

**HARYANA GOVERNMENT
URBAN LOCAL BODIES DEPARTMENT
NOTIFICATION**

The 17th December, 2019

No. 2/1/2019-R-II The following draft of rules further to amend the Haryana Municipal Election Rules, 1978, which the Governor of Haryana in consultation with the State Election Commission proposes to make in exercise of the powers conferred by clauses (c) to (g) of sub-section (1) sub-sections (2), (4) and (7) of section 257 and section 276 of the Haryana Municipal Act, 1973 (24 of 1973), is hereby published as required by sub-section (5) of section 257 of the said Act, for the information of persons likely to be affected thereby.

Notice is hereby given that the draft of rules shall be taken into consideration by the Government on or after the expiry of a period of **ten days from the date** of publication of this notification in the Official Gazette together with objections or suggestions, if any, which may be received by the Principal Secretary to Government, Haryana, Urban Local Bodies Department, Chandigarh from any person in respect of the draft rules before the expiry of the period so specified.

DRAFT RULES

1. These rules may be called the Haryana Municipal Elections (Amendment) Rules, 2019.
2. In the Haryana Municipal Election Rules, 1978 (hereinafter called the said rules), in rule 2, in clause (h) for the words "the members", the words "the president and members" shall be substituted.
3. In the said rules, in rule 21,-
 - (i) For the existing marginal heading, the following marginal heading shall be substituted, namely:-
"Disqualifications for president and members";
 - (ii) In sub rule (i),-
 - (a) for the words "as a member", the words "as president or a member" shall be substituted;
 - (b) for clause (d), the following clause shall be substituted, namely:-
"hold any office of profit under the committee and the State Government";
 - (c) in the second proviso to clause (p), for the words "qualification shall be 5th pass", the words "qualification for members excluding president shall be 5th pass" shall be substituted;

- (iii) In sub-rule (4), for the words "whether a member", the words "whether the president or a member" shall be substituted.

4. In the said rules, in rule 23-

- (i) in sub-rule (1), for the words "for membership of the committee", the words "for president or member of the committee" shall be substituted;

- (ii) for sub rule (4), the following sub-rule shall be substituted namely:-

"(4) Nothing in this rule shall prevent any candidate from being nominated by more than one nomination paper for election of president or member in the same constituency:

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

5. In the said rules, in rule 24,-

- (i) for sub-rule (1), the following sub-rule shall be substituted, namely:-

"(1) The nomination paper of a candidate shall not be deemed to have been duly delivered unless at the time of delivery of the same under rule 23, the candidate has either deposited or causes to be deposited a sum shown in the table below with the Returning Officer in cash or enclose with the nomination paper a receipt showing that the said sum has been deposited in the Government treasury, or Government promissory notes of equal value at the market rate of the day:-

TABLE

Class of Committee	Amount of deposit			
	If the candidate is not a member of Scheduled Caste, Backward Class or a Woman		If the candidate is a member of Scheduled Caste, Backward Class or a woman	
	President	Member	President	Member
Municipal Council	₹ 3000/-	₹ 2000/-	₹ 1500/-	₹ 1000/-
Municipal Committee	₹ 2000/-	₹ 1000/-	₹ 1000/-	₹ 500/-

Provided that where a candidate has been nominated by more than one nomination papers for election of president or member in the same constituency, not more than one deposit shall be required of him under this sub-rule."

- (ii) in sub-rule (4), for the existing proviso, the following proviso shall be substituted, namely:-

“Provided that, if a candidate has filed a nomination paper at an election of president or member in more than one constituency, not more than one of the deposits made by him or on his behalf, shall be returned and the remainder shall be forfeited by the State Government.”.

6. In the said rules, for rule 31, the following rule shall be substituted, namely:-

“31. Candidate deemed to be elected if the number is one.- (1) If there is only one candidate for President or member in any constituency, the Returning Officer shall declare such candidate to be duly elected to fill the vacancy.

(2) If there is no candidate to be elected, the State Election Commissioner shall frame fresh election programme under rule 19 to elect person to fill the vacancy.” .

7. In the said rules, for rule 32, the following rule shall be substituted, namely:-

“32. Poll to be taken if number of candidates is more than number of vacancies.-If the number of contesting candidates for president or member in any constituency is more than one, a poll shall be taken.”.

8. In the said rules, in rule 33, for the words “a member”, the words “President or member” shall be substituted.

9. In the said rules, in rule 62, for the words “if no fresh poll is required to be held in that constituency”, the words “if no fresh poll is required to be held for president and member in that constituency” shall be substituted.

10. In the said rules, for rule 70, the following rule shall be substituted, namely:-

“70. Time line for Oath of allegiance and election of vice-president.- (1) Unless the State Government otherwise directs, the Deputy Commissioner or any gazetted officer appointed by him in this behalf shall, within thirty days of the publication of the notification of the names of the president and members elected to a committee, convene the first meeting of the newly constituted committee at forty-eight hours' notice to be delivered at their ordinary place of residence to administer an oath of allegiance under section 24. The notice shall clearly state that the oath of allegiance shall be administered to the president and members present.

(2) The Deputy Commissioner or any gazetted officer appointed by him in this behalf shall, within a period of thirty days of the meeting referred to in sub-rule (1), convene a meeting of the president and members at forty-eight hours notice to be delivered at their ordinary place of residence. The notice shall clearly state that the oath of allegiance shall be administered to the left

over members and that the election of the vice-president shall be held in the meeting. The convener shall firstly administer the oath of allegiance to the left over members and thereafter shall preside over the meeting of the election of vice-president.

(3) If the **president and** members fail to elect the vice-president in the meeting convened under sub-rule (2), the Deputy Commissioner or any gazetted officer appointed by him in this behalf shall, within a period of thirty days of the meeting referred to in sub-rule (2), convene meeting of the **president and** members for the election of the vice-president as per the procedure mentioned above until the vice-president are elected.

(4) If the **president and** members fail to elect the vice-president in the meetings convened under sub-rule (2) or (3) till the expiry of five months from the date of notification of elected **president and** members by the State Election Commission, the Deputy Commissioner or any gazetted officer appointed by him in this behalf shall, convene a meeting of the **president and** members for the election of vice-president at forty-eight hours' notice to be delivered at their ordinary place of residence. The notice shall clearly state that if the members fail to elect the vice-president in the meeting, the committee shall be deemed to have been dissolved without any further notice or order.

(5) Notwithstanding anything contrary to the Act or rules, if the president and members fail to elect the vice-president in the meetings convened after following the procedure provided under aforesaid provisions till the expiry of six months from the date of notification of the elected president and members, the committee shall be deemed to be dissolved with immediate effect without following any procedure provided under the Act or rules made there under:

Provided that such meetings shall be deemed to be validly convened meetings of the committee.

(6) Notwithstanding anything contained in any bye-laws made under section 31, the administration of the oath of allegiance and the election of the vice-president shall be recorded as part of the proceedings in the minutes of the meetings."

- 11.** In the said rules, after rule 70, the following rule shall be inserted, namely:-

"70 A. Reservation of office of president.- The office of the president in the municipalities shall be filled through direct election by the electors from amongst the persons belonging to the general category, Scheduled Castes, Backward Classes and women by rotation which shall be determined in the following manner, namely:-

- (i) the number of offices of the president reserved for the Scheduled Castes and Backward Classes in the State shall bear as may be the same proportion to the total number of such offices of the municipalities as the population of the Scheduled Castes and Backward Classes in the State bears to the total population of the State;
- (ii) not less than one third of the total number of offices of the president in the municipalities shall be reserved for women including the offices reserved for Scheduled Castes and Backward Classes women. The reservation of offices for women shall rotate to different municipalities which shall be determined by draw of lots by a committee consisting of the Director, Local Bodies and Deputy Commissioners of the districts concerned or their nominee; and
- (iii) the number of offices of the president for Scheduled Castes and Backward Classes shall be determined on the basis of their population and shall rotate to different municipalities firstly, having largest population of Scheduled Castes, secondly, from the remaining municipalities having largest population of Backward Classes and they rotate in the subsequent terms of offices of the municipalities having their next largest population and so on. In case percentage of population of two Municipal Committees or Municipal Councils as regards Backward Classes and Scheduled Castes is the same, the reservation shall be determined by draw of lots to be conducted by a committee referred clause (ii) above.”.

12. In the said rules, for rule 71, the following rule shall be substituted, namely:-

“71. Ballot to be taken and result thereof.- (1) If only one candidate for the office of vice-President is proposed, such candidate shall be declared to have been duly elected. If the number of proposed candidates is more than one, the voting shall be by ballot paper or electronic voting machine. The members including president present shall be required to vote by ballot paper by marking with arrow cross mark rubber stamp or by electronic voting machine, as may be directed by the State Election Commission. The candidate getting the maximum number of votes shall be declared to have been elected. Special ballot paper shall be used for such voting and it shall bear an official mark to be placed thereon by the Deputy Commissioner.

(2) All ballot papers used for such voting shall, immediately after the counting of votes has been completed, be enclosed in the stout envelope and sealed by the officer who presided at the meeting in the view of the members including president present there at and the description of the election to which the ballot papers relate shall be inscribed thereon and such envelope shall be enclosed in another large envelope which shall be addressed and delivered to the Deputy Commissioner. The Deputy Commissioner shall preserve the inner envelope intact until the expiry of one year from the date of the election and shall then, subject to any direction to the contrary made by the State Government or a competent court or a person or persons appointed to hold an enquiry into an election under Part V of these rules, cause it to be destroyed

with its contents.”.

- 13.** In the said rules, for rule 72, the following rule shall be substituted, namely:-

“72. Procedure in case of the equality of votes.- If two or more candidates obtain an equal number of votes and that the addition of a vote would entitle any of the candidates to be elected as vice-president, then the officer presiding over the meeting shall decide, between the contesting candidates by draw of lots to be drawn in the presence of the candidates, and the candidate on whose favour the draw of lot falls shall be deemed to have been elected.”.

- 14.** In the said rules, for rule 72 A, the following rule shall be substituted, namely:-

“72 A. No confidence motion against vice-president.- (1) A motion of no confidence against the vice-president of a committee may be made through a requisition given in writing addressed to the Deputy Commissioner, signed by not less than one-third of the total number of members including president of a committee:

Provided that the members including president who have made such a motion may withdraw the same before the meeting is convened for the purpose.

Explanation:- Any fraction under this rule shall be taken as a whole.

(2) The Deputy Commissioner or such other officer not below the rank of an Extra Assistant Commissioner, as the Deputy Commissioner may authorise, shall circulate to each member including president a copy of the requisition for their use.

(3) The Deputy Commissioner or such other officer not below the rank of Extra Assistant Commissioner, as the Deputy Commissioner may authorise, shall convene a special meeting by giving a notice of not less than fifteen days for the consideration of the motion referred to in sub-rule (1), and shall preside over at such meeting:

Provided that no such meeting for the purpose shall be convened before the expiry of one year from the date on which the election of the vice president was notified, and after the expiry of such period, whenever any such meeting is convened during his term of office and the proposal for vacating the office fails, no further meeting shall at any time thereafter be convened for considering a similar proposal, against the vice president unless a period of at least six months intervenes between the last failure and the date on which such further meeting is convened.

(4) If the motion is carried out with the support of not less than two-third of the members including president of the committee, the vice-president shall be deemed to have vacated his office.”

- 15.** In the said rules, in rule 72 B, the words “President or”, shall be omitted.

- 16.** In the said rules, for rule 74, the following rule shall be substituted, namely:-

“74. No election of the president or member shall be called in question except by an election petition presented in accordance with these rules.”.

- 17.** In the said rules, in rule 75, the words "President or", shall be omitted.
- 18.** In the said rules, for the existing Form number 1, 1 C, 1 D, 2, 2 A, 2 B, 3, 4, 5, 6, 7, 8, 10, 11, 12, 13, 14, 15, 16, 17 and 18, the following forms shall be substituted, namely :-

FORM 1
[see rule 23(2)]
NOMINATION PAPER

I, nominate as a candidate of election to President from Municipal Committee/Council, _____ Or election to member from Ward/Constituency Number _____ of Municipal Committee/Council _____.

Candidate's name _____

Postal address _____

His name is entered at serial No. _____ in Ward No. _____ of the electoral roll for the _____ Committee/Council.

My name is _____ and it is entered at serial No. _____ in Ward No. _____ of the electoral roll for the _____ Committee/Council.

Date _____

(Signature of proposer)

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

- (a) that I have completed _____ years of age;
- (b) that I am set up at this election by the _____ party;
- (c) that the symbols I have chosen are in order of preference-
 - (i) _____
 - (ii) _____ ; and
 - (iii) _____

*I further declare that I am a member of the _____ Caste/Class which is a Scheduled Caste or Backward Class of the State of _____ in relation to _____ (area) in the State and for which the seat has been so reserved.

*I further declare that I am a women candidate for which the seat has been so reserved.

Signature of candidate

(*Strike out whichever is not applicable)

VERIFICATION BY MAGISTRATE

The above declaration is solemnly affirmed before me by _____ who is personally known to me or who has been identified to my satisfaction by _____.

Place: _____

Date: _____

Signature of verifying authority
with full designation.

(To be filled in by the Returning Officer)

Serial No. of nomination paper _____.

This nomination was delivered to me at my office at _____ (hour) on _____ (date).

Returning Officer

Decision of Returning Officer accepting or rejecting the nomination paper

I have examined this nomination paper in accordance with rule 27 of the Haryana Municipal Election Rules, 1978 and decide as follows:-

Date: _____

Returning Officer

The symbol assigned to the candidate is _____

Date: _____

Returning Officer

Receipt for Nomination Paper and Notice of Scrutiny

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

Serial No. of nomination paper _____

The nomination paper of _____ a candidate for election to **President from Municipal Committee/Council** _____ **Or** **election to member from Ward/Constituency Number** _____ **of Municipal Committee/Council** _____ was delivered to me at my office at _____ (hour) on _____ (date) by the candidate/proposer. All nomination papers will be taken up for scrutiny at _____ (hour) on _____ (date) at _____ (place).

Date: _____

Returning Officer

FORM 1C

(see rule 23A)

Please affix your recent passport size photograph here

Affidavit to be filed by the candidate along with nomination paper before the Returning Officer for election to President from Municipal Committee/Council _____ Or election to member from Ward/Constituency No. _____ of Municipal Committee/Council _____

PART-A

I.....**son/daughter/wife agedyears, resident of..... (mention full postal address), a candidate at the above election, do hereby solemnly affirm and state on oath as under:

(1) I am a candidate set up by(**name of the political party)/**am contesting as an Independent candidate.

(**strike out whichever is not applicable)

(2) My name is enrolled in (Name of the Municipal Council/Committee), at Serial Noin Part No.....

(3) My contact telephone number(s) is/areand my e-mail id

(if any) is

(4) Details of Permanent Account- Number (PAN) and status of filing of Income Tax return:

Serial Number	Names	PAN	The financial year for which the last Income-Tax return has been filed	Total income shown in Income-Tax return (in Rs.)
1	Self			
2	Spouse			
3	Dependent-1			
4	Dependent-2			
5	Dependent-3			

(5) I am/am not accused of any offence(s) punishable with imprisonment for two years or more in a pending case(s) in which a charge(s) has/have been framed by the court(s) of competent jurisdiction. If the deponent is accused of any such offence(s) he shall furnish the following information: -

The following case (s) is/are pending against me in which charges have been framed by the court for an offence punishable with imprisonment for two years or more:-

(a)	Case/First Information Report No./Nos. together with complete details of concerned Police Station/ District State.	
(b)	Section(s) of the concerned Act(s) and short description of the offence(s) for which charged	
(c)	Name of the Court, Case No. and date of order taking cognizance:	
(d)	Court(s) which framed the charge(s)	
(e)	Date(s) on which the charge(S) was/were framed	
(f)	Whether all or any of the proceeding(s) have been stayed by any Court(s) of competent jurisdiction	

(ii) The following case(s) is/are pending against me in which cognizance has been taken by the court [other than the cases mentioned in item (i) above]:-

(a)	Name of the Court, Case No. and date of order taking cognizance:	
(b)	The details of cases where the court has taken cognizance, section(s) of the Act(s) and description of the offence(s) for which cognizance taken	
(c)	Details of Appeal(s)/Application(s) for revision (if any) filed against the above order(s)	

(6) I have been/have not been convicted of an offence(s) [other than any offence(s) referred to in sub-section (1) or sub-section (2), or covered in sub-section (3), of section 8 of the Representation of the People Act, 1951 (43 of 1951)] and sentenced to imprisonment for one year or more.

If the deponent is convicted and punished as aforesaid, he shall furnish the following information:

In the following cases, I have been convicted and sentenced to imprisonment by a court of law:

(a)	The details of cases, Section(s) of the concerned Act(s) and description of the offence(s) for which convicted	
(b)	Name of the Court(s), Case No. and date(s) of order(s):	
(c)	Punishment imposed	
(d)	Whether any appeal was/has been filed against the conviction order. If so, details and the present status of the appeal:	

(7) That I give herein below the details of the assets (movable and immovable etc.) of myself, my spouse and all dependents:

A. Details of movable assets:

Note: 1: Assets in joint name indicating the extent of joint ownership will also have to be given.

Note: 2. In case of deposit/Investment, the details including Serial Number, Amount, date of deposit, the scheme, Name of the Bank/Institution and Branch are to be given

Note: 3. Value of Bonds/Share Debentures as per current market value in Stock exchange in respect of listed companies and as per books in case of non-listed companies should be given.

Note: 4. Dependent here has the same meaning as assigned in Explanation (v) under section 75A of the Representation of the People Act. 1951. .

Note: 5. Details including amount is to be given separately in respect of each investment

SR. No.	Description	Self	Spouse	Dependent-1	Dependent-2	Dependent-3
(i)	Cash in hand					
(ii)	Details of deposit in Bank accounts (FDRs. Term Deposits and all other types of deposits including saving accounts). Deposits with financial institutions. Non-Banking financial Companies and Cooperative societies and the amount in each such deposit					
(iii)	Details of investment in Bonds debentures / shares and units in companies/ mutual funds and others and the amount					
(iv)	Details of investment in NSS. Postal Saving. Insurance policies and investment in any Financial instruments in Post office or Insurance Company and the amount					

(v)	Personal loans/ advance given to any person or entity including firm. company. Trust etc and other receivables from debtors and the amount					
(vi)	Motor Vehicles/ Aircrafts/Yachts/ Ships (Details of Make registration number etc. year of purchase and amount)					
(vii)	Jewellery, bullion and valuable thing(s) (give I details of weight and value)					
(viii)	Any other assets such as value of claims/ interest					
(ix)	Gross Total Value					

B. Details of Immovable Assets:

Note: 1. Properties in joint ownership indicating the extent of joint ownership will also have to be indicated

Note: 2. Each land or building or apartment should be mentioned separately in this format

Sr. No.	Description	Self	Spouse	Dependent-1	Dependent-2	Dependent-3
(i)	Agricultural Land Location(s) Survey number(s) Area (total measurement in acres) Whether inherited property (Yes or No) Date of purchase in case of self acquired property Cost of Land (in case of purchase) at the\time of purchase Any investment on the land by way of development, construction etc.					

	Approximate current market value					
(ii)	<p>Non-Agricultural Land: Location(s) Survey number(s)</p> <p>Area (total measurement in sq.ft.)</p> <p>Whether inherited property (Yes or No)</p> <p>Date of purchase in case of self-acquired property</p> <p>Cost of Land (in case of purchase) at the time of purchase</p> <p>Any investment on the land by way of development, construction etc.</p> <p>Approximate current market value</p>					
(iii)	<p>Commercial buildings (including apartments) - Location(s) " - Survey number(s) Area (total measurement in sq.ft.)</p> <p>Built-up Area (total measurement in sq. .ft.)</p> <p>Whether inherited property (Yes or no)</p> <p>Date of purchase of self-acquired property</p> <p>Cost of property (in case of purchase) at the time of purchase</p> <p>Any investment on the property by way of development,</p>					

	Approximate current market value					
(iv)	Residential Buildings (including apartments) :- Location(s)- Survey number(s) area Built up area (Total measurement in sq.ft.) Whether inherited property (Yes or No) Date of purchase in case of self-acquired property Cost of property (in case of purchase) at the time of purchase Any investment on the land by way of development, construction etc. Approximate current market value					
(v)	Others (such as interest in property)					
(vi)	Total of current market value of (i) to (v) above					

(8) I give herein below the details of liabilities/dues to public financial institutions and government:-

(Note: please give separate details of name of bank, institution, entity or individual and amount before each item)

Sr. No.	Description	Self	Spouse	Dependent-1	Dependent-2	Dependent-3
(i)	Loan or dues to Bank/financial institution(s)Name of the Bank or financial institution, Amount outstanding, Nature of Loan Loan or dues to any Other individuals/					

	entity other than mentioned above Name(s) Amount Outstanding, nature of loan Any other liability Grand total of liabilities					
(ii)	Government dues: Dues to departments dealing with government accommodation Dues to department dealing with supply of water Dues to department dealing with supply of electricity Dues to department dealing with supply of telephones/ mobiles Dues to department dealing with government transport (including aircrafts and helicopters) Income tax dues Wealth tax dues Service tax dues Municipal/Property Tax dues Sales Tax dues Any other dues					
(iii)	Grand total of all Government dues					
(iv)	Whether any other liabilities are in dispute, if so, mention the amount involved, and the authority before which it is pending.					

(9) Details of profession or occupation:

(a) Self

(b) Spouse

(10) My educational qualification is as under:-

.....

(Give details of highest School/University education mentioning the full form of the certificate/diploma/degree course, name of the School/College/University and the year in which the course was completed.)

PART-B

(11) ABSTRACT OF THE DETAILS GIVEN IN (1) TO (10) OF PART-A:

1.	Name of the candidate		Sh./ Smt./Kum.			
2.	Full postal address					
3.	Name of the Municipal Council/Committee					
4.	Name of the political party which set up the candidate (otherwise write 'Independent')					
5.	(i) Total number of pending cases where charges have been framed by the Court for offences punishable with imprisonment for two years or more (ii) Total number of pending cases where the court(s) have taken cognizance [other than the cases mentioned in item (i) above]					
6.	Total Number of cases In which convicted and sentenced to imprisonment for one year or more [except for offences referred to in subsections (1), (2) or (3) of section 8 of Representation of the People Act, 1951]					
7.		PAN of	Year for which last income Tax return filed	Total income shown		
	Candidate					
	Spouse					
	Dependents					
8.	Details of Assets and Liabilities in Rupees					
	Description	Self	Spouse	Dependent-I	Depenent-II	Dependent-III
A	Moveable Assets (Total value)					
B.	Immovable Asset					
	I.	Purchase Price of self-acquired immovable property				

	II.	Development/ construction cost of immovable property after purchase (if applicable)					
	III.	Approximate Current market price of-					
		(a) self-acquired assets (Total Value)					
		(b) inherited assets (Total Value)					
9.		Liabilities					
	(i)	Government dues (Total)					
	(ii)	Loans from Bank, Financial Institutions and others (Total)					
10.		Liabilities that are under dispute					
	(i)	Government dues (Total)					
	(ii)	Loans from Bank, Financial Institutions and others (Total)					
11.	Highest educational qualification: (Give details of highest School/ University education mentioning the full form of the certificate/ diploma/degree course, name of the School/College/ University and the year in which the course was completed.)						

VERIFICATION

I, the deponent, above named, do hereby verify and declare that the contents of this affidavit are true and correct to the best of my knowledge and belief and no part of it is false and nothing material has been concealed there from. I further declare that:-

- (a) there is no case of conviction or pending case against me other than those mentioned in items 5 and 6 of Part A and B above;
- (b) I, my spouse, or my dependents do not have any asset or liability, other than those mentioned in items 7 and 8 of Part A and items 8, 9 and 10 of Part B above.

Verified at..... this theday
of.....,

DEPONENT

Note: 1. Affidavit should be filed latest by 10 A.M. on the date of scrutiny of nominations

Note: 2. Affidavit should be sworn before an Oath Commissioner or Magistrate of the First Class or before a Notary Public.

Note: 3. All column should be filled up and no column to be left blank. If there is no information to furnish in respect of any item, either "Nil" or "Not applicable", as the case may be, should be mentioned,

Note: 4. The Affidavit should be either typed or written legibly and neatly."

“FORM 1D”

(see rule 23A)

Affidavit/declaration to be filed by the candidate along with nomination paper and Form 1C before the Returning Officer for election to President from Municipal Committee/Council.....**Or** election to member from Ward/Constituency Number..... of Municipal Committee/Council

I.....**son/daughter/wife

agedyears, resident of..... (Mention full postal address), a candidate at the above election, do hereby solemnly affirm and state on oath as under:

(1) I am a candidate set up by(**name of the political party)/**am contesting as an Independent candidate.

(**strike out whichever is not applicable)

(2) My name is enrolled in (Name of the Municipal Council/Committee at Serial Noin Part No.....)

(3) My contact telephone number(s) is/areand my e-mail id

(if any) is

(4) I have not incurred any of the following disqualifications, as laid down under rule 21 of the Haryana Municipal Election Rules, 1978 :-

- (1) I have not been convicted and charges have not been framed against me in a criminal case for an offence, punishable with imprisonment for not less than ten years.
- (ii) I have not been failed to pay any arrear of any kind due to me to any Primary Agriculture Co-operative Society, District Central Co-operative Bank and District Primary Co-operative Agriculture Rural Development Bank. No Dues certificate(s) from the said institution(s) is/are enclosed.
- (iii) I have not been failed to pay arrears of electricity bills. No dues certificate from the concerned Power Utility is enclosed.

(iii) I have passed matriculation examination or its equivalent examination from recognized institution/board

Or

I have passed the middle class (in case of a woman candidate or a candidate belonging to Scheduled caste)

Or

I have passed the 5th class (in case of a woman candidate belonging to Scheduled caste, **excluding Pre sident**)

A true attested copy of certificate issued by the concerned Institution/Board is enclosed.

(iv) I have a functional toilet at the place of my residence.

DEPONENT

VERIFICATION

I, the deponent, above named, do hereby verify and declare that the contents of this affidavit are true and correct to the best of my knowledge and belief and no part of it is false and nothing material has been concealed there from.

Verified at..... this theday
of.....,

DEPONENT



Note:1. Affidavit/Declaration should be filed latest by 10 A.M. on the date of scrutiny of nominations

Note: 2. Affidavit should be sworn before an Oath Commissioner or Magistrate of the First Class or Public Notary.

Note: 3. All columns should be filled up and no column to be left blank. If there is no information to furnish in respect of any item, either "Nil" or "Not applicable", as the case may be, should be mentioned,

Note: 4. Affidavit/Declaration should either be typed or written legibly and neatly."

FORM 2

[see rule 39(2)]

APPOINTMENT OF POLLING AGENT

Election to President from Municipal Committee/Council
..... Or election to member from Ward/Constituency Number
..... of Municipal Committee/Council
.....

I, _____ a candidate at the above election, do hereby appoint _____ son/daughter of _____ as a polling agent to attend to Polling Station No. _____ at/place fixed for the poll at _____.

Place: _____

Signature of Candidate

Date: _____

I agree to act as such Polling Agent

Place: _____

Signature of Polling Agent

Date: _____

Declaration of Polling Agent to be signed before Presiding Officer

I hereby declare that at the above election, I will not do anything forbidden by the Municipal Election Rules, 1978.

Date: _____

Signature of Polling Agent

Signed before me

Date: _____

Signature of Presiding Officer

FORM 2A

[see rule 39A]

APPOINTMENT OF ELECTION AGENT

Election to President from Municipal Committee/Council
..... Or election to member from Ward/Constituency Number
..... of Municipal Committee/Council

To

The Returning Officer

I _____ a candidate at the above election do hereby appoint Sh. _____ (Name and Address) as my election agent from this day at the above election.

Place _____

Date _____

Signature of Candidate

I accept the above appointment

Place _____

Date _____

Signature of Election Agent

FORM 2B

[see rule 39B (2)]

APPOINTMENT OF COUNTING AGENT

Election to President from Municipal Committee/Council Or election to member from Ward/Constituency Number of Municipal Committee/Council

To

The Returning Officer/Presiding Officer,

I _____ a candidate/** the election agent of _____ who is a candidate at the above election hereby appoint the following persons as my/his** counting agents to attend the counting of votes at _____.

Name of the Counting Agent

Address of the Counting Agent

1

2

3

4

5

6

etc.

Place _____

Date _____

Signature of Candidate/ Election Agent**

We agree to act as such Counting Agents.

- 1.
- 2.
- 3.
- 4.
- 5.
- 6.

etc.

Place _____

Date _____

Signature of the Counting Agents

DECLARATION OF THE COUNTING AGENTS

(To be signed before the Returning Officer/Presiding Officer)

We hereby declare that at the above election, we shall not do anything forbidden under sub-sections (1) and (2) of section 275 of the Haryana Municipal Act, 1973 (24 of 1973), which we have read/has been read over to us.

- 1
- 2
- 3
- 4
- 5
- 6

etc.

Place _____

Date _____

Signature of Counting Agents

Signed before me

Signature of the Returning Officer/

Presiding Officer

** Strike off the inappropriate alternative.

Section 275 – (1) Every employee, agent or other person who performs any duties in connection with the recording or counting votes at an election shall maintain an aid in maintaining the secrecy of the voting and shall not (except for some

purpose authorized by or under any law) communicate to any person any information calculated to violate such secrecy.

1(A) Notwithstanding anything contained in this Act or the rules made there under, the casting and recording of votes by voting machines may be adopted in such manner as may be prescribed, in such municipality or municipalities as the State Election Commission may, having regard to the circumstances of each case, specify.

Explanation.- For the purpose of this sub-section "voting machine" means any machine or apparatus whether operated electronically or otherwise used for casting or recording of votes and any reference to a ballot box or ballot paper in this Act or the rules made there under shall, save as otherwise provided, be construed as including a reference to such voting machine wherever such voting machine is used at any election.

(2) Any person who willfully acts in contravention of the provisions of this section shall be punished with imprisonment of either description for a term not exceeding three months, or with fine, or with both.

FORM 3
[see rule 46(2)(c)]

LIST OF CHALLENGED VOTES

Election to President from Municipal Committee/Council
 Or election to member from Ward/Constituency Number
 of Municipal Committee/Council

Polling Station _____

Signature Sheet No. _____

Serial No. of entry	Name of elector	Serial number of elector's name in the roll	Signature or thumb impression of the person challenged	Address of the person challenged	Name of identifier, if any	Name of challenger	Order of Presiding Officer	Signature of challenger on receiving refund of deposit
(1)	(2)	(3)	(4)	(5)	(6)	(7)	(8)	(9)

Date: _____

Signature of Presiding Officer

FORM 4
[see rule 53(2)]

LIST OF BLIND AND INFIRM VOTERS

Election to President from Municipal Committee/Council
 Or election to member from Ward/Constituency Number
 of Municipal Committee/Council

No. of Polling Station/place of poll _____

Serial number of elector on the roll	Full name of elector	Full name of companion	Address of companion	Signature of companion
1	2	3	4	5

Date: _____

Signature of Presiding Officer

FORM 5

[see rule 55(2)]

LIST OF TENDERED VOTES

Election to President from Municipal Committee/Council
 Or election to member from Ward/Constituency Number
 of Municipal Committee/Council

Number of Polling Station/Place of Poll

Serial number and name of elector on the roll	Address of elector	Serial number of tendered ballot paper	Serial number of ballot paper issued to the person who has already voted	Signature or thumb impression of person tendering vote
1	2	3	4	5

Date:

Signature of Presiding Officer

FORM 6

(see rule 57)

BALLOT PAPER ACCOUNT

Election to President from Municipal Committee/Council
 Or election to member from Ward/Constituency Number
 of Municipal Committee/Council

Number of Polling Station/Place of Poll _____

	<u>Serial Numbers</u>	<u>Total Number</u>
(1) Ballot papers received	_____	_____
(2) Ballot papers unused_____		
(a) with signature of the Presiding Officer, if any, and		_____
(b) Without the signature of the Presiding Officer		_____
(3) Ballot papers issued to voters		_____
(4) Ballot papers cancelled_____		
(a) for violation of voting procedure		_____
(b) for any other reason		_____
(5) Ballot papers used as tendered ballot papers		_____
(6) Ballot papers which should Be in the Ballot Box		_____

Date:_____

Signature of Presiding Officer

FORM 7

[see rule 60(2)]

(To be filled after counting of votes)

FORM OF ACCOUNT OF BALLOT PAPERS

Election to President from Municipal Committee/Council
 Or election to member from Ward/Constituency Number
 of Municipal Committee/Council

Polling Station

Date of counting

I. Serial No.	Name of Candidate	Number of valid votes cast
1.	_____	_____
2.	_____	_____
3.	_____	_____
4.	_____ etc.	_____

II. Rejected ballot papers _____

III. Total _____

IV. Whether the total number of ballot papers shown against Item No.III above tallies with total shown against Item Number 6 in Form-6 or any discrepancy noticed between these two figures.

Date: _____

Signature of Presiding Officer

FORM 8

[see rules 62, 69U (2) (c), 69V (1) and 69W (2)]

FORM OF CONSOLIDATION OF ACCOUNT OF THE COUNTED BALLOT PAPERS

Election to President from Municipal Committee/Council
 Or election to member from Ward/Constituency Number
 of Municipal Committee/Council

Polling Station No.	Total votes found in the ballot box(es)/ EVM(s)	Number of tendered votes	Candidate's valid votes								Valid votes Total	Number of rejected ballot papers	Votes for "NOTA" option	Valid and rejected votes
			A	B	C	D	E	F	G	H				
1														
2														
3														
4														
5														
Etc.														
Total														

Place _____

Date _____

Returning Officer"

FORM 10

[see rule 50-A(1)]

LETTER OF INTIMATION TO RETURNING OFFICER

To

The Returning Officer

_____ Ward/Constituency No. _____

Municipal Committee/Council _____

Sir,

I intend to cast my vote by post at the ensuing election to President from
Municipal Committee/Council Or election to member from
Ward/Constituency Number..... of Municipal Committee/Council
.....

I have been posted on election duty at polling station No..... of
.....Ward/Constituency in Municipal Committee/Council
My name is entered at Serial Number of the electoral rolls for
.....Ward/Constituency of Municipal Committee/Council

The ballot paper may be sent to me at the following address.

Place _____

Date _____

Yours faithfully,

(-----)

FORM 11

[see rule 69N (1)]

APPLICATION FOR ELECTION DUTY CERTIFICATE

Election to President from Municipal Committee/Council
..... Or election to member from Ward/Constituency Number
..... of Municipal Committee/Council

To

The Returning Officer,

Sir,

I intend to cast my vote in person at the ensuing election to the above ward. My name is entered at Serial Number _____ in part No. _____ of the electoral roll for the above Ward/**Constituency**.

I have been posted on election duty at Polling Station Number _____ Polling Station Name _____ of Ward/**Constituency** Number _____.

I request that an Election Duty Certificate in Form 13 may be issued to enable me to vote at the polling station where I shall be on duty on the polling day. It may be sent to me at the following address:-

Yours faithfully,

Date _____

(Applicant's name)

FORM 12

[see rules 69G, 69H(7), 69M, 69P(1)(b) and 69X(1)(e), Form 18]

REGISTER OF VOTERS

Election to President from Municipal Committee/Council
 Or election to member from Ward/Constituency Number
 of Municipal Committee/Council

Number and Name of Polling Station _____

Part No. of Electoral Roll _____.

Serial Number	Serial number of elector in the electoral roll	Signature/thumb impression of elector	Remarks

1

2

3

4

5

etc.

Signature of the Presiding Officer

FORM 13

[see rules 69M, 69N(1)(a) and 69P(1)(e)]

ELECTION DUTY CERTIFICATE

Certified _____ that _____ **Sh./Smt./Ms.**
 _____ S/o/ D/o/ W/o
 _____ is an elector in
 the _____ * Ward/**Constituency**, his
 electoral roll number being _____ that by reason of his being on
 election duty, he is unable to vote at the polling station, where he is entitled to vote and as
 such is hereby authorized to vote at any polling station, he may be on duty on the date of
 poll.

Place _____

Date _____

Signature of Returning Officer

Seal

* - Appropriate particulars to be inserted.

FORM 14

[see rule 69N(4)(a) and (6)(b) and (c) and Form 17]

DECLARATION BY ELECTOR FOR USE OF POSTAL BALLOT PAPER

(This side is to be used only when the elector signs the declaration himself)

Election to President from Municipal Committee/Council
..... Or election to member from Ward/Constituency Number
..... of Municipal Committee/Council

I hereby declare that I am the elector to whom the postal ballot paper bearing serial number _____ has been issued at the above election.

Date _____

Signature of the Elector

Address

ATTESTATION OF SIGNATURE

The above has been signed in my presence by _____
(elector) who is personally known to me/has been identified to my satisfaction by
_____ (identifier) who is personally known to me .

Signature of the Identifier

Signature of the Attesting Officer,

If any _____

Designation _____

Address _____

Address _____

Date _____

(This side is to be used when the elector cannot sign himself)

I hereby declare that I am the elector to whom the postal ballot paper bearing serial number _____ has been issued at the above election.

Date _____

Signature of Attesting Officer

On behalf of Elector

Address of Elector _____

CERTIFICATE

I hereby certify that –

- (1) the above named elector is personally known to me/has been identified to my satisfaction by _____ (identifier) who is personally known to me;
- (2) I am satisfied that the elector is illiterate/suffers from _____ (infirmity) and is unable to record his vote himself or sign his declaration.
- (3) I was requested by him to mark the ballot paper and to sign the above declaration on his behalf; and
- (4) The ballot paper was marked and the declaration signed by me on his behalf in his presence and in accordance with his wishes.

Signature of the Identifier

If any _____

Address _____

Signature of the Attesting Officer,

Designation _____

Address _____

Date _____

FORM 15

[see rule 69N(4)(b) and (6)(a)]

COVER "A"

NOT TO BE OPENED BEFORE COUNTING

Election to President from Municipal Committee/Council
..... **Or** election to member from Ward/Constituency Number
..... of Municipal Committee/Council
.....

POSTAL BALLOT PAPER

Serial Number of ballot paper.....

FORM 16

[see rule 69N(4)(c)]

LARGE COVER "B"

To be used at an election to President from Municipal Committee/Council
..... Or election to member from Ward/Constituency Number
..... of Municipal Committee/Council
.....

COVER "B"

SERVICE UNPAID

Every Officer under whose care or through whom a postal ballot paper is sent shall ensure its delivery to the address without delay. [Rule 50A(4)]

ELECTION – IMMEDIATE

Postal Ballot Paper

For election to President from Municipal Committee/Council
..... Or election to member from Ward/Constituency Number
..... of Municipal Committee/Council

(NOT TO BE OPENED BEFORE COUNTING)

To

The Returning Officer

****** _____

Signature of the Sender _____

** Returning Officer to mention here the full address.

FORM 17

[see rules 69N(4)(d) and (6)(a) and (c) and 69W(1)]

**INSTRUCTION FOR THE GUIDANCE OF ELECTORS FOR USE OF POSTAL
BALLOT PAPER**

Election to President from Municipal Committee/Council
 Or election to member from Ward/Constituency Number
 of Municipal Committee/Council

The person whose names are printed on the ballot paper sent herewith are candidates at the above election. If you desire to vote you shall record your vote in accordance with the directions given in Part-I below and then follow the instructions detailed in Part-II.

PART I

DIRECTIONS TO ELECTORS

1. The number of members to be elected is one.
2. You have only one vote.
3. You must not vote for more than one candidate. If you do so your ballot paper shall be rejected.
4. Record the vote by placing clearly a mark opposite the name of the candidate to whom you wish to give that vote.
5. The mark shall be so placed as to indicate clearly and beyond doubt to which candidate you are giving your vote. If the mark is so placed as to make it doubtful to which candidate you have given the vote, that vote shall be invalid.
6. Do not put your signature or write any word or make any mark, sign or writing whatsoever on the ballot paper other than the mark which you are required to make thereon in accordance with paragraph 4.
7. An elector shall obtain the attestation of his signature on the declaration in Form 14 by a magistrate or a Gazetted Officer, if he is on election duty, by any Gazetted Officer or by the Presiding Officer of the polling station in which he is on election duty; and

PART II
INSTRUCTIONS FOR ELECTORS

- (a) After you have recorded your vote on the ballot, place the ballot paper in the smaller cover marked "A" sent herewith. Close the cover and secure it by seal or otherwise.
- (b) You have then to sign the declaration in Form 14 also sent herewith in the presence of a Magistrate or any other Officer competent to attest your signature (see direction 7 above). Take the declaration to any such Officer and sign it in his presence after he has been satisfied about your identity. The Officer shall attest your signature and return the declaration to you. You must not show your ballot paper to the Attesting Officer nor tell him how you have voted.
- (c) If you are unable to mark the ballot paper and sign the declaration your self in the manner indicated above by reason of illiteracy, blindness or other infirmity you are entitled to have your vote marked and the declaration signed on your behalf by any Officer referred to in item (b). Such an Officer shall at your request mark the ballot paper in your presence and in accordance with your wishes. He shall also complete the necessary certificate in this behalf.
- (d) After your declaration has been signed and your signature has been attested in accordance with item (b) or item (c) place the declaration in Form 14 as also the smaller cover marked "A" containing ballot paper, in the larger cover marked "B". After closing the larger cover, sent it to the Returning Officer by post or by messenger. You have to give your full signature in the space provided on the cover marked "B" No postage stamp need be affixed by you.
- (e) You must ensure that the cover reaches the Returning Officer before **
_____ on _____**
- (f) Please note that:
- (i) If you fail to get your declaration attested or certified in the manner indicated above, your ballot paper shall be rejected; and
- (ii) If the cover reaches the Returning Officer after _____ on the _____ your vote shall not be counted.

** Here specify the hour and date fixed for the commencement of counting of votes.

FORM 18
 [see rules 69Q (1), 69R (1) (ii), 69U (2) (a) and (b), 69V (1)]

PART-I – ACCOUNT OF VOTES RECORDED

Election to President from Municipal Committee/Council
 Or election to member from Ward/Constituency Number
 of Municipal Committee/Council

Number and Name of Polling Station _____

Identification Number of Voting Machine used at the Polling Station

Control Unit _____

Balloting Unit _____

1. Total Number of electors assigned to the Polling Station.....
2. Total Number of voters entered in the Register of Voters (Form 12)
3. **Total number of voters for “None of the Above (NOTA)”**
4. Number of voters not allowed to vote under rule 69G or 69H.....
5. Total Number of votes recorded as per voting machine.....
6. **Whether the total number of votes as shown against item 5 tallies with the total number of voters as shown against item 2-4 or any discrepancy noticed (Yes or No).**
7. Number of voters to whom tendered ballot papers were issued under rule 55
8. Number of tendered ballot papers.

Serial number

- | | |
|------|-----------------------------|
| From | To |
| (a) | received for use _____ |
| (b) | issued to electors _____ |
| (c) | not used and returned _____ |

9. Account of papers seals

Serial numbers		Signature of Polling Agents
From	To	
1. Serial number of paper seals supplied.	From _____ to _____	1. _____
2. Total numbers supplied.		2. _____
3. Number of paper seals used.		3. _____
4. Number of unused paper seals returned to Returning Officer (Deduct item 3 from item 2)		4. _____
5. Serial number of damaged paper seal, if any		5. _____
		6. _____
		7. _____

Date _____

Place _____

Signature of Presiding Officer
 Polling Station No. _____

PART-II – RESULT OF COUNTING

Serial Number	Name of Candidate	No. of votes recorded
1	A	
2	B	
3	
4	
5	None of the above	

....

Total

Whether the total numbers of votes shown above tallies with the total Number of votes shown against the item No.5 of Part-I or any discrepancy noticed between the two totals.

Place _____

Date _____

Signature of Counting Supervisor/Presiding Officer

Name of Candidate/election agent/counting agents

Full Signature

- 1
- 2
- 3
- 4
- 5
- 6
- 7
- 8

.....
.....

Signature of Returning Officer/Presiding Officer

V.Umashankar
Principal Secretary to Government, Haryana.
Urban Local Bodies Department

Endst. No. 2/1/2019-RII

Dated the 17th December, 2019

A copy is forwarded to the Controller, Printing & Stationery Department, Haryana, Chandigarh with the request that above notification (both in Hindi and English) may please be published in the Haryana Government Gazette (Ordinary). He is requested to supply 150 printed copies of the said notification to this office for record.

Sd/-
Superintendent, Committee-II,
for Principal Secretary to Government Haryana,
Urban Local Bodies Department.

Endst. No. 2/1/2019-RII

Dated the 17th December, 2019

1. Director General, Information, Public Relation & Cultural Affairs, Haryana.
2. Director, Urban Local Bodies, Haryana, Bays No. 11-14, Sector-4, Panchkula.
3. All Deputy Commissioner in the State of Haryana.
4. All Sub-Divisional Officers (C) in the State of Haryana.
5. All Commissioner, Municipal Corporations in the State of Haryana.
6. All Executive Officer/Secretary in Municipal Councils/Committees in the State of Haryana.

Anil Yadav
Superintendent, Committee-II,
for Principal Secretary to Government Haryana,
Urban Local Bodies Department. *es*