

By E-MAIL/Speed Post

ELECTION COMMISSION OF INDIA
Nirvachan Sadan, Ashoka Road, New Delhi-110001.

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Dated: 11th April, 2013.

To

The Chief Electoral Officers
Of all States/UTs.

Subject:- ***Precautions to be taken for deletion of the name of the electors from the electoral roll, - regarding.***

Sir/Madam,

The Commission has issued detailed instructions laying down the procedure to be followed by the Electoral Registration Officers for deletion of the names of electors from electoral rolls.

2. It has already been mentioned that proper enquiry should be made by E.R.O. before taking a decision to delete an existing entry from the rolls. However, complaints have often been received from various quarters that names of persons having EPICs are deleted from the electoral rolls with out affording them proper opportunity of hearing.

3. In the existing electoral system, deletion of names of electors can be done in the following situations:

- (a) Death
- (b) Shifted
- (c) Missing
- (d) Disqualification
- (e) Repeated entry.

4. The Commission, in order to avoid wrongful deletions, has decided to issue the following instructions for compliance of EROs in future:-

- i. In death cases, the ERO can delete the name of the elector on the basis of death certificates from the competent authorities/reports from BLOs/Form-7 from close relatives, friends, neighbors etc. and no further enquiry is required in such cases.

- ii. In case of shifted electors where the new address of the elector is known (from Form 7 received), hearing should be conducted compulsorily. If the elector is residing in nearby area, hearing can be held directly by the concerned ERO who is deleting the name. In case the elector has shifted to some far-flung area from where he/she cannot come for attending the hearing, a recorded statement of the elector through the ERO of the concerned area can be obtained, and further necessary action taken on the basis of the same. If the previous address is known from Form 6, his name from previous address should be deleted only when his name is enrolled at his new address on the basis of his Form 6.
- iii. If the new address of a shifted elector is not known, notice of the hearing can be published in a local daily and a notice can be pasted on the last known address of the elector in the presence of at least two witnesses. The same procedure can be adopted in case of missing electors.
- iv. In disqualification cases with regard to underaged persons, the ERO should hold enquiry and the person be asked to give documentary proof/evidence to the satisfaction of the ERO. If the person fails to give requisite proof of his age his/her name should be deleted.
- v. In disqualification cases relating to Section 16 of R.P.Act, 1950, the ERO can delete the name of concerned person forthwith as soon as the order is passed to this effect by the competent court/authority.
- vi. In case of repeated entries, the verification must be done and name of the elector should be retained only at one place where he/she is found to be ordinarily residing and deleted from the other location. An intimation to this effect be sent to him/her . Form-7 should be taken from the concerned elector.
- vii. In those cases where the cell phone number or email ID of the elector is known (is available in the database) an SMS or email or both should be sent to him informing him that the ERO intends to delete the name and also informing him of the date of hearing.
5. All the existing instructions of the Commission regarding putting polling station-wise application forms and intended suo-motu deletion cases with current status on CEOs website shall be followed strictly.
6. All the officers concerned may be informed accordingly.

Yours faithfully,


(NARENDRA N. BUTOLIA)
SECRETARY