0	0
67	14	East Godavari	4	Ramachandrapuram	27	0	0	0	0	0	9	17	0	0	0	1
68	14	East Godavari	5	Pithapuram	30	0	0	0	0	0	6	23	0	0	0	1
69	14	East Godavari	6	Mandapeta	29	0	0	0	0	0	11	18	0	0	0	0
70	14	East Godavari	7	Peddapuram	28	0	0	0	1	0	4	21	0	0	0	2
71	14	East Godavari	8	Gollaprollu	20	0	0	0	0	0	10	10	0	0	0	0
72	14	East Godavari	9	Mumidivaram	20	0	0	0	0	0	8	8	0	0	0	4
73	14	East Godavari	10	Yeleswaram	20	0	0	0	0	1	9	10	0	0	0	0
74	15	West Godavari	1	Bhimavaram	39	0	2	0	0	0	11	26	0	0	0	0
75	15	West Godavari	2	Palacole	31	0	0	0	0	0	6	24	0	0	0	1
76	15	West Godavari	3	Tadepalligudem	35	0	1	0	1	0	7	24	0	0	0	2
77	15	West Godavari	4	Narsapur	31	0	0	0	0	0	14	14	0	0	0	3
78	15	West Godavari	5	Nidadavole	28	0	1	0	0	0	9	18	0	0	0	0
79	15	West Godavari	6	Tanuku	34	0	1	1	0	0	0	30	0	0	0	2

80	15	West Godavari	7	Kovvur	23	0	0	0	0	0	0	21	0	0	0	2
81	15	West Godavari	8	Jangareddy Gudem	20	0	0	0	0	0	2	16	0	0	0	2
82	16	Krishna	1	Machilipatnam	42	0	0	0	0	1	12	29	0	0	0	0
83	16	Krishna	2	Gudivada	36	0	0	0	0	0	21	15	0	0	0	0
84	16	Krishna	3	Jaggiahpeta	27	0	0	0	0	0	16	10	0	0	0	1
85	16	Krishna	4	Nuzivid	30	0	0	0	0	0	22	7	0	0	0	1
86	16	Krishna	5	Pedana	23	0	0	0	0	0	11	12	0	0	0	0
87	16	Krishna	6	Tiruvuru	20	0	0	0	1	0	7	12	0	0	0	0
88	16	Krishna	7	Vuyyuru	20	0	0	0	0	0	9	9	0	0	0	2
89	16	Krishna	8	Nandigama	20	0	0	0	0	0	7	10	0	0	0	3
90	17	Guntur	1	Tenali	40	0	0	0	0	1	8	31	0	0	0	0
91	17	Guntur	2	Narasaraopeta	34	0	0	1	0	0	15	18	0	0	0	0
92	17	Guntur	3	Bapatla	34	0	0	0	0	1	13	19	0	0	0	1
93	17	Guntur	4	Repalle	28	0	0	0	0	3	9	16	0	0	0	0
94	17	Guntur	5	Chilakaluripet	34	0	0	0	0	0	15	18	0	0	0	1
95	17	Guntur	6	Ponnur	31	0	0	0	0	0	13	18	0	0	0	0
96	17	Guntur	7	Mangalagiri	32	0	3	3	3	1	8	14	0	0	0	0
97	17	Guntur	8	Macherla	29	0	0	1	0	0	8	19	0	0	0	1
98	17	Guntur	9	Sattenapalli	30	0	0	0	0	1	13	15	0	0	0	1
99	17	Guntur	10	Vinukonda	26	0	4	4	0	3	8	6	0	0	0	1
100	17	Guntur	11	Piduguralla	30	0	0	0	0	0	12	18	0	0	0	0
101	17	Guntur	12	Tadepalli	23	0	0	0	0	1	18	3	0	0	0	1
102	18	Prakasam	1	Chirala	33	0	0	0	0	0	15	12	0	0	0	6
103	18	Prakasam	2	Markapur	32	0	0	1	1	0	10	19	0	0	0	1
104	18	Prakasam	4	Adanki	20	0	0	0	0	0	5	15	0	0	0	0
105	18	Prakasam	5	Giddalur	20	5	0	0	0	0	11	0	0	0	0	4
106	18	Prakasam	6	Chimakurthy	20	0	0	0	0	0	8	12	0	0	0	0
107	18	Prakasam	7	Kanigiri	20	0	0	0	0	0	8	11	0	0	0	1
108	19	SPSR Nellore	1	Gudur(NLR)	33	0	0	0	0	0	16	16	0	0	0	1
109	19	SPSR Nellore	2	Kavali	40	0	0	0	0	2	20	17	0	0	0	1

110	19	SPSR Nellore	3	Venkatagiri	25	0	0	0	0	1	2	21	0	0	0	1
111	19	SPSR Nellore	4	Atmakur(NLR)	23	0	0	0	0	8	10	4	0	0	0	1
112	19	SPSR Nellore	5	Sullurpet	23	0	0	0	0	2	10	9	0	0	0	2
113	19	SPSR Nellore	6	Naidupet	20	0	0	0	0	0	6	14	0	0	0	0
114	20	YSR Kadapa	1	Proddatur	40	0	0	0	0	0	18	22	0	0	0	0
115	20	YSR Kadapa	2	Pulivendula	26	0	0	0	0	0	25	0	0	0	0	1
116	20	YSR Kadapa	3	Jammalamadugu	20	0	0	0	0	0	9	11	0	0	0	0
117	20	YSR Kadapa	5	Rayachoty	31	0	0	0	0	0	18	12	0	0	0	1
118	20	YSR Kadapa	6	Badvel	26	0	0	0	0	1	4	21	0	0	0	0
119	20	YSR Kadapa	7	Mydukur	23	0	0	0	0	0	5	17	0	0	0	1
120	20	YSR Kadapa	8	Yerraguntla	20	0	0	0	0	0	18	2	0	0	0	0
121	21	Kurnool	1	Nandyal	42	0	0	0	0	0	13	29	0	0	0	0
122	21	Kurnool	2	Adoni	41	0	0	0	0	0	23	13	0	0	5	0
123	21	Kurnool	3	Yemmiganur	33	0	0	0	0	0	8	25	0	0	0	0
124	21	Kurnool	4	Dhone	20	0	0	0	0	0	8	12	0	0	0	0
125	21	Kurnool	6	Atmakur(KRNL)	20	0	0	0	0	0	10	9	0	0	0	1
126	21	Kurnool	7	Nandikotkur	23	0	0	0	0	0	15	5	0	0	0	3
127	21	Kurnool	8	Allagadda	20	0	0	0	0	0	18	2	0	0	0	0
128	21	Kurnool	9	Gudur(KRNL)	20	0	0	0	0	2	11	6	0	0	0	1
129	22	Anantapur	1	Hindupur	38	0	0	1	0	0	16	19	0	0	0	2
130	22	Anantapur	2	Guntakal	37	0	0	2	0	0	12	22	0	0	0	1
131	22	Anantapur	3	Tadipatri	34	0	0	0	0	0	2	32	0	0	0	0
132	22	Anantapur	4	Dharmavaram	40	0	0	1	0	0	11	26	0	0	0	2
133	22	Anantapur	5	Kadiri	36	0	0	0	0	0	14	22	0	0	0	0
134	22	Anantapur	6	Rayadurg	31	0	0	0	0	0	3	27	0	0	0	1
135	22	Anantapur	7	Madakasira	20	0	0	0	0	2	1	16	0	0	0	1
136	22	Anantapur	8	Puttaparthi	20	0	0	0	0	1	4	15	0	0	0	0
137	22	Anantapur	9	Gooty	24	0	0	0	0	0	11	8	0	0	0	5
138	22	Anantapur	10	Paamidi	20	0	0	0	0	0	5	10	0	0	0	5
139	22	Anantapur	11	Kalyandurgam	23	0	0	0	0	1	1	20	0	0	0	1

140	23	Chittoor	1	Madanapalle	35	0	0	0	0	0	17	15	0	0	0	3
141	23	Chittoor	2	Srikalahasti	35	0	0	0	0	4	11	18	0	0	0	2
142	23	Chittoor	3	Punganur	24	0	0	0	0	0	17	7	0	0	0	0
143	23	Chittoor	4	Palamaneru	24	0	0	0	0	0	17	6	0	0	0	1
144	23	Chittoor	5	Nagari	27	0	0	0	0	0	11	13	0	0	0	3
145	23	Chittoor	6	Puttur	24	0	0	0	0	0	11	13	0	0	0	0
				<b>Total</b>	<b>3970</b>	<b>22</b>	<b>134</b>	<b>40</b>	<b>26</b>	<b>580</b>	<b>957</b>	<b>1588</b>	<b>312</b>	<b>0</b>	<b>83</b>	<b>228</b>

## ANNEXURE -XCI

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

### ORDER

**No.528/SEC-F1/2011-1**

**Dated:01-07-2011**

**Sub:** SEC – 4<sup>th</sup> ordinary elections to Urban Local Bodies – Restrictions on possession of Arms during elections – Reg.

\* \* \*

In exercise of the powers conferred under Article 243 K read with Article 243 ZA of the Constitution of India the State Election Commission, hereby, orders that the following instructions shall be observed during ensuing elections to the Municipal bodies in the State.

1. Issue of licence for arms is to be totally stopped during the period commencing with the date of announcement of elections. This ban will continue to be operative till the completion of the election process.

2. The police are directed to be vigilant and to start mopping up operations of the areas infested with known anti-social elements within the areas going to polls. During such mopping up operations special attention should be paid to unearth and seize unlicensed arms and ammunition. A very thorough search and seizure by the Police of unlicensed arms and places of indigenous manufacture of arms and ammunition shall be carried out and persons involved shall be arrested and prosecuted. While unearthing and seizure of unlicensed weapons is a normal ongoing responsibility of the police, it shall be vigorously intensified during the election period. Inter-State and intra-state movements of trucks and commercial vehicles shall be strictly checked with a view to prevent smuggling of arms and ammunition and anti-social elements. Raids should be carried out regularly and intensively on underground arms factories.

3. Immediately after the announcement of elections, the District Magistrates shall make a detailed and individual review and assessment of all licence holders living in such municipal areas. So that licenced arms, in those cases, where they consider it essential, are impounded in order to ensure maintenance of law and order so essential for ensuring free and fair elections. These arms should be deposited with the district authorities. Among cases which may need to be reviewed are the following:

1. Persons released on bail,
2. Persons having a history of criminal offences, and
3. Persons previously involved in rioting at any time but especially within` the election period. (The above categories are only illustrative and not exhaustive)

4. After such review, all such licence-holders who are identified, shall be directed to deposit their arms with the District Administration during the period of 3 days from the last date for withdrawal of candidatures.
5. The District Administration shall make fool-proof arrangements for keeping the deposited fire arms in safe custody. Proper receipt must be given to the licence holders depositing the fire arms. It shall be the bounden duty of the District Administration to ensure that all fire arms deposited with the Administration are returned to the licence holders immediately after one week after the declaration of results.
6. Prohibitory orders under section 144 of the Criminal Procedure Code, 1973, shall be issued banning the carrying of licenced arms as soon as the elections are announced and should be effective till the declaration of results.
7. This ban shall, not be applicable to those communities who are entitled to display weapons by long standing law, custom and usage. This shall, however, not prevent the District Administration to impound weapons of any such persons of even such communities if they are found to be indulging in violence or posing a threat to the maintenance of law and order and peaceful conduct of elections. In these cases also the fire arms shall remain impounded till one week after the declaration of results.
8. Strict vigil shall be maintained by thorough checking of lorries, light vehicles and all other vehicles from three days before the date of poll to ensure that no undesirable elements or arms and ammunition are being transported into the municipal areas from outside and to apprehend them if they are doing so. Such checking of vehicles shall continue till the completion of the counting of votes and the declaration of results. As and when such culprits are apprehended, the arms and ammunition and vehicles concerned shall be confiscated.
9. A copy of this order shall be made available to the local units of all recognised National/State political parties, in each district immediately and to each candidate or the agent authorised by him under acknowledgement.
10. The receipt of this order shall be acknowledged immediately.

**( BY ORDER AND IN THE NAME OF STATE ELECTION COMMISSIONER )**

**Sd/- K. Ram Gopal,  
SECRETARY**

To

- 1) The EA & Commissioner & Director of Municipal Administration, AP., Hyderabad.
- 2) All the Collectors & DEAs in the State.
- 3) The Commissioners of Police concerned.
- 4) All the Superintendents of Police in the State.
- 5) All the Commissioners of Municipal Corporations in the State.
- 6) All the Municipal Commissioners in the State.
- 7) All the Regional Directors-cum-Appellate Commissioners of Municipal Administration in the State.

Copy to

1. The Secretary to Govt., MA&UD Department, AP., Secretariat, Hyderabad.
2. The Director General of Police, AP., Hyderabad.

## ANNEXURE -XCII

### 4th Ordinary Elections to Local Bodies, 2014 Details of Bandobust Arrangements, seizure of Liquor and Cash

#### I Deployment of Police Force

1	Civil -- 55,599	95,031
2	AR -- 19,162	
3	HGs -- 20,270	
4	APSP	133 Platoons
5	CAPFs	20 Companies

#### II Seizure of Liquor

Sl. No.	Particulars	Upto the Day (03-03-2014 to 09-04-2014)
1	Total No. of cases booked	29,695
2	Total no. of persons arrested	11,020
3	Qty. of I.D. Liquor seized	2,56,980 Liters
4	No. of vehicles seized	778
5	No. of Black Jaggery cases	196
6	No. of persons arrested in Black Jaggery	216
7	Qty. of Black Jaggery seized	3,48,560 Kgs.

#### III Cash seizure as on 09-04-2014

1	Cash seizure by Flying Squad	11,94,89,778/-
2	Cash seizure by Police	33,97,05,528/-
3	Cash seizure by SST	38,55,34,221/-
	<b>Grand Total</b>	<b>84,47,29,527/-</b>

#### IV Enforcement work by Police

1	Total No. of Flying Squads	1,046
2	Total No. of SSTs	1,023
3	No. of FIRs filed	3,298
4	No. of Cases under CrPC	27619
5	No. of persons boundover	284806
6	No. of Weapons deposited	17,850
7	No. of Weapons seized	68
8	No. of Arms Licenses cancelled	217

## ANNEXURE -XCIII

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003

## C I R C U L A R

No.562/SEC-F1/2011

Dt:19-07-2011

Sub:- Conduct of 4<sup>th</sup> ordinary elections to Urban Local Bodies –  
Videography / Photography to record the critical events –  
Comprehensive instructions issued – Reg.

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1. In order to have a true and faithful record of the violations of the Election Law, Model Code of Conduct and other instructions issued by the Commission, the State Election Commission directs that the Commissioners of all Municipal Corporations and all Municipal Commissioners in the State, here-in-after called in this circular as Municipal Commissioners, make arrangements to record the critical events through videography during the process of electioneering, including but not restricted to, the period of campaign, the day of poll, inside the polling stations, the receipt and storage of EVMs, as the case may be, counting of votes and the declaration of the results.
2. It is decided that video cameras shall be provided to record critical events at the rate of 3 per each Urban Local Body, ie., 2 for the Returning officer / Election Officer and 1 for Zonal Officer. In addition to this the General Observers and Expenditure Observers appointed by the State Election Commission shall be provided with one video camera each.
3. Keeping in view the size of the ward, the number of sensitive polling stations, previous history of election related violence and electoral malpractices, general law and order situation, likelihood of commission of corrupt practices and electoral offences, the Municipal Commissioners shall decide on increase the number of videographers to be engaged during the campaign period and on the date of poll to record the critical events.
4. For this purpose, the Municipal Commissioners shall make use of video cameras and crew available with the governmental and semi-governmental organizations within their jurisdiction or hire local private professional videographers. While selecting the private videographers, care should be taken to select only professionally competent persons having no political bias or links.
5. **Instructions on Selection of Videographers and their Deployment:-** The following instructions are issued in the matter of selection of videographers and their deployment:-



- 5.1 The private videographers to be hired shall be screened thoroughly as to their professional competence, track record, financial viability and other related factors.
- 5.2 The videographers should not belong to any political party and should not be known sympathizers or supporters or close relatives of any of the contesting candidates or any of the leaders of any political party or should not have been hired by any political party or contesting candidate.
- 5.3 The Municipal Commissioners are required to provide tea, snacks food etc, to the videographers and they shall not be left to fend for themselves while on duty. It shall be ensured that the videographers DO NOT accept the hospitality of any contesting candidate or political party or their workers.
- 5.4 Video teams should be under the personal supervision and guidance of senior officers who has been entrusted election duty.
- 5.5 As and when required, the video teams may be asked to accompany the General Observers / Expenditure Observers so that all critical events observed by them may also be videotaped.
- 5.6 The videographers shall be impressed that the principle behind the scheme is to videograph the critical events only which are likely to vitiate the poll and not to just videotape all events in a routine manner in order to fill the cassette or CD.
6. The videographers, so engaged, shall be given proper briefing to enable them to record an independent and purposeful coverage of critical events relating to violation of election law and Model Code of Conduct. Particularly, the videography should be used as a tool of document and check the veracity of the election expenditure account being maintained by the contesting candidates. Thus, important public meetings, particularly those addressed by National / State level leaders of leading political parties, VIPs, rallies organised by supporters of contesting candidates, vehicles used etc can be recorded in videography and information gathered can be used to cross check the correctness of the expenditure account being maintained by the contesting candidates.

**Events to be videographed:-** In the nature of guidelines, it is suggested that the following events shall invariably be videographed:

- 7.1 Important events such as nomination, scrutiny and withdrawal of candidatures.
- 7.2 Meeting addressed/attended by Ministers, top National/State level leaders of leading political parties.
- 7.3 Preparation of EVMs by ROs / EOs.
- 7.4 Riots or riotous situations or commissions of brick batting, free-for-all etc.
- 7.5 Violent incidents, damaging of property, looting, arson brandishing of arms etc.
- 7.6 Vulgar display of expenditure, like erecting huge cut-outs etc.
- 7.7 Intimidation of voters.
- 7.8 Open bribing of voters by distribution of sarees, dhoties, blankets, Liquor etc.
- 7.9 Canvassing within 100 metres of polling stations.
- 7.10 Booth capturing.
- 7.11 Closure of strong room after deposit of EVMs therein.

- 7.12 Opening of strong rooms before taking out the EVMs for counting.
- 7.13 Counting process.

**Note: These are illustrative and not exhaustive. All video and digital photography should be done with the date and time recording so that the real time and date can be verified**

- 8. The idea underlying the videography is to secure unimpeachable evidence in respect of acts amounting to violation of Model Code of Conduct that can be used by the police for prosecuting persons in respect of election offences. The videography may therefore be so utilized as to serve the above purpose in particular and other purposes in general.
- 9. The video films thus prepared shall be viewed by the Municipal Commissioner concerned immediately to identify whether any of the organizers / speakers or other participants of the public meeting has committed any violations or infraction of statutory provisions and directions of the Commission or provisions of Model Code of Conduct relating to the conduct of elections.
- 10. In cases where the Municipal Commissioner or the District Election Authority whoever is competent, immediate corrective action shall be taken and the Commission informed of the same.
- 11. In cases where these authorities feel that any critical event so recorded needs to be brought to the notice of the State Election Commission, copy of the video tapes / CDs should be sent to the State Election Commission by the quickest means possible. The tapes will be carefully indexed and accompanied by a brief explanatory note of the infringement towards which the attention of the Commission is proposed to be invited. The explanatory note shall invariably mention the broad details of the violations, the persons responsible for the same and the action recommended.  
Such videographic clippings are required to be shown to the Observer available to enable him to apprise the Commission of the situation prevailing in a particular Ward / ULB so that remedial measures, if any needed, can be taken promptly.
- 12. The CDs of such critical events videographed will serve as relevant pieces of evidence, if any of the rival candidates or political parties wish to raise the question of any irregularity in the course of an election campaign before an appropriate authority. The Commission desires that at the time of elections adequate publicity may be given through all media of mass communication that the CDs of all critical events recorded by the election authorities would be available to anyone who intends to obtain a copy of the same. The Collectors & District Election Authorities may fix a reasonable cost for the supply of these CDs having regard to the cost incurred in the preparation of copies of these CDs.
- 13. All such CDs should be very carefully preserved by them with appropriate labeling for easy retrieval when needed by the Commission or other election authorities, or for sale to the interested persons.

14. The Commission also directs that the accounts of election expenses submitted by the contesting candidates during the election, as prescribed in the SEC Order No.537/SEC-F1/2011, dt.01-07-2011 should be carefully examined by the Observers and the Municipal Commissioners. Wherever they observe, on such examination, that a CD containing the videography of any public meeting or procession etc., in relation to which the candidate has shown any expenditure in his aforesaid accounts statement, is available with them, the fact about the availability of such CD should also be prominently brought out in the notice which the Municipal Commissioners displays for general information giving the intimation about the abovementioned accounts having been filed before him.

**Instructions on Digital Photography / Videography of electors and poll proceedings inside the Polling Station:-**

- 15.1 Keeping in view of the directions/suggestions issued by the Hon'ble Supreme Court contained in its judgement dated January 11, 2005 in Civil Appeal No.9228 of 2003 - (Janak Singh Vs. Das Rai and Others). The SEC decided to adopt this practice in selective polling stations to ensure free and fair elections. The State Election Commission directs that the Digital Photography/Videography may now be carried inside the polling stations to photograph electors and cover poll proceedings without compromising the secrecy of voting. No digital photography/videography shall be allowed by the media persons or by any unauthorized persons inside the polling station to maintain general order and secrecy of vote. Such photography arrangements will be made by the concerned Municipal Commissioner in consultation with the Collector & District Election Authority.
- 15.2 The list of such critical polling stations in which Digital Photography / Videography of electors and poll proceedings inside the polling stations has to be done is prepared by the Collectors & DEAs in consultation with the Superintendents of Police / Commissioners of Police and other election related authorities based on the sensitivity and other factors. In all polling stations, where digital photography is being done, face of all electors coming to cast vote shall be captured in such sequence as they are entered and appear in the Register of Voters (Form XXI in respect of Municipalities and Form XXXIV in respect of Municipal Corporations). The photographs of voters shall be taken immediately after an entry has been made in the Register of Voters.
- 15.3 The Collectors & District Election Authorities and Municipal Commissioners will issue digital cameras to the trained officers selected for this purpose under proper receipt for covering the specified polling station. The officers deputed for this purpose during elections held to APLA/HOP, 2009 may be selected. These officers will capture the photographs of electors as indicated above during the period of poll and at the end of poll shall issue a certificate that

**“I have captured photographs of all electors who voted at polling station number \_\_\_\_\_ of \_\_\_\_\_ Ward \_\_\_\_\_ Municipality / Municipal Corporation on date \_\_\_\_ and total number of photographs in the camera are \_\_\_\_.”**

- 15.4 After completion of poll, the officer who did the photography shall deposit the camera along with the above certificate at a separate counter to be erected for the purpose at collection center. These officers will be given proper duty passes to enable them to do photography inside the polling station.
- 15.5 On receipt of such cameras, the concerned Commissioners of Municipal Corporations & Municipal Commissioners shall make arrangements for downloading the photographs and their comparison. The results of photo matching will be used by the Collectors & District Election Authorities, Returning Officers and Observers while making the recommendations for repoll.
- 15.6 The downloaded data in respect of all such polling stations will be kept by the Collectors & DEAs concerned, in CDs for later use. The cameras will be cleared after downloading the photographs.
- 15.7 The training of personnel who will be engaged in digital photography inside the polling stations shall be arranged by the Collectors & DEAs concerned.
- 15.8 The Municipal Commissioners will make sure that enough batteries are available for operation of cameras in all such polling stations particularly of those located in slum areas.

**Instructions on Video coverage in counting process:-**

In order to have more transparency in the counting process, the Commission has decided that video-coverage shall be ensured at every stage of the counting.

- 16.1 The video coverage shall include the process of opening of strong room, transfer of EVMs from strong room to counting hall, counting arrangements, randomization of counting staff, process of counting in general in the counting hall and process of tabulation in general at the Returning Officer's table and security arrangements in and outside the counting hall/centre, presence of candidates and their agents in the counting centres and the process of declaration of result, handing over of certificate of return and any other significant events that take place at any point of time during the counting process.
- 16.2 The videography should indicate the date and time and the video cassette should be sealed after the counting process is over for future reference.
- 16.3 The Municipal Commissioners and Returning Officers are requested to arrange adequate number of video teams on the counting day to each counting hall duly consulting with the Collectors & DEAs and Observers.

**Inspection and supply of copies (Prints) of Video Tapes:-**

- 17.1 Commission decided to make available for inspection and supply of copies (prints) of the video tapes produced in compliance with the above mentioned orders of the Commission on such requests made by the contesting candidates,

officer bearers of political parties and others interested in view to maintain transparency.

- 17.2 After careful consideration of all relevant factors, the Commission lays down the following procedure in this regard.
- 17.3 Each and every video cassette produced in compliance with the orders of the Commission shall form a part of the record of the concerned election and stored as such with due precautions for its safety until it is weeded out with the prior written approval of the Commission and in the manner prescribed, as in the case of other records of the election.
- 17.4 All such video-cassettes will be in the custody of the District Election Authority / Municipal Commissioner under whose custody all other election related records are kept and shall be available for inspection.
- 17.5 Each videotape shall be indexed with a uniform code number in the following standard formulation: District / ULB / Ward No. / Date of recording / Gist of event videographed.
- 17.6 The locking seal of cassettes will be kept in tact and not broken, so that copying of the contents of cassette on another cassette does become impossible, but shall be covered by a tape before consigning the cassette for storage with a view to preventing accidental erasing of contents, editing, manipulation, etc.
- 17.7. In pursuance of rule 93(2) read with Section 76 of the Indian Evidence Act, 1872 the Commission has issued the following directions-
  - 17.7.1 Inspection - (a) Every application for inspection of a videocassette shall be made in writing and should contain the full particulars concerning the cassette of which inspection is required, (b) an inspection of the cassette shall be allowed to any person applying for the same on payment of Rs.25/- per hour of inspection or part thereof unless inspection is required to be made urgently in which case the fee shall be Rs.50/- (c) Inspection on an ordinary application shall be allowed on the date following the date on which the application is made or on a subsequent day and inspection on an urgent application shall be made on the same day.
  - 17.7.2 Certified copy - (a) Certified print of the video cassette shall be given to any person applying for the same on payment of Rs.25/- as application fee and the actual cost of copying as may be fixed by the Collector & District Election Authority. The application should establish the right of the applicant for inspection or for supply of certified copies-(prints) and for that purpose should clearly disclose that the applicant has a direct and tangible interest in the videocassette and the nature of such interest. (b) No fee shall be charged when inspection or certified copy (print) of a cassette is required for official purposes. To avoid

removal of any footage of the cassette or damage or mutilation of the cassette, effective supervision by officials shall be ensured and simultaneous inspection by a large number of persons shall not be allowed.

- 17.7.3 No guarantee for authenticity and veracity of the contents of the cassettes will be undertaken under any circumstances and these will be made available on 'as is' basis.
18. The District Election Authority and all Municipal Commissioners shall, where the events recorded in the videography amount to corrupt practices or other electoral offences under the Indian Penal Code or / and the AP Municipalities Act, 1965 / Greater Hyderabad Municipal Corporation Act, 1955 report the same to the police and see that prosecutions are launched against the offenders, as otherwise the videography at huge cost will not serve any purpose.
19. The District Election Authorities are requested to transmit these instructions to all Municipal Commissioners in their districts and take steps for their strict compliance. The State Election Commission is of the considered view that videography is an important mechanism which, if carefully used, can help in curbing the incidents of breach to Model Code of Conduct and other electoral mal-practices to a great extent.
20. The expenditure incurred on hiring video cameras shall be met from the budget of Urban Local Body concerned.
21. All videotapes produced in compliance with the instructions of State Election Commission, should properly be indexed and lodged with the Collector & District Election Authority / Municipal Commissioner and shall form part of record of the concerned election and shall be preserved in the manner similar to other election records.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

Yours faithfully,  
**Sd/- K. Ram Gopal**  
**Secretary**

**To**

All the Commissioners of Municipal Corporations in the State.

All the Municipal Commissioners in the State.

All the Regional Directors-cum-Appellate Commissioners of Municipal Administration in the State.

All the Collectors & District Election Authorities in the State.

**Copy to:**

1. Copy to all the Political Parties.
2. The Secretary, MA & UD Department, A.P., Hyderabad.
3. The E A & Commissioner & Director of Municipal Administration, A.P., Hyderabad.

## **ANNEXURE -XCIV**

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G.Road, Secunderabad – 500 003.

### **CIRCULAR**

**No.1400/SEC-F1/2014**

**Date: 23.05.2014**

Sub:- Elections to Mayor and Dy Mayor of Municipal Corporations, 2014 –  
Procedural instructions – Issued.

Ref:- G.O.Ms.No.762, MA & UD (Elections II) Dept., dated 19.8.2005.

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Under section 90(1) of the Greater Hyderabad Municipal Corporation (GHMC) Act, 1955 read with section 7 of Vijayawada Municipal Corporation Act, 1981 and section 14 of AP Municipal Corporations Act, 1994, for every Municipal Corporation, there shall be one Mayor and one Dy Mayor, who shall be elected by directly elected Ward members and Ex officio members referred in sub section (1-A) of section 5 of GHMC Act (MPs, MLAs and MLCs) from among the directly elected Ward Members by show of hands duly obeying the party whip given by such functionary of the recognized political party, as may be prescribed. If a member votes in disobedience of party whip in the election to the said offices, he shall cease to hold office in the manner prescribed.

The State Government issued Andhra Pradesh Municipal Corporations (Conduct of Election of Mayor and Dy Mayor) Rules, 2005 in the reference cited.

The State Election Commission will issue Notification shortly for conduct of indirect elections to the offices of Mayor and Deputy Mayor of Municipal Corporations for which ordinary elections were held recently.

The following procedural instructions are issued with regard to holding of Special Meeting for conduct of elections to the said offices and other matters relating thereto.

## **I.GENERAL:**

- (a) Any reference to 'Act' in this circular shall be construed as a reference to the Greater Hyderabad Municipal Corporation Act 1955 and any reference to 'Rules' in this circular shall be construed as reference to Andhra Pradesh Municipal Corporations (Conduct of Election of Mayor and Deputy Mayor) Rules, 2005 rules issued in G.O.Ms.No.762 Municipal Administration & Urban Development (Elecs.II) Department, dated 20.8.2005.
- (b) Under Rule 4 of the "Rules" Special meeting for election of Mayor and Deputy Mayor shall be held in the office of the Municipal Corporation concerned or at any other convenient place within the jurisdiction of the municipal Corporation concerned.
- (c) Only directly elected Ward Members are eligible to contest in election of Mayor and Deputy mayor of Municipal Corporation
- (d) The directly elected Ward Members and Ex officio members MPs, MLAs & MLCs referred in sub section (1-A) of section 5 of GHMC Act can vote in the election to Mayor and Deputy Mayor of Municipal Corporation.
- (e) Reservations have been notified for the offices of Mayor of Municipal Corporations by the Government. Only such of those elected Ward Members, from ward constituencies, who belong to that particular reserved category, shall be eligible to contest irrespective of the fact whether such candidates were elected from the Ward Constituency reserved for the said category or not. A clarification issued on this matter in Circular No.468/SEC-B1/2014, dated 19.03.2014 is also enclosed.
- (f) No canvassing or any efforts to influence the voting pattern shall be permitted inside the meeting hall.
- (g) In the Special Meeting convened for election of Mayor and Deputy Mayor of Municipal Corporation, shall be taken up first. After completion of election of Mayor of Municipal Corporation only, the election of Deputy Mayor of Municipal Corporation shall be taken up. If the election of Mayor of Municipal Corporation is not completed, the election of Deputy Mayor of Municipal Corporation shall not be taken up. This arrangement will ensure that the office of Mayor of Municipal Corporation, for which reservations apply, are filled up leaving little scope for vested interests to keep them vacant and continue Deputy Mayor of Municipal Corporation as temporary Mayor of Municipal Corporation for unduly long periods defeating the very purpose of reservation policy.

## **II.ISSUE OF WHIP BY RECOGNISED POLITICAL PARTIES:**

According to the provisions of Section 90 of the GHMC Act, the Mayor and Deputy Mayor shall be elected by directly elected Ward members and Ex-officio members (MPs, MLAs and MLCs) referred in sub section (1-A) of section 5 of GHMC Act from amongst



the elected members by show of hands duly obeying the party Whip given by a functionary of a recognized political party. As on date the recognized political parties for this purpose are the following:

1. Bahujan Samaj Party
2. Bharatiya Janata Party
3. Communist Party of India
4. Communist Party of India (Marxist)
5. Indian National Congress
6. Nationalist Congress Party
7. Telugu Desam Party
8. Telangana Rastra Samithi
9. All India Anna-Dravida Munnetra Kazhagam
10. Janata Dal (Secular)
11. Samajwadi Party
12. Janata Dal (United)
13. All India Forward Bloc
14. Rashtriya Lok Dal

The attention is invited to Sub-Rule 7 of Rule 6 of the Rules, which is extracted below:

"Every recognized political party may appoint on behalf of that political party a whip and intimation of such appointment shall be sent by the State President or a person authorised by him under his signature and seal and such intimation shall be sent to the Presiding Officer so as to reach him on or before 11.00 A.M. on the day preceding the day of election to the Office of the Mayor and Deputy Mayor".

The following instructions and formats are issued with regard to appointment of whip and matters connected thereto.

- 1) The State President of a recognised political party may authorise a party functionary at local level / district level in Annexure-I to appoint a whip for a Municipal Corporation or Municipal Corporations specified therein (Annexure-I) or directly appoint a whip in Annexure-II (without authorizing any party functionary at local / district level in Annexure-I).
- 2) However, where the State President of a recognised political party authorises a person in Annexure-I to appoint whip for certain Municipal Corporations, the State President shall desist from directly appointing whip for those Municipal Corporations in Annexure-II as it creates confusion and adversely affects smooth conduct of election.

- 3) The Annexure-I, wherever such Form is issued, and Annexure-II should be submitted (both in original) to the Presiding Officer before 11.00 AM on the day preceding the day of election.
- 4) A recognized political party which has issued an order of appointment of whip in Annexure-II in favour of a candidate may rescind that order and give revised order in Annexure-II in favour of another candidate subject to the following conditions.
  - a) The revised order of appointment of whip rescinding the earlier order in Annexure-II is received by the Presiding Officer concerned before 11.00 A.M. on the day preceding the day of election.
  - b) Such revised order in Annexure-II is signed by the same party functionary who signed the earlier order in Annexure-II and clearly shows that it rescinds the earlier order.
  - c) The Presiding Officer is satisfied about the genuineness of the subsequent order.
  - d) In cases where an order of appointment of whip in Annexure-II is issued to more than one person without rescinding the earlier one, then the Annexure-II which is received by the Presiding Officer first in point of time shall be taken into consideration to determine the person appointed as whip by the party.
- 5) Appointment of whip is valid only if the State President of a recognised political party or a person authorised by him intimates the name of the whip to the Presiding Officer before 11.00 AM on the day preceding the day of election.
- 6) Rules are silent with regard to the person who should be appointed as whip. However, if a person who is not a member of the Municipal Corporation, as the case may be, is appointed as whip, he will not be permitted to participate in the meeting.
- 7) The recognised political parties are required to appoint only one whip for election of Mayor and Deputy Mayor of Municipal Corporation. The appointment of more than one whip for the same Municipal Corporation is prohibited.
- 8) Provisions pertaining to whip are applicable only to Members of Municipal Corporation elected on behalf of a recognized political party. The said provisions do not apply to members elected on behalf of other political parties and to independent candidates.

9) The whip so appointed by a recognized political party has to furnish a copy of the contents of the whip issued by him to the Presiding Officer at least one hour before the commencement of the special meeting. A format in which whip is to be issued is appended as Annexure-III.

10) The person appointed as whip by a recognized political party shall, in addition to a copy of the contents of the whip issued by him, also furnish a copy of the acknowledgement obtained from the members belonging to the party on the service of the whip to them, to the Presiding Officer before the commencement of the meeting. If any member elected on behalf of the recognized political party refuses to receive the whip issued by him, he shall record the same and furnish a copy of it to the Presiding Officer. Such Member refusing to receive the whip shall be deemed to have received the whip for the purposes of disqualification.

### **III. PROCEDURE TO BE FOLLOWED WHERE A MEMBER ELECTED ON BEHALF OF A RECOGNIZED POLITICAL PARTY DISOBEYS THE PARTY WHIP:**

With regard to disqualification for disobedience of the party whip, attention is invited to sub rule 8 of rule 6 of the Rules. The following procedure is to be followed where a member disobeys the whip issued in connection with the election of Mayor and Deputy Mayor of Municipal Corporation.

1. If any member elected on behalf of a recognized political party disobeys the party whip in the said election, the person appointed as whip by the party shall send a written report to the Presiding Officer within 3 days from the date of election specifically indicating the name of the member.
2. On receipt of the written report from the party whip, the Presiding Officer shall give a show cause notice to the member concerned as to why he should not be declared to have ceased to hold office and that he should make representation, if any, within 7 days from the date of the notice.
3. The Presiding Officer shall consider the explanation given by the member concerned and pass a speaking order in the matter of cessation of membership of the member for disobedience of the whip at the earliest.
4. If no explanation is received from the members concerned, within the time specified, the Presiding Officer shall pass an order on the basis of the material available with him without any further notice.

### **IV. WHIP AND THE VALIDITY OF THE VOTES CAST IN DISOBEDIENCE OF THE WHIP:**

If any Member of Municipal Corporation elected on behalf of a recognized political party casts vote in disobedience of the Party Whip so issued, he shall cease to hold office in the manner prescribed. **However, the vote cast by him is valid.** The

Presiding Officer shall record that fact in the proceedings of the meeting and intimate the same to the State Election Commission and the Commissioner and Director of Municipal Corporation.

**V. ISSUANCE OF FORM – “A” AND FORM – “B” BY RECOGNISED POLITICAL PARTIES:**

**The Rule 6(1) of the rules reads as follows:-**

“A candidate for the Office of Mayor and Deputy Mayor of Municipal Corporation shall be proposed by one member and seconded by another. If any candidate claims to be contesting on behalf of a recognized political party, he shall produce an authorisation from the President of the party of the State or a person duly authorised by the State President under his office seal and such authorisation shall be produced before the Presiding Officer before 10.00 AM on the day of the election. The names of all candidates validly proposed and seconded shall be read out along with the name of the political party which has set him up by the Presiding Officer in the meeting”.

The State President of a recognised political party may issue authorisation directly in Form-B or they may authorise a person through Form-A for issuing the Form-B. However, where the State President of a recognised political party authorises a person in Form-A to issue Form-B, the State President shall desist from issuing Form-B directly as it creates confusion and adversely affects smooth conduct of election. Formats of Form-A and 'B' are enclosed.

The Form-A, wherever such Form is issued, and Form-B should be submitted (both in original) to the Presiding Officer before 10.00 AM on the day of the special meeting.

The following further instructions are, hereby, issued on the subject:

- 1) A recognized political party which has given an authorization in Form-B in favour of a candidate may rescind that authorization and may give revised authorisation in Form-B in favour of another candidate subject to the following conditions.
  - a) The revised authorisation rescinding the earlier authorisation in Form-B is received by the Presiding Officer concerned before 10.00 AM on the day of special meeting.
  - b) Such revised authorisation in Form-B is signed by the same party functionary who signed the earlier Form-B and clearly shows that it rescinds the earlier authorisation.
  - c) The Presiding Officer is satisfied about the genuineness of the subsequent authorisation.

- 2) In cases where Form-B is issued to more than one person without rescinding the earlier one, then the Form-B which is received by the Presiding Officer first in point of time shall be taken into consideration to determine the official candidate of the party.

## **VI. OATH TAKING AND SEQUENCE OF OTHER EVENTS DURING THE SPECIAL MEETING**

- 1) The special meeting of Municipal Corporation is to be called at 11.00 AM. The following shall be the sequence of proceedings on the day of special meeting.
  - a) Oath taking by members. The elected Ward members of Municipal Corporation can take oath in Telugu alphabetical order of their names.
  - b) Election of Mayor of Municipal Corporation.
  - c) Thereafter, election of Deputy Mayor of Municipal Corporation.
- 2) The Special Meeting shall have the quorum as laid down in rule 5 for Mayor and Deputy Mayor of Municipal Corporation.
- 3) If only one candidate is duly proposed, there shall be no election and he shall be declared to have been elected.
- 4) If there are two or more candidates, an election shall be held by show of hands and votes of the members present at the meeting shall be taken.
- 5) The Presiding Officer shall, thereafter, record the number of votes polled, for each such candidate, ascertained by show of hands. He shall announce the number of votes secured by each candidate and shall declare the candidate who secures the highest number of votes, as elected.
- 6) In the event of there being an equality of votes between the two candidates, the Presiding Officer shall draw lots in the presence of the members and the candidate whose name is first drawn shall be declared to have been elected.
- 7) In such a case, the Presiding Officer concerned shall write each of such candidate's name on 5 slips of paper of same color and size and then all those slips should be folded tightly twice and then jumbled to get them mixed beyond recognition. After such mixing **the Presiding Officer should take the draw.** The candidates whose name is first drawn shall be declared to have been duly elected.
- 8) **Only after the Office of the Mayor is filled up, the Presiding Officer shall likewise conduct the election to the Office of Deputy Mayor.** If, for any reason the Office of the Mayor is not filled up, the Presiding Officer shall not hold election of Deputy Mayor. No election to the Office of Deputy Mayor of Municipal Corporation shall be conducted unless the Office of the Mayor is filled up.

## **VII. QUORUM FOR THE MEETING:**

As per rule 5, the quorum for holding the Special Meeting is one half of the number of members then on the Municipal Corporation, who are entitled to vote at the election. If there is no quorum in the said meeting within one hour from the time appointed for the meeting, or there is quorum but no election has taken place, the meeting shall be adjourned for the next day, irrespective of the fact whether it is a working day or a holiday. If there is no quorum in the second meeting or there is a quorum but the election has not taken place, the matter shall be referred to the State Election Commission for orders.

## **VIII. RECORD OF PROCEEDINGS OF THE SPECIAL MEETING:**

Under sub-section(1) of section 90 of the GHMC Act, the elected members as well as Ex officio Members consists of MPs, MLAs, MLCs referred in sub section (1-A) of section 5 of GHMC Act are required to vote by show of hands duly obeying the party whip in the election of Mayor and Deputy Mayor of Municipal Corporation. Under the second proviso to sub-section (1) thereof, a member voting in disobedience of the party whip shall cease to hold office in the manner prescribed.

The Commissioner & Director of Municipal Administration and Election Authority have to appoint District Collector or Joint Collector as Presiding Officer for holding the special meetings of Municipal Corporation. The State Election Commission authorizes Commissioner & Director of Municipal Administration and Election Authority to appoint Presiding Officers for holding the special meetings of Municipal Corporation.

Rule 7 of the said rules require preparation of record of proceedings of the special meetings of Municipal Corporation, called for holding the election of Mayor and Deputy Mayor of Municipal Corporation.

The Presiding Officers appointed for holding of special meetings of Municipal Corporation are hereby, directed to specifically record, inter alia, the following details, while preparing the record of the proceedings of the special meetings.

The names of the elected members, along with their party affiliations, if any, shall be in the record as follows:-

- a) who attended the special meeting;
- b) who absented from the meeting;
- c) who voted in the defiance of their party Whip, as required under Section 90(1) of the GHMC Act, in case of elections of Mayor and Deputy Mayor of Municipal Corporation.
- d) who attended the meeting, but abstained from voting.

## **IX. SEATING ARRANGEMENTS OF MEMBERS:**

The State Election Commission issues the following instructions with regard to seating arrangements of elected members and Ex-officio members in order to ensure that the meeting is conducted in an orderly and systematic manner.

1. Only the Presiding Officer and the Observer (wherever appointed by the State Election Commission to oversee the indirect election) shall be allowed to sit on the dais.
2. The Ex-officio members (MPs, MLAs and MLCs) shall be provided seats in the front row.
3. The directly elected Ward members shall be seated in groups on party lines in the following manner.
  - a) The elected members of each recognized national and state political parties shall be provided seating in separate compartments.
  - b) Members of registered political parties may be seated in a separate compartment.
  - c) Independently elected members shall be provided separate compartment.
  - d) The seating arrangement within each compartment made for elected members belonging to the recognized political parties, registered political parties and independent members shall be with reference to the names of the candidates in alphabetical order within their respective groups.
  - e) A display board shall be kept in front of each group/compartment for easy identification. This will be helpful to the presiding officer and observer as well as the print and electronic media to cover the event.
  - f) A separate enclosure with a raised platform shall be made on either corner of the meeting hall for the members of press and electronic media who are allowed to cover the event.

## **X. SECURITY ARRANGEMENTS:**

It is the endeavour of the State Election Commission to create an environment conducive for free and fair elections where elected Ward members of Municipal Corporation can exercise their electoral right freely without being subjected to any intimidation, threat and illegal confinement by vested interests for political gains.

The State Election Commission, therefore, directs the Collectors and District Election Authorities and Commissioners/Superintendents of Police to take the following measures.

1. The area in the vicinity of the venue of the special meeting in all the Municipal Corporations should be cordoned off with barricading. Adequate bandobust arrangements should be made to ensure that supporters of candidates, crowds and anti-social elements did not gain entry into the venue of the meeting to create trouble.
2. If any elected member of a Municipal Corporation makes a request for providing security, he may be provided with the same after assessing the threat perception.

**XI. COVERAGE OF PROCEEDINGS OF THE INDIRECT ELECTION BY PRINT AND ELECTRONIC MEDIA AND LIVE COVERAGE:**

To ensure transparency, the State Election Commission authorizes the District Collectors to take the following measures during the special meetings to be held to elect Mayor and Deputy Mayor of Municipal Corporation.

1. Print and electronic media shall be allowed to cover the proceedings of the said special meetings convened for the purpose of the election of Mayor and Deputy Mayor of Municipal Corporation. To ensure that the proceedings are not disturbed in any way, the District Collectors should issue entry passes for the media and make separate seating arrangement for them in a barricaded and raised enclosure from where they can have uninterrupted view of the ongoing proceedings.
2. The District Collectors shall make arrangements for undertaking videography of the special meetings.
3. The District Collectors are also authorized to allow live coverage of the special meetings.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/-Navin Mittal  
Secretary**

To  
The Commissioner and Director of Municipal Administration and Election Authority.  
All Collectors & District Election Authorities.  
All the Commissioner of Municipal Corporations.  
All Presiding Officers appointed for Municipal Corporations (through C & DMA and EA).  
All Observers.  
All Political Parties.



**ANNEXURE-I**

**(Intimation by Recognised Political Party about the person authorised to appoint Whip)**

No.....

Date: .....

From  
The State President / State General  
Secretary,  
.....  
(Recognised Political Party)  
.....

To  
The Presiding Officer,  
.....Municipal  
Corporation,  
..... District.

Sir,

Sub: Elections to Mayor and Deputy Mayor of Municipal Corporations -  
Intimation about person authorised to appoint Whip – Reg.

Ref: SEC Election Notification No.....,  
dated.....

\*\*\*

I wish to inform that our Party, hereby, authorises the following persons to appoint Whip on behalf of our party in the elections mentioned above.

Name of the persons authorized	Position or designation in the party	Municipal Corporation for which he/she is authorised to appoint Whip
1.		
2.		
3.		

The specimen signatures of the authorised persons are given below :

1. Specimen signatures of Sri /Smt. / Kum.....  
(a)..... (b) .....  
(c) .....
2. Specimen signatures of Sri /Smt. / Kum.....  
(a)..... (b) .....  
(c) .....

3. Specimen signatures of Sri /Smt. / Kum.....  
(a)..... (b) .....  
(c) .....

Yours faithfully,

Place :

Place :

(President/General Secretary)

**Seal of the Party**

**Note:**

1. This should be sent to the Presiding Officer of Municipal Corporation concerned so as to reach him on or before 11:00 AM on the day preceding the day of election of the Mayor and Deputy Mayor of Municipal Corporation.
2. This form must be signed in ink by the office bearer mentioned above. No facsimile signature or signature by means of rubber stamp etc., of any office bearer shall be accepted.
3. No form transmitted by fax shall be accepted.

**ANNEXURE –II**

**(Intimation by Recognised Political Party about the persons appointed as Whip)**

No.....

Date: .....

From  
The State President / State General  
Secretary,

To  
The Presiding Officer,

.....  
(Recognised Political Party)

..... Municipal Corporation,

.....

..... District.

Sir,

Sub: Elections to Mayor and Deputy Mayor of Municipal Corporation- Intimation about person appointed as Whip – Reg.

Ref:- SEC Notification No....., dated.....

\*\*\*

I am to inform that our Party, hereby, appoints the following person as Whip for the elections mentioned above.

1.	Name of the Municipal Corporation	
2.	Name of the person appointed as Whip	
3.	Position or designation in the party	
4.	Specimen Signature of the person appointed as Whip	

\* The notice in Annexure-II given earlier appointing Sri / Smt. / Kum..... as Whip is, hereby, rescinded.

Yours faithfully,

Place:

Date :

(State President/Person  
authorized by the State  
President)

**Seal of the party**

\* This portion must be scored off, if not applicable, or must be properly filled, if applicable.

**Note:**

1. This should be sent to the Presiding Officer of Municipal Corporation concerned so as to reach him on or before 11:00 AM on the day preceding the day of election of the Mayor and Deputy Mayor of Municipal Corporation.
2. This form must be signed in ink by the office bearer mentioned above. No facsimile signature or signature by means of rubber stamp etc., of any office bearer shall be accepted.
3. No form transmitted by fax shall be accepted.

**FORM – A**  
**(Intimation by Recognised Political Party about the person authorized to issue Form - B to the candidates)**

No.....

Date: .....

From  
 The State President / State General  
 Secretary,  
 .....  
 (Recognised Political Party)  
 .....

To  
 The Presiding Officer,  
 ..... Municipal Corporation  
 ..... District.

Sir,

Sub: Elections to Mayor and Deputy Mayor of Municipal Corporations-  
 Intimation about person authorised to sign Form-B – Reg.

Ref: SEC Election Notification No. ...., dated .....

\*\*\*

I wish to inform that our Party, hereby, authorises the following persons to issue Forms - B to the candidates set up by our party in the elections mentioned above.

Name of the persons authorized	Position or designation in the party	Municipal Corporation for which he/she is authorized
1.		
2.		
3.		

The specimen signatures of the authorised persons are given below :

1. Specimen signatures of Sri /Smt. / Kum.....

(a)..... (b) ..... (c) .....

Yours faithfully,

Place:  
 Date :

(President/General Secretary)

**Seal of the Party**

**Note:**

1. This should be sent to the Presiding Officer of Municipal Corporation concerned so as to reach him on or before 10:00 AM on the day of election of the Mayor and Deputy Mayor of Municipal Corporation.
2. This form must be signed in ink by the office bearer mentioned above. No facsimile signature or signature by means of rubber stamp etc., of any office bearer shall be accepted.
3. No form transmitted by fax shall be accepted.

**FORM – B**

(Notice as to names of the candidates set up by the Recognised Political Party)

No.....

Date: .....

From  
.....  
.....  
.....

To  
The Presiding Officer,  
.....Municipal Corporation  
..... District.

Sir,

Sub: Elections to ..... -  
Setting up of candidates by our party – Intimation – Reg.

Ref:- SEC Election Notification No. ...., dated.....

\*\*\*

I, hereby, give notice that the following persons have been set up by  
..... Party as its candidates at the ensuing elections referred  
above;

OR

In pursuance of the authorisation received by me in Form-A vide No.  
....., dated....., I hereby give notice that the  
following persons have been set up by ..... Party as its  
candidates at the ensuing elections referred to above.

1.	Name of the Municipal Corporation	
2.	Name of the District	
3.	Name of the Office	
4.	Name of the party' approved candidate along with father's / husband's name	
5.	Postal address of the approved candidate	
6.	Name of the substitute candidate along with father's / husband's	

	name	
7.	Postal address of the substitute candidate	

\* The notice in Form-B given earlier in favour of Sri / Smt. / Kum..... as party's approved candidate and Sri / Smt. / Kum. .... as party's substitute candidate, is hereby, rescinded.

Place:  
Date :

Signature  
Name & designation of the  
issuing authority

**Seal of the party**

\* This portion must be scored off, if not applicable, or must be properly filled, if applicable.

**Note:**

1. This should be sent to the Presiding Officer of Municipal Corporation concerned so as to reach him on or before 11:00 AM on the day of election of the Mayor and Deputy Mayor of Municipal Corporation.
2. This form must be signed in ink by the office bearer mentioned above. No facsimile signature or signature by means of rubber stamp etc., of any office bearer shall be accepted.
3. No form transmitted by fax shall be accepted.



**EXTRACT OF SECTION 90 OF GREATER HYDERABAD MUNICIPAL  
CORPORATION ACT, 1955**

**PROCEEDINGS OF THE CORPORATION**

**90. Election of Mayor and Deputy Mayor:-** (1) The elected members referred to in sub-section (1) as well as ex-officio members referred to in sub-section (Section I-A) of Section 5 of this Act, shall elect one of its elected Members to be its Mayor and another to be its Deputy Mayor at the first meeting of the Corporation after the ordinary elections by show of hands on party basis duly obeying the party whip given by such functionary of the recognized political party, in the manner prescribed. At an election held for that purpose, if Mayor or Deputy Mayor is not elected, fresh election shall be held on the next day. The names of the Mayor and the Deputy Mayor so elected shall be published in the prescribed manner. Any casual vacancy in the said offices shall be filled, in the same manner at a casual election and a person elected as Mayor or the Deputy Mayor in any such vacancy shall enter upon office forthwith and hold office only so long as the person in whose place he is elected would have been entitled to hold office, if the vacancy had not occurred:

Provided that a member voting under this sub-section in disobedience of the party whip shall cease to hold office in the manner prescribed and the vacancy caused by such cessation shall be filled as a casual vacancy.

(2) The Mayor or the Deputy Mayor as the case may be, shall be deemed to have assumed office on his being declared as such and shall hold office in accordance with the provisions of this Act and as long as he continues to be an elected member, unless resigned or removed from such office by no-confidence motion or for any other reason in accordance with the provisions of this Act.

**90-A. Resolution of disputes relating to cessation for disobedience of party whip:-** Where a member ceased to hold office for disobedience of the party whip, he may apply to the District Court, having jurisdiction over the area in which the office of Corporation is situated, for a decision. (Act 5 of 2008)

**EXTRACT OF SECTION 5 OF GREATER HYDERABAD MUNICIPAL  
CORPORATION ACT, 1955**

**5. Composition of Corporation:-** (1) Subject to the provisions of sub-section(2) the Corporation shall consist of such number of elected members as may be notified from time to time by the Government in the Andhra Pradesh Gazette, in accordance with such principles as may be prescribed.

(1-A) Every Member of the Legislative Assembly of the State and every Member of the House of the People representing a constituency of which the Corporation or a portion thereof forms part and every member of the Council of States registered as an elector within the area of the Municipal Corporation and every Member of the Legislative Council of the State registered as an elector within the area of the Municipal Corporation as on the date of filing of nomination for becoming Member of Legislative Council or on the date of nomination by the Governor, as the case may be, shall be ex-officio Member of the Corporation;

Provided that a Member of the Legislative Assembly or a Member of the House of People representing a constituency which comprises a portion of the Corporation and a part of any Municipality or Municipalities or of one such Municipalities, which he chooses and he shall also have the right to take part in the proceedings of any meetings of the other Municipal Councils or Corporation, as the case may be, within the constituency, but shall not be entitled to vote at any such meeting.

(1-B) In addition to the members referred to in sub-sections (1) and (1-A) three persons having special knowledge or experience in Municipal Administration of whom one shall be woman, be co-opted as members of the Corporation in the prescribed manner by the members of the Corporation from among the persons who are registered voters in the Corporation and who are not less than twenty-one years of age:

Provided that the members co-opted under this sub-section shall have the right to speak in and otherwise to take part in the meetings of the Corporation but shall not have right to vote.

(1-C) Two persons belonging to the minorities of whom one shall be woman be co-opted as members of the Corporation in the prescribed manner by the members of the Corporation specified in sub-sections (1) and (1-A) from among the persons who are registered voters in the Corporation and who are not less than twenty-one years of age:

Provided that the members co-opted under this sub-section shall have the right to speak in and otherwise to take part in the meetings of the Corporation but shall not have right to vote.

(1-D) No person shall be member in more than one of the categories specified in sub-sections (1) (1-A), (1-B), and (1-C). A person who is or becomes a member of the Corporation in more than one such category shall, by notice in writing signed by him and delivered to the Commissioner, within fifteen days from the date on which he so

becomes a member, intimate in which one of the said categories he wishes to serve, and thereupon he shall cease to be the member in the other category. In default of such intimation within the aforesaid period, his membership in the Corporation in the category acquired earlier shall and his membership acquired later in the other category shall not, cease at the expiration of such period. The intimation given under the sub-section shall be final and irrevocable.

(2) In the Corporation out of the total strength of elected Members, the Government shall, subject to the rules as may be prescribed by notification, reserve, -.

(a) such number of seats to the Scheduled Castes and Scheduled Tribes as may be determined by them, subject to the condition that the number of seats so reserved shall bear, as nearly as may be, the same proportion to the total number of seats to be filled by direct election to the Corporation, as the population of the Scheduled Castes, as the case may be, the Scheduled Tribes in the Corporation bears to the total population of the Corporation; and such seats may be allotted by rotation by different Wards in the Corporation.

(b) one third of the seats for the Members belonging to the Backward Classes; and such seats may be allotted by rotation to different Wards in the Corporation:

(c) not less than one-third of the total number of seats reserved under Clauses (a) and (b) for women belonging to the Scheduled Castes, Scheduled Tribes or as the case may be, the Backward Classes;

(d) not less than one third (including the number of seats reserved for women belonging to the Scheduled Castes, Scheduled Tribes and Backward Classes) of the total number of seats to be filled by direct election to the Corporation shall be reserved for women and such seats may be allotted by rotation to different Wards in Corporation.

Explanation:- In this section, -

- (i) The expression 'Scheduled Castes' and 'Scheduled Tribes' shall have same meanings respectively assigned to them in clause (24) and clause (25) of Article 366 of the Constitution of India.
- (ii) The expression 'Backward Classes' means any socially and educationally Backward Classes of citizens recognized by the Government for the purposes of clause (4) of Article 15 of the Constitution of India without reference to the classification but including the creamy layer amongst such Backward Classes of citizens.

**ANNEXURE – III**

**(PARTY WHIP)**

I, ..... appointed as Whip of ..... Party for elections to Mayor and Deputy Mayor of Municipal Corporation..... District, hereby, direct that the elected members of the Municipal Corporation belonging to ..... Party shall be present in the Special Meeting to be held on ..... and vote in favour of Sri / Smt. / Kum. ....

**Party Seal**

Date : Signature & Name :  
Place: Authorised Party Whip :

To

Sri/Smt./Kum .....

Member, ..... Municipal Corporation.

Copy to the Presiding Officer,

.....

Municipal Corporation. Special Meeting.

Note:

1. Person appointed as Whip by a Recognised Political Party has to furnish a copy of the contents of the Whip issued by him in Annexure-III to the Presiding Officer at least one hour before the commencement of Special Meeting for election of Mayor and Deputy Mayor of Municipal Corporation.
2. The person appointed as Whip by a Recognised Political Party shall also furnish a copy of the acknowledgement obtained from the Members belonging to the party on the service of the whip to them to the Presiding Officer before the commencement of the Special Meeting for election of Mayor and Deputy Mayor of Municipal Corporation.

**MUNICIPAL ADMINISTRATION AND URBAN DEVELOPMENT (ELE.II)  
DEPARTMENT  
ANDHRA PRADESH MUNICIPAL CORPORATIONS (CONDUCT OF  
ELECTION OF MAYOR AND DEPUTY MAYOR) RULES, 2005**

**(G.O.Ms.No.762, Municipal Administration & Urban Development (ELE.II),  
19<sup>th</sup> August, 2005.**

In exercise of the powers conferred by sub-section (1) of section 585 read with section 90 of the Hyderabad Municipal Corporations Act, 1955 (Act II of 1956), sections 7 and 11 of the Viaskhapatnam Municipal Corporation Act, 1979 (Act No.XIX of 1979), section 7 of the Vijayawada Municipal Corporation Act, 1981 (Act No.XXIII of 1981) and sections 14 and 18 of the Andhra Pradesh Municipal Corporations Act, 1994 (Act No.XXV of 1994), and in supercession of all the existing rules on the subject, the Governor of Andhra Pradesh, hereby, makes the following rules relating to conduct of election of Mayor and Deputy Mayor of Municipal Corporation.

**PART - I**

**Preliminary**

**1. Short title:** (i) These Rules may be called the Andhra Pradesh Municipal Corporations (Conduct of Election of Mayor and Deputy Mayor) Rules, 2005.

(ii) These rules shall apply to all Municipal Corporations in the State.

**2. Definitions:** In these Rules, unless the context otherwise requires, -

- (i) "Act" means the Hyderabad Municipal Corporations Act, 1955 ( Act II of 1965);
- (ii) "Election Authority" means such officer or authority as may be appointed by the State Election Commission under clause (15 a) of section 2;
- (iii) "Form" means the Form appended to these Rules;
- (iv) "Section" means a section of the Act; and
- (v) Words and expressions used but not defined in these rules shall have the meanings respectively assigned to them in the Act.

**3. Powers of Election Authority:** Subject to the general superintendence, direction and control of the State Election Commission, the Election Authority shall be responsible for the conduct of elections of the Mayor and Deputy Mayor.

## **PART – II**

### **Election of Mayor and Deputy Mayor of Municipal Corporation**

**4. Convening of Special Meeting for Election of Mayor:** (1) A special meeting of the members of Municipal Corporation specified in sub-sections (1) and (1A) of section 5 of the Act shall be held in the office of the Municipal Corporation by the District Collector or Joint Collector authorised by the Election Authority in this behalf in Form I, for the election of Mayor and Deputy Mayor in the manner laid down hereafter.

(2) Notice of the date and hour of such meeting shall be given in Form – II to the members specified in sub-sections (1) and (1A) of section 5 of the Act atleast three clear days in advance of the date of the meeting fixed for the election of the Mayor and Deputy Mayor by the District Collector or the Joint Collector authorised by the Election Authority.

**5. Quorum:** No meeting for the conduct of election of Mayor or Deputy Mayor shall be held unless there be present at the meeting atleast one-half of the number of members then on the Corporation, who are entitled to vote at the election within one hour from the time appointed for the meeting.

Provided that where at an election held for the purpose, the Mayor or Deputy Mayor is not elected, a fresh election shall be held on the next day whether or not it is a public holiday for the Corporation concerned and where the Mayor or Deputy Mayor could not be elected on the next day also, the matter shall be reported to the State Election Commission for fixing another date for holding election.

Provided further, that where the election of Mayor or Deputy Mayor could not be conducted in the first two special meetings, convened for the purpose for want of quorum, the Mayor or Deputy Mayor shall be elected in

the subsequent meeting/meetings convened for the purpose from among the members present without insisting for quorum.

**Explanation: -** For the purpose of this rule, it is hereby clarified that in determination of one-half of the members under this rule, any fraction below 0.5 should be ignored and any fraction of 0.5 or above shall be taken as one.

**6. Manner of election:** (1) A candidate for the office of Mayor or Deputy Mayor shall be proposed by one member and seconded by another, who are entitled to vote. If any candidate claims to be contesting on behalf of a recognised political party, he shall produce an authorisation, from the President of the Party in the State or a person duly authorised by the State President under his office seal and such authorisation shall be produced before the Presiding Officer on or before 10.00 A.M. on the day of the election.

The names of all candidates validly proposed and seconded shall be read out, along with the name of the Political Party which has set him up, by the Presiding Officer in such a meeting.

(2) If only one candidate is duly proposed, there shall be no election and he shall be declared to have been elected.

(3) If there are two or more such candidates, an election shall be held by show of hands and votes taken of the members present at the meeting.

(4) When an election notice is issued for conducting election to both the offices of Mayor and Deputy Mayor, no election to the office of the Deputy Mayor shall be conducted, unless the office of the Mayor is filled up. Only after completion of election of Mayor, the Presiding Officer shall conduct election of Deputy Mayor.

(5) The Presiding Officer shall thereafter record the number of votes polled, for each such candidate ascertained by show of hands. He shall announce the number of votes secured by each candidate and shall declare the candidate who secures the highest number of votes, as elected.

(6) In the event of there being an equality of votes between two or more candidates, the Presiding Officer shall draw lots in the presence of the members and the candidates whose name is first drawn shall be declared to have been duly elected.

(7) Every recognised political party may appoint on behalf of that political party a whip and intimation of such appointment shall be issued by the State President or a person authorised by him under his seal and such intimation shall be sent to the Presiding Officer to reach him on or before 11.00 A.M. on the day preceding the day of election to the Office of the Mayor and Deputy Mayor.

**Explanation:** - Recognised political party means a political party recognised by Election Commission of India, New Delhi as per the provisions of Election Symbols (Reservation and Allotment) Order, 1968 issued under article 324 of Constitution of India.

(8) (i) Any member of the Corporation, elected on behalf of a recognised political party shall cease to be a Member of the Corporation for disobeying the directions of the Party Whip so issued.

(ii) The Presiding Officer shall, on receipt of a written report from the party Whip within three days of the election that a member belonging to his party has disobeyed the Whip issued in connection with the election, give a show-cause notice to the member concerned as to why he should not be declared to have ceased to hold office and that he should make any representation within seven days from the date of the notice. The Presiding Officer shall, consider any explanation given and pass a speaking order in the matter of cessation for disobedience of the Whip. If no explanation is received, the Presiding Officer shall pass an order on the basis of the material available with him.

**7. Record of Proceedings:** Immediately after the declaration of the result of the election, the Presiding Officer, shall, -

(a) prepare a record of the proceedings of the meeting and sign it attesting with his initials every correction made therein and shall also have the said record of proceedings attested by a majority of the members who participated in the meeting.



(b) publish on the notice board of the Corporation a notice signed by him stating the name of the person elected as Mayor and Deputy Mayor of the Corporation and send a copy of such notice to the State Election Commission, the Commissioner and Director of Municipal Administration. A copy of the notice shall also be given to the candidate who is declared elected as Mayor/Deputy Mayor.

### **PART – III**

#### **Filling up of Casual Vacancies in the Office of Mayor and Deputy Mayor of Municipal Corporation**

**8. Procedure for filling casual vacancies:** The Rules in Part-II shall apply for filling up a casual vacancy in the office of the Mayor and Deputy Mayor.

Provided that every casual vacancy shall be filled up within a period of six months from the date of occurrence of such vacancy.

**VEENA ISH,  
SECRETARY TO  
GOVERNMENT**

**FORM - I**  
[See Rule 4 (1)]

I, .....  
(name & designation ) being the Election Authority, hereby authorise  
Sri..... (name & designation), to convene  
the special meeting of the elected and ex-officio members of the Municipal  
Corporation ..... for election of the Mayor and Deputy Mayor of  
..... Municipal Corporation.

Place:

(Signature)

Date:

Election Authority

**FORM - II**

**Notice of Special Meeting for Election of Mayor and Deputy Mayor**

[See Rule 4(2)]

Notice is hereby given to Sri..... elected  
/ex-officio member of the ..... Municipal Corporation that  
a special meeting of the members of the Municipal Corporation will be held at  
(time..... ) on (date)..... at its office for the election of  
the Mayor and Deputy Mayor. The member is requested to make it convenient to  
attend the meeting.

Place:

(Signature)

Date:

District Collector/Joint Collector,  
authorised by the Election Authority

ANNEXURE-XCV

**STATE ELECTION COMMISSION**  
**3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Hyderabad – 500 003**

**No.1514/SEC-F1/2014**

**Dated:26.06.2014**

**ORDER**

The State Election Commission, hereby, directs the Election Authority and Commissioner & Director of Municipal Administration, Andhra Pradesh State to authorize Collector or Joint Collector concerned to conduct election to the offices of Mayor and Deputy Mayor of **Vijayawada, Rajahmundry, Eluru, Nellore, Chittoor, Kadapa and Anantapur** Municipal Corporations in accordance with the procedure laid down in the Andhra Pradesh Municipal Corporations (Conduct of Election of Mayor and Deputy Mayor) Rules, 2005, and specifies the schedule for the election to the said offices in the Annexure appended to this order.

**Sd/-P. Ramakanth Reddy**  
**STATE ELECTION COMMISSIONER**

To  
The Election Authority & Commissioner and Director of Municipal Administration, Andhra Pradesh State, Hyderabad.

Copy to the District Collectors of Krishna, East Godavari, West Godavari, Nellore, Chittoor, YSR District and Anantapur.

Copy to the Commissioners of Municipal Corporations of Vijayawada, Rajahmundry, Eluru, Nellore, Chittoor, Kadapa and Anantapur.

## **ANNEXURE**

### **(Election schedule of Mayor / Deputy Mayor of Municipal Corporations)**

- |  |   |                                      |
|--|---|--------------------------------------|
| 1. Notice to be given in Form – II by the concerned District Collector or Joint Collector authorized by the Election Authority calling for a special meeting for conduct of election Mayor /Deputy Mayor. (This notice should be given to all elected members and ex-officio Members). | } | <b>on or before<br/>29.06.2014</b>   |
| 2. Date and Time of the meeting for the election of Mayor/<br>Deputy Mayor   | } | <b>At 11.00 AM on<br/>03.07.2014</b> |

**Sd/-P. Ramakanth Reddy  
STATE ELECTION COMMISSIONER**

**NOTE:-** If for any reason election to the said offices is not held on **03.07.2014**, it shall be held on the next day, i.e., at 11.00 AM on **04.07.2014** whether or not it is observed as a holiday by the Municipal Corporation concerned.

ANNEXURE-XCVI

**STATE ELECTION COMMISSION**  
**3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Hyderabad – 500 003**

**No.1513/SEC-F1/2014**

**Dated:26 .06.2014**

**ORDER**

The State Election Commission, hereby, directs the Election Authority and Commissioner & Director of Municipal Administration, Telangana State to authorize Collector or Joint Collector concerned to conduct election to the offices of Mayor and Deputy Mayor of **Nizamabad, Karimnagar and Ramagundam** Municipal Corporations in accordance with the procedure laid down in the Andhra Pradesh Municipal Corporations (Conduct of Election of Mayor and Deputy Mayor) Rules, 2005, and specifies the schedule for the election to the said offices in the Annexure appended to this order.

**Sd/-P. Ramakanth Reddy**  
**STATE ELECTION COMMISSIONER**

To  
The Election Authority & Commissioner and Director of Municipal Administration,  
Telangana State, Hyderabad.

Copy to the District Collectors of Nizamabad and Karimnagar.  
Copy to the Commissioners of Municipal Corporations of Nizamabad, Karimnagar and Ramagundam.

## **ANNEXURE**

### **(Election schedule of Mayor / Deputy Mayor of Municipal Corporations)**

- |  |   |                                      |
|--|---|--------------------------------------|
| 1. Notice to be given in Form – II by the concerned District Collector or Joint Collector authorized by the Election Authority calling for a special meeting for conduct of election Mayor /Deputy Mayor. (This notice should be given to all elected members and ex-officio Members). | } | <b>on or before<br/>29.06.2014</b>   |
| 2. Date and Time of the meeting for the election of Mayor/<br>Deputy Mayor   | } | <b>At 11.00 AM on<br/>03.07.2014</b> |

**Sd/-P. Ramakanth Reddy  
STATE ELECTION COMMISSIONER**

**NOTE:-** If for any reason election to the said offices is not held on **03.07.2014**, it shall be held on the next day, i.e., at 11.00 AM on **04.07.2014** whether or not it is observed as a holiday by the Municipal Corporation concerned.

ANNEXURE-XCVII

**4<sup>th</sup> ORDINARY ELECTIONS TO ULBs, 2014**  
**REPORT ON INDIRECT ELECTIONS IN MUNICIPAL CORPORATIONS**  
**HELD ON 03-07-2014**

<b>Sl. No.</b>	<b>Name of the Municipal Corporation</b>	<b>Name of the elected Mayor of Municipal Corporation</b>	<b>Reserved for</b>	<b>Party affiliation</b>	<b>Name of the elected Deputy Mayor of Municipal Corporation</b>	<b>Party affiliation</b>
<b>(1)</b>	<b>(2)</b>	<b>(3)</b>	<b>(4)</b>	<b>(5)</b>	<b>(6)</b>	<b>(7)</b>
1	Vijayawada	Sri Koneru Sridhar	Un Reserved	TDP	Sri Gogula Ramana Rao	TDP
2	Rajahmundry	Smt. Pantam Rajani Sesha Sai	Women (General)	TDP	Sri Vasireddy Rambabu	TDP
3	Eluru	Smt. Sk. Noorjahan	BC (W)	TDP	Sri CH. Venkataratnam	TDP
4	Nellore	Sri Shaik Abdul Aziz	BC (G)	YSRCP	Sri Mukkala Dwarakanath	YSRCP
5	Chittoor	Smt. K. Anuradha	BC (W)	TDP	Sri R. Subramanayam	TDP
6	Kadapa	Sri K. Suresh Babu	BC (G)	YSRCP	Sri B. Arifullah	YSRCP
7	Anantapur	Smt. M. Swaroopa	Women (General)	TDP	Sri S. Gampanna	TDP
8	Karimnagar	Sri Sardar Ravinder Singh	Un Reserved	TRS	Sri Guggilapu Ramesh	TRS
9	Ramagundam	Sri K. Lakshminarayana	SC (G)	Ind	Sri S. Shanker	TRS
10	Nizamabad	Smt. Akula Sujatha	Women (General)	TRS	Sri S.M.Faheem	AIMIM

## **ANNEXURE-XCVIII**

### **STATE ELECTION COMMISSION**

3<sup>rd</sup> Floor, Buddha Bhavan, M.G.Road, Secunderabad – 500 003.

### **CIRCULAR**

**No.1395/SEC-F2/2014**

**Date:23.05.2014**

Sub:- Elections to Chairperson and Vice-Chairperson of Municipalities / Nagar Panchayats, 2014 – Procedural instructions – Issued.

Ref:- G.O.Ms.No.763, MA & UD (Elections II) Dept., dated 19.8.2005.

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Section 23(1) of the Andhra Pradesh Municipalities Act, 1965 stipulates that, for every Municipality / Nagar Panchayat, there shall be one Chairperson and one Vice-Chairperson, who shall be elected by directly elected Ward members and Ex-officio members consists of MPs, MLAs and MLCs referred to in clauses (ii) to (iv-a) of sub section (2) of section 5 of the Act from among the directly elected Ward Members by show of hands duly obeying the party whip given by such functionary of the recognized political party, as may be prescribed. If a member votes in disobedience of party whip in the election to the said offices, he shall cease to hold office in the manner prescribed.

The State Government issued Andhra Pradesh Municipalities (Conduct of Election of Chairperson and Vice-Chairperson) Rules, 2005 in the reference cited.

The State Election Commission will issue Notification shortly for conduct of indirect elections to the offices of Chairperson and Vice-Chairperson of Municipalities and Nagar Panchayats for which ordinary elections were held recently.

The following procedural instructions are issued with regard to holding of Special Meeting for conduct of elections to the said offices and other matters relating thereto.



## **I.GENERAL:**

- (h) Any reference to 'Act' in this circular shall be construed as a reference to the Andhra Pradesh Municipalities Act 1965 and any reference to 'Rules' in this circular shall be construed as reference to Andhra Pradesh Municipalities (Conduct of Election of Chairperson and Vice-Chairperson) Rules, 2005 issued in G.O.Ms.No.763 Municipal Administration & Urban Development (Elecs.II ) Department, dated 20.8.2005.
- (i) Only directly elected Ward Members are eligible to contest in election of Chairperson and Vice-Chairperson of Municipality / Nagar Panchayat
- (j) The directly elected Ward Members and Ex officio members MPs, MLAs & MLCs referred to in clauses (ii) to (iv-a) of sub section (2) of section 5 of the Act can vote in the election to Chairperson and Vice- Chairperson of Municipality / Nagar Panchayat.
- (k) Reservations have been notified for the offices of Chairpersons of Municipalities / Nagar Panchayats by the Government. Only such of those elected Ward Members, from ward constituencies, who belong to that particular reserved category, shall be eligible to contest irrespective of the fact whether such candidates were elected from the Ward Constituency reserved for the said category or not. A clarification issued on this matter in Circular No. 468/SEC-B1/2014, dated 19.03.2014 is also enclosed.
- (l) No canvassing or any efforts to influence the voting pattern shall be permitted inside the meeting hall.
- (m) In the Special Meeting convened for election of Chairperson and Vice-Chairperson of Municipality / Nagar Panchayat, the election of Chairperson of Municipality / Nagar Panchayat, shall be taken up first. After completion of election of Chairperson Municipality / Nagar Panchayat only, the election of Vice-Chairperson of Municipality / Nagar Panchayat shall be taken up. If the election of Chairperson Municipality / Nagar Panchayat is not completed, the election of Vice-Chairperson of Municipality / Nagar Panchayat shall not be taken up. This arrangement will ensure that the office of Chairperson Municipality/ Nagar Panchayat, for which reservations apply, are filled up leaving little scope for vested interests to keep them vacant and continue Vice-Chairperson of Municipality / Nagar Panchayat as temporary Chairperson Municipality / Nagar Panchayat for unduly long periods defeating the very purpose of reservation policy.

## **II.ISSUE OF WHIP BY RECOGNISED POLITICAL PARTIES:**

According to the provisions of Section 23 of the Act, the Chairperson and Vice-Chairperson shall be elected by directly elected Ward members and Ex officio members (MPs, MLAs and MLCs) referred to in clauses (ii) to (iv-a) of sub section (2) of section 5 of the Act from amongst the elected members by show of hands

duly obeying the party Whip given by a functionary of a recognized political party. As on date the recognized political parties for this purpose are the following:

15. Bahujan Samaj Party
16. Bharatiya Janata Party
17. Communist Party of India
18. Communist Party of India (Marxist)
19. Indian National Congress
20. Nationalist Congress Party
21. Telugu Desam Party
22. Telangana Rastra Samithi
23. All India Anna-Dravida Munnetra Kazhagam
24. Janata Dal (Secular)
25. Samajwadi Party
26. Janata Dal (United)
27. All India Forward Bloc
28. Rashtriya Lok Dal

The attention is invited to Sub-Rule 7 of Rule 6 of the Rules, which is extracted below:

"Every recognized political party may appoint on behalf of that political party a whip and intimation of such appointment shall be sent by the State President or a person authorised by him under his signature and seal and such intimation shall be sent to the Presiding Officer so as to reach him on or before 11.00 A.M. on the day preceding the day of election to the Office of the Chairperson and Vice-Chairperson of the Municipality / Nagar Panchayat".

The following instructions and formats are issued with regard to appointment of whip and matters connected thereto.

- 11) The State President of a recognised political party may authorise a party functionary at local level / district level in Annexure-I to appoint a whip for a Municipality or Municipalities / Nagar Panchayat or Nagar Panchayats specified therein (Annexure-I) or directly appoint a whip in Annexure-II (without authorizing any party functionary at local / district level in Annexure-I).
- 12) However, where the State President of a recognised political party authorises a person in Annexure-I to appoint whip for certain Municipalities / Nagar Panchayats, the State President shall desist from directly appointing whip for those Municipalities / Nagar Panchayats in Annexure-II as it creates confusion and adversely affects smooth conduct of election.

- 13)The Annexure-I, wherever such Form is issued, and Annexure-II should be submitted (both in original) to the Presiding Officer before 11.00 AM on the day preceding the day of election.
- 14)A recognized political party which has issued an order of appointment of whip in Annexure-II in favour of a candidate may rescind that order and give revised order in Annexure-II in favour of another candidate subject to the following conditions.
- e) The revised order of appointment of whip rescinding the earlier order in Annexure-II is received by the Presiding Officer concerned before 11.00 A.M. on the day preceding the day of election.
  - f) Such revised order in Annexure-II is signed by the same party functionary who signed the earlier order in Annexure-II and clearly shows that it rescinds the earlier order.
  - g) The Presiding Officer is satisfied about the genuineness of the subsequent order.
  - h) In cases where an order of appointment of whip in Annexure-II is issued to more than one person without rescinding the earlier one, then the Annexure-II which is received by the Presiding Officer first in point of time shall be taken into consideration to determine the person appointed as whip by the party.
- 15)Appointment of whip is valid only if the State President of a recognised political party or a person authorised by him intimates the name of the whip to the Presiding Officer before 11.00 AM on the day preceding the day of election.
- 16)Rules are silent with regard to the person who should be appointed as whip. However, if a person who is not a member of the Municipality / Nagar Panchayat, as the case may be, is appointed as whip, he will not be permitted to participate in the meeting.
- 17)The recognised political parties are required to appoint only one whip for election of Chairperson and Vice-Chairperson of a Municipality / Nagar Panchayat. The appointment of more than one whip for the same Municipality / Nagar Panchayat is prohibited.
- 18)Provisions pertaining to whip are applicable only to Members of Municipality / Nagar Panchayat elected on behalf of a recognized political party. The said provisions do not apply to members elected on behalf of other political parties and to independent candidates.
- 19)The whip so appointed by a recognized political party has to furnish a copy of the contents of the whip issued by him to the Presiding Officer at least one hour

before the commencement of the special meeting. A format in which whip is to be issued is appended as Annexure-III.

- 20) The person appointed as whip by a recognized political party shall, in addition to a copy of the contents of the whip issued by him, also furnish a copy of the acknowledgement obtained from the members belonging to the party on the service of the whip to them, to the Presiding Officer before the commencement of the meeting. If any member elected on behalf of the recognized political party refuses to receive the whip issued by him, he shall record the same and furnish a copy of it to the Presiding Officer. Such Member refusing to receive the whip shall be deemed to have received the whip for the purposes of disqualification.

### **III. PROCEDURE TO BE FOLLOWED WHERE A MEMBER ELECTED ON BEHALF OF A RECOGNIZED POLITICAL PARTY DISOBEYS THE PARTY WHIP:**

With regard to disqualification for disobedience of the party whip, attention is invited to sub rule 8 of rule 6 of the Rules. The following procedure is to be followed where a member disobeys the whip issued in connection with the election of Chairperson and Vice-Chairperson of Municipality / Nagar Panchayat.

1. If any member elected on behalf of a recognized political party disobeys the party whip in the said election, the person appointed as whip by the party shall send a written report to the Presiding Officer within 3 days from the date of election specifically indicating the name of the member.
2. On receipt of the written report from the party whip, the Presiding Officer shall give a show cause notice to the member concerned as to why he should not be declared to have ceased to hold office and that he should make representation, if any, within 7 days from the date of the notice.
3. The Presiding Officer shall consider the explanation given by the member concerned and pass a speaking order in the matter of cessation of membership of the member for disobedience of the whip at the earliest.
4. If no explanation is received from the members concerned, within the time specified, the Presiding Officer shall pass an order on the basis of the material available with him without any further notice.

### **IV. WHIP AND THE VALIDITY OF THE VOTES CAST IN DISOBEDIENCE OF THE WHIP:**

If any Member of Municipality / Nagar Panchayat elected on behalf of a recognized political party casts vote in disobedience of the Party Whip so issued, he shall cease to hold office in the manner prescribed. **However, the vote cast by him is valid.** The Presiding Officer shall record that fact in the proceedings of the meeting

and intimate the same to the State Election Commission, Commissioner and Director of Municipal Administration and the District Collector.

**V. ISSUANCE OF FORM – “A” AND FORM – “B” BY RECOGNISED POLITICAL PARTIES:**

**The Rule 6(1) of the rules reads as follows:-**

“A candidate for the Office of Chairperson and Vice-Chairperson of a Municipality / Nagar Panchayat shall be proposed by one member and seconded by another. If any candidate claims to be contesting on behalf of a recognized political party, he shall produce an authorisation from the President of the party of the State or a person duly authorised by the State President under his office seal and such authorisation shall be produced before the Presiding Officer before 10.00 AM on the day of the election. The names of all candidates validly proposed and seconded shall be read out along with the name of the political party which has set him up by the Presiding Officer in the meeting”.

The State President of a recognised political party may issue authorisation directly in Form-B or they may authorise a person through Form-A for issuing the Form-B. However, where the State President of a recognised political party authorises a person in Form-A to issue Form-B, the State President shall desist from issuing Form-B directly as it creates confusion and adversely affects smooth conduct of election. Formats of Form-A and 'B' are enclosed.

The Form-A, wherever such Form is issued, and Form-B should be submitted (both in original) to the Presiding Officer before 10.00 AM on the day of the special meeting.

The following further instructions are, hereby, issued on the subject:

- 3) A recognized political party which has given an authorization in Form-B in favour of a candidate may rescind that authorization and may give revised authorisation in Form-B in favour of another candidate subject to the following conditions.
  - a) The revised authorisation rescinding the earlier authorisation in Form-B is received by the Presiding Officer concerned before 10.00 AM on the day of special meeting.
  - b) Such revised authorisation in Form-B is signed by the same party functionary who signed the earlier Form-B and clearly shows that it rescinds the earlier authorisation.
  - c) The Presiding Officer is satisfied about the genuineness of the subsequent authorisation.

- d) In cases where Form-B is issued to more than one person without rescinding the earlier one, then the Form-B which is received by the Presiding Officer first in point of time shall be taken into consideration to determine the official candidate of the party.

## **VI. OATH TAKING AND SEQUENCE OF OTHER EVENTS DURING THE SPECIAL MEETING**

- 1) The special meeting of Municipality / Nagar Panchayat is to be called at 11.00 AM. The following shall be the sequence of proceedings on the day of special meeting.
  - a) Oath taking by members. The elected Ward members of Municipality / Nagar Panchayat can take oath in Telugu alphabetical order of their names.
  - b) Election of Chairperson of Municipality / Nagar Panchayat.
  - c) Thereafter, election of Vice-Chairperson of Municipality / Nagar Panchayat.
- 2) The Special Meeting shall have the quorum as laid down in rule 5 for Chairperson and Vice-Chairperson of Municipality / Nagar Panchayat.
- 3) If only one candidate is duly proposed, there shall be no election and he shall be declared to have been elected.
- 4) If there are two or more candidates, an election shall be held by show of hands and votes of the members present at the meeting shall be taken.
- 5) The Presiding Officer shall, thereafter, record the number of votes polled, for each such candidate, ascertained by show of hands. He shall announce the number of votes secured by each candidate and shall declare the candidate who secures the highest number of votes, as elected.
- 6) In the event of there being an equality of votes between the two candidates, the Presiding Officer shall draw lots in the presence of the members and the candidate whose name is first drawn shall be declared to have been elected.
- 7) In such a case, the Presiding Officer concerned shall write each of such candidate's name on 5 slips of paper of same color and size and then all those slips should be folded tightly twice and then jumbled to get them mixed beyond recognition. After such mixing **the Presiding Officer should take the draw.** The candidates whose name is first drawn shall be declared to have been duly elected.
- 8) **Only after the Office of the Chairperson is filled up, the Presiding Officer shall likewise conduct the election to the Office of Vice-Chairperson.** If, for any reason the Office of the Chairperson is not filled up, the Presiding Officer shall not hold election of Vice-Chairperson. No election to the Office of Vice Chairperson of Municipality / Nagar Panchayat shall be conducted unless the Office of the Chairperson is filled up.

## **VII. QUORUM FOR THE MEETING:**

As per rule 5, the quorum for holding the Special Meeting is one half of the number of members then on the Municipal Council, who are entitled to vote at the election. If there is no quorum in the said meeting within one hour from the time appointed for the meeting, or there is quorum but no election has taken place, the meeting shall be adjourned for the next day, irrespective of the fact whether it is a working day or a holiday. If there is no quorum in the second meeting or there is a quorum but the election has not taken place, the matter shall be referred to the State Election Commission for orders.

## **VIII. RECORD OF PROCEEDINGS OF THE SPECIAL MEETING:**

Under sub-section(1) of section 23 of the Act, the elected members as well as Ex officio Members consists of MPs, MLAs, MLCs referred to in clauses (ii) to (iv-a) of sub section (2) of section 5 of the Act are required to vote by show of hands duly obeying the party whip in the election of Chairperson and Vice–Chairperson Municipality / Nagar Panchayat. Under the second proviso to sub-section (1) thereof, a member voting in disobedience of the party whip shall cease to hold office in the manner prescribed.

The District Collectors concerned have to appoint a Gazetted Officer in Government as Presiding Officers for holding the special meetings of Municipality / Nagar Panchayat. The State Election Commission authorises the District Collectors to appoint Presiding Officers for holding the special meetings of Municipality / Nagar Panchayat.

Rule 7 of the said rules require preparation of record of proceedings of the special meetings of Municipality / Nagar Panchayat, called for holding the election of Chairperson and Vice-Chairperson of Municipality / Nagar Panchayat.

The Presiding Officers appointed for holding of special meetings of Municipality / Nagar Panchayat are hereby, directed to specifically record, inter alia, the following details, while preparing the record of the proceedings of the special meetings.

The names of the elected members, along with their party affiliations, if any, shall be in the record as follows:-

- a) who attended the special meeting;
- b) who absented from the meeting;
- c) who voted in the defiance of their party Whip, as required under Section 23(1) of the Act, in case of elections of Chairperson and Vice-Chairperson of Municipality / Nagar Panchayat.
- d) who attended the meeting, but abstained from voting.

## **IX. SEATING ARRANGEMENTS OF MEMBERS:**

The State Election Commission issues the following instructions with regard to seating arrangements of elected members and Ex-officio members in order to ensure that the meeting is conducted in an orderly and systematic manner.

1. Only the Presiding Officer and the Observer (wherever appointed by the State Election Commission to oversee the indirect election) shall be allowed to sit on the dais.
2. The Ex-officio members (MPs, MLAs and MLCs) shall be provided seats in the front row.
3. The directly elected Ward members shall be seated in groups on party lines in the following manner.
  - a. The elected members of each recognized national and state political parties shall be provided seating in separate compartments.
  - b. Members of registered political parties may be seated in a separate compartment.
  - c. Independently elected members shall be provided separate compartment.
  - d. The seating arrangement within each compartment made for elected members belonging to the recognized political parties, registered political parties and independent members shall be with reference to the names of the candidates in alphabetical order within their respective groups.
  - e. A display board shall be kept in front of each group/compartment for easy identification. This will be helpful to the presiding officer and observer as well as the print and electronic media to cover the event.
  - f. A separate enclosure with a raised platform shall be made on either corner of the meeting hall for the members of press and electronic media who are allowed to cover the event.

## **X. SECURITY ARRANGEMENTS:**

It is the endeavour of the State Election Commission to create an environment conducive for free and fair elections where elected Ward members of Municipality / Nagar Panchayats can exercise their electoral right freely without being subjected to any intimidation, threat and illegal confinement by vested interests for political gains.



The State Election Commission, therefore, directs the Collectors and District Election Authorities and Commissioners / Superintendents of Police to take the following measures.

1. The area in the vicinity of the venue of the special meeting in all the Municipalities / Nagar Panchayats should be cordoned off with barricading. Adequate bandobust arrangements should be made to ensure that supporters of candidates, crowds and anti-social elements did not gain entry into the venue of the meeting to create trouble.
2. If any elected member of a Municipality / Nagar Panchayat makes a request for providing security, he may be provided with the same after assessing the threat perception.

**XI. COVERAGE OF PROCEEDINGS OF THE INDIRECT ELECTION BY PRINT AND ELECTRONIC MEDIA AND LIVE COVERAGE:**

To ensure transparency, the State Election Commission authorizes the District Collectors to take the following measures during the special meetings to be held to elect Chairperson and Vice-Chairperson of Municipality / Nagar Panchayat.

1. Print and electronic media shall be allowed to cover the proceedings of the said special meetings convened for the purpose of the election of Chairperson and Vice-Chairperson of Municipality / Nagar Panchayat. To ensure that the proceedings are not disturbed in any way, the District Collectors should issue entry passes for the media and make separate seating arrangement for them in a barricaded and raised enclosure from where they can have uninterrupted view of the ongoing proceedings.
2. The District Collectors shall make arrangements for undertaking videography of the special meetings.
3. The District Collectors are also authorized to allow live coverage of the special meetings.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/-Navin Mittal  
Secretary**

To

The Commissioner and Director of Municipal Administration and Election Authority.

All Collectors & District Election Authorities.

All the Commissioner of Municipalities / Nagar Panchayats.

All Presiding Officers appointed for Municipalities / Nagar Panchayats (through Collectors & DEAs).

All Observers.

All Political Parties.

**ANNEXURE-I**

**(Intimation by Recognised Political Party about the person authorised to appoint Whip)**

No.....

Date: .....

From  
The State President / State General Secretary,  
.....  
(Recognised Political Party)  
.....

To  
The Presiding Officer,  
.....Municipality/ Nagar  
Panchayat ,  
..... District.

Sir,

Sub: Elections to Chairperson and Vice-Chairperson of Municipalities/ Nagar Panchayats - Intimation about person authorised to appoint Whip – Reg.

Ref: SEC Election Notification No. ...., dated.....  
\*\*\*

I wish to inform that our Party, hereby, authorises the following persons to appoint Whip on behalf of our party in the elections mentioned above.

Name of the persons authorized	Position or designation in the party	Municipality/ Nagar Panchayat for which he/she is authorised to appoint Whip
1.		
2.		
3.		

The specimen signatures of the authorised persons are given below :

1. Specimen signatures of Sri /Smt. / Kum.....  
(a)..... (b) ..... (c) .....
2. Specimen signatures of Sri /Smt. / Kum.....  
(a)..... (b) ..... (c) .....
3. Specimen signatures of Sri /Smt. / Kum.....  
(a)..... (b) ..... (c) .....

Yours faithfully,

Place :  
Place :

(President/General Secretary)

**Seal of the Party**

**Note:**

1. This should be sent to the Presiding Officer of Municipality/ Nagar Panchayat concerned so as to reach him on or before 11:00 AM on the day preceding the day of election of the Chairperson / Vice-Chairperson of Municipality/ Nagar Panchayat.
2. This form must be signed in ink by the office bearer mentioned above. No facsimile signature or signature by means of rubber stamp etc., of any office bearer shall be accepted.
3. No form transmitted by fax shall be accepted.

**ANNEXURE -II**  
**(Intimation by Recognised Political Party about the persons appointed as Whip)**

No.....

Date: .....

From  
 The State President / State General Secretary,  
 .....  
 (Recognised Political Party)  
 .....

To  
 The Presiding Officer,  
 ..... Municipality/ Nagar  
 Panchayat ..... District.

Sir,

Sub: Elections to Chairperson and Vice-Chairperson of Municipalities/ Nagar Panchayats -  
 Intimation about person appointed as Whip – Reg.

Ref:- SEC Notification No....., dated.....

\*\*\*

I am to inform that our Party, hereby, appoints the following person as Whip for the elections mentioned above.

1.	Name of the Municipality/ Nagar Panchayat	
2.	Name of the person appointed as Whip	
3.	Position or designation in the party	
4.	Specimen Signature of the person appointed as Whip	

\* The notice in Annexure-II given earlier appointing Sri / Smt. / Kum..... as Whip is, hereby, rescinded.

Yours faithfully,

Place:  
 Date :

(State President/Person authorised  
 by the State President)

**Seal of the party**

\* This portion must be scored off, if not applicable, or must be properly filled, if applicable.

Note:

1. This should be sent to the Presiding Officer of Municipality/ Nagar Panchayat concerned so as to reach him on or before 11:00 AM on the day preceding the day of election of the Chairperson / Vice-Chairperson of Municipality/ Nagar Panchayat.
2. This form must be signed in ink by the office bearer mentioned above. No facsimile signature or signature by means of rubber stamp etc., of any office bearer shall be accepted.
3. No form transmitted by fax shall be accepted.

**ANNEXURE – III**

**(PARTY WHIP)**

I, ..... appointed as Whip of .....  
Party for elections to Chairperson and Vice-Chairperson of Municipality/ Nagar Panchayat  
..... District, hereby, direct that the elected members of the Municipality/ Nagar  
Panchayat belonging to ..... Party shall be present in the Special Meeting  
to be held on ..... and vote in favour of Sri / Smt. / Kum. ....  
.....

**Party Seal**

Date : Signature & Name :  
Place: Authorised Party Whip :

To  
Sri/Smt./Kum .....  
Member, ..... Municipality/ Nagar Panchayat.

Copy to the Presiding Officer,  
.....  
Municipality/ Nagar Panchayat Special Meeting.

**Note:**

3. Person appointed as Whip by a Recognised Political Party has to furnish a copy of the contents of the Whip issued by him in Annexure-III to the Presiding Officer at least one hour before the commencement of Special Meeting for election of Chairperson and Vice-Chairperson of Municipality/ Nagar Panchayat.
4. The person appointed as Whip by a Recognised Political Party shall also furnish a copy of the acknowledgement obtained from the Members belonging to the party on the service of the whip to them to the Presiding Officer before the commencement of the Special Meeting for election of Chairperson and Vice-Chairperson of Municipality/ Nagar Panchayat.

**FORM – A**

**(Intimation by Recognised Political Party about the person authorised to issue Form - B to the candidates)**

No.....

Date: .....

From  
The State President / State General Secretary,  
.....  
(Recognised Political Party)  
.....

To  
The Presiding Officer,  
..... Municipality/ Nagar  
Panchayat  
..... District.

Sir,

Sub: Elections to Chairperson and Vice-Chairperson of Municipalities/ Nagar Panchayats - Intimation about person authorised to sign Form-B – Reg.

Ref: SEC Election Notification No. ...., dated .....  
\*\*\*

I wish to inform that our Party, hereby, authorises the following persons to issue Forms - B to the candidates set up by our party in the elections mentioned above.

Name of the persons authorized	Position or designation in the party	Areas in which he/she is authorized
1.		
2.		
3.		

The specimen signatures of the authorised persons are given below :

1. Specimen signatures of Sri /Smt. / Kum.....  
(a)..... (b) ..... (c) .....

Yours faithfully,

Place:  
Date :

(President/General Secretary)

**Seal of the Party**

**Note:**

- This should be sent to the Presiding Officer of Municipality/ Nagar Panchayat concerned so as to reach him on or before 10:00 AM on the day of election of the Chairperson /Vice-Chairperson of Municipality/ Nagar Panchayat.
- This form must be signed in ink by the office bearer mentioned above. No facsimile signature or signature by means of rubber stamp etc., of any office bearer shall be accepted.
- No form transmitted by fax shall be accepted.

**FORM – B**

(Notice as to names of the candidates set up by the Recognised Political Party)

No.....

Date: .....

From  
.....  
.....  
.....

To  
The Presiding Officer,  
..... Municipality/ Nagar  
Panchayat  
..... District.

Sir,

Sub: Elections to ..... - Setting up of candidates by our party – Intimation – Reg.

Ref:- SEC Election Notification No. ...., dated.....

\*\*\*

I, hereby, give notice that the following persons have been set up by ..... Party as its candidates at the ensuing elections referred above;

OR

In pursuance of the authorisation received by me in Form-A vide No. ...., dated....., I hereby give notice that the following persons have been set up by ..... Party as its candidates at the ensuing elections referred to above.

1.	Name of the Municipality/ Nagar Panchayat	
2.	Name of the District	
3.	Name of the Office	
4.	Name of the party' approved candidate along with father's / husband's name	
5.	Postal address of the approved candidate	
6.	Name of the substitute candidate along with father's / husband's name	
7.	Postal address of the substitute candidate	

\* The notice in Form-B given earlier in favour of Sri / Smt. / Kum..... as party's approved candidate and Sri / Smt. / Kum. .... as party's substitute candidate, is hereby, rescinded.

Place:  
Date :

Signature  
Name & designation of the  
issuing authority

**Seal of the party**

\* This portion must be scored off, if not applicable, or must be properly filled, if applicable.

**Note:**

1. This should be sent to the Presiding Officer of Municipality/ Nagar Panchayat concerned so as to reach him on or before 11:00 AM on the day of election of the Chairperson/Vice-Chairperson of Municipality/ Nagar Panchayat
2. This form must be signed in ink by the office bearer mentioned above. No facsimile signature or signature by means of rubber stamp etc., of any office bearer shall be accepted.
3. No form transmitted by fax shall be accepted.

**ANNEXURE-XCIX**

**STATE ELECTION COMMISSION**  
**3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Hyderabad – 500 003**

**No.1501/SEC-F2/2014**

**Dated:26.06.2014**

**ORDER**

The State Election Commission, hereby, directs the Collector and District Election Authority concerned to authorize a Gazetted Officer of the Government for every Municipality / Nagar Panchayat indicated in Annexure-I to conduct election to the offices of Chairperson and Vice-Chairperson in accordance with the procedure laid down in the Andhra Pradesh Municipalities (Conduct of Election of Chairperson and Vice-Chairperson) Rules, 2005, and specifies the schedule for the election to the said offices in the Annexure-II appended to this order.

**Sd/- P.RAMAKANTH REDDY**  
**STATE ELECTION COMMISSIONER**

To

The Collectors and District Election Authorities of Srikakulam, Vizianagaram, Visakhapatnam, East Godavari, West Godavari, Krishna, Guntur, Prakasam, Nellore, Anantapur, Chittoor, Kurnool and YSR District.

Copy to

The Commissioners of Municipalities/ Nagar Panchayats concerned.

The Election Authority & Commissioner and Director of Municipal Administration, Andhra Pradesh State.

The Principal Secretary, to the Government MA & UD Department, Andhra Pradesh State.

**ANNEXURE – II**

**(Election schedule of Chairpersons/ Vice-Chairpersons of  
Municipalities / Nagar Panchayats )**

1	Notice to be given in Form-II by the Gazetted Officer authorized by the District Collector calling for a special meeting for conduct of election of Chairperson / Vice-Chairperson. (This notice should be given to all the elected members and ex-officio members of Municipality / Nagar Panchayat concerned).	On or before <b><u>29-06-2014,</u></b>
2	Date and Time of the meeting for the election of Chairperson / Vice-Chairperson of Municipality/ Nagar Panchayat.	At 11.00 AM on <b><u>03-07-2014,</u></b>

**Sd/- P.RAMAKANTH REDDY  
STATE ELECTION COMMISSIONER**

**NOTE:-** If for any reason election to the said offices is not held on **03.07.2014**, it shall be held at 11.00 AM on the next day i.e., on **04.07.2014** whether or not it is observed as a holiday by the Municipality/Nagar Panchayat.



**ANNEXURE-C**

**STATE ELECTION COMMISSION**  
**3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Hyderabad – 500 003**

**No.1517/SEC-F2/2014**

**Dated:26.06.2014**

**ORDER**

The State Election Commission, hereby, directs the Collector and District Election Authority concerned to authorize a Gazetted Officer of the Government for every Municipality / Nagar Panchayat indicated in Annexure-I to conduct election to the offices of Chairperson and Vice-Chairperson in accordance with the procedure laid down in the Andhra Pradesh Municipalities (Conduct of Election of Chairperson and Vice-Chairperson) Rules, 2005, and specifies the schedule for the election to the said offices in the Annexure-II appended to this order.

**Sd/- P.RAMAKANTH REDDY**  
**STATE ELECTION COMMISSIONER**

To

The Collectors and District Election Authorities of Warangal, Karimnagar, Khammam, Adilabad, Ranga Reddy, Nizamabad, Nalgonda, Medak and Mahabubnagar.

Copy to

The Commissioners of Municipalities/ Nagar Panchayats concerned.

The Election Authority & Commissioner and Director of Municipal Administration, Telangana State.

The Principal Secretary, to the Government MA & UD Department, Telangana State.

**ANNEXURE – II**

**(Election schedule of Chairpersons/ Vice-Chairpersons of  
Municipalities / Nagar Panchayats )**

1	Notice to be given in Form-II by the Gazetted Officer authorized by the District Collector calling for a special meeting for conduct of election of Chairperson / Vice-Chairperson. (This notice should be given to all the elected members and ex-officio members of Municipality / Nagar Panchayat concerned).	On or before <b><u>29-06-2014,</u></b>
2	Date and Time of the meeting for the election of Chairperson/Vice-Chairperson of Municipality/ Nagar Panchayat.	At 11.00 AM on <b><u>03-07-2014,</u></b>

**Sd/- P.RAMAKANTH REDDY  
STATE ELECTION COMMISSIONER**

**NOTE:-** If for any reason election to the said offices is not held on **03.07.2014**, it shall be held at 11.00 AM on the next day i.e., on **04.07.2014** whether or not it is observed as a holiday by the Municipality/Nagar Panchayat.

ANNEXURE-I

<b>Sl. No</b>	<b>Name of the Municipality / Nagar Panchayat</b>
<b>(1)</b>	<b>(2)</b>
<b>I</b>	<b>SRIKAKULAM</b>
1	Amadalavalasa
2	Ichapuram
3	Palasa Kasibugga
4	Palakonda
<b>II</b>	<b>VIZIANAGARAM</b>
5	Vizianagaram
6	Bobbili
7	Parvathipuram
8	Salur
<b>III</b>	<b>VISAKHAPATNAM</b>
9	Narsipatnam
10	Yellamanchali
<b>IV</b>	<b>EAST GODAVARI</b>
11	Amalapuram
12	Tuni
13	Samalkot
14	Ramachandrapuram
15	Pithapuram
16	Mandapeta
17	Peddapuram
18	Gollaprollu
19	Mumidivaram
20	Yeleswaram
<b>V</b>	<b>WEST GODAVARI</b>
21	Bhimavaram
22	Palacole
23	Tadepalligudem
24	Narsapur
25	Nidadavole
26	Tanuku
27	Kovvur

28	Jangareddy Gudem
<b>VI</b>	<b>KRISHNA</b>
29	Machilipatnam
30	Gudivada
31	Jaggiahpetta
32	Nuzivid
33	Pedana
34	Tiruvuru
35	Vuyyuru
36	Nandigama
<b>VII</b>	<b>GUNTUR</b>
37	Tenali
38	Narasaraopeta
39	Bapatla
40	Repalle
41	Chilakaluripet
42	Ponnur
43	Mangalagiri
44	Macherla
45	Sattenapalli
46	Vinukonda
47	Piduguralla
48	Tadepalli
<b>VIII</b>	<b>PRAKASHAM</b>
49	Chirala
50	Markapur
51	Adanki
52	Giddalur
53	Chimakurthy
54	Kanigiri
<b>IX</b>	<b>NELLORE</b>
55	Gudur (NLR)
56	Kavali
57	Venkatagiri
58	Atmakur (NLR)
59	Sullurpet (NLR)
60	Naidupet
<b>X</b>	<b>ANANTHAPUR</b>

61	Hindupur
62	Guntakal
63	Tadipatri
64	Dharmavaram
65	Kadiri
66	Rayadurg
67	Madakasira
68	Puttaparthi
69	Gooty
70	Paamidi
71	Kalyandurgam
<b>XI</b>	<b>CHITTOOR</b>
72	Madanapalle
73	Srikalahasti
74	Punganur
75	Palamaneru
76	Nagari
77	Puttur
<b>XII</b>	<b>KURNOOL</b>
78	Nandyal
79	Adoni
80	Yemmiganur
81	Dhone
82	Atmakur (KNL)
83	Nandikotkur
84	Allagadda
85	Gudur(KNL)
<b>XIII</b>	<b>Y S R DISTRICT</b>
86	Proddatur
87	Pulivendula
88	Jammalamadugu
89	Rayachoty
90	Badvel
91	Mydukur
92	Yerraguntla

**Sd/- P.RAMAKANTH REDDY**  
**STATE ELECTION COMMISSIONER**

ANNEXURE-I

<b>Sl. No</b>	<b>Name of the Municipality / Nagar Panchayat</b>
<b>(1)</b>	<b>(2)</b>
<b>I</b>	<b>WARANAGAL</b>
1	Jangaon
2	Parakala
3	Narasampet
4	Mahabubabad
5	Bhupalpally
<b>II</b>	<b>KARIMNAGAR</b>
6	Jagityal
7	Sircilla
8	Korutla
9	Metpalli
10	Jammikunta
11	Vemulavada
12	Peddapalli
13	Huzurabad
14	Husnabad
<b>III</b>	<b>KHAMMAM</b>
15	Kothagudem
16	Yellandu
17	Sattupalli
18	Madhira
<b>IV</b>	<b>ADILABAD</b>
19	Adilabad
20	Bellampally
21	Mancherial
22	Nirmal
23	Kagaznagar
24	Bhainsa
<b>V</b>	<b>RANGA REDDY</b>
25	Tandur
26	Vikarabad
27	Pedda Amberpet

28	Badangpet
29	Ibrahimpatnam
<b>VI</b>	<b>NIZAMABAD</b>
30	Kamareddy
31	Bodhan
32	Armur
<b>VII</b>	<b>NALGONDA</b>
33	Nalgonda
34	Suryapet
35	Miryalguda
36	Bhongir
37	Kodada
38	Huzurnagar
39	Devarakonda
<b>VIII</b>	<b>MEDAK</b>
40	Sangareddy
41	Sadasivapet
42	Zaheerabad
43	Medak
44	Gajwel-Pregnapur
45	Andol-Jogipet
<b>IX</b>	<b>MAHABOONNAGAR</b>
46	Mahaboobnagar
47	Gadwal
48	Narayanapet
49	Wanaparthi
50	Shadnagar
51	Nagarkurnool
52	Ieeja
53	Kalwakurthy

**Sd/- P.RAMAKANTH REDDY**  
**STATE ELECTION COMMISSIONER**

**ANNEXURE-CI**

<b>Elected Chairperson &amp; Vice-Chairperson in Municipalities/Nagar Panchayats, 2014</b>							
<b>Sl. No</b>	<b>District Name</b>	<b>Name of the Urban Local Body</b>	<b>Chairperson Reserved for</b>	<b>Person Declared Elected as Chairperson</b>	<b>Party Affiliation</b>	<b>Person Declared Elected as Vice-Chairperson</b>	<b>Party Affiliation</b>
<b>1</b>	<b>2</b>	<b>3</b>	<b>4</b>	<b>5</b>	<b>6</b>	<b>7</b>	<b>8</b>
1	Adilabad	Adilabad	UR(W)	Smt. Rangineni Manisha	TRS	Sri.Mohd. Farooq Ahmed	AIMIM
2	Adilabad	Bellampally	UR(W)	Pasula Sunitha Rani	TRS	Nooneti Satyanarayana	TRS
3	Adilabad	Mancherial	UR(W)	Smt. Mamidishetti Vasundhara	TRS	Sri. Nalla Shankar	INC
4	Adilabad	Nirmal	UR	Appala Ganesh Chakravarthy	IND	Azeem Bin Yahya	AIMIM
5	Adilabad	Kagaznagar	UR(W)	Smt CP Vidyavathi	TRS	Sri Saddam Hussain	TRS
6	Adilabad	Bhainsa	UR(W)	Smt.Sabiya Begum	AIMIM	Sri.Mohd.Jabir Ahmed	AIMIM
7	Karimnagar	Jagityal	UR(W)	Smt. Thatiparthi Vijayalaxmi	INC	Sri Mohammed Sirajuddin Mansoor	INC
8	Karimnagar	Sircilla	BC(W)	Samala Pavani	TRS	Thoutu Kanakaiah	TRS
9	Karimnagar	Korutla	UR	Sri Sheelam Venugopal	TRS	Sri Mohammad Rafiuddin	AIMIM
10	Karimnagar	Metpalli	UR(W)	MARRI UMARANI	TRS	MARGAM GANGADHAR	TRS
11	Karimnagar	Jammikunta	SC	PODETI RAMASWAMY	TRS	BACHU SHIVA SHANKAR	TRS
12	Karimnagar	Vemulavada	BC(W)	Smt.Namala Uma	BJP	Sri.Prathapa Ramakrishna	BJP
13	Karimnagar	Peddapalli	BC	Sri Eluvaka Rajaiah	TRS	Sri Nugilla Mallaiah	TDP



14	Karimnagar	Huzurabad	BC	Sri Vadluri Vijay Kumar	INC	Smt. Thallapally Rajitha	TRS
15	Karimnagar	Husnabad	SC	Sri Chandraiah Suddala	TRS	Sri Sudhakar Bolishetty	TRS
16	Khammam	Kothagudem	UR(W)	Smt. Puli Geetha	INC	Sri. Raavi Rambabu	TDP
17	Khammam	Yellandu	BC(W)	Smt Madata Ramaa	INC	Sri. Srinivasa Rao	CPI
18	Khammam	Sattupalli	BC(W)	Smt Doddakula Swathi	TDP	Sri. Kothuru Umamaheswara rao	TDP
19	Khammam	Madhira	SC(W)	Smt MONDITHOKA NAGARANI	IND	Smt DIRISHALA VINODHA	CPM
20	Mahbubnagar	Mahaboobnagar	UR(W)	C Radha Amar	INC	K Ramulu	BJP
21	Mahbubnagar	Gadwal	UR(W)	G.Padmavathi, 13th Ward Member	INC	B.Shankar, 1st Ward Member	INC
22	Mahbubnagar	Narayanapet	BC(W)	ANASUYA	BJP	NANDU	BJP
23	Mahbubnagar	Wanaparthly	UR	P RAMESH GOUD	TDP	B KRISHNA	BJP
24	Mahbubnagar	Shadnagar	BC	Agganoori Vishwam	INC	Vannada Lavanya	INC
25	Mahbubnagar	Nagarkurnool	BC	Sri. Vanga Mohan Goud	INC	Sri. J.RamaChendra Reddy	BJP
26	Mahbubnagar	leeja	SC	Rajeshwari	TRS	Naganna Goud	TRS
27	Mahbubnagar	Kalwakurthy	BC	Srishailam	INC	Md. Shahed	YSRCP
28	Medak	Sangareddy	UR(W)	Smt. Vijaya Laxmi	INC	Sri R V Goverdhan Nayak	INC
29	Medak	Sadasivapet	UR(W)	Smt. Patnam Vijayalaxmi	TRS	Sri. Pillodi Vishwanatham	TRS
30	Medak	Zaheerabad	UR(W)	Smt. Chennuri Lavanya	TRS	Sri. Azmath Pasha	AIMIM

31	Medak	Medak	UR	Sri. Arella Mallikarjun Goud	TRS	Sri. Ragi Ashok	TRS
32	Medak	Gajwel	BC	Gadipally Bhaskar	TRS	Smt. Dumbala Aruna	TRS
33	Medak	Andol-Jogipet	BC(W)	Shankarampeta Kavitha	INC	Tudum Ramulu	INC
34	Nalgonda	Nalgonda	UR(W)	Sri Bontupally Laxmi Srinivas	INC	Burri Srinivasa Reddy	INC
35	Nalgonda	Suryapet	UR(W)	Smt. Ganduri Pravalika	INC	Smt. Nerelli Laxmi	TDP
36	Nalgonda	Miryalguda	UR(W)	Smt.Thirunagaru Nagalaxmi	INC	Sri Magdoom Pasha	INC
37	Nalgonda	Bhongir	UR(W)	Smt. Survi Lavanya	BJP	Smt. Barre Mahalaxmi	TDP
38	Nalgonda	Kodada	BC(W)	Smt Vantipuli Anitha	INC	Nil	
39	Nalgonda	Huzurnagar	BC	Sri Jakkula Venkaiah	INC	Yallavula Seetha	CPI
40	Nalgonda	Devarakonda	ST	Sri Manjya Naik Kethavath	INC	Sri Nallagasu Janu Yadav	INC
41	Nizamabad	Kamareddy	UR(W)	Smt. Pippiri Sushma	INC	Sri Masood Ali Syed	INC
42	Nizamabad	Bodhan	UR	ANAMPALLY YELLAIAH	TRS	MD. HABEEB KHAN	AIMIM
43	Nizamabad	Armur	UR(W)	Kashyap Swathi Singh	TRS	Muthkuri Linga Goud	TRS
44	Rangareddi	Tandur	UR(W)	Smt.Kotrike Vijaya Laxmi	TRS	Sri.Syed Sajid Ali	AIMIM
45	Rangareddi	Vikarabad	UR	Sri.Vishwanatham Sathyanarayana	INC	Sri.Suresh	TDP
46	Rangareddi	Pedda Amberpet	SC	Edammala Dhanalaxmi	TDP	Siddenki Krishna Reddy	INC

47	Rangareddi	Badangpet	BC	Sama Narsimha Goud	INC	Chigurintha Narsimha Reddy	INC
48	Rangareddi	Ibrahimpattanam	SC	Kambalapalli Bharath Kumar	TDP	Md Sultan	TDP
49	Warangal	Jangaon	UR(W)	Premalatha Reddy Gadipelli	TRS	Venkatesh Nagarapu	BJP
50	Warangal	Parakala	SC	Martha Rajabdraiah	IND	Devunuri Ramya Krishna	BJP
51	Warangal	Narasmpet	BC	Sri Pallely Ramchandraiah	INC	Smt Munigala Padma	INC
52	Warangal	Mahabubabad	ST(W)	Smt Bhukya Uma	INC	Sri Surnapu Somaiah	CPM
53	Warangal	Bhupalpally	SC	Smt. Bandari Sampurna	TRS	Sri. Arukala Ganapathi	BJP
54	Srikakulam	Amadalavalasa	BC(Women)	Smt. Tammineni Geeta	TDP	Smt. Kuna Venkata Rajya Laxmi	INC
55	Srikakulam	Ichapuram	BC(Women)	Smt. Pilaka Rajya Lakshmi	YSRCP	Smt. Sakunthala Kalla	YSRCP
56	Srikakulam	Palasa Kasibugga	UnReserved	Sri Kotha Purnachandra Rao	TDP	Sri Guriti Suryanarayana	TDP
57	Srikakulam	Palakonda	BC(Women)	PALLA VIJAYA NIRMALA	TDP	SIRIPURAPU CHUDAMANI	TDP
58	Vizianagaram	Vizianagaram	UnReserved	Sri. Prasadula Ramakrishna	TDP	Sri. Kanakala Murali Mohana Rao	TDP
59	Vizianagaram	Bobbili	UnReserved	Smt Tumula Atchutavalli	TDP	Sri Chodiganji Ramesh	TDP
60	Vizianagaram	Parvathipuram	UnReserved	Dwarapureddi Sridevi	TDP	Sri Belagam Jayaprakash Narayana	TDP
61	Vizianagaram	Salur	Women (General)	Smt Gorle Vijaya Kumari	TDP	Sri Kaki Pandu Ranga	TDP

62	Visakhapatnam	Narsipatnam	BC(Women)	Smt. Anitha Chintakayala	TDP	Sri Chintakayala Sanyasi Pathrudu	TDP
63	Visakhapatnam	Yellamanchali	BC(Women)	Smt RAMA KUMARI PILLA	TDP	Sri SAMBA SIVA RAO KOTARU	TDP
64	East Godavari	Amalapuram	UnReserved	Sri Yalla Malleswara Rao	TDP	Smt. Pechetti Vijaya Lakshmi	TDP
65	East Godavari	Tuni	UnReserved	Sri Inuganti Satyanarayana	TDP	Sri Kutcharlapati Jagannadharaju	TDP
66	East Godavari	Samalkot	UnReserved	Smt Manyam Padmavathi	TDP	Sri Karikam Gopalam	TDP
67	East Godavari	Ramachandrapuram	UnReserved	Sri Kommana Nageswara Rao	Independents	Sri Mediseti Suryanarayana	TDP
68	East Godavari	Pithapuram	UnReserved	Karanam Chinnarao	TDP	Pilli Siva Sai Rama Prasad	TDP
69	East Godavari	Mandapeta	UnReserved	Sri Chundru Sri Vara Prakash	TDP	Smt. Gadi Satyavathi	TDP
70	East Godavari	Peddapuram	UnReserved	Sri Lakshmi Suryanarayana Raju Vastsavai	TDP	Sri Tsaliki Satya Bhaskara Rao	TDP
71	East Godavari	Gollaprollu	BC(General)	Sri SEERAM. MANIKYAM	TDP	Sri PADALA. RAMBABU	YSRCP
72	East Godavari	Mumidivaram	SC(Women)	Smt. Chelli Santha Kumari	TDP	Smt. Divi Mahalakshmi	TDP
73	East Godavari	Yeleswaram	SC(Women)	Smt Koppada Parvathi	YSRCP	Sri Pyla Satyanarayana	TDP
74	West Godavari	Bhimavaram	UnReserved	Kotikalapudi Govinda Rao	TDP	Mudunuri Suryanarayana Raju	TDP
75	West Godavari	Palacole	UnReserved	Vallabhu Narayana Murthy	TDP	Karnena Roja Ramani	TDP

76	West Godavari	Tadepalligudem	UnReserved	Sri Boliseti Srinivas	TDP	Sri Gorrela Sridhar	TDP
77	West Godavari	Narsapur	UnReserved	Smt.Pasupuleti Ratnamala	TDP	Sri Ponnala Nageswara Rao	TDP
78	West Godavari	Nidadavole	UnReserved	Sri Bobba Krishna Murthy	TDP	Sri Peruri Saibaba	TDP
79	West Godavari	Tanuku	UnReserved	Sri Dr. Dommeti Venkata Sudhakar	TDP	Sri. Mantrirao Venkata Ratnam	TDP
80	West Godavari	Kovvur	UnReserved	Sri Surapaneni Surya Bhaskara Rama Mohan	TDP	Sri Duddupudi Raja Ramesh Kumar	TDP
81	West Godavari	Jangareddy Gudem	BC(Women)	Bangaru Siva Lakshmi	TDP	Atluri Rama Mohana Rao	TDP
82	Krishna	Machilipatnam	UnReserved	MOTAMARRI VENKATA BABA PRASAD	TDP	PANCHAPARVALA KASI VISWANADHAM	TDP
83	Krishna	Gudivada	UnReserved	Yalavarthi Srinivasa Rao	YSRCP	Adapa Venkata Ramana	YSRCP
84	Krishna	Jaggiahpeta	UnReserved	Sri Tanneru Nageswara Rao	YSRCP	Sri Mohammad Akbar	YSRCP
85	Krishna	Nuzivid	Women (General)	Smt.Basava Revathi	YSRCP	Smt. Anne Mamatha	YSRCP
86	Krishna	Pedana	UnReserved	Yerra Seshagiri Rao	TDP	Abdul Khayyum	TDP
87	Krishna	Tiruvuru	SC(Women)	Smt Marakala Krishna Kumari	TDP	Sri Somavarapu Venkata Narasimha Rao	TDP
88	Krishna	Vuyyuru	BC(General)	Sri Jampana Purnachandra Rao	TDP	Sri Tummala Srinivasa Babu	TDP

89	Krishna	Nandigama	BC(General)	Smt Yaragorla Padmavathi	TDP	Smt Ashok Kumari Vaddelli	TDP
90	Guntur	Tenali	UnReserved	Sri Kothamasu Tulasi Das	TDP	Sri Madala Koteswara Rao	TDP
91	Guntur	Narasaraopeta	UnReserved	Sri Nagasarapu Subbaraya Guptha	TDP	Sri Shaik Meeravali	TDP
92	Guntur	Bapatla	BC(Women)	Smt MALLESWARI THOTA	TDP	Sri LELLA RAMBABU	TDP
93	Guntur	Repalle	UnReserved	Tadivaka Srinivasa Rao	TDP	Thunuguntla Viswanadha Guptha	TDP
94	Guntur	Chilakaluripet	BC(Women)	Smt Ganji Chenchu Kumari	TDP	Sri Rachamalla Badari Narayana Murthy	TDP
95	Guntur	Ponnur	BC(Women)	SMT SAJJA HEMALATHA	TDP	SRI AKULA SAMBASIVA RAO	TDP
96	Guntur	Mangalagiri	UnReserved	Sri. Ganji Chiranjeevi	TDP	Sri. Sanka Balaji Guptha	TDP
97	Guntur	Macherla	Women(General)	Gopavarapu Sridevi	TDP	Nelluri Mangamma	TDP
98	Guntur	Sattenapalli	UnReserved	Sri Yellinedi Ramaswamy	TDP	Sri Athukuri Nageswara Rao	TDP
99	Guntur	Vinukonda	Women(General)	Smt Khajipur Janbi	CPI	Sri Pendela Srinivasa Rao	BJP
100	Guntur	Piduguralla	Women(General)	Smt. Bhavanasi Hymavathi	TDP	Sri. Addanki Ratnakara Rao	TDP
101	Guntur	Tadepalli	SC(Women)	Smt Koyyagura Mahalakshmi	YSRCP	Sri Donthireddy Rama Krishna Reddy	YSRCP
102	Prakasam	Chirala	UnReserved	Sri Modadugu Ramesh Babu	TDP	Sri Korabandi Suresh Babu	YSRCP

103	Prakasam	Markapur	Women(General)	Smt. Vakkalagadda Radhika	TDP	Smt. SK Muthujabee	TDP
104	Prakasam	Adanki	SC(Women)	Smt. Parimi Dayamani	TDP	Sri. Chinni Srinivasa Rao	TDP
105	Prakasam	Giddalur	BC(General)	Smt Bandaru Venkata Subbamma	YSRCP	Smt Palugulla Sridevi	YSRCP
106	Prakasam	Chimakurthy	BC(General)	Sri Kouthrapu Raghava Rao	TDP	Sri Kandimalla gangadhara Rao	TDP
107	Prakasam	Kanigiri	BC(General)	Shaik China Mastan	TDP	VV Manohar Rao	TDP
108	SPSR Nellore	Gudur(NLR)	UnReserved	Smt Ponaka Devasena	TDP	Sri Seelam Kiran Kumar	TDP
109	SPSR Nellore	Kavali	Women (General)	Smt. Pothuganti. Alekya	Independents	Smt. Gundlapalli. Bharat Kumar	BJP
110	SPSR Nellore	Venkatagiri	BC(Women)	DONTHU SARADA	TDP	BEERAM RAJESWARA RAO	TDP
111	SPSR Nellore	Atmakur(NLR)	ST(Women)	Smt Ragi Vanamma	INC	Sri Shaik Sandani	Independents
112	SPSR Nellore	Sullurpet	SC(Women)	Nuleti Vijaya Lakshmi	TDP	Garika Eswaramma	INC
113	SPSR Nellore	Naidupet	SC(Women)	Mailari Sobharani	TDP	Athikayala Subramanyam	TDP
114	YSR Kadapa	Proddatur	UnReserved	V.Gurivi Reddy	TDP	Y.S Jabiulla	TDP
115	YSR Kadapa	Pulivendula	Women (General)	Smt Y.S. Prameela	YSRCP	Sri G. Chinnappa	YSRCP
116	YSR Kadapa	Jammalamadugu	Women (General)	Smt. T Tulasi	YSRCP	Sri Mulla Jany	TDP

117	YSR Kadapa	Rayachoty	Women (General)	Smt.Khyamkani Nasibun Khanam	YSRCP	Sri.Shaik Imdadullah	Independents
118	YSR Kadapa	Badvel	BC(General)	Sri SOMESULA PARTHASARADH I	TDP	Smt. Gajulapalli Sreedevi	TDP
119	YSR Kadapa	Mydukur	BC(General)	Dr. C.N. Ranga Simha	TDP	S. Pedda Gurappa	TDP
120	YSR Kadapa	Yerraguntla	BC(General)	Hanumanagutti Musalaiah	YSRCP	Sanepalli Subash Reddy	YSRCP
121	Kurnool	Nandyal	Women (General)	Smt Desham Sulochana	TDP	Sri Gangisetty Vijay Kumar	TDP
122	Kurnool	Adoni	Women (General)	Smt K. Sarojamma	YSRCP	Sri M. Altaf Ahamed	YSRCP
123	Kurnool	Yemmiganur	BC(Women)	Smt Saya Saraswathi	TDP	Sri Y.P.M.Kondaiah Chowdary	TDP
124	Kurnool	Dhone	Women(General)	Kotrike Gayatridevi	TDP	T.E.Keshanna goud	TDP
125	Kurnool	Atmakur (KRNL)	BC(General)	Sivapuram Noor Mahammed	TDP	Marubathula Rama Lakshmi Devi	TDP
126	Kurnool	Nandikotkur	BC(Women)	Smt O SUBBAMMA	YSRCP	SHAIK ABDUL MUNAF	YSRCP
127	Kurnool	Allagadda	SC(Women)	Kumari. Yeddula. Usha Rani	YSRCP	Sri. Dr. K. Ramalinga Reddy	YSRCP
128	Kurnool	Gudur (KRNL)	SC(General)	Smt B.Indhira Subhashini ( YSRCP-REBEL)	YSRCP	Sri Ramanjaneyulu Kurukundhu( YSRCP-REBEL)	YSRCP
129	Anantapur	Hindupur	Women (General)	Smt R. Lakshmi	TDP	J.B.K. Ram Mohan	TDP



130	Anantapur	Guntakal	Women (General)	Smt Aparna Kodela	TDP	SRI RAMAGOUNI SREENATH GOWD	TDP
131	Anantapur	Tadipatri	Women (General)	Smt.Billuri Venkata Lakshmi	TDP	Sri B.Md Jeelan	TDP
132	Anantapur	Dharmavar am	UnReserved	Beere Gopala Krishna	TDP	Ambarapu Sreenivasulu	TDP
133	Anantapur	Kadiri	BC(Women)	Smt.Shaik.Sura ya Banu	TDP	Smt.Gunivandla.Vasant ha	TDP
134	Anantapur	Rayadurg	BC(General)	V.M.Rajasekhar	TDP	Sri P.Mahaboob Basha	TDP
135	Anantapur	Madakasira	SC(General)	Sri P. Prakash	TDP	Sri B.Obanna	TDP
136	Anantapur	Puttaparthi	BC(General)	Putla Chinna Ganganna	TDP	Kadiyala Rama Mohan	TDP
137	Anantapur	Gooty	SC(Women)	Bedala Thulasamma	TDP	R.B.V. Purushotham	TDP
138	Anantapur	Paamidi	BC(General)	Dudekula Ghouse Peera	TDP	Bollu Syamala Devi	TDP
139	Anantapur	Kalyandurgam	BC(General)	Y.P.Ramesh Babu	TDP	Sri.K.Abdul Raheem	TDP
140	Chittoor	Madanapalle	BC(General)	Sri.K.Siva Prasad	TDP	J.Bhavani Prasad	TDP
141	Chittoor	Srikalahasti	UnReserved	Peta Radha Reddy	TDP	Pardha Saradhi @ Muthyala Pardha Saradhi	TDP
142	Chittoor	Punganur	BC(Women)	Smt.S.Shameem	YSRCP	Sri.C.Amarendra	YSRCP
143	Chittoor	Palamaneru	Women (General)	Smt.C.Saradha	YSRCP	Sri S.Chand Basha	YSRCP
144	Chittoor	Nagari	Women (General)	Smt K.Shanthi	YSRCP	Sri P.G.Neelamegham	YSRCP
145	Chittoor	Puttur	BC(General)	M S Karunakaran	TDP	S. PRATAP	TDP

## ANNEXURE-CII

### **GOVERNMENT OF ANDHRA PRADESH ABSTRACT**

Elections- 4<sup>th</sup> Ordinary Elections to the Urban Local Bodies, 2014 — Conduct of Elections to ten (10) Municipal Corporations and (146) one hundred and forty six Municipalities / Nagar Panchayats in the State - Requisition of departmental vehicles — Orders — Issued.

### **MUNICIPAL ADMINISTRATION & URBAN DEVELOPMENT (ELEC.I) DEPARTMENT**

**G.O.Rt.No. 394**

**Dated:07.03.2014  
Read the following:**

1. State Election Commission, Notification No. 85/SEC-F1/2014-1&2, dated 03.03.2014.
2. State Election Commission, Notification No. 85/SEC-F1/2014-3&4, dated 03.03.2014.
3. State Election Commission, Notification No. 86/SEC-F1/2014, dated 03.03.2014.
4. From the State Election Commission, Letter No. 83/SEC-F1/2014, dated 03.03.2014.

-oOo-

### **ORDER**

The State Election Commissioner has issued notifications to hold 4<sup>th</sup> Ordinary Elections to ten (10) Municipal Corporations and (146) one hundred and forty six Municipalities / Nagar Panchayats on 30-03-2014 in the State.

2. In this connection elaborate arrangements have to be made for the setting up of polling stations, supply of ballot boxes, police bandobust, distribution of ballot papers and other materials etc., for which a large number of motor vehicles are required for use by the officers working under the direction of the District Collectors. The Government have therefore decided that all the Government vehicles available should be utilized for this purpose. Accordingly all District Collectors except Hyderabad District in the State are authorized to requisition the required number of Government vehicles with immediate effect till the date of election process is completed and utilize them for election work. The following vehicles are however exempted keeping in view the importance of work in those departments.

1. Vehicles belonging to Police and Fire service.
2. Vehicles of TRANSCO and GENCO actually engaged in operations systems
3. Vehicles donated by bodies like UNICEF etc.
4. Vehicles supplied to extension service centers in extension service, department of Training Colleges.

5. Vehicles actually engaged in the areas where epidemic diseases are prevalent.
6. Vehicles belonging to Urban Water Supply, Rural Water Supply.

3. All the Heads of Departments and District Officers are requested to get their vehicles repaired wherever it is found necessary from their respective departmental budget and keep them in good condition and spare them to the District Collectors as and when requisitioned.

4. The cost of fuel for the vehicles requisitioned may be met from out of the funds released by Government for election purpose.

**(BY ORDER AND IN THE NAME OF THE GOVERNOR OF ANDHRA PRADESH)**

**SAMEER SHARMA  
PRINCIPAL SECRETARY TO GOVERNMENT**

To

All District Collectors in the state (except Hyderabad District)  
The Commissioner and Director of Municipal Administration, Hyderabad  
All the Municipal Commissioners of Urban Local Bodies in the State

**Copy to:**

The Secretary, State Election Commission, Buddha Bhavan, Secunderabad  
All Departments of Secretariat,  
All Heads of the Departments  
All Revenue Divisional Officers in the State  
The P.S. to Chief Secretary to Government  
The P.S. to Principal Secretary to Government (MA)  
SF/SC

**//FORWARDED :: BY ORDER//  
SECTION OFFICER**

## ANNEXURE-CIII

### **STATE ELECTION COMMISSION**

3rd Floor, Buddha Bhavan, M.G.Road, Secunderabad - 500 003.

### ORDER

No.537/SEC-F1/2011

Date: 01-07-2011

Sub:- SEC - 4<sup>th</sup> ordinary elections to Urban Local Bodies – Election expenses – Maintenance and scrutiny of accounts of election expenses by the contesting candidates – Orders – Issued.

>><<

Section 617 B (1) of GHMC Act, 1955 (in respect of Municipal Corporations) and Section 343 ZC (1) of APM Act, 1965 (in respect of Municipalities & Nagar Panchayats) stipulates that every candidate, at any election held under these Acts shall, either by himself/herself, or by his/her election agent, keep a separate and correct account of all expenses incurred in connection with the election, between the date on which the candidate concerned has been nominated, and the date of declaration of the result of the election, both dates inclusive (hereinafter in this order referred to as 'election expenses'). Section 617 B (2) of GHMC Act, 1955 and Section 343 ZC (2) of APM Act, 1965 stipulates that the account of election expenses shall contain such particulars, as may by order, be specified by the State Election Commission. Section 617 B (3) of GHMC Act, 1955 and Section 343 ZC (3) of APM Act, 1965 stipulates that the total of the said expenses shall not exceed such amount, as may by order, be specified by the State Election Commission.

Section 617 C of GHMC Act, 1955 and Section 343 ZD of APM Act, 1965 stipulates that every contesting candidate at an election shall, within forty five days from the date of declaration of the result of the election, lodge with the District Election Authority, an account of his/her election expenses, which shall be a true copy of the account kept by him/her, or by his/her election agent, under Section 617 B of GHMC Act, 1955 and Section 343 ZC of APM Act, 1965.

Under Section 20 B of GHMC Act, 1965 and 15 B of APM Act, 1965 the State Election Commission is empowered to declare a candidate by an order to be ineligible for a period of three years from the date of the said order to contest any election held for any office under this Act; and to have ceased to hold office, in case he/she is elected for failure to lodge an account of election expenses within the time and in the manner required by the said Acts.

**In exercise of the powers conferred under Article 243 K and 243 ZA of the Constitution of India and also under Section 617 B (2) of the Greater Hyderabad Municipal Corporation Act, 1955 and Section 343 ZC (2) of the AP Municipalities Act, 1965, the State Election Commission, hereby, issues the following orders in connection with the maintenance of account of election expenses for the office of**

**Ward Member of a Municipal Corporation or a Municipality or a Nagar Panchayat in the ensuing 4<sup>th</sup> ordinary elections.**

1. **Accounts to be in the proforma specified:-** The day to day account of election expenses of the contesting candidates shall be maintained and submitted in Proforma I and the periodical abstract of election expenses / Final return shall be submitted in Proforma II, which are appended to this orders by each of the contesting candidate. The account of election expenses in the said two proformas shall be submitted for scrutiny on demand to the Returning Officers / Election Officers as the case may be or other authorities designated by the State Election Commission.
  
2. a) The 'day-to-day' basis true account of election expenses incurred by contesting candidate or his/her Election Agent and also by his/her supporters, any political party or body or association or other individuals supporting the candidature or for furthering chances of the candidate in the election shall be recorded in Proforma I.  
  
b) For the purpose of clarity, the explanations given under Section 343 ZC(1) of the AP Municipalities Act, 1965 and under Section 617 B (1) of Greater Hyderabad Municipal Corporation Act, 1955 for the election expenses are reproduced below :-

***Explanation-I. 'Election expenses'*** for purpose of these Acts shall mean all expenses in connection with the election,-

- (a) incurred, or authorized by the contesting candidate, or by his/her election agent;*
- (b) incurred by any association, or body of persons, or by any individual (other than the candidate or his/her election agent), aimed at promoting or procuring the election of the candidate concerned; and*
- (c) incurred by any political party, by which the candidate is set up, so as to promote or procure his/her election:*

*Provided that any expenses incurred by any political party as part of its general propaganda, (which is distinguishable from its election campaign, for the promotion or procuring the election of a particular candidate), by words, either written or spoken, or by signs or visible representations, or by audio-visual devises, or through print or electronic media or otherwise, shall not constitute 'election expenses' for purposes of these Acts.*

***Explanation-II:-*** (1) *For the removal of doubts, it is hereby declared that any expenses incurred in respect of any arrangements made, facilities provided or any other act or thing done by any person in the service of the Government and belonging to any of the classes mentioned in clause (9) of Section 17 (1) B of GHMC*

*Act, 1955 and clause (9) of Section 343 A of APM Act, 1965 in the discharge or purported discharge of his/her official duty as mentioned in the proviso to that clause shall not be deemed to be expenses in connection with the election incurred or authorized by a candidate or by his/her election agent for the purposes of this sub-section.*

3. The day to day expenses accounts so maintained shall be supported by proper vouchers, failing which it will not be treated as “true” account of expenses save in cases where it is not feasible to obtain vouchers.
4. Each of the supporting vouchers, enclosed with the account of election expenses, shall bear the signature in full of the contesting candidate or his/her election agent.
5. The candidate or his/her authorised agent shall prepare an abstract of the expenses periodically during the campaign period in the proforma II appended to this Order and the same shall be duly signed by the candidate or his/her election agent certifying its correctness and shall be submitted to the designated authorities for inspection and scrutiny.
6. The attention of all political parties and contesting candidates is, hereby, drawn to the provisions of Section 171 H of the Indian Penal Code which reads as follows:

**“171 H. Illegal payments, in connection with an election:-** whoever, without the general or special authority in writing of a candidate, incurs or authorises expenses on account of the holding of any public meeting, or upon any advertisement, circular or publication, or in any other way whatsoever for the purpose of promoting or procuring the election of such candidate, shall be punished with fine which may extend to five hundred rupees:

Provided that if any person having incurred any such expenses not exceeding the amount of ten rupees without authority, obtains, within ten days from the date on which such expenses were incurred the approval in writing of the candidate, he/she shall be deemed to have incurred, such expenses with the authority of the candidate”.

Thus, from the above provision of law, it may be noted that the expenses incurred by the supporters in connection with election of a candidate, without the knowledge or consent of the contesting candidate, is a criminal offence under the above law and persons, supporters, political parties, body or associations who commits such offence are liable for prosecution. And if such expense has been incurred with the knowledge or with the consent of the candidate, then the same should be included in the account of election expenses of the candidate.

7. In order to put effective curbs on the incurring or authorising of expense, in violation of the statutory provisions of the above-referred Section 171 H of the Indian Penal Code and in the interests of free and fair electors, the State Election Commission, hereby, directs as follows:

- (i) No political party or any other association, body or individual, shall put up any cut-outs, hoardings, wall paintings, flags, banners, buntings, advertisements in newspapers, electronic media etc., without the general or special authority (in writing) of the candidate whose election is sought to be promoted by such cut-outs, hoardings, etc., as is statutorily and mandatorily required under Section 171 H of the Indian Penal Code. Strict penal action, against those offending the above provisions of law, will be taken and prosecutions launched against them.
- (ii) Subject to clause (iii) below, a political party or association or body may put up any cut-outs, hoarding, etc., referred in para 7 (i) above as part of its general propaganda, which is distinguishable from its election campaign for the promotion the election of a particular candidate. For example if the poster, banner etc. appeals to the voter to vote for a party in words or picture or photo of party office bearers only then it is a case of general publicity. But if a poster, banner etc. also appeals to vote for a particular candidate in words or picture or photo then the cost thereof should be counted towards the expenses of that candidate.
- (iii) No political party, association, body or individual shall put up any cut-outs, hoarding etc., either under clause (i) or under clause (ii) above, unless prior written permission of the concerned Government authorities or local authorities like Corporations, Municipalities, Zilla Parishads, Town Area Committees, Panchayat Samities etc. has been obtained under the relevant local laws before putting up such cut-outs, hoarding etc.
- (iv) Before granting any permission as envisaged in clause (iii) above, the concerned Government authorities or the local authorities mentioned above shall thoroughly examine the applications of the parties, association, bodies or individuals with a view to satisfying themselves that the putting up of such cut-outs, hoardings etc., on the proposed site does not compromise the safety and security of the general public and does not result in traffic and other hazards in any manner whatsoever. Such authorities shall also examine whether any authorisation from a particular candidate is required by the applicant in terms of clause (i) above and, if so, whether such authorisation has been obtained by the applicant.
- (v) It shall be the responsibility of the Government authorities and local authorities mentioned above to ensure that no cut-outs, hoardings etc., are put up by any political party, association, body or individual on any highways, road-sides, traffic intersection and crossings, government buildings and property, like electricity and telephone poles, etc., without prior written permission of the concerned department or local body and the written authorisation of the candidate, where required, as mentioned above. Any cut-out, hoardings, etc. which have been put up without the required permission and authorisation should be got removed/demolished

forthwith at the cost of the party, association, body or individual responsible for the unauthorised putting up of the same.

- (vi) Penal action shall also be initiated forthwith against such defaulting parties, associations, bodies or individuals by the aforementioned authorities under section 171 H, IPC and Section 4 and 5 of “A.P. Prevention of Disfigurement of Open Places and Prohibition of Obscene and Objectionable posters and Advertisements Act, 1997 (Act 28 of 1997)” the provisions whereof have been violated by the putting up of such unauthorised cut-outs, hoardings etc.
  - (vii) If any such instances either come, or are brought, to the notice of the Election Expenditure Observer, General Observer, District Election Authority, Returning Officer / Election Officer or other authorities concerned with the conduct of elections, including the Police authorities, they shall take up forthwith the matter with the concerned authorities for prompt action as directed in clauses (v) and (vi) above.
8. The Commission, hereby, warns all the concerned that any violation of the above directions will be viewed by the Commission with the utmost gravity and most stringent action possible under the law will be taken against the parties, associations, bodies or individuals responsible for such violations.
  9. If any Officer is found to have failed to take prompt and expeditious action as envisaged above, he/she will render himself liable for strict disciplinary action for failure to discharge the official duty.
  10. The State Election Commission directs that the day to day basis true account of expenses in the proforma I and the periodical abstract of expenses in the proforma II appended to this Order should be submitted by the contesting candidates to the authorities designated by the State Election Commission as specified below at least three times during the campaigning period. However, it shall be ensured that there is a gap of about 4 (four) days in between each inspection and first inspection may be on or after the third day from the last date for withdrawal of candidature.
  11. In connection with fourth ordinary elections to Municipal Bodies in the State the Commission, hereby, designate the following authorities for the inspection and scrutiny of the day to day expenses and the periodical abstract of expenses during the campaign period.

Name of the office of election	Authority designated
Ward Members of Municipal Corporations, Municipalities and Nagar Panchayats.	Returning Officer in respect of Municipal Corporations, Election Officer in respect of Municipalities & Nagar Panchayats concerned



The Observers appointed by the Commission are authorized to inspect and scrutinise the expenses accounts maintained by the candidates, on dates as prescribed.

12. With a view to minimize the possibility of contesting candidates, their supporters, political parties, bodies or associations incurring expenses in excess of the ceilings prescribed by the State Election Commission, it is felt necessary that the daily returns and the periodical returns of expenses should be made transparent by making them available to the public and the other contesting candidates, who, can help the State Election Commission to effectively check the veracity of the returns with actual expenses being incurred by the contesting candidates and their supporters. It is, therefore, decided that the Returning Officers / Election Officers, should make photo copies of these returns available to other contesting candidates, any member of the public or Non-Governmental Organisation, on demand and on payment of xeroxing charges or a certified copy as per Section 76 of the Indian Evidence Act, 1872 and to the media, free of cost, so as to enable them to assist the State Election Commission in effectively implementing the ceilings imposed on the expenses to be incurred by the contesting candidates for various offices. The Commission is of the considered opinion that this exercise intended to bring transparency in election expenses will enhance the purity of elections and help in conduct of free and fair elections.

The Returning Officers are authorized to nominate officers to receive the accounts filed by the candidates in each ward and also notify the place where candidates or their election agents can file the election expenditure accounts in each ward. The nominated officers shall be available on the date and time indicated above at the places notified and shall receive, inspect and scrutinize the accounts submitted by the candidates and give consolidated report to the Returning Officer and to the Election Expenditure Observer.

The Election Expenditure Observers will also undertake inspection and scrutiny of all the expenditure accounts whenever they feel convenient on the said dates and they may also summon the expenditure accounts of any candidate from the officers nominated by the Returning Officers.

13. The final of return of election expenses including the abstract shall be submitted by the contesting candidates to the District Election Authority within 45 days from the date of declaration of results of the Office for which they had contested through the Commissioners of concerned Municipal Corporation or Municipal Commissioners concerned as the case may be. The District Election Authority, shall make these returns public, in the manner indicated in the preceding para and shall conduct such further enquiry as he/she deems necessary and shall forward the return along with the result of such enquiry, to the Commission.
14. a) As soon as may be, after the expiration of the time specified in Section 617C of the GHMC Act, 1955 and 343 ZD of APM Act, 1965 for the lodging of the accounts of election expenses at any election, the District Election Authority shall, report to the State Election Commission, -

- (i) the name of each contesting candidate;
  - (ii) whether such candidate has lodged his/her account of election expenses, and if so, the date on which such account has been lodged; and
  - (iii) whether in his/her opinion such account has been lodged within the time and in the manner required by the Act and these rules.
- b) Where the District Election Authority is of the opinion that the account of election expenses of any candidate has not been lodged within the due date or in the manner prescribed in the Act and the Rules as required by the Law, he/she shall make a report to the State Election Commission and with every such report, forward the account of election expenses of that candidate and the vouchers lodged along with it, if any.
- c) Immediately after the submission of the above report the District Election Authority shall publish a copy thereof affixing the same on his/her notice board.
15. The attention of the contesting candidates is also invited to Section 171-I of Indian Penal Code, according to which, the non-submission of returns on election expenses is a criminal offence.
16. The State Election Commission intends to super check the accounts, thus, filed through the above procedure and shall hold the candidates personally responsible for any defect or mis-representation or suppression of information.
17. The Election Authority & Commissioner & Director of Municipal Administration, AP., Hyderabad / District Election Authority / Additional Election Authority / Deputy District Election Authority, Municipal Commissioners and other officers relating to Municipal elections are directed to furnish the copy of these instructions to the contesting candidates under proper acknowledgement.
18. A copy of this order may also be supplied to the Election Expenditure Observers and Observers appointed by the State Election Commission.

**(BY ORDER AND IN THE NAME OF STATE ELECTION COMMISSIONER)**

**Sd/- K. Ram Gopal  
Secretary**

To

1. The E A & Commissioner & Director of Municipal Administration, AP., Hyderabad.
2. All the District Collectors & District Election Authorities in the State.
3. All the Commissioners of Municipal Corporations in the State.
4. All the Municipal Commissioners of Municipalities and Nagar Panchayats in the State.
5. All the Regional Directors-cum-Appellate Commissioners of Municipal Administration in the State.

Copy to the Principal Secretary to Government, MA & UD Dept., AP., Secretariat, Hyd.

**PROFORMA - I**

**PROFORMA FOR THE MAINTENANCE OF DAY TO DAY ACCOUNT OF ELECTION EXPENSES**

Name of the Candidate :

No. and Name of the Ward from which he / she contested :

Date of Declaration of the result :

<b>Date of Expenses</b>	<b>Name of Expenses</b>	<b>Amount of Expenses</b> ----- <b>Paid / Outstanding</b>	<b>Date of Payment</b>	<b>Name &amp; address of payee</b>	<b>Serial No. of voucher in case of amount paid</b>	<b>Serial No. of bill in case of an amount outstanding</b>	<b>Name &amp; address of person to whom the amount outstanding is payable</b>	<b>Remarks</b>
(1)	(2)	(3) (4)	(5)	(6)	(7)	(8)	(9)	(10)

**N.B:-** It is not necessary to give the particulars (the name and address of payee) in regard to expenses for which vouchers are not required to be obtained.

Signature of the Candidate / Election Agent

Certified that this is a true copy of the account kept by me/my Election Agent.

Signature of the Contesting Candidate

(FOR OFFICIAL USE ONLY)

( Acknowledgement )

The account of election expenses of..... (Candidate) from.....(No & Name of the Ward) result of which declared on.....filled by him/or on his/her behalf by.....has been received by me today, the.....(date).....(month).....(year)

Returning Officer / Election Officer

**PROFORMA - II**  
**ABSTRACT OF ELECTION EXPENSES ACCOUNT**

Name of the Candidate:\_\_\_\_\_ No & Name of the Ward from which he contested:\_\_\_\_\_ Date of declaration of the result:\_\_\_\_\_

Political Party:\_\_\_\_\_ expenses as on \_\_\_\_\_ / Final return.\*

Sl. No.	Item of Expenses	Expenses incurred or authorized to incur by the candidate or his/her election agent		Expenses by Political Party/ Parties for promoting his/her candidature		Expenses incurred by his/her supporters, (individuals / body / associations etc.)		Total Expenses	
		Paid	Committed but not paid	Paid	Committed but not paid	Paid	Committed but not paid	Paid	Committed but not paid
1	2	3		4		5		6	
1.	Expenses on Printing of election Campaign material								
2.	Expenses on pasting of posters and distribution of handbills								
3.	Expenses on hoardings, Wall Paintings, cutouts etc.								
4.	Expenses on advertisements in print & electronic media and supporters for campaign								
5.	Expenses on propaganda for public meetings.								

6.	Hiring charges for campaign office & office establishment				
7.	Hiring charges for vehicles, cost of petrol, oil, lubrication charges etc. for vehicle use				
8.	Hiring charges of loud-speakers				
9.	Expenses on production & use of audio & video Cassettes, films slides etc.				
10.	Expenses on gates, arches & visits of VIPs and Party leaders for campaign				
11.	Expenses on refreshments given to supporters, polling agents, counting agents and to those for doing house to house campaign				
12.	Travel expenses by candidate or his agent or supporters etc authorised by him				
13.	Expenses on rallies, etc. organised by the candidate.				

14.	Expenses incurred by other individuals, body, association supporters etc., towards election campaigns				
15.	Value of the publicity material supplied by political party / parties to the candidate				
16.	Misc. expenses not covered in above items.				
	<b>Total:</b>				

**Declaration:**

Certified that the particulars given above are true and correct to the best of my knowledge.

**Signature of contesting candidate**

**N.B:-**

The account shall be countersigned by the candidate, if it is lodged by his/her election agent and should be certified by the candidate to be correct copy of the account kept.

\* *Strike off which ever is not applicable.*

**ANNEXURE-CIV**

**STATE ELECTION COMMISSION**

**3<sup>rd</sup> Floor, Buddha Bhavan, M G Road, Secunderabad – 500 003**

**No.1886/SEC-F1/2013**

**Date: 20.08.2013**

**NOTIFICATION**

In exercise of the powers conferred by Article 243-ZA of the Constitution of India and section 343-ZC (3) of the Andhra Pradesh Municipalities Act, 1965 and section 617-B (3) of the Greater Hyderabad Municipal Corporation Act, 1955 read with section 7 of Visakhapatnam Municipal Corporation Act, 1979 and section 7 of Vijayawada Municipal Corporation Act, 1981 and section 14 of Andhra Pradesh Municipal Corporations Act, 1994 and in supersession of the Notifications issued in Ref. No.55/SEC-F/2005, dated 22.8.2005 and No.763/SEC-F1/2009, dated 25.7.2009, the State Election Commission, hereby, specifies in column (2) of the table below the maximum of the election expenditure which can be incurred by each contesting candidate for the directly elected posts indicated in Column (1) thereof in connection with the elections to Municipal Bodies.

**TABLE**

<b>Post</b>	<b>Maximum election expenditure that can be incurred by each candidate</b>
<b>(1)</b>	<b>(2)</b>
Ward Member, Greater Hyderabad Municipal Corporation	Rs.2,00,000/-
Ward Member of any Municipal Corporation other than Greater Hyderabad Municipal Corporation	Rs.1,50,000/-
Ward Member of a Municipality or Nagar Panchayat	Rs.1,00,000/-

**SD/- P. RAMAKANTH REDDY  
STATE ELECTION COMMISSIONER**

To  
All the Commissioners of Municipal Corporations.  
All the Municipal Commissioners of Municipalities / Nagar Panchayats.  
All the Collectors & District Election Authorities.  
The Commissioner & Director of Municipal Administration & Election Authority.  
Copy to The Principal Secretary to Government (MA), MA & UD Department.  
Copy to All the Political Parties.