



भारत निर्वाचन आयोग  
Election Commission of India

निर्वाचन सदन  
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No. 23/2015-ERS

Dated: 27<sup>th</sup> January, 2016

To,  
The Chief Electoral Officer,  
Bihar,  
Patna

Subject:- Special Summary Revision of Photo Electoral Rolls w.r.t. 01.01.2016 as qualifying date - Programme - regarding.

Sir,

I am directed to state that revision of electoral rolls w.r.t. 1.1.2016 in Bihar could not take place due to Bihar Legislative assembly election 2015. Now the elections are over, the Commission has decided to announce Special Summary revision of Electoral Rolls in Bihar (except Harlakhi AC where bye election to Bihar LA is currently going on) state with 1<sup>st</sup> January, 2016 as qualifying date as per schedule mentioned below, in accordance with ERO's Handbook 2012 along with subsequent instructions with regards to revision of electoral rolls /registration of electors, issued from time to time by the Commission:

SN	Stages of Revision	Period allowed for Stage
1	2	3
1.	Draft Publication of Electoral Rolls	2 <sup>nd</sup> February, 2016
2.	Period for filing of claims and objections	2 <sup>nd</sup> February 2016 to 22 <sup>nd</sup> February, 2016
3.	Reading of relevant part/section of photo electoral rolls in Gram Sabha/Local Bodies and RWA meetings etc. and verification of names	7 <sup>th</sup> February, 2016 (Sunday)
4.	Special Campaign dates with Booth Level Agents of political parties for receiving Claims and Objections	14 <sup>th</sup> February, 2016 ( Sunday) and 21 <sup>st</sup> February, 2016 (Sunday)
5.	Disposal of Claims and Objections	By 4 <sup>th</sup> March, 2016
6.	Updating the database, merging of photographs, updating the Control Tables and preparation and printing of supplementary list	By 8 <sup>th</sup> March, 2016
7.	Final Publication of Electoral Rolls	11 <sup>th</sup> March, 2016

2 As the revision of electoral rolls actually starts with draft publication of electoral rolls, various pre-revision activities are required to be completed with the sole intention of achieving high fidelity electoral rolls. The Commission desires that schedule for pre-revision activities like Training

and Orientation of EROs/AEROs, Appointment of Booth Level Officers (BLOs) and their Training and Orientation, Rationalization of Polling Stations, De-duplication campaign to remove duplicate entries in the electoral roll, Photography campaign for residual electors whose images are not available in the roll (H2H campaign to collect images of residual electors), Preparation of CEO's website for draft publication of integrated rolls and providing search facility, Standardization of search facility at website, updating of Control Tables (including polling stations updating) and database and integration of rolls (irrespective of whether it is election or non-election year), preparation of detailed action plan for SVEEP etc. in the State may be prepared by the Chief Electoral Officer in such a manner that all these pre-revision activities should be completed well before the date of draft publication.

3. In addition to Divisional Commissioners, who shall act as Electoral Roll Observers for districts comprised within their Divisions, the Commission may depute its observers/ECI officers to randomly check and supervise the Roll Revision process. All related records should at all times be kept up to date and reports of progress as well as lists of the locations where field operations are in progress should be made available to them.

4. Adequate publicity and awareness drive shall be ensured by DEOs & CEO regarding the summary revision programme. All the DEOs and CEO shall get the revision schedule properly disseminated to media, political parties and social organizations/RWAs and reach out to electors/eligible population extensively well before the date of draft publication of electoral rolls. For making the purpose of publication of draft rolls effective, series of SVEEP events, multiple and periodic meetings with political parties at Taluk, district and state levels and regular press meets may be organized. All DEOs and CEO shall separately call meetings of political parties and explain the schedule and seek cooperation expected of them before the date of draft publication. The draft publication should be done on the due date with fanfare and the copies of draft rolls should be handed over to political parties in public meeting in the presence of press, media and celebrities. In any case, proper acknowledgement receipt must be obtained and kept in record.

5. CEOs will request to the recognized political parties to appoint/identify a Booth Level Agent (BLA) for each polling booth/stations who would be associated with the Special Campaign for Roll Revision process on special campaign dates along with BLOs. On these Special Campaign dates, the BLO will go through the draft electoral roll with BLAs of recognized political parties of State concerned and identify the corrections, etc. It is

pertinent to mention that BLAs once appointed from a recognized political party will continue as BLA, unless their appointment is rescinded /revoked by the political party concerned.

6. The electors' information in prescribed Formats 1-8 related to draft publication of the electoral roll shall be furnished by the Chief Electoral Officer along with his studied comments and explanatory memoranda to the Commission well before draft publication. Every DEO/ERO will do the similar study for his/her District/Assembly Constituency and forward the same to the CEO and also keep this ready for reference by Roll Observer/CEO.

7. The Chief Electoral Officer shall take prior written clearance of the Commission for final publication of the electoral rolls. A request to that effect shall be made to the Commission by the Chief Electoral Officer along with Formats 1-8 by 30<sup>th</sup> January, 2015 and with Formats 1-8, memoranda/note on how the roll revision process has achieved the targets fixed and the strategy to address any shortfalls during continuous updating may also be furnished. This should, in any case, be done at least 7 days before the date of final publication, so that clearance of the Commission may be conveyed at least 3 days before the date of final publication.

8. It may be further noted that all communications and clarification relating to the revision should be addressed to the Pr. Secretary (RKS) of ECI who will not only reply to you without any delay but also ensure that there is no slippage in the roll revision programme of the Bihar state. He will closely monitor the pre-revision activities and roll revision programme to get from you reports on progress of revision process at regular interval.

9. In order to facilitate the stakeholders and bringing more transparency in the process of electoral registration, the practice of computerization and posting of all application forms received in Forms 6, 6A, 7, 8 and 8A on the website of the CEO on a day to day basis shall continue. The status of each application form should be clearly visible on each row of the list. Further, the web application used for this purpose should also provide a facility, that on clicking on any row in the list, the concerned application form can be printed by any citizen.

10. Periodic reporting to the Commission of progress made during the revision process in the prescribed Format available at the CEO's portal shall also be done regularly and in accordance with the procedure laid down therein. The CEO must ensure by daily checking

