

**HANDBOOK FOR POLITICAL PARTIES AND CONTESTING  
CANDIDATES FOR**

**ELECTIONS TO  
GRAM PANCHAYATS  
AND  
ZILLA PARISHADS  
2025**

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## **CONTENTS**

<b><u>CHAPTERS</u></b>	<b><u>PARTICULARS</u></b>	<b><u>PAGE NO.</u></b>
Chapter I	Preliminary	1
Chapter II	Qualifications and disqualifications	2
Chapter III	Notification for election	3
Chapter IV	Nominations	3-5
Chapter V	Scrutiny of nominations	5-6
Chapter VI	Withdrawal of candidature	7
Chapter VII	Candidates and allotment of symbols	7-8
Chapter VIII	Appointment of election agent, polling agent and counting agent	9
Chapter IX	Campaign period	10-15
Chapter X	Polling day	15-25
Chapter XI	Counting of votes	26-29
Chapter XII	Declaration and Publication of result of election	29
	Annexures -	30-66

## **CHAPTER-I**

### **PRELIMINARY**

#### **1. INTRODUCTION :**

If you are a candidate for election to the member of the Gram Panchayat or Zilla Parishad, you should know the relevant provisions of the law and rules governing the elections to these posts so that you may not commit any mistakes, experience any difficulty or inconvenience in connection with your candidature. It is for your benefit and convenience that this handbook, giving in brief, the important and relevant rules and instructions on elections is brought out.

#### **2. TERM OF OFFICE:**

A Member of the Gram Panchayat or Zilla Parishad elected at an ordinary election shall hold office for a term of 5 years from the date appointed for the first meeting of the Gram Panchayat or Zilla Parishad (See Sections 10(3) and 86(1) of Arunachal Pradesh Panchayati Raj Act, 1997).

#### **3. RESERVATION FOR WOMEN:**

The details of the seats reserved for Women for the Gram Panchayat or Zilla Parishad and the reservation for the Chairpersons of Gram Panchayat and Zilla Parishad will be notified by the State Government and also by the District Election Officers before every ordinary election. This information will also be mentioned in the election notice issued by the Returning Officer appointed for each Gram Panchayat or Zilla Parishad (See Sections 12(1), and 85(2) (iv) of APPR Act, 1997).

#### **4. REGISTERED VOTERS:**

The election for the Member of the Gram Panchayat or Zilla Parishad, are held on the basis of adult suffrage. Every person who is not less than 18 years of age and registered as a voter in the electoral roll of the concerned constituency of Gram Panchayat or Zilla Parishad segment is eligible to vote.

#### **5. ELECTORAL ROLL:**

As per the provisions of Section 112 of the Arunachal Pradesh Panchayati Raj Act, 1997 and Rule 5 of Arunachal Pradesh Panchayati Raj (Preparation of Electoral Rolls) Rules, 2002 issued thereunder, the electoral rolls for the Gram Panchayat or Zilla Parishad constituency are prepared by the Electoral Registration Officer.

All omissions of names in any part of the roll or objections to any entry in the roll at any point of time after its publication shall be settled under the provisions contained in Section 113 and 114 of the Arunachal Pradesh Panchayati Raj Act, 1997 and Rule 30 and 31 of Arunachal Pradesh Panchayati Raj (Preparation of Electoral Rolls) Rules, 2002. Anybody wishing to prefer a claim for inclusion or deletion of name in the roll or objection in respect of any entry in the roll so published, shall submit a proper claim or objection under the provisions of Rule 30 and 31 of Arunachal Pradesh Panchayati Raj (Preparation of Electoral Rolls) Rules, 2002 to the concerned Electoral Registration Officer.

**CHAPTER – II****QUALIFICATIONS AND DISQUALIFICATIONS**

*(Extracts of Relevant provisions are appended at Annexure-1)*

1. If you want to contest as a candidate for the Member of Gram Panchayat and Zilla Parishad, you must possess certain qualifications as detailed below:
  - (a) If you are a candidate for the Member of Gram Panchayat, you must be a registered voter in the electoral roll of the constituency of the Gram Panchayat constituency from where you are intending to contest the election or;
  - (b) If you are a candidate for the Member of Zilla Parishad, you must be a registered voter in the electoral roll of the Zilla Parishad constituency from where you intend to contest the election.
  - (c) You must not be less than 21 years of age on the date of submission of nomination.
  - (d) You must be a woman to contest for a post reserved for women. However, a woman candidate can contest for the general seat in the same category.
2. If you want to offer yourself as a candidate, you should not suffer from any of the following disqualifications :
  - (a) You should not have been convicted by a Criminal Court to imprisonment for not less than 6(six) months. This disqualification subsists for a period of five years from the date of expiration of such sentence.
  - (b) You should not have been convicted by a criminal court for an offence under the Protection of Civil Rights Act, 1955.
  - (c) You should not have been disqualified under Section 57 of the Arunachal Pradesh Panchayati Raj Act, 1997.
  - (d) You should not be of unsound mind.
  - (e) You should not be an un-discharged insolvent.
  - (f) You should not be directly or indirectly having any share or monetary interest in any work of Gram Panchayat and Zilla Parishad.
  - (g) You should not be in service or holds any office of profit under Central or State Government or autonomous body or any Gram Panchayat and Zilla Parishad.
  - (h) You should not have any kind of arrears due to the Gram Panchayat or Zilla Parishad and Government.
  - (i) You should not have been disqualified by or under any law for the time being in force for the purpose of elections to Legislature of the State.

**CHAPTER – III****NOTIFICATION FOR ELECTION**

The election process is set in motion immediately on issue of notification by the State Election Commission.

1. Immediately after issue of notification by the State Election Commissioner under Rule 3 of the Arunachal Pradesh Panchayati Raj (Conduct of Election) Rules, 2001 appointing the date and time of poll for any election or by-election of members to Gram Panchayat, and Zilla Parishad. The Returning Officer will issue public notice of the intended election under Rule 4 of the Arunachal Pradesh Panchayati Raj (Conduct of Election) Rules, 2001 in Form - 1 as appended at Annexure II subject to such direction of the State Election Commission and shall publish the notice in such manner as the Returning Officer thinks fit.
2. The Public notice shall contain, among other things:–
  - (a) The date, time and place for making nomination.
  - (b) The date for the Scrutiny of nomination.
  - (c) The last day for the withdrawal of candidature.
  - (d) The date or dates on which the poll shall be taken.
  - (e) The date before which election shall be completed.

**CHAPTER – IV****NOMINATIONS****1. DATE AND TIME FIXED FOR RECEIPT OF NOMINATIONS :**

The dates fixed for receipt of nominations will be indicated in the election notification issued by the State Election Commission. The Returning Officer will also issue Election Notification on the same line indicating the date, time and place for receipt of nomination.

**2. IMPORTANT POINTS TO BE NOTED AT THE TIME OF FILING OF NOMINATIONS :**

The nomination paper must be in the prescribed Form i.e. Form 2(A) for Gram Panchayat, and Form 2(C) for Zilla Parishad. A copy each of the nomination Forms is appended as Annexure – III. The candidate should note the following points at the time of filing of nomination papers.

- (a) The proposer must be a registered voter in the concerned constituency of the Gram Panchayat Constituency and Gram Panchayat ,as the case may be;
- (b) A candidate can be nominated by more than one proposer separately for the same post in a separate nomination form.
- (c) A candidate cannot contest from more than one territorial constituency of Gram Panchayat, and Zilla Parishad, as the case may be, under Rule 5 of The Arunachal Pradesh Panchayati Raj (Conduct of Election) Rules, 2001.
- (d) Candidate must sign the declaration of his assent on every nomination form.

- (e) Candidate must take care to see that his/her nomination paper is presented either by himself/ herself or by his proposer in person during the time prescribed and on the dates appointed for filing nomination, to the Returning Officer or such person authorized by him, at the place specified in the election notice. He/She has to ensure that the nomination form is complete in all respects. The candidate must note that nomination papers filed after the time specified on the last date for making nominations will be rejected.
- (f) If a Candidate set up by a recognized National or State party or a registered political party with a reserved symbol, he/she shall indicate in his nomination form the name of the political party on whose ticket he/she is contesting and he/she shall also produce Form 'B' from the political party authorizing his/her candidature for the seat before 3.00 pm on the last date of withdrawal of candidature.
- (g) A candidate set up by a registered unrecognized political party without a reserved symbol or an independent candidate should indicate three free symbols of his/her choice in the order of preference from the list of free symbols notified by the State Election Commission in Schedule III.
- (h) On the presentation of a nomination paper, the Returning Officer or such person authorized by him/her, will satisfy himself/herself that the names and the electoral roll numbers of the candidate and his/her proposer, as entered in the nomination paper, are the same as those entered in the concerned electoral roll;
- (i) Any inaccurate description or clerical or printing error in regard to the name of the candidate or his/her proposer or any other particulars relating to the candidate or his/her proposer, as entered in the electoral roll or in the nomination paper, may not affect the nomination, if the identity of the candidate or proposer, as the case may be, is otherwise established beyond reasonable doubt.
- (j) While filing the nomination paper, you must make sure that the Returning Officer before whom the nomination paper is filed enters in your presence its serial number and properly fills in and signs the form duly acknowledging the delivery of nomination papers;
- (k) Do not forget to obtain the token receipt of nomination paper containing the notice of the time, date and place fixed for the scrutiny of nominations.

### 3. **DEPOSITS :**

A candidate shall not be deemed to have been validly nominated for election from a Constituency unless he/she deposits or causes to be deposited the sum in cash with the Returning Officer concerned as specified below:

- (a) In case of an election from a Constituency of a Gram Panchayat a sum of ₹ 500/-
- (b) In case of an election from a Constituency of the Zilla Parishad, a sum of ₹ 2000/-

Provided that where a candidate has been nominated by more than one nomination paper for election in same Constituency, not more than one deposit shall be required by him/her under this rule.

### 4. **DISPOSAL OF DEPOSITS :**

- (1) The deposit made under Rule 10 of APPR (Conduct of Election) Rules, 2001 shall either be returned to the person making it or his legal representative or be forfeited to the State Government in accordance with the provisions of the Rules.

- (2) Except in cases as mentioned in the Rule, deposit shall be returned as soon as practicable after result of the election is declared.
- (3) If the candidate is not shown in the list of contesting candidates, or if he / she dies before the commencement of the poll, the deposit shall be returned as soon as practicable after the publication of the list or after his/her death to his/her heirs as the case may be.
- (4) Subject to the provision of sub-rule (3) of Rule 64 of APPR (Conduct of Election) Rules, 2001 the deposit shall be forfeited if at an election where a poll has been taken, the candidate is not elected and the number of valid votes polled by him/her does not exceed one-sixth of the total numbers of valid votes by all the candidates.

**5. PUBLICATION OF LIST OF NOMINATIONS :**

The Returning Officer shall, on receiving the nomination papers the person or persons delivering the same shall enter on the nomination paper itself, serial number, and sign thereon on a certificate stating the date and the hour at which the nomination papers has been delivered to him/her and shall as may be thereafter, cause to be affixed in Form 3 in some conspicuous place in his office a notice of the nomination containing description similar to those contained in the nomination paper both of the candidate and of the proposer.

**CHAPTER – V**

**SCRUTINY OF NOMINATIONS**

**1. INTRODUCTION :**

- (1) The next stage in the election process is the scrutiny of nomination papers by the Returning Officer. The Returning Officer is required by law to hold the scrutiny of all the nomination papers, received by him/her, on the date fixed for scrutiny of nominations.
- (2) The scrutiny of the nomination papers will be done only by the Returning Officer and none else. However, if the Returning Officer is unavoidably prevented from performing the said function, the Assistant Returning Officer may conduct scrutiny of nominations. Candidate and his/her proposer and election agent are allowed to be present at the time of scrutiny. The candidates are advised to see that his/her proposer and election agent, who will be authorized to be present at the time of scrutiny, are conversant with the rules and procedure relating to Panchayat elections, so that, they may adequately safeguard his/her interest at the time of scrutiny. It will also be in the candidate's interest if he/she is present at the time of scrutiny.
- (3) The candidate can make any substantial and material objection but should not raise flimsy or irrelevant technical objections in regard to any nomination paper.

**2. GROUNDS OF REJECTIONS :**

The Returning Officer will be justified in rejecting candidate's nomination paper on any one of the following grounds :

- (a) If he/she is not qualified to be a candidate as provided under Section 57 of Arunachal Pradesh Panchayat Raj Act, 1997; or
- (b) If he/she failed to comply with any provision of the Rules 5 and 6 of APPR (Conduct of Election) Rules, 2001.

- (c) If his/her nomination paper has not been delivered in time; or
- (d) If the nomination paper has been delivered to the Returning Officer or to a person authorized by the Returning Officer in this behalf, by a person other than the Candidate or his/her proposer; or
- (e) If nomination paper has not been delivered at the place specified in the public notice issued by the Returning Officer; or
- (f) If nomination paper has been delivered to a person other than the Returning Officer or a person authorized by him/her; or
- (g) If nomination paper is not in the prescribed form; or
- (h) If nomination paper has not been signed either by the candidate or by his/her proposer or by both in the places meant for such signatures in the nomination paper; or
- (i) If the required deposit has not been made in accordance with the law; or
- (j) If the signature of the candidate or the signature of the proposer on the nomination paper is not genuine; or
- (k) If you file nomination to contest a seat reserved for Women and whereas you not being a women.
- (l) If the candidate or his/her proposer is not an elector in the concerned Territorial Constituency of the Gram Panchayat, Anchal Samity or Zilla Parishad, as the case may be.

**3. DOCUMENTS AND OTHER MATERIALS WITH WHICH YOU SHOULD BE PRESENT AT THE TIME OF SCRUTINY :**

To meet possible objections against nominations, a candidate may make sure that he/she has the following documents at the time of scrutiny of nomination papers namely:

- (a) A copy of the current electoral roll or copy of the relevant part of the electoral roll or a certified copy of the entry in the electoral roll bearing his/her name and the name of proposer;
- (b) Satisfactory evidence regarding age;
- (c) The receipt of the deposit made in cash to the Returning Officer.
- (d) The receipt for the nomination paper and notice of scrutiny which was handed over to him/her by the Returning Officer or the authorized person on presenting the nomination paper; and
- (e) Any other evidence or material which may be necessary to repel and rebut any objection which has been or may be raised against your nomination.

**4. PUBLICATION OF LIST OF VALIDLY NOMINATED CANDIDATES :**

Immediately after all the nomination papers are scrutinized and the decisions accepting them, or rejecting them have been recorded, the Returning Officer will prepare and publish a list of validly nominated candidates in Form – 4 (Annexure IV) and affix it on the notice board.

If, however, a candidate considers that his/her name is incorrectly spelt or is otherwise incorrectly shown, he/she should bring the matter to the notice of the Returning Officer who will make the necessary corrections.

**CHAPTER – VI****WITHDRAWAL OF CANDIDATURE**

According to sub-rule (1) of Rule 14 of APPR (Conduct of Election) Rules, 2001 any candidate may withdraw his/her candidature by notice in writing in Form 5 (Annexure V), signed by him/her and personally delivered by him/her or by election agent to the Returning Officer at any time after the presentation of his/her nomination paper and not later than 3 O' Clock in the afternoon on the day fixed by the Returning Officer for withdrawal of candidature.

The Returning Officer shall give a receipt for the same in Form 5 on being satisfied as to the genuineness of the notice of withdrawal and the identity of the candidate. You must also note very carefully that once you have given a notice of withdrawal of your candidature to the Returning Officer, you will not be allowed under any circumstances to cancel the notice. Therefore, make up your mind firmly before the notice of withdrawal is actually delivered to the Returning Officer.

After the notice of withdrawal has been delivered by you, personally, a receipt for the notice of withdrawal be collected from the Returning Officer. Do not leave the office of the Returning Officer without getting this receipt because this receipt will be necessary to claim back your deposit money. A notice of your withdrawal will be published by the Returning Officer in Form- 6 (Annexure-VI).

**CHAPTER – VII****PUBLICATION OF LIST OF CONTESTING CANDIDATES AND  
ALLOTMENT OF SYMBOLS****I. PUBLICATION OF LIST OF CONTESTING CANDIDATES :**

1. On the expiry of the time for withdrawal of candidature, the Returning Officer shall prepare a list of contesting candidates in Form 7 (Annexure - VII ) under Rule 15 of the APPR (Conduct of Election) Rules, 2001 and publish it on the notice board of his office. The list shall contain the names of the contesting candidates. For the purpose of listing, the names of the candidates shall be classified as follows –
  - (i) Candidates of recognized National Parties;
  - (ii) Candidates of registered State/Regional Parties with a reserved symbol;
  - (iii) Candidates of registered political parties without a reserved symbol;
  - (iv) Independent candidates.

The arrangement of names shall be on the basis of first letter of the name of the candidate irrespective of whether the name given is the proper name or surname. The initials, if any, prefixed to the name of the candidate shall be ignored for the aforesaid purpose. If two candidates in the same category have the same name but different initials, then two names shall be arranged inter se with reference to the first letter of the initial. Further, if two or more such candidates have the same name but different surnames then their names shall be arranged inter se in the alphabetical order with reference to the surnames.

**2. ALLOTMENT OF SYMBOLS TO CANDIDATES SET UP BY RECOGNIZED AND REGISTERED POLITICAL PARTIES WITH A RESERVED SYMBOL:**

It is stipulated under Rule 7 and 8 of the APPR (Conduct of Election) Rules 2001 that –

- (1) A candidate set up by a recognized 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 State Election Commission as in Schedule I.
- (2) A candidate set up by a recognized State and Regional parties at any election to the local bodies in the State, shall choose, and shall be allotted the symbol reserved for that party by the State Election Commission as in Schedule II.
- (3) 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 the concerned recognized 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.
- (4) An independent candidate shall choose free symbols as in Table (A), (B) & (C) of Schedule – III as the cases may be.

(Schedule I,II & III appended are at Annexure- XXV)

**3. SUBMISSION OF FORM 'A' AND FORM 'B' BY RECOGNIZED AND REGISTERED POLITICAL PARTIES WITH A RESERVED SYMBOL :**

A candidate shall be deemed to be set up by a recognized party or registered party with a reserved symbol, if the candidate made a declaration to that effect in the nomination form and produces authorization from the political party concerned as per the following instructions:-

- (a) The State President or the State General Secretary of a recognized National Party can send Notice about the person authorized by the party to the State Election Commissioner and the Returning Officer in Form A as in Annexure – VIII(A).
- (b) The Form A to be submitted to the State Election Commissioner must be handed over to the Returning Officer before 3.00 PM on or before the last date of filing of nominations.
- (c) The Notice issued in Form –B as in Annexure -VIII(B) by the party functionary authorized by the party through Form A, shall be delivered to the Returning Officer concerned before 3.00 PM on the last day of withdrawal of nominations.
- (d) Political Parties are permitted either to cancel the authorization in Form B given in favour of one candidate or change such authorization by substituting the name of another candidate, subject to the following conditions namely:-

- (a) Subsequent authorization cancelling the earlier authorization in Form B is received by the Returning Officer concerned not later than 3.00 PM on the day of scrutiny.
  - (b) Such subsequent authorization in Form B is signed by the same party functionary who signed the earlier Form B and clearly shows that it cancels the earlier authorization.
  - (c) The Returning Officer is satisfied about the genuineness of the subsequent authorization; and
  - (d) The candidate in whose favour subsequent authorization has been given has already made a declaration in his/her nomination paper that he/she has been set up by the said political party.
5. Where a candidate has not made a declaration in any of his/her nomination papers that he has been set up by a particular party, he/she shall not be deemed to have been set up by that party even if that party gives candidate's intimation to that effect in Forms A and B subsequently, and he/ she shall not be allotted the symbol reserved for that party. He/she shall be treated as an Independent.

## **CHAPTER – VIII**

### **APPONTMENT OF ELECTION AGENT, POLLING AGENT AND COUNTING AGENT :**

#### **1. ELECTION AGENT :**

As a candidate, you may appoint in writing some other person to be your election agent. Such appointments may, if you so desire be made at any time you like. The appointment shall be made in Form 8 (Annexure –IX) and the notice of appointment shall be given in writing to the Returning Officer. You have to obtain in writing an acceptance of such person for being appointed as your election agent.

You may revoke appointment of your election agent in writing and such revocation will be operative from the date on which it is lodged with the Returning Officer. The order of revocation of the appointment of Election Agent shall be made in Form 9 (Annexure X). In the event of such revocation or of death of an election agent you may appoint another person to be your election agent in a like manner. The election agent so appointed by you shall perform such functions during elections as are authorized under the relevant conduct of election rules.

#### **2. POLLING AGENT:**

The candidate or his/her election agent may appoint one agent and one relief agent to act as polling agents for each polling station. Such appointment shall be made in duplicate in From 10 (Annexure XI) signed by the candidate or his/her election agent. The Candidate or his/her election agent shall deliver duplicate copy of the letter to the polling agent who shall on the date fixed for the poll present the copy to and sign the declaration contained therein before the Presiding Officer of the polling station where such polling agent is appointed for duty and the Presiding Officer shall retain it thereafter in his custody. At any polling station at any given point of time only one polling agent or relief agent can be present but not both. Any revocation of an appointment of polling agent shall be signed by the candidate or his/her election agent in Form 11(Annexure XII) and such revocation will be operative from the date on which it is lodged with the Presiding Officer. In the event of revocation or death of any agent at any time before the commencement of poll, the candidate or his/her election agent may appoint polling agent in the manner prescribed above.

The role of polling agent is to observe the polling i.e., whether the poll process is orderly free and fair. The polling agent can perform this role only if he/she is from local area and familiar with the identity of voters of that particular booth. A person appointed as polling agent from outside the local area and not familiar with the identity of voters will not serve the purpose for which he/she is appointed.

### 3. **COUNTING AGENT :**

Each candidate may appoint such number of counting agents at places fixed for counting as may be specified by the Returning Officer. Generally each candidate can appoint as many counting agents as there are counting tables. Every such appointment shall be made by the candidate or his/her election agent before the commencement of counting of votes in duplicate in Form 12 (Annexure – XIII) and by forwarding it to the Returning Officer. One copy of which shall be forwarded to the Returning Officer while the other copy shall be made over to the counting agent for production before the Returning Officer on the date fixed for counting and sign the declaration contained therein before the Returning Officer and Returning Officer shall retain it for custody. The counting agents so appointed may perform such functions in connection with counting of votes as or authorized under the conduct of election rules. Any revocation of an appointment of counting agent shall be signed by the candidate or his/her election agent in Form 13 Annexure – XIV and such revocation will be operative from the date/time on which it is lodged with the Returning Officer. In the event of revocation or death of any agent at any time before the counting of votes, the candidate or his/her election agent may appoint counting agent in the manner prescribed above.

## **CHAPTER – IX** **CAMPAIGN PERIOD**

### 1. **INTRODUCTION**

The election law provides an interval of some days between the last date fixed for withdrawal of candidature and the poll. This period could be utilized for canvassing and educating the voters and training the workers and agents that you will have to employ for election purpose. However, please note that campaigning stops 48 hours before the hour fixed for conclusion of poll.

### 2. **CORRUPT PRACTICES AND ELECTORAL OFFENCES :**

While undertaking your electioneering campaign, you should ensure that the highest standard of morality and purity are maintained, as that would in turn ensure free and fair election. Corrupt practices and electoral offences tend to mar the smooth conduct of an election and disturb the atmosphere of friendly contest that should prevail during the elections in violation of the statutory provisions relating to corrupt practices and election offences.

(Extracts of Relevant Sections 129 to 135 under APPR Act, 1997 are appended at Annexure-XV) In particular do not permit on your behalf-

- (i) any bribery or undue influence by way of coercion or intimidation of voters or otherwise or personation;
- (ii) any arrangement, direct or indirect, to carry any voter to or from polling station by any kind of vehicle used for transport. Even your party cannot arrange for such conveyance.
- (iii) any act to promote or attempt to promote on grounds of religion, caste, community or language, feeling of enmity or hatred between different classes of citizens of India is a corrupt practice and also is an electoral offence.
- (iv) any assistance from any government servant to help your prospects in the election.
- (v) any removal of ballot paper or voting machine from the polling station or tampering with the ballot boxes or voting machines by use of force or otherwise (these are criminal offences);
- (vi) any appeal by the candidate or by his/her agent or any other person with candidate's consent or with the consent of his/her election agent to vote or refrain from voting of any person on grounds of his religion, race, caste, community or language or the use of or appeal to religious symbols which is a corrupt practice under the law.
- (vii) the publication of any statement of fact which is false in relation to the personal character or conduct of any candidates;
- (viii) Booth capturing is both a corrupt practice and an electoral offence punishable with imprisonment and fine.

**3. MODEL CODE OF CONDUCT FOR GUIDANCE OF POLITICAL PARTIES AND CANDIDATES :**

Apart from the above mentioned corrupt practices and electoral offences, the election campaigns may take different forms which may create feelings of bitterness, irritation, confrontation and resentment among the various political parties and candidates and vitiate the atmosphere. For maintaining a healthy and peaceful atmosphere conducive to the conduct of smooth election, the Commission has prescribed a Model Code of Conduct (Annexure - XVI). You must ensure that you, your supporters and agents observe the model code of conduct. Any violation of model code of conduct will be viewed seriously by the State Election Commission and may seriously affect your election.

**4. UNOFFICIAL IDENTITY SLIPS :**

The political parties/ candidates may issue unofficial identity slips containing the following information to the voters:-

- (i) the name and serial number of the voter in the electoral roll;
- (ii) the number of the part of the electoral roll;
- (iii) the serial number and name of the polling station, and
- (iv) date of poll.

The identity slips should be on white paper and should not contain the name of the candidate and or the name of his/her party and/or the election symbol of the candidate or his/her party. The slips should not also contain any slogans or any exhortation to vote for a party or for a candidate since these slips if carried by the voters to the polling stations would amount to canvassing within the polling station, which is not permissible. The circulation of any slips within 100 meters of the polling station would also amount to canvassing which is not permissible under the law.

**5. EDUCATING THE ELECTORS ABOUT THE VOTING PROCEDURE :**

Candidate's workers should educate the electors about the voting procedure and the correct manner of marking the ballot papers. The electors should be advised to give their signatures or thumb impressions without any fear. This will not in any way violate the secrecy of their vote or disclose their identity. The packets of counterfoils of ballot papers containing the signatures / thumb impressions of electors will be sealed, immediately after the close of the poll, with the seals of the Presiding Officers and polling agents of the candidates and such sealed packets shall not thereafter be opened or inspected by any person except under the order of a competent court.

Candidate's workers should also familiarize the electors about the other details of voting procedure followed at the polling station. After an elector's name is located in the electoral roll and his/her identity established, his/her left forefinger will be marked with indelible ink. The voter will then be required to give his/her signature or thumb impression on the counterfoil of the ballot paper as aforesaid. If the voter puts his thumb impression on the counterfoil of the ballot paper, he/she should clean his thumb with the help of a piece of wet cloth provided on the table of the polling officer. This will be necessary to avoid any possible smudge on the ballot paper while handling the ballot paper. Thereafter the voter will be given a ballot paper. The Polling Officer in charge of the rubber stamp containing the voting mark will fold the ballot paper twice, first vertically and then horizontally and then unfold and hand over the ballot paper, together with an inked rubber stamp for marking the ballot paper. The mark should be made on or near the symbol of the candidate for whom the elector chooses to vote and at no other place. The voting mark put on the back of the ballot paper will be invalid.

After marking the ballot paper with stamp, the voter should fold the ballot paper along the folds already appearing on the ballot paper. The voter should not bring the ballot paper from the voting compartment unfolded, as the secrecy of the vote will be vitiated. The ballot paper should not also be crumpled, as it would be difficult to insert through the slit of the box. After folding the ballot paper along the folds already appearing on it, the voter should take it to the ballot box kept in front of one of the Polling Officers and insert in into the box through the slit at the top of the box.

## 6. **DOS AND DON'Ts FOR GUIDANCE OF CANDIDATES :**

The election law is quite comprehensive and the procedure is quite elaborate. It is upon their due observance that the purity of the election depends. Some of the Dos and Don'ts are suggested for candidate's guidance. It should be noted that these are not exhaustive but are only illustrative and for candidate's guidance.

### **DOs AND DON'Ts FOR GUIDANCE OF CANDIDATES AND ELECTION AGENTS**

#### **DOs**

1. Do familiarize yourself with the legal provisions relating to elections.
2. Do make it a point to obtain the Electoral Rolls of the territorial constituencies constituting Gram Panchayat, Anchal and Zilla Parishad and have it checked up.
3. Do check up your name and the particulars in the current electoral roll well before deciding to stand for election.
4. Do check up that you are qualified to stand for election.
5. Do check up that you are not disqualified from standing for election.
6. Do check up the nomination form to ensure that it is in the prescribed Form.
7. Do present the nomination form personally or send it through your proposer and no one else.
8. Do ensure that your proposer is a registered voter in the concerned territorial constituencies of the Gram Panchayat, Anchal and Zilla Parishad as the case may be.
9. Do presents more than one nomination paper, if you wish to do so.
10. Do collect the receipt for the nomination paper.
11. Do make it a point to attend the scrutiny of nominations personally.
12. Do check up that your name appears in the list of valid nominations.
13. Do check up that your name is correctly entered in the list of validly nominated candidates.
14. Do check up your name and other particulars in the list of contesting candidates for its correctness.
15. Do find out the hours of poll as notified.
16. Do appoint the Election Agent in proper form and well in time.
17. Do obtain a copy of the list of Polling Stations.
18. Do appoint a polling agent and one relief agent in proper form for each and every polling station well in time.
19. Do provide copies of electoral roll to your polling agents.
20. Do appoint counting agents in proper form.
21. Do make it appoint to attend counting personally.
22. Do maintain proper accounts of election expenses from the date of your nomination as a candidate till the date of declaration of result in the proformas prescribed by the State Election Commission.

**DON'Ts**

1. Don't present the nomination paper before or after the specified hours fixed for the purpose.
2. Don't present the nomination paper to any person other than the Returning Officer or the Officer so authorized in this behalf.
3. Don't forget to make the required deposit.
4. Don't interfere directly or indirectly or attempt to interfere with the free exercise of the electoral right of any person.
5. Don't appeal to voters to vote or refrain from voting on grounds of religion, race, caste or community or language.
6. Don't make use of or appeal to, religious symbols or national symbols.
7. Don't promote or attempt to promote feeling of enmity or hatred between different classes of citizens on grounds of religion, race, caste, community or language.
8. Don't publish false statements in regard to the personal character and conduct of any candidate or in relation to the candidature or withdrawal of any candidate.
9. Don't hire or provide vehicles for the conveyance of voters to and from the polling stations.
10. Don't procure the support of any Government servant.
11. Don't indulge in misconduct at polling station.
12. Don't induce disorderly conduct in or near any Polling Station.
13. Don't hold public meeting in the polling area any time 48 hours before the hour fixed for the commencement of the poll.
14. Don't create disturbances at election meetings. Don't canvass within 100 metres of the Polling Station on the date or dates of poll.
15. Don't destroy fraudulently any nomination paper or any list or notice or any other documents affixed by or under the authority of the Returning Officer.
16. Don't destroy any ballot paper or any official mark on the ballot papers or any declaration of identity; don't put into the ballot boxes anything other than the ballot paper.
17. Don't destroy, take out or otherwise interfere with Ballot Box.
18. Don't publish any statement or have it published with your consent or the consent of your Election Agent which is false or which you believe to be false or do not believe to be true in relation to the personal character and conduct of any candidate or in relation to the candidates or withdrawal of any candidate, giving a statement reasonably calculated to prejudice the prospect of the candidate in the election.
19. Don't threaten any candidate or any elector or any person with any kind of act including social ostracism and ex-communication or expulsion from any caste or community.

20. Don't abet the offence of personation to an election.
21. Don't use the cell phone either in the Polling Station or the Counting Hall.
22. Do not issue identity slips bearing your name, your party or your symbol or containing any exhortation to voters to vote for you.
23. Do not make give or offer or promise of gratification to any person to induce another to stand or not to stand as a candidate or to withdraw or not to withdraw his candidature or to vote or refrain from voting at the election.

### **DOs AND DON'Ts FOR GUIDANCE OF POLLING AGENTS**

The main duty of a Polling Agent is to see that the interests of the candidate, who appointed him, are safeguarded at the polling station.

#### **DOs**

- (1) Do carry a letter of appointment in the prescribed form signed by the candidate or his election agent and produce it before the Presiding Officer at the assigned polling station.
- (2) Do see that all the election records relating to the poll are secured and sealed properly after the close of the poll as required by the law.
- (3) Do detect and prevent impersonation of voters by challenging persons whose identity as real voter is doubtful.
- (4) Do carry a copy of the current electoral roll of the polling station.
- (5) Do carry a list of names of the dead, absent or allegedly suspicious voters which might have been included in the electoral rolls.
- (6) Do obtain attested copy of the ballot paper account from the Presiding Officer concerned as per the rules.

#### **DON'Ts**

- (1) Don't communicate any person any information calculated to violate secrecy of voting.
- (2) Don't interfere directly or indirectly with the free exercise of the electoral right of any voter.
- (3) Don't destroy, take out or otherwise interfere with ballot box or ballot paper.
- (4) Don't indulge in misconduct at the polling station.
- (5) Don't abet the offence of personation.
- (6) Don't canvass within 100 metres radius of the polling station on the date of poll.
- (7) Don't carry cell phones into the polling station.
- (8) Don't smoke inside the polling station.

**DOs AND DON'Ts FOR GUIDANCE OF COUNTING AGENTS**

**Dos**

- (1) Do deliver a letter of appointment in the prescribed form signed by the candidate or his election agent, to the Returning Officer on the date fixed for counting of votes and sign the declaration contained therein before the Returning Officer.
- (2) Do co-operate with the Returning Officer in maintaining strict discipline and order inside the counting hall.
- (3) Do acquaint yourself with rules and procedures relating to counting of votes.
- (4) Do inspect seals affixed on ballot boxes to satisfy yourself that they are intact and have not been tampered with.

**DON'Ts**

- (1) Don't communicate to any person any information calculated to violate secrecy of voting.
- (2) Don't destroy, take out or otherwise interfere with the ballot boxes or ballot papers.
- (3) Don't indulge in misconduct in the counting hall.
- (4) Don't smoke inside the counting hall.
- (5) Don't carry cell phones into the counting hall.

**7. DEATH OF A CANDIDATE BEFORE POLL :**

If a candidate whose nomination has been found valid on scrutiny and who has not withdrawn his candidature dies and a report of his death is received before the publication of the list of contesting candidate or if a contesting candidate dies and a report of his/her death is received before the commencement of the poll, the Returning Officer shall, upon being satisfied of the fact of the death of the candidate, countermand the poll and report the fact to the State Government, the State Election Commission and also to the District Election Officer concerned and all proceedings with reference to the election shall be commenced anew in all respects as if for a new election:

Provided that no further nomination shall be necessary in the case of person who was a contesting candidate at the time of the countermanding of the poll:

No person who has been given a notice of withdrawal of his candidature under Rule 14 before the countermanding of the poll shall be ineligible for being nominated as a candidate for such an election after such countermanding.

**CHAPTER – X**  
**POLLING DAY**

**1. INTRODUCTORY :**

Poll is the most important event in the election process. It is through the poll that the electors express their choice of the candidate to represent them in Gram Panchayat, Anchal Samity and Zilla Parishad.

**2. DECLARATION OF HOLIDAY ON POLLING DAYS :**

The State Government will issue orders to declare local holiday to Government Offices, educational institutions etc. on the date of poll.

**3. PROHIBITION OF CANVASSING :**

The election law prohibits canvassing in or near polling stations on polling day. No person shall commit any of the following acts within a polling station or in any public or private place within a distance of 100 meters of a polling station, namely:

- (a) canvassing for votes;
- (b) soliciting the vote for any elector.
- (c) persuading any elector not to vote for any particular candidates;
- (d) persuading any elector not to vote at the election;
- (e) exhibiting any notice or sign (other than an official notice) relating to the election;
- (f) using or operating within or at the entrance of the polling station or in any public or private place in its neighbourhood any apparatus for amplifying or reproducing the human voice, such as megaphone or a loudspeaker; and
- (g) shouting or otherwise acting in a disorderly manner within or at the entrance of a polling station or in any public or private place in the neighbourhood.

The distance from which a loudspeaker, etc, is used is immaterial. The offence will be committed even if it is used from a distance of more than 100 meters if it causes annoyance to any person visiting the polling station for the poll or create disturbance with the work of officers and other person on duty at the polling station.

**4. CANDIDATE'S ELECTION BOOTHS :**

No election booths of the candidates should be allowed to be set up near the polling station on the day of poll, as such booths pose many difficulties in the way of holding free, fair and smooth elections by creating obstructions to voters, confrontation among various party workers and law and order problems. However, the candidates may provide one table and two chairs for the use of their agents and workers for the distribution of unofficial identity slips to voters beyond a distance of 100 meters from the polling station with an umbrella or a piece of tarpaulin over their head to protect from the sun/rain. No crowd should be allowed to collect around such tables.

**5. ILLEGAL HIRING OR VEHICLES FOR THE CONVEYANCE OF VOTERS**

Do not allow anyone on your behalf to provide conveyance for voters on the polling day. It is both a corrupt practice and an electoral offence under Section 136 of the APPR Act, 1997.

**6. REMOVAL OF BALLOT PAPERS FROM POLLING STATION TO BE AN OFFENCE :**

If a candidate or his/her agents honestly suspect that any voter is illegally taking tampering with the ballot papers, draw the attention of the Presiding Officer to the matter immediately for necessary action on his part.

**7. REMOVAL OF DISORDERLY PERSONS :**

Any person who misconducts himself or fails to obey lawful directions of the Presiding Officer during the poll may be removed from the polling station under his order by any police officer or other persons authorized by him.

**8. METHOD OF VOTING :**

The method of voting now followed is called the "Marking System of Voting". Under this system, the following arrangements will be made, namely:

During simultaneous election to Gram Panchayat, Anchal Samiti and Zilla Parishad two ballot boxes viz; one for Gram Panchayat Constituencies and one for Anchal Samiti and Zilla Parishad Constituencies will be put to use separately.

**DUTIES OF FIRST POLLING OFFICER**

The first Polling Officer will be in charge of marked copies of electoral rolls for all Gram Panchayat constituencies of a particular Gram Panchayat in a polling station. Immediately after an elector enters in the polling station his identity will be verified with reference to entry in the electoral roll of concerned Gram Panchayat constituency and will call out loudly serial number and name of the elector, name of Gram Panchayat, name of Gram Panchayat constituency and electoral roll number/part number to the hearing of other Polling Officers and the polling agents.

If there is no challenge regarding the identity of voter, the polling officer will underline the entry relating to the voter and where the voter is a female put a tick mark (✓) also on left hand side of the female voter. Such tick mark (✓) will not be necessary of a polling station set up exclusively for women voters.

In the event of a voter bringing unofficial identity slip on a plain white paper indicating name of elector, his serial number in the electoral roll, the number & name of constituency and the name of the polling station where he/she is to cast his/her vote, in such case also the first polling officer will himself verify the relevant entry in the electoral roll to ascertain genuineness of the elector, identity as prescribed in above para.

However, all such slips brought by the voter should be torn into pieces and thrown into waste paper basket provided for the purpose.

### **DUTIES OF SECOND POLLING OFFICER**

The second polling officer will be in charge of indelible ink and bundles of ballot papers for relevant Gram Panchayat constituencies. As the first polling officer reads aloud the relevant particulars of the voter, as mentioned in the above para, he/she will record on the counterfoil of the relevant ballot paper the (i) serial number of elector (ii) electoral roll number/part number.

He/she will then inspect the voters left forefinger to see that it does not bear any sign or trace of indelible ink and then put a mark with the indelible ink above the root of the nail in such a way that it spreads on the ridge between the skin and root of the nail and clear mark is left to the forefinger. During applying of indelible a voter should not be touched. If a voter does not have left forefinger then indelible ink should be applied on any such finger which he/she has in his/her left hand starting with his/her left forefinger. If he/she does not have any finger on his/her left hand the ink should be applied on his right forefinger and if he has no right forefinger the ink should be applied on any other finger starting with his/her right forefinger. If he/ she has no finger on either hand ink should be applied such extremity (stump) of his/her left or right hand as he/she possesses.

If any voter refuses to allow his/her left forefinger to be inspected as prescribed, he/she shall not be supplied with any ballot paper or allowed to vote.

Thereafter the second polling officer will obtain signature/thumb impression of the voter on the counterfoil of the ballot paper. For the purpose of obtaining thumb impression the stamp pad of purple colour, provided for the purpose, should be used and for obtaining signature, copying pencil/ball point pen should be used. For the use of voters whose thumb impression has been taken on the counterfoil of ballot paper a wet piece of cloth may be kept on the table of the polling officers for removing the ink. He/she will then detach the ballot paper from the counterfoil, fold it first vertically and then horizontally and thereafter hand over it to third polling officer with the direction, to the voter to proceed to the third polling officer.

### **DUTIES OF THIRD POLLING OFFICER**

The Third polling officer will be in charge of marked copy of electoral roll for Zilla Parishad and the bundles of ballot papers of Zilla Parishad constituency. Besides he/she will be in charge of arrow cross mark rubber stamp.

As the first Polling Officer reads aloud the particulars of voter he will record on the counterfoil of the ballot paper the serial number of elector and electoral roll number/part number.

As the voter approaches him/her, he/she will, in the relevant marked copy of electoral roll, underline the entry relating to elector and also will put a tick mark (") on the left hand side in the case of a female elector.

He/she will then obtain the signature/thumb impression of elector on the counterfoil of the ballot paper, detach the ballot paper from the counterfoil then fold it first vertically and then horizontally.

Thereafter he/she will take following action :-

- (i) He/she will first unfold the ballot paper of Gram Panchayat constituency as received from the third polling officer, hand over it to the concerned elector and direct him to proceed to the voting compartment of Gram Panchayat to cast his vote and to insert ballot paper in ballot box of Gram Panchayat and also to return again to collect ballot paper for Anchal Samiti constituency. He/she will also handover the inked arrow cross mark rubber stamp to the elector for the purpose.

- (ii) As soon as the voter returns after inserting his/her vote in the ballot box of Gram Panchayat, he/ she will unfold the ballot papers of Anchal Samiti and Zilla Parishad and hand it over to him/her with the direction to proceed to the voting compartment of Anchal Samiti/Zilla Parishad to cast his/her vote with the help of inked arrow cross, refold the ballot papers, insert the ballot papers in the ballot box of Anchal Samiti/Zilla Parishad and deposit the arrow cross mark rubber stamp and then to leave the polling station.

However arrow cross mark may be inked separately on each occasion.

If any elector violates the voting procedure described above and shows his/her marked ballot paper to any one or otherwise violates the secrecy of his/her vote in spite of a warning by the presiding officer such elector shall not be allowed to vote and his/her ballot paper will be taken back and cancelled by the presiding officer.

#### **9. DESIGN OF BALLOT PAPERS :**

Every ballot paper will have a counterfoil attached with it. In the counterfoil there will be provision for electoral part number of the elector being entered and for taking his signature or thumb impression. The ballot paper will be separated from its counterfoil by a thick block of lines. The ballot paper will contain the names of all the contesting candidates and the symbols allotted to them.

#### **10. WHEN POLLING AGENT SHOULD REACH THE POLLING STATION :**

The polling agent should reach the polling station at least 15 minutes (fifteen minutes) before the commencement of the poll. This will enable him to be present when the Presiding Officer prepares the ballot box for taking the poll and goes through the other preliminary arrangements before the commencement of the poll. If any part of these preliminaries has already been gone through, the proceedings will not be commenced de-novo to accommodate any late comer. Each polling agent will be supplied by the Presiding Officer with a pass on the authority of which the polling agent can go in and out of the polling station as may be necessary.

#### **11. DUTIES OF POLLING AGENT :**

The main duty of polling agent is to see that candidate's interest is safeguarded at the polling station, for which he/she has been appointed. His other duties are-

- (a) to help the Presiding Officer to detect and prevent impersonation of voters by challenging persons who try to impersonate voters;
- (b) to help in having the polled ballot boxes properly secured and sealed according to the rules before and after the poll;
- (c) to take a copy of the ballot paper account and paper seal account from the Presiding Officer after the close of the poll; and
- (d) to see that the documents relating to the poll are also secured and sealed properly as required by law.

**13. THINGS TO BE BROUGHT BY POLLING AGENT :**

The polling agent should provide himself with the following items when he comes to the polling station:

- (a) his letter of appointment;
- (b) a copy of the electoral roll for the polling station;
- (c) pen, paper and pencil.

**14. WEARING OF BADGE BY THE POLLING AGENTS :**

The polling agent is prohibited from wearing any badge containing the photograph of the candidate or any other political leader and also displaying any slogan or exhortation to vote within the polling station or one hundred meters thereof. He should, however, display on his person the identity pass issued to him by the Presiding Officer.

**15. ARRANGEMENT AT POLLING STATIONS :**

Outside each polling station there will be displayed prominently a notice specifying the polling area, the electors who are entitled to vote at the polling station and the list of the contesting candidates along with symbols assigned to them.

**16. ADMISSION TO POLLING STATIONS :**

Apart from the electors, only the following persons can be admitted into the polling station by the Presiding Officer:

- (a) Polling Officers;
- (b) each candidate, his election agent and one polling agent of each candidate at a time;
- (c) persons authorized by the State Election Commission;
- (d) public servants on duty in connection with the election;
- (e) a child in arms accompanying an elector;
- (f) a person accompanying a blind or an infirm voter who cannot move without help; and
- (g) such other persons as the Presiding Officer may from time to time admit for the purpose of identifying voters or otherwise assisting the Presiding Officer in taking the poll.

**17. SEATING OF POLLING AGENTS :**

The Presiding Officer will make arrangements to provide seats to the polling agents at such place from where they will have adequate opportunity of identifying electors, seeing the entire operation and also seeing the movement of the elector from the Presiding Officer's table to the voting compartments and the elector leaving the polling station after he/she has recorded his vote in the voting compartment.

**18. PRELIMINARIES BEFORE COMMENCEMENT OF POLL :**

About 15 minutes (fifteen minutes) before the time fixed for the commencement of poll, the Presiding Officer will start going through the preliminary preparation for the conduct of poll. The Presiding Officer will, in particular-

- (a) demonstrate to the polling agents that the ballot boxes to be used at the polling station are empty;
- (b) if any of the polling agents wants to note down the serial nos. of ballot boxes supplied for use at the polling station and of the ballot box(es) actually used, the Presiding Officer will allow him to note down such serial nos. of the ballot boxes.
- (c) allow the polling agents to affix their signatures on the green paper seal wherever fixed on the ballot box and allow them to note down the number of such paper seal;
- (d) allow the polling agents to note down the serial number of the first and last ballot papers supplied for use at the polling station; and e) demonstrate to the polling agents that the marked copy of the electoral roll does not contain any entries other than the VED ( Voters on Election Duty).

**19. PREPARATION OF BALLOT BOX :**

The Presiding Officer will allow the ballot box to be inspected by the polling agent of each candidate to see that it is empty, that there are no defects in it and in particular that no ballot paper or other paper can be inserted into it after it has been closed and sealed.

A paper seal, where it is necessary, will be used for securing the ballot box. The paper seal, which will be numbered, will be green in colour on one side and white in colour on the reverse and with the legend "State Election Commission Arunachal Pradesh" printed in microprint on it. The polling agent may put his signature on the paper seal for each ballot box that is used during the poll. The Presiding Officer will prepare an account of the paper seals used. The polling agents may take note of the serial numbers of the paper seals used.

**20. DECLARATION BY THE PRESIDING OFFICER BEFORE COMMENCEMENT OF THE POLL :**

In order to ensure that the Presiding Officer has duly carried out the instructions about the demonstration of the marked copy of the electoral roll and the ballot papers and the green paper seals and allowing the polling agents to note down their serial numbers, which are necessary safeguards for ensuring free and fair election, he is required to read out a declaration before the commencement of the poll. The Presiding Officer will read out the declaration aloud to the hearing of all persons present in the polling station and sign the declaration. He will also obtain thereon the signatures of the polling agents present.

During the poll, when a new ballot box is necessary to be used, the Presiding Officer will record a further declaration in the same manner. At the conclusion of the poll, he will furnish to every polling agent present at the close of the poll an attested true copy of the entries made in the ballot paper account after obtaining a receipt for it from the polling agents on the form of declaration itself. The Presiding Officer will also make further declaration appended at Annexure XVII at the end of poll and obtain the signatures of the polling agents present.

**21. WARNING ABOUT SECRECY OF VOTING :**

Before commencing the poll the Presiding Officer will also explain to all present the provisions of sub section (1) & (2) of Section 126 of APPR Act, 1997 regarding their duty to maintain the secrecy of the vote and warn them of the penalty for any breach thereof.

**22. COMMENCEMENT OF THE POLL :**

The Presiding Officer will commence the poll at the stroke of the hour fixed for the purpose. He must complete all formalities before the said hour. If for any unforeseen or compelling reason he is not in position to commence the poll at the appointed hour, he has no authority to extend the polling hours and the poll must close at the appointed closing time, except that the voters who are present at the polling station at the closing time shall be allowed to vote even if polling continues for some more time.

**23. REGULATION OF ENTRY OF VOTERS :**

There will be separate queues for men and women voters. The persons who enforce the queues will allow two or three voters into the polling station at a time as the Presiding Officer may direct. Other voters waiting to come in will be made to stand in queue outside. Infirm voters and women voters with babies in arms may be given preference over other voters in the queue. Men and women voters will be admitted into the polling station in alternate batches. The formation of more than one queue for men voters or for women voters will not be allowed.

**24. FACILITIES TO PRESS REPRESENTATIVES AND PHOTOGRAPHERS :**

Subject to the maintenance of peace and order, there is no objection to any photographer taking photographs of a crowd of voters lining up outside the polling station. However, no one including the publicity officials of the State Government shall be allowed inside a polling station. In no circumstances, will any photograph be allowed to be taken of a voter recording his vote.

**25. COMPULSORY IDENTIFICATION OF VOTERS AT POLLING STATIONS :**

- (1) The Presiding Officer may employ at the polling station such person as he thinks fit to help in the identification of the electors to assist him or otherwise in taking a poll.
- (2) As each voter enters the polling station the Presiding Officer or the Polling Officer authorized by him in this behalf shall check the elector's name and other particulars with the relevant entry in the electoral rolls and then call out the serial number, name and other particulars of the voter.
- (3) In deciding the right of a person to obtain a ballot paper, the Presiding Officer or the Polling Officer, as the case may be shall overlook merely clerical or printing errors in an entry in the electoral rolls, if he/she is satisfied that such person is identical with the voter to whom such entry relates.

**26. CHALLENGE TO THE IDENTITY OF A VOTER :**

One of the main duties of the polling agent is to help the Presiding Officer to detect and prevent impersonation of voters. The polling agent is therefore, entitled to challenge the identity of a person who comes as a voter if he has personal knowledge that the person claiming to be that voter is not the same person. The polling agents should not, however, make indiscriminate challenges as this would hamper the smooth process of the poll leading to delay in which case some voters, including the supporters of his own candidate, might get tired and leave the queue without voting.

27. **FORMAL CHALLENGE TO VOTERS IDENTITY :**

The polling agent may formally challenge the identity of the person provided he/she is satisfied that the person concerned is impersonating a voter.

Every person whose name is entered in the electoral roll is entitled to vote at the election and a person claiming to be a voter and producing the requisite documents and other details correctly is normally presumed to be that voter. Therefore, the polling agents are advised to challenge the identity of a voter only when they are sure about their identity of the person challenged.

28. **CHALLENGE FEE :**

The Presiding Officer will not entertain any challenge by a polling agent, until the challenger pays him Rs.2/- (Rupees two only) in cash. After the amount has been paid, the Presiding Officer will furnish a receipt therefore to the challenger in the form prescribed.

29. **FORFEITURE OF CHALLENGE FEE :**

After the inquiry is over, the Presiding Officer will return the challenge fee of Rs. 2/- to the challenger after taking his receipt in the appropriate column in the list of challenged votes, referred to above and on the counterfoil of the relevant receipt in the receipt book. Where, however, the Presiding Officer is of the opinion that the challenge was frivolous or was not made in good faith, he will forfeit the challenge fee to the government and will not return it to the challenger.

30. **CLERICAL AND PRINTING ERRORS IN THE ELECTORAL ROLLS TO BE OVERLOOKED**

The particulars in respect of a voter as entered in the electoral roll are sometime incorrectly printed or have become out of date, for example, the age of the voter. The polling agent should overlook mere clerical or printing errors in any entry relating to a voter and should not raise objection about such voter, if he is otherwise satisfied about the identity of that voter.

31. **ELIGIBILITY OF VOTER NOT TO BE QUESTIONED :**

Every person whose name is entered in the marked copy of the electoral roll is entitled to vote at the election. So long as there is no doubt the identity of such person, no question can be raised by a polling agent at the polling station before the Presiding Officer about the eligibility of such a person to be registered as a voter.

32. **ISSUE OF BALLOT PAPERS :**

Under the law, before a ballot paper is issued to an elector whose identity has been established, his signature or thumb impression shall be obtained on the counterfoil of the ballot paper. If any elector refuses to put his/her signature or thumb impression on the counterfoil of the ballot paper, no ballot paper shall be issued to him/her.

33. **MAINTAINING OF SECRECY OF VOTING BY ELECTORS :**

Every elector who is permitted to vote shall maintain absolute secrecy of voting in the polling station. He should strictly observe the prescribed voting procedure.

34. **VOTING BY BLIND OR INFIRM VOTERS :**

If the Presiding Officer is satisfied that owing to blindness or any physical infirmity a voter is unable to recognize the symbols on the ballot paper or to record his/her vote on it without assistance he/she will permit the voter to take with him/her an adult companion of not less than 18 years into the voting compartment for recording the vote on his/her behalf and in accordance with his/her wishes. No person shall be permitted to act as the companion of more than one elector at any polling station on the same day. The person acting as such companion is required to make a declaration in a prescribed form to the effect that he/she will keep secret the vote recorded by him/her on behalf of the elector and that he/she has not already acted as a companion of any other elector at any polling station on that day.

35. **TENDERED VOTES :**

It may happen that a person representing himself/herself to be a particular elector comes forward to vote after some other person has already voted as such elector. In that case if the Presiding Officers satisfied about the identity of such persons to be real voter after necessary questioning, the Presiding Officer will permit him to vote by means of tendered ballot papers. For that purpose the Presiding Officer will make necessary entry in the list of tendered votes in Form 19 (Annexure XVIII) and obtain the signature or thumb impression of the voter therein. The voter will be supplied with a ballot paper which shall be marked with the words "Tendered ballot paper" on its back. The elector will record his vote on the tendered ballot paper by placing a mark by means of the arrow cross mark rubber stamp which is used for marking ballot papers. Such tendered ballot paper, after it is marked by the voter in the voting compartment and folded, shall be placed by the Presiding Officer separately in a cover specially kept for the purpose and shall not be inserted into the ballot box.

36. **REFUSAL TO VOTE :**

If a voter, after receiving the ballot paper does not wish to vote, he/she may return it to the Presiding Officer without marking it. The ballot paper and the counterfoil of such ballot paper will be cancelled by writing on it the words "returned cancelled".

37. **CLOSE OF POLL – VOTING OF PERSONS PRESENT AT CLOSING HOUR :**

The Presiding Officer will close the polling station at the hour fixed in that behalf and will not thereafter admit any elector into the polling station. But all elector present at the polling station before it is closed will be allowed to cast their votes even if for that purpose the polling is to be continued beyond the specified closing hour. For the above purpose, the presiding officer will distribute to all voters, who are standing in the queue and waiting to vote at the specified closing hours, slips signed by him in full and serially numbered from SI.No.1 onwards. He will not thereafter allow any person to join the queue and for ensuring this he/she has been instructed to start distribution of the above slips to such voters from the tail end of the queue and proceeding backward toward its head.

**38. PREPARATION OF BALLOT PAPER ACCOUNT :**

After the close of poll, the Presiding Officer is required to prepare under Rule 42 of APPR( Conduct of Elections) Rules, 2001 a ballot paper account of the ballot papers used at the polling station, such account shall be prepared in part I of Form 20.

**39. SUPPLY OF ATTESTED COPIES OF BALLOT PAPER ACCOUNT TO POLLING AGENTS :**

Under the said Rule 42 of APPR( Conduct of Elections) Rules, 2001, every Presiding Officer is also required to furnish to every polling agent present at the close of the poll, a true attested copy of the ballot paper account as prepared by him in Form 20, after obtaining a receipt from those polling agents.

**40. ACCOUNT OF PAPER SEALS :**

The Presiding Officer should also keep a correct account of the paper seals supplied to him/her for use at the polling station and the paper seals actually used by him for sealing and securing the ballot boxes. Such account shall be maintained by him/her in the form specifically prescribed for the purpose by the Commission which is given in the Handbook for Presiding Officers. The Presiding Officer should allow the candidates or their polling agents present to note down the serial numbers of paper seals so supplied for use and actually used.

**41. DECLARATION TO BE MADE AT THE CLOSE OF POLL :**

The Commission has devised a declaration (Annexure XVII) which will be made by the Presiding Officer at the close of poll.

**42. CLOSING OF BALLOT BOX AFTER POLL :**

At the close of poll, the ballot boxes will be inspected for verifying –

- (i) that the slit for insertion of ballot papers is still open;
- (ii) that the paper seal or other seals on each box are intact after the seal cover or the window cover, as the case may be, has been opened;
- (iii) that the slit for insertion of ballot papers is thereafter effectively closed and cannot be opened again; and
- (iv) that the seal cover or the window cover as the case may be, is secured and sealed with the Presiding officer's seals. It is not necessary for any polling agent to put his/her seal for fixing the window cover or the slit cover. This seal is not vital and it does not matter even if it gets accidentally damaged or broken so long as the paper seal inside is intact. After closing and securing the ballot box or boxes used at the polling station the Presiding Officer will run a ribbon or tape on the four sides of the box lengthwise and breadth wise crossing each other on the lid passing under the handle, if there is one, and tie the knot firmly and seal the knot on a piece of thick paper or cardboard with his seal. The polling agents present may affix their seals or their signature if they so desire. After this, the ballot box or boxes will be either placed in a strong canvass bag with provision for closing it with a strong rope or other locking arrangement and the bag closed and sealed by the Presiding Officer. The polling agents may affix their seals, if they so desire.

**43. SEALING OF ELECTION PAPERS :**

Each candidate or his/her election agent or his/her polling agent who is present at the polling station may affix the seals on the envelopes and packets containing the following documents;

- (i) the unused ballot papers with counterfoils;
- (ii) the tendered ballot papers and list of tendered votes in Form 19.
- (iii) the returned and other cancelled ballot papers;
- (iv) the marked copy of the electoral roll;
- (v) the signed but unused ballot papers with counterfoils; if any
- (vi) the list of challenged votes;
- (vii) the ballot papers cancelled for violation of voting procedure;
- (viii) the counterfoils of used ballot papers; and
- (ix) any other papers that the Returning Officer has directed to be kept in a sealed packet. It is in candidate's interest to advise his/her polling agent to affix their seals on those packets so that complaints regarding tampering can be avoided.

**44. CUSTODY OF BALLOT BOXES :**

After the completion of poll in a constituency the ballot boxes will be taken to the place of storage and kept in safe custody under proper guard till they are taken to the counting place. If candidate wants, he/she may ask his/her agents to accompany those collection parties of the Ballot Boxes till it reaches the place of storage. Candidate will however have to make his/her own arrangement for their transport as they would not be allowed to travel in the official vehicle.

If a candidate likes, he/she may also post an agent to keep watch at the place where the ballot boxes are kept and the agent will be allowed to affix his/her seals on the doors and windows of the building in which the boxes are stored in addition to the seal that may be affixed by the Returning Officer.

**CHAPTER – XI**  
**COUNTING OF VOTES**

**1. INTRODUCTORY :**

Counting of votes is the last major step towards the culmination of the election process. It is in the correct and proper counting of votes that the true choice of the electorate finds expression and it is on the basis of such ascertainment of their true choice that their chosen representative is declared elected. Therefore, the importance of the process of counting of votes hardly needs to be emphasized. Under the law, counting of votes is to be done by, or under the supervision and direction of the Returning Officer in the presence of the candidates and their agents.

**2. LEGAL PROVISIONS :**

The legal provisions of counting of votes are given in Rule 53 of APPR (Conduct of Election) Rules, 2001 which stipulates that the ballot paper received in sealed covers shall be counted first.

**3. DATE, PLACE AND TIME OF COUNTING :**

- (i) The State Election Commission will fix the date and time for counting of votes in the election schedule appended to the election notification.
- (ii) The Returning Officer will give notice in writing to each candidate or his election agent about the date, place and time of counting at least one week before the date fixed for poll in the territorial constituency in the form prescribed in Annexure XIX & XX as the case may be.

**4. PLACE OF COUNTING :**

The counting of votes for all Gram Panchayat, Anchal Samiti and Zilla Parishad constituencies under a Returning Officer should be done at one place.

**5. NUMBER OF COUNTING TABLES :**

The size of the counting hall, in most cases, will determine the number of counting tables at which the votes can be counted simultaneously.

**6. NUMBER OF COUNTING AGENTS :**

Each candidate or his election agent should be allowed to appoint as many counting agents as there are counting tables.

**7. LETTERS OF APPOINTMENT OF COUNTING AGENTS :**

- (a) A candidate may appoint all his counting agents in Form 12 under Rule 50(1).
- (b) The contesting candidates shall furnish a list of counting agents with their photographs to the Returning Officer. On furnishing of such list with photographs, the photo identity cards of the counting agents should be issued to the contesting candidates by the Returning Officer. On the date of counting of votes, only those counting agents who are holding the identity cards will be allowed inside the counting hall.

**8. BADGES FOR COUNTING AGENTS :**

Each counting agent may have a badge indicating whose agent he/she is and the serial number of the table at which he will watch the counting. Each counting agent should affix his signature in full on the badge immediately after it has been issued to him/him. He/she should keep seated near the table allotted to him/her and should not be allowed to move about all over the hall. However, as far as possible in order to avoid overcrowding at Returning Officers table, only one person whether the candidate himself/herself or his/her election agent or his/her counting agent should be present at a time at that table on behalf of a contesting candidate. The candidates and their election agents will be free to go round to any part of the hall.

**9. PERSONS ALLOWED IN THE COUNTING HALL :**

Only the following persons can be allowed inside the counting hall:-

- (i) Counting Supervisors and Counting Assistants;
- (ii) persons authorized by the State Election Commission;
- (iii) public servants on duty in connection with the election; and
- (iv) candidates, their election agents and counting agents.

**10. COMMENCEMENT OF COUNTING - WARNING ABOUT MAINTENANCE OF SECRECY :**

The Returning Officer will commence the counting at the hour fixed for the purpose. Everyone present in the counting hall will be instructed to maintain secrecy of vote. For that purpose, the Returning Officer shall read out the provisions of Section 126 of the APPR Act, 1997 (Annexure - XXI) to bring it to the notice of everyone.

**11. CHECKING OF SEALS OF BALLOT BOXES :**

Before a ballot box is opened, allow the counting agents and the candidates present to check and satisfy themselves that the seals on the box are intact and have not been tampered with.

**12. CANDIDATES AND AGENTS ENTITLED TO CHECK IDENTITY MARKS AND PAPER SEALS :**

As each ballot box is opened, allow every candidate or his counting agent present to check the identity of the box with reference to, -

- (i) the identity marks on the paper seal, and
- (ii) the serial number of the paper seal.

**13. OPENING OF BALLOT BOXES AND ELECTION COVERS :**

- (a) After the identity of the ballot boxes from a polling station has been checked in the manner detailed above and found to be in order, the contents of the ballot boxes should be taken out for counting. Covers containing the tendered ballot papers should not be opened.
- (b) The counting agents are allowed to satisfy themselves that all the ballot papers have been taken out from the boxes and that they are empty before the boxes are taken away from the counting tables.
- (c) The counting assistants should be careful to see that no ballot paper goes astray while being handled by them

**14. GROUNDS FOR REJECTION OF BALLOT PAPERS :**

The Returning Officer will scrutinize all doubtful and apparently invalid votes and decide in each case whether a particular vote is valid, if so in favour of which candidate or it is invalid and if so to be rejected as such.

(i) A ballot paper is rejected if –

- it bears any mark or writing by which the elector can be identified, or
- it bears no mark at all to indicate the vote, it bears a mark elsewhere than on or near the symbols of one of the candidates on the face of the ballot paper or, it bears a mark made otherwise than with the instrument supplied for the purpose, or
- votes are given on it in favour of more than one candidate, or
- it is found in a Ballot Box other than the Ballot Box in which it should have been inserted, or
- it is a spurious ballot paper, or
- it is so damaged or mutilated that its identity as a genuine ballot paper cannot be established, or
- it bears a serial number, or is of a design, different from the serial numbers, or, as the case may be, design of the ballot papers authorized for use at the particular polling station, or
- it does not bear both the distinguishing mark and the signature.

Provided that where the Returning Officer is satisfied that any such defect as is mentioned in clause (iv) or clause (viii) has been caused by any mistake or failure on the part of a Presiding Officer or Polling Officer, the ballot paper shall not be rejected merely on the ground of such defect:

Provided further that a ballot paper shall not be rejected merely on the ground that the mark indicating the vote is indistinct or made more than once if the intention that the vote shall be for a particular candidate clearly appears from the way the paper is marked.

(ii) The Returning Officer should endorse on each ballot paper which is rejected the word “REJECTED”, and the grounds of rejection either in his/her own hand or by means of a rubber stamp and initial such endorsement. Before finally rejecting any ballot paper, a reasonable opportunity is given to the candidate or his/her agent who desires to do so, to inspect the ballot paper. You are not allowed to handle any ballot paper physically. The decision of the Returning Officer as to the validity of the ballot paper shall be final.

**15. RECOUNT :**

When the counting is completed, the Returning Officer will record in the result sheet in Form 22, the total number of votes polled by each candidate and announce the same. If during this period any candidate or, in his/her absence, his/her election agent or any of the counting agents, asks for a recount, the Returning Officer will get an application in writing. The Returning Officer will not complete and sign the result sheet in Form 21 (A) & 22, when an application for recount is made. You should consider the grounds urged and decide the matter. The Returning Officer may allow the application in whole or in part if it is reasonable or he/she may reject it in toto if it appears to him/her to be frivolous or unreasonable. His/ her decision will be final, but in every case he/she will record a brief statement of his/her reasons for each decision. If, in any case, he/she allows an application/applications for recount/ recounts either wholly or in

part, he/she will have the ballot papers counted over again in accordance with his/her decision. After each recount has been completed, he/she will amend the result sheet to the extent necessary and announce the amendments so made by him/her. After the total number of votes polled by each candidate has been announced by him/her, he/she will complete and sign the result sheet. No candidate has a right to demand a recount after the Returning Officer has completed and signed the result sheet.

**16. FINAL RESULT SHEET :**

After the counting of all ballot boxes used at a polling station has been completed, the Returning Officer shall make the entries in a result sheet in Form 23 in respect of Gram Panchayat Election/Anchal Samiti election/Zilla Parishad election and announce the particulars.

**17. ADJOURNMENT OF COUNTING :**

The Returning Officer shall proceed with the counting at each place continuously. In case the Returning Officer has to suspend or adjourn the counting before its completion for any unavoidable reason, he/she shall seal up all the ballot papers in packets as also all other papers relating to the election. He/she shall allow every candidate or his/her agent, if he/she desires to do so, to place his/her seal on every packet, etc, in which these papers are kept.

## **CHAPTER – XII**

### **DECLARATION AND PUBLICATION OF RESULT OF ELECTION**

**1. EQUALITY OF VOTES :**

If two candidates contesting any seat happen to secure the highest number of votes and their votes are equal in number, the result will have to be declared by draw of lot. Example If in a territorial constituency, A, B and C are the contesting candidates and the total number of votes they have secured is as follows:

A-110 B-150 C-150

A lot will be drawn between B and C who have each polled the highest number of votes and which are equal. The name of whichever of them is drawn will be declared elected treating as if the candidate on whom the lot falls had received the additional vote under the provisions of Rule 60 (3) of APPR(Conduct of Election) Rules, 2001 (Annexure-XXII).

**2. DECLARATION OF RESULT :**

The Returning Officer shall declare in Form 24 (Annexure - XXVIII) the candidate to whom the largest number of votes have been polled as elected for the seat.

**3. GRANT OF CERTIFICATE OF ELECTION :**

As soon as may be after a candidate has been declared under Rule 16 or, as the case may be, under Rule 60(4) to have been elected, the Returning Officer shall grant such candidate a certificate of election in Form-25 (Annexure- XXIV) and obtain from the candidate an acknowledgement of its receipt duly signed by him immediately.

**4. PUBLICATION OF RESULT :**

The Returning Officer shall display on the notice board in his/her office a notification signed by him stating the names of the candidates duly elected as members of the Gram Panchayat Constituency/ Anchal Samiti Constituency/Zilla Parishad Constituency.

**Extracts from Arunachal Pradesh Panchayati Raj Act, 1997**  
***Disqualifications – Section 119***

- (1) No person who is not except as expressly provided by this Act entered in the electoral roll of any constituency shall be entitled to vote at an election in that constituency.

Provided that no person shall vote at an election in any constituency if he:

- (a) Has been adjudged by a competent court to be of unsound mind.
  - (b) Has voluntarily acquired the citizenship of a foreign state ;or
  - (c) Has been sentenced by a criminal court for an electoral offence punishable under this Act or has been disqualified under any other law from exercising any electoral right on account of corrupt practices in connection with an election and six years have not elapsed from the date of such sentence or disqualification, provided that the disqualification under this clause may, at any time, be removed by the State Government if it thinks fit.
- (2) No person shall vote at an election in more than one constituency and if a person votes in more than one constituency, his vote in all such constituencies shall be void.
- (3) No Person shall at any election, vote in the constituency more than once notwithstanding that his name may been registered in the electoral roll for that constituency more than once and if he does so all his votes if that constituency shall be void.
- (4) No Person shall vote at any election if he is confined imprison whether under a sentence of imprisonment of otherwise is under the lawful custody of the police.
- (5) Every Elector shall have the right to give only one vote in a constituency where the number of member to be elected is one.

***Qualifications – Section 120***

- (1) A Person shall not be qualified to be chosen to fill a seat in a constituency of a Gram Panchayat and Zilla Parishad, unless;
- (a) his or her name appears as an elector in the electoral of concerned constituency of a Gram Panchayat and Zilla Parishad.
  - (b) he or she has completed 21 years of age on the date of submission of nomination at an election.
  - (c) A person shall not only be qualified to be chosen to fill a seat in more than one constituency of a Gram Panchayat and Zilla Parishad.

**FORM-I**  
**(See Rule 4)**

**Notice of Election**

**Notice is hereby given that –**

- (1) An election is to be held of a member to.....Gram Panchayats/  
Zilla Parishad from the.....Constituency, which  
is a general constituency/constituency reserved for Women.
- (2) Nomination papers may be delivered by a candidate or his proposer to the Returning  
Officer/ Assistant Returning Officer (designation) at.....between 11.00 a.m. and 3 p.m. on  
any day (other than a public holiday) not later than the.....
- (3) Form of nomination paper may be obtained at the place and time aforesaid;
- (4) The nomination papers will be taken up for scrutiny at (Place.....on  
at (time).....
- (5) Notice of withdrawal of candidature may be delivered by a candidate or his election agent to  
either of the officer specified in paragraph (2) above at his office before 3.00 p.m. on  
the (date).....
- (6) In the event of the election being contested the poll will be taken on .....  
between.....hours of.....and.....

Place .....

Date .....

Returning Officer

**FORM -2(A)**  
[See Rule 6 (3)]

I nominate as a candidate for election to the.....Gram Panchayat from the..... seat .....constituency which is a general seat.....seat reserved for Women.

Candidate's name.....

His/Her postal address.....

His/Her name is entered at Serial No..... in part No.....of the electoral roll for the.....constituency of the..... (Gram Panchayat).

My name is.....and it is entered at serial No.....in Part No.....of the electoral roll of the.....the.....constituency of the.....Gram Panchayat.

Date .....

Signature of proposer

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

\*\* (a) that I am set up at this election by.....Party

\*\* (b) that the symbols I have chosen are, in order of preference.

(i) .....

(ii) .....

(iii) .....

(c) that accept this nomination, I have not given assent to any other nomination from any other constituency for election as a member of a Gram Panchayat.

Date.....

Signature of Candidate

\*\* Strike out the inappropriate alternative.

(To be filled by the Returning Officer).

Serial No. of nomination paper.....

This nomination was delivered to me at my office at..... (Hour) on.....(Date) by the Candidate/ proposer.

Date.....

Returning Officer

Decision of Returning Officer accepting or rejecting the Nomination paper.

I have examined this nomination paper in accordance with Rule 12 of the Arunachal Pradesh Panchayat Raj (Conduct of Election) Rules, 2001 and decide as follows :

Date.....

Returning Officer

**(Perforation)**

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 the Anchal Samiti from the constituency 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-2(C)**

[See Rule 6 (3)]

Nomination Paper.

I nominate as a candidate for election to the..... (Zilla Parishad) from the.....Constituency which is a general Constituency/ Constituency reserved for.....Women.

Candidate's Name.....

His/Her postal Address ..... His/Her name is entered at serial No.....in part No.....of the electoral roll for the.....constituency..... Zilla Parishad.

My name is .....and it is entered at Serial No.....in part No.....of the electoral role of the Zilla Parishad.

Date .....

Signature of Proposer

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

\*\* (a) that I am set up at this election by .....Party

\* (b) that the symbols I have chosen are, in order of preference.

- (i) .....
- (ii) .....
- (iii) .....

(c) that accept this nomination, I have not given assent to any other nomination from any other constituency for election as a member of Zilla Parishad.

Date .....

Signature of Candidate.

\*\* Strike out the inappropriate alternative.

Serial No. of nomination paper.....

(To be filled by the Returning Officer).

The nomination was delivered to me at my office at.....(hour) on.....(date) by the candidate/proposer).

Date .....

Returning Officer

\*Score out the word not applicable  
Decision of Returning Officer accepting or rejecting Nomination Paper.

I have examined this nomination paper in accordance with Rule 12 of the Arunachal Pradesh Panchayat Raj (Conduct of Election) rules, 2001 and decide as follows:

Date .....

Returning Officer

(Perforation)

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 the..... Zilla Parishad from the.....constituency 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 - 4**  
(See Rule) 13

List of validly Nominated Candidates

Election to the.....(Gram Panchayat/ Zilla Parishad) from the general constituency/ constituency reserved for.....Schedule Castes/Schedule Tribes/women.

Sl.No.	Name of candidate	Name of Father/Husband	Address of candidate
1	2	3	4

Place.....

Date.....

Returning Officer,

**FORM – 5**  
[See Rule14 (3)]

Application for withdrawal of Nomination

Election to the..... (Gram Panchayat/Zilla Parishad)  
from the general constituency/ constituency reserved for.....Women.

To,  
The Returning Officer,

I.....candidate  
nominate at the above election do hereby given notice that I withdraw my candidature.

Place .....

Date .....

Signature of Candidate

Receipt for notice of withdrawal

(To be handed over to the person delivering the Notice)

The notice of withdrawal of candidature by.....a candidate for the  
election to the.....was delivered to me  
by.....at.....(place)  
at..... (hour) on.....(date).

Date .....

Returning Officer

**FORM – 6**  
(See Rule 14 (4) )  
Notice of withdrawal of candidatures

Election to the..... Gram Panchayat/Zilla Parishad  
from the.....general constituency/  
constituency reserved for..... Women.

Notice is hereby given that the following candidate/candidates at the above election have withdrawn his/their candidature/candidatures today:

Sl.No.	Name of Candidate	Address of candidate	Remarks.
1	2	3	4
1			
2			
3			
4			
5			
6			
Etc			

Place.....

Date.....

Returning Officer

**FORM -7**  
(See Rule 15 (1))

List of Contesting Candidates

Election to the .....Gram Panchayat//Zilla  
Parishad from the.....general constituency/ constituency reserved  
for.....Women.

Sl.No.	Name of candidate	Address of candidate	Symbol allotted.
1	2	3	4
1			
2			
3			
4			
Etc.			

Place .....

Date .....

Signature of Returning Officer

**FORM-A**

(See Rule 8)

Communication with regard to authorized persons to intimate name(s) of candidate(s) set up by recognized National or State Political Party or registered unrecognized Political Party.

To,

1. The State Election Commissioner, Arunachal Pradesh, Itanagar.
2. The Returning Officer for the.....Constituency.

Subject - Election to Gram Panchayat and Zilla Parishad from .....  
Constituency allotment of symbols – Authorization of persons to intimate names of candidates.

Sir,

In pursuance of Rule 8 of Arunachal Pradesh Panchayati Raj (Conduct of Election) Rules, 2001, I hereby communicate that the following person(s) has/have been authorized by the party which is a National Party/State Party/Registered unrecognized Party in the State of Arunachal Pradesh to intimate the names of the candidate proposed to be set up by the party at the election cited above).

NAME OF PERSON(S) AUTHORIZED TO SEND NOTICE	NAME OF OFFICE HELD IN THE PARTY	DISTRICT AREA CONSTITUENCY /CONSTITUENCIES IN RESPECT OF WHICH HE HAS BEEN AUTHORIZED.
1	2	3
1.		
2.		
3.		

2. The Specimen Signature(s) of the above mentioned person(s) so authorized are given below :-

1. SPECIMEN SIGNATURES OF SHRI .....  
1. 2. 3.
2. SPECIMEN SIGNATURES OF SHRI .....  
1. 2. 3.
3. SPECIMEN SIGNATURES OF SHRI .....  
1. 2. 3.

Yours faithfully

PRESIDENT/ SECRETARY  
NAME & SEAL OF THE PARTY

Place :

Date :

N.B :-

1. This must be delivered to the Returning Officer and the State Election Commissioner, AP, Itanagar not later than 3 PM on the last date for making nominations.
2. Form must be signed in ink by the Office bearer(s) 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**  
(See Rule 8)

**NOTICE AS TO NAMES OF CANDIDATES SET UP BY THE POLITICAL PARTY**

To,

1. The State Election Commissioner, Arunachal Pradesh, Itanagar.
2. The Returning Officer for the ..... Constituency.

Sub- Election to Gram Panchayat and Zilla Parishad from ..... Constituency –  
setting up of candidates.

Sir,

In pursuance of sub rules (a) (b) & (c) of Rule 8 of Arunachal Pradesh Panchayati Raj (Conduct of Election) Rules, 2001, I hereby give notice that the following person(s) has/have been set up by .....Party as its candidates at the ensuing election of Members to the Gram Panchayat and Zilla Parishad from the constituency mentioned against each.

Name of the Constituency	Name of Approved Candidate	Father's/ Husband's name of Approved Candidate	Postal Address of the candidate	Name of the substitute candidate Who will step in on the Approved candidate's Nomination being rejected on scrutiny
1	2	3	4	5

Father's/husband's name of substitute candidate	Postal address of substitute candidate
6	7

Place :-

Date :-

Yours faithfully,

( NAME & SIGNATURE  
OF THE AUTHORISED  
PERSON OF THE PARTY )  
(SEAL OF THE PARTY)

N.B.

1. This must be delivered to the Returning Officer and the State Election Commissioner, AP, Itanagar, not later than 3 PM on the last date for making nominations.
2. Form must be signed in ink by the Office bearer(s) 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 - 8**  
(See Rule 17 (1))

Appointment of Election Agent

Election to the..... Gram  
Panchayat /Zilla Parishad from the.....Constituency.

To,

The Returning Officer,

I,..... of.....a candidate at above  
election, do hereby appoint.....of  
.....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 – 9**  
(See Rule 17 (2))

Revocation of Appointment of Election Agent

Election to the .....Seat No. of Gram  
Panchayat/ Zilla Parishad from the Constituency.

To,

The Returning Officer,

I, .....a candidate at the above  
election hereby revoke the appointment of.....my Election Agent.

Place.....

Date.....

Signature of Candidate

**FORM -10**  
[See Rule 18 (1)]

Appointment of Polling Agent

Election to the.....Gram  
Panchayat/ Zilla Parishad from the .....Constituency.

I,.....a candidate/the election  
agent of..... who is a candidate at the above election do hereby  
appoint.....of..... as a  
Polling Agent and appoint.....of.....as a  
Relief Polling Agent to attend Polling Station No.....at  
(Place) fixed for the poll.....

Place.....

Date .....

Signature of Candidate/Election Agent

I agree to act as Polling Agent

Place .....

Date .....

Signature of Polling Agent / Relief Polling Agent

Declaration of Polling to be signed before Presiding Officer.

I hereby declare that at the above election I will not do anything forbidden by Rule 39 of the Arunachal Pradesh Panchayati Raj (Conduct of Election) Rules, 2001, which I have read/has been read over to me.

Date .....

Signature of Polling Agent/Relief polling Agent  
Signed before me.  
Signature of Presiding Officer

**FORM -11**  
[See Rule 18 (3)]

Revocation of Appointment of Polling Agent

Election to the.....Gram  
Panchayat /Zilla Parishad from the.....Constituency.

To,

The Presiding Officer,

I,..... a candidate/  
election agent of.....at the above election hereby revoke the  
appointment of.....Polling Agent/Relief  
Polling Agent..... at the  
Polling Station No.....at ..... (Place).

Place.....

Date.....

Signature of Candidate/  
Election Agent

**FORM – 12**  
[See Rule 50 (1)]

Appointment of Counting Agent

Election to the.....Gram Panchayat /  
Zilla Parishad from the Constituency .....

To,

The Returning Officer,

I, .....(Name),  
A candidate/Election Agent.....(Name) who is a candidate at the  
above Election, do hereby appoint.....(Name) of  
.....(Address) as Counting Agent to  
attend counting of votes at .....(Place fixed for counting).

Place.....

Date .....

Signature of  
Candidate/Election Agent

---

I agree to act as Counting Agent.

Signature of Counting Agent

**FORM -13**  
[See Rule 50 (4)]

Revocation of Appointment of Counting Agent

Election to the.....Gram  
Panchayat/Zilla Parishad from the Constituency No.....  
Seat No.....

To,

The Returning Officer,

I,..... (name), a candidate/  
election Agent .....(Name) who is a candidate at the above  
Election, hereby revoke the appointment of.....(Name) Counting Agent,  
(Place fixed for counting):

Place.....

Date .....

Signature of Candidate/  
Election Agent

**Extracts from Arunachal Pradesh Panchayati Raj Act, 1997**

**Corrupt Practices and Electoral Offences : Section 129 to 135**

129 (1) Any Person who at any election fraudulently takes to take a ballot paper out of a polling station, willfully aids or abets the doing of any such act shall , on conviction, be punished with imprisonment for a term which may extended to one year or with fine or with both.

- (2) If the presiding officer of a polling station has reason to believe that any person is committing an offence punishable under sub-section (1), such officer may, before such person leaves the polling station, arrest or direct a police officer to arrest such person and may search such person or cause him to be searched by a police officer;

Provided that when it is necessary to cause a woman to be searched, the search shall be made by another woman with strict regard to decency.

- (3) Any Ballot paper found the person arrested on search shall be made over form safe custody to a police officer by the presiding officer , or when the search is made by a police officer, shall be kept by such officer in safe custody.

- (4) An offence punishable under sub-section (1) shall be cognizable. 130 (1) A person shall be guilty of an offence if at any election, he ,

- (a) fraudulently defaces or fraudulently destroys any nomination paper; or
- (b) fraudulently defaces or fraudulently destroys any ballot paper or the official mark on any ballot ; or
- (c) fraudulently defaces or fraudulently destroys any ballot paper, or the official mark on any ballot paper; or
- (d) without due authority supplies any ballot paper to any person or receives any ballot paper from any person or is in possession of any ballot paper ; or
- (e) fraudulently puts into any ballot box anything other than the ballot paper which he is authorized by law to put in ; or
- (f) without due authority destroys, takes, opens or otherwise interferes with any ballot box or ballot papers then in use for the purposes for the purposes of the election ; or
- (g) Fraudulently or without due authority as the case may be , attempts to do any of the foregoing acts or willfully aids or abets the doing of any such acts.

- (1) Any person guilty of an offence under the section shall,

- (a) If he is a returning officer or presiding officer of a polling station or any other officer or clerk employed on official I duty in connection with the election, on conviction, be punished with imprisonment for a term which may extend to two years or with fine or with both;
- (b) If he is any other person, conviction, be punished with imprisonment for a term which may extend to six months or with both;

- (2) For the purpose of this section, a person shall be deemed to be on official duty if his duty is to take in the conduct of an election or part of an election including the counting of votes or to be responsible after an election for the use ballot papers and other documents in connection with such election, but the expression :”official duty” shall not include any imposed otherwise than by or under this Act in connection with such election.

- (3) An offence punishable under clause (b) of sub-section (2) shall be cognizable.

131 Any person who in connection with an election under this Act , promotes or attempts to promote on grounds of religion, race, caste, community or language feelings of enmity or hatred between different classes of the citizens of India shall , on conviction, be punished with imprisonment for a term which may extended to three years , or with fine or with both.

132 (1) No Person shall convene, hold or attend any public meeting , without any polling area within forty eight hours before the commencement of the poll or on the date or dates on which poll is taken for an election in that polling area.

133 The Deputy Commissioner may in order to ensure free and fair election, prohibit any fair (including cattle fairs ) or shandies in a Panchayat area on the day of election to the gram Panchayat or such area.

134 (1) Any person who at a public meeting held in connection with an election under this Act, acts or incites others to act, in a disorderly manner for the purpose of preventing the transaction of the business for which the meeting was called shall, on conviction, be punished with fine which may extend to five hundred rupees.

- (4) if any police Officer reasonably suspects any person of committing an offence under sub-section (1) , he may if requested so to do by the Chairperson of the meeting require that person to declare to him immediately his name and address and if that person refuses or fails to declare his name and address or if the police officer reasonably suspects him of giving a false name or address , the police officer may arrest him without warrant.

(1) No person shall print or publish , or cause to be printed or published any election pamphlet or poster which does not bear its face the names and addresses of the printer and the publishers thereof.

(2) No person shall print or cause to be printed any election pamphlet or poster,

(a) unless a declaration as to the identity of the publisher thereof , signed by him and attested by two persons to whom he is personally known is delivered by him to the printer in duplicate; and

(b) unless within a reasonable time after the printing of the documents one copy of the declaration is sent by the printer together with one copy of the document to the Deputy Commissioner.

(3) For the purposes of this section -

(a) Any process for multiplying copies of a document , other than copying it by hand shall be deemed to be printing and the expression 'printer' shall be constructed accordingly; and

(b) election pamphlets or poster means any printed pamphlet, had bill or other document distributed for the purpose of promoting or prejudicing the election of a candidate or group of candidates or any placard or poster having reference to an election but does not include any hand bill, placard or poster merely announcing the date, time , place and other particulars of an election meeting or routine instruction to election agents or workers.

(4) Any person who contravenes any of the provisions of sub-section (1) or sub-section (2) shall ,on conviction, be punished with imprisonment for a term which may extend to six months or with fine which may extend to one thousand rupees or with both.

**STATE ELECTION COMMISSION  
ARUNACHAL PRADESH  
ITANAGAR**

**MODEL CODE OF CONDUCT FOR THE GUIDANCE OF THE POLITICAL PARTIES,  
CONTESTING CANDIDATES, GOVERNMENT DEPARTMENTS AND GOVERNMENT  
EMPLOYEES IN THE ELECTIONS TO THE PANCHAYATI RAJ INSTITUTIONS**

With a view to ensure holding of free, fair and peaceful elections to all the Gram Panchayat, Anchal Samiti and Zilla Parishad Constituencies in the State of Arunachal Pradesh and in exercise of the powers conferred under Article 243K of the Constitution of India and Section 104 of the Arunachal Pradesh Panchayati Raj Act, 1997, the State Election Commissioner of Arunachal Pradesh do hereby issues the model Code of Conduct for the guidance and adherence by all concerned.

It shall apply to Political Parties, Contesting Candidates, Ministers/Parliamentary Secretaries/ MLAs, Employees of the State/ Central Government, Central and State Governments Public Undertakings, Government approved private projects including Hydropower Projects, Local bodies' functionaries and other public servants.

This Code shall come into force from the date of announcement of election.

**PART – I**

**Code of conduct for Political Parties and Candidates.**

**(i) General Conduct**

1. No party or candidates shall indulge in any activity which may aggravate existing differences or create mutual hatred or cause tension between different castes and communities, religions or language.
2. Places of worship such as Temples, Mosques, Churches, etc., shall not be used as forum for election propaganda.
3. All political parties and candidates shall avoid scrupulously all activities which are "corrupt practices" and offences under the election laws 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 organized by another political party or candidate.

- (v) to take out processions or hold public meetings during the period of 48 (forty eight) hours ending with the hours fixed for the close of the poll. Suppose, poll day is 16th May and hours of poll are from 7.00 A.M. to 4 P.M., then the public meetings and processions shall be closed at 4 P.M. on 14th May.
  - (vi) to canvas or to appeal for votes within hundred meters of a polling station.
  - (vii) to use any conveyance or means of transport for the voters to and/or from the polling station.
  - (viii) 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.
  - (ix) to impersonate a voter or attempt to cast vote under the false name of voter.
4. All political parties and candidates shall ensure that no Mithun, Pigs and other animals are slaughtered for providing meat as allurement to voters. All such slaughter shall be prohibited by the District Magistrate during the period the Model Code of Conduct is in force except under exceptional circumstances which shall include any religious or marriage ceremonies and such exceptions be made with the written permission of the concerned District Magistrate.
  5. 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.
  6. 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.
  7. Organizing demonstration or picketing before the houses of individuals by way of protesting against their opinion or activity shall not be resorted to under any circumstances.
  8. 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/District Magistrate.
  9. No candidate or his workers shall remove or deface the flag erected or posters pasted by another candidate or political party.

**(ii) Meetings and Processions:**

10. No party or candidate shall hold public meetings or processions without obtaining necessary permission from the competent Local Authorities. The party shall inform the local police authorities of the venue and time of any proposed meeting/procession well in time so as to enable the police to make necessary arrangements for controlling traffic and maintaining peace and order.
11. 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.
12. 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 specially by competent authority. Any traffic regulations or restrictions shall also be carefully adhered to.

13. The organizers shall take steps in advance to arrange for passage of the procession so that there is no 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.
14. 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/Magistrate shall be strictly complied with.
15. 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/Magistrate shall be availed of for arriving at a satisfactory arrangement. For this purpose, the parties shall contact the police/Magistrate at the earliest opportunity.
16. The political parties or candidates shall exercise control to the maximum extent possible not to allow use or carrying of any article by the party workers or supporters in the procession which may be put to misuse by undesirable elements, especially in moments of excitement.
17. 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.
18. No party or candidate shall use loudspeakers without obtaining necessary permission from the Competent Authority and shall not use the loudspeaker for purposes other than transmitting speeches, live or recorded. The loud speakers shall be used only between 6.00 AM and 9.00 PM. The Police/Magistrates are authorized to seize the offending equipment if anybody violates the same. The political parties and candidates shall endeavor to see that no disturbances caused in the vicinity of hospitals/School due to electioneering to avoid inconvenience to the patients/students.
19. 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.

### **(iii) Polling Day**

20. Every candidate and the political party shall co-operate with the Officers on Election Duty to ensure peaceful and orderly polling.
21. On the polling day, all political parties and candidates shall :-
  - (a) supply to their authorized workers suitable badges or Identity cards.
  - (b) ensure that the camps of the candidates' are simple. They shall not display any posters, flags, symbols or any other propaganda material.
  - (c) not serve any eatables.

- (d) refrain from serving or distributing liquor on polling day and during the forty eight hours preceding it as also on the counting day.
  - (e) not allow unnecessary crowds to be collected near the camp set up 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.
  - (f) co-operate with the authorities in complying with the restrictions to be imposed on the plying of vehicles on the polling day and obtain permits for them which should be displayed prominently on those vehicles.
22. 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.

#### **(iv) Polling Booth**

23. Other than voters Only persons with a specific valid authority letter from the State Election Commission/DEO/RO can enter any polling booth at any time. No functionary, however highly placed (e.g. Chief Minister, MP, MLA etc.) is exempted from this code of conduct.

### **PART –II**

#### **(v) Government Servants**

24. 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.
25. No Government servant shall take part in, subscribe in aid of, or assist in any way, any candidate.
26. Attendance at public meetings organized by any candidate would always be contrary to the Government Servants Conduct Rules unless all the following conditions are satisfied :-
- (a) that the meeting is public meeting and not in any sense private or restricted meeting ;
  - (b) that the meeting is not held contrary to any prohibitory order or without permission where permission is needed ; and
  - (c) that the Government servant in question does not himself speak at, or take part in organizing or conducting the meeting. Even where the said conditions are satisfied, while occasional attendance at such meetings may not be construed as a participation, frequent or regular attendance by a government servant at meetings of any particular candidate is bound to create the impression that he is a sympathizer of the aims and objects of that particular candidate. All conducts which give cause for such an impression may well be construed as assisting a candidate.
27. A Public Servant shall not participate or accompany an MP/ Minister/MLA in any programme, organized at an individual's house for which an MP/ Minister/MLA has accepted the invitation during his election tour.
28. If an MP/Minister /MLA/Chairpersons of ZP/GP 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 an MP/Minister/ MLA/Chairperson of ZP/GP.

**PART-III****(vi) Party in Power, Central and State Governments' Public Undertakings and Government Approved Projects and Government Departments**

29. While granting permission for organizing 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 shall be granted to such candidate or party who applies first.
30. Public places such as maidens etc. for holding election meetings and use of helipad for air rights and parking of vehicles 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.
31. Use of rest houses, circuit houses and other Government accommodation should be permitted for a reasonable period of time 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.
32. Ordinarily, all meetings organized 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.
33. If an MP/ Minister /MLAs/Chairpersons of ZP/GP 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 an MP/Minister/MLAs/Chairpersons of ZP/GP.
34. An MP/Ministers/MLA/Chairpersons of ZP/GP 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.
35. Ministers and other authorities shall not sanction any grant or subsidy out of State funds, where the beneficiaries are selectively identified and the grant or subsidy is not general in nature, from the date of announcement of election to till the declaration of results in any area where the elections are to take place. They should not sanction any new scheme or make an announcement of such new schemes. Laying of foundation stones or opening of any scheme or project shall not be done during the period of election.
36. No payment shall be released by the State or Central Governments or any Public Undertakings to any individual or contractors until the Election process is completed.
37. From the date the elections are notified by the State Election Commission, Ministers and other authorities including those of Central and State Government Public Undertakings, Government approved power and other projects 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

38. Ministers of Central or State Governments and an MP/MLAs/Chairpersons of ZP/GP shall not enter any polling station or place of counting except in their capacity as a candidate or voter or authorized agent.
39. 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.
40. The violation of these provisions is punishable under various laws.
41. The District Election Authority, Magistrates and the Police are authorized to initiate prosecution against violators of this Code before the Competent Courts under intimation to the State Election Commissioner.

STATE ELECTION COMMISSION,  
ARUNACHAPRADESH,  
ITANAGAR.

**DECLARATION AT THE END OF POLL**

1. I hereby declare that, I have furnished to the polling agents, who were present at the polling station at the close of the poll and whose signatures are affixed below, an attested copy of each of the entries in the ballot papers account in Form 20 under Rule 42 of the Arunachal Pradesh Panchayati Raj (Conduct of Election) Rules, 2001.
2. That, I have closed and sealed the slit of the ballot box and secured the ballot box and also allowed the polling agent present to affix his seal or signature under Rule 41(1) of Arunachal Pradesh Panchayat Raj (Conduct of Election) Rules, 2001.

Date :-

Signature Presiding Officer  
Name and number of Polling Station

Received an attested copy of the entries made in the ballot paper account.

**SIGNATURE OF POLLING AGENTS.**

1. ....( of Candidate.....)
2. ....( of Candidate.....)
3. ....( of Candidate).....)

The following polling agents who were present at the close of the poll declined to receive an attested copy of the ballot paper account and an attested copy of ballot paper account was not supplied to them.

1. .... ( of Candidate.....)
2. ....( of Candidate.....)
3. ....( of Candidate.....)

Date :-

SIGNATURE OF PRESIDING OFFICER.

**FORM -19**  
List of Tendered Votes  
[See Rule 39 (2)]

Election to the.....Gram Panchayat /Zilla Parishad  
from the .....Constituency. No. and Name of  
the Polling Station.....

Part Number, No. and Name of Voter	Address of Voter	Serial Number of Tendered ballot paper	Serial Number of ballot paper issued to the person who has already voted	Signature or Serial Thumb impression of person tendering vote.
1	2	3	4	5

Place .....

Date .....

Signature of Presiding Officer

Notice to candidate or their Election Agents regarding the date, time and place for counting.  
(When counting takes place at one place)

Election to the.....Gram Panchayat  
from.....Constituency.....  
.....Zilla Parishad ..... Constituency.

In pursuance of Rule 49 of the Arunachal Pradesh Panchayati Raj (Conduct of Election) Rules 2001, I hereby give notice that I have, in accordance with the said rule, fixed the ..... day of (month) ..... 2003..... AM/PM as the date and time for the counting of votes in the constituency and.....  
.....  
(Place) in .....as the place for such counting.

Place :  
Date :

SIGNATURE .....  
RETURNING OFFICER

To,  
All Candidates or their Election Agents.

**ANNEXURE – XX**

Notice to candidate or their Election Agents regarding the Date, Time and place for counting.  
(When counting takes place at more places than one)

Election to the... ..Gram Panchayat from  
..... Constituency .....

Zilla Parishad.....Constituency.

In pursuance of Rule 49 of the Arunachal Pradesh Panchayati Raj (Conduct of Election) Rules 2001, I hereby give notice that I have fixed the date, time and place of counting for the different Gram Panchayat and Zilla Parishad constituencies as specified below :

NAME AND  
PLACE OF COUNTING  
CENTRE

DATE AND TIME

Place :  
Date :

SIGNATURE  
RETURNING OFFICER

To,

The Candidates or their Election Agents.

**Extracts from Arunachal Pradesh Panchayati Raj Act, 1997.**

## Section 126

- (1). Every officer, clerk agent or other person who performs any duty in connection with the recording or cutting of votes at any election shall maintain and 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 secrecy.
- (2). Any person who contravenes the provisions of sub-section (1) shall, on conviction, be punished with imprisonment for a term which may extend to three months or with fine or with both.

**Extract from Arunachal Pradesh Panchayati Raj  
(Conduct of Election) Rules, 2001**

{See Rule 60 (3)}

If on counting of vote two or more candidates secure equal number of votes and if the number of candidates to be declared elected is less than the number of such candidates, lots shall be drawn in the following manner and in presence of the candidate or election agent or his counting agent-

- (i) the names of the candidates having equal votes shall be written in separate pieces of paper of the same size and these pieces of paper shall be rolled into separate balls and placed together in a single bag and the bag shall be well shaken;
- (ii) separate pieces of blank papers of the same size and corresponding to the number of pieces placed in the first bag shall be rolled into separate balls and placed together in the second bag except that one or more of these blank pieces shall be distinctively marked as to whether the choice is to fall on one or more of the candidates with equal votes. The bag shall then be well shaken;
- (iii) Two persons shall then be engaged to bring out simultaneously one sheet paper so balled from each bag.
- (iv) The persons holding the bag containing partially blank sheets then open his sheets of papers. If this is blank, the sheets held by both the persons shall be thrown away and the process will be continued till the marked sheet is opened whereupon the person whose name is written on the corresponding sheet from the bag containing the sheets with the candidate's names shall be declared to have been elected. The process shall be continued till all vacant places have been filled.

**FORM - 24**  
[See Rules 60 (I)]

Declaration of Election when seat is contested

Election to the.....Gram Panchayat/Zilla Parishad from the.....Constituency.

In pursuance of the provisions contained in Rule 63 of the Arunachal Pradesh Panchayat Raj (Conduct of Election) Rules, 2002.

I declare that .....  
.....Name  
(a).....Address has/have been duly elected to fill the seat in the said Gram Panchayat/ Zilla Parishad from the above Constituency.

Signature of Returning Officer

Place .....

Date .....

**FORM – 25**  
[See Rules 60 (4)]  
Certificate of Election

I, Returning Officer.....Gram Panchayat /Zilla Parishad Constituency hereby certify that I have on the..... day of 20..... declared Shri/ Srimati.....of.....to have been duly elected to the.....Gram Panchayat/Zilla Parishad from the ..... Constituency.

Signature of Returning Officer

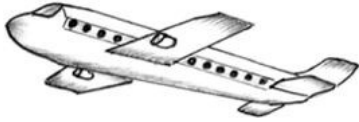
Place .....

Date .....

(Seal)

**SCHEDULE - I (RULE-7)  
ELECTION SYMBOLS  
RESERVED SYMBOLS (NATIONAL PARTY)**

**SCHEDULE-III (RULE-7)**  
**TABLE-A**  
**FREE SYMBOLS FOR GRAM PANCHAYAT ELECTION**



1. Aeroplane



2. Axe



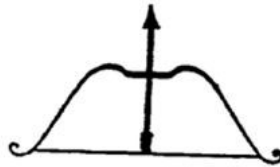
3. Almirah



4. Bicycle



5. Boat



6. Bow & Arrow



7. Coconut tree bearing fruit



8. Cultivator winnowing grain



9. Conch



10. Ceiling Fan



11. Drum



12. Electric Bulb



13. Flaming Torch



14. Fire Engine



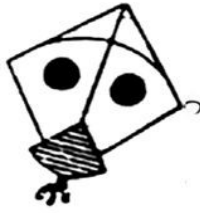
15. Hurricane Lamp



16. Hand Pump



17. Inkpot and Pen



18. Kite



19. Ladder



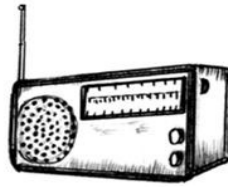
20. Lock & Key



21. Motorcycle



22. Pot



23. Radio



24. Ship



25. Spade



26. Table



27. Umbrella



28. Whistle



29. Hornbill



30. Fish



31. Dao



32. Bundle of corn

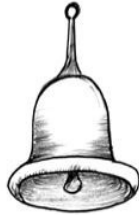


33. Spear

TABLE - C  
FREE SYMBOLS FOR ZILLA PARISHAD ELECTION



1. A woman carrying basket on her head



2. Bell



3. Basket containing fruits



4. Cup & Saucer



5. Hat



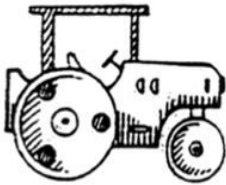
6. Hockey & Ball



7. Pressure Cooker



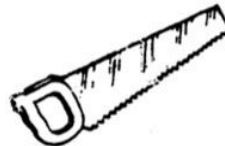
8. Pineapple



9. Road Roller



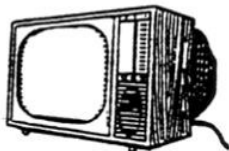
10. Scooter



11. Saw



12. Table Fan



13. Television



14. Telephone



15. Violin

**ANNEXURES**

Sl. No.	Annexure Details	Page No.
1.	Annexure – I Extract of Relevant Provisions of APPR Act 1997 relating to qualifications and disqualifications.	30
2.	Annexure II Notice of Election in Form – I.	31
3.	Annexure III Nomination paper to be filed by the Candidates in Form -2(A), Form=2(B), & Form – 2(C)	32-34
4.	Annexure IV List of validly nominated Candidates on Form – 4.	35
5.	Annexure V Notice of Withdrawal of Candidature in Form – 5.	36
6.	Annexure VI Publication of Notice of Withdrawal of Candidature in form - 6	37
7.	Annexure VII List of Contesting Candidate in Form -7.	38
8.	Annexure VIII (A) Form - (A).	39-40
9.	Annexure VIII (B) Form - (B).	41-42
10.	Annexure IX Appointment of Election Agent in Form – 8.	43
11.	Annexure X Revocation of appointment of Election Agent in Form – 9.	44
12.	Annexure XI Appointment of Polling Agent in Form – 10.	45
13.	Annexure XII Revocation of appointment of Polling Agent in Form – 11.	46
14.	Annexure XIII Appointment of Counting Agent in Form - 12 .	47
15.	Annexure XIV Revocation of appointment of Counting Agent in Form – 13.	48
16.	Annexure XV Extract from APPR Act, 1997 ( Corrupt Practices and Electoral Offences).	49-50
17.	Annexure XVI Model Code of Conduct.	51-56
18.	Annexure XVII Declaration by the Presiding Officer at the end of poll.	57
19.	Annexure XVIII List of Tendered Votes in Form –	58
20.	Annexure XIX Notice to candidate or their Election Agents regarding the Date, Time and Place for Counting ( When counting takes place at one place).	59
21.	Annexure XX Notice to Candidate or their Election Agents regarding the Date, Time and Place for counting ( when counting takes place at more places than one).	60
22.	Annexure XXI Extracts from APPR Act, 1997 relating to maintenance of secrecy of voting.	61
23.	Annexure XXII Extract from APPR (Conduct of Election) Rules, 2001 regarding draw of lots.	61
24.	Annexure XXIII Declaration of election when seat is contested in Form – 24.	62
25.	Annexure XXIV Certificate of Election in Form- 25.	62
26.	Annexure XXV Allotment of Symbol	63-66