



OFFICE OF THE CHIEF ELECTORAL OFFICER
ARUNACHAL PRADESH : ITANAGAR
E.mail Id : ceo_arunachalpradesh@eci.gov.in

No. EN/OP(REV)-02/2022

Dated: 18th July, 2022

To

1. All The District Election Officers
Arunachal Pradesh
2. The Deputy Commissioner
Pakke-Kessang, Kra Daadi, Lower Siang, Lepa Rada, Kamle
Arunachal Pradesh

Sub: Preparation of electoral rolls with reference to four qualifying dates - reg

Sir/Madam,

I am directed to forward herewith a copy of Commission letter vide No. 23/Inst/2022-ERS dated 12th July, 2022 regarding preparation of electoral rolls with reference to four qualifying dates i.e. 1st January, 1st April, 1st July and 01st October.

You are, therefore, requested to direct all concerned EROs under your jurisdiction to follow the instruction accordingly.

Encl: As stated above

Yours faithfully,

(Liken Koyu) APCS
Dy. Chief Electoral Officer
Arunachal Pradesh

By Post/ Email

ELECTION COMMISSION OF INDIA

NIRVACHAN SADAN, ASHOKA ROAD, NEW DELHI -110001

No. 23/Inst./2022-ERS

Dated: 12th July, 2022

To,

The CEOs of All States/UTs

Subject: Preparation of electoral rolls with reference to four qualifying dates - regarding.

- Reference -**
- (i.) Notification dated 30th December, 2021 by M/o Law and Justice.
 - (ii.) Notification dated 17th June 2022 by M/o Law and Justice.
 - (iii.) Commission's letter No. No.23/LET/ECI/FUNC/ERD-ER/2019 dated 14th February 2019, and
 - (iv.) No. 3/ER/2021/SDR/Vol. II dated 23rd June, 2022
 - (v.) No.22/2/2022-ERS dated 27th June, 2022
 - (vi.) No. 23/2021-ERS (Monthly Pooling), dated 14th September 2021

Madam/Sir,

I am directed to refer to the subject cited and to state that a comprehensive system for preparation of electoral roll with respect to 01st January of the year as qualifying date is already in place. Recently, the Parliament has made amendments in the Representation of the People Act, 1950 and the Representation of the People Act, 1951, which have been informed to CEOs vide the Commission's letter No. 3/ER/2021/SDR/Vol.II dated 23rd June, 2022. These amendments include the amendments made in Section 14(b) of the Representation of the People Act, 1950, which deals with the qualifying date determining the eligibility of citizens for registration in electoral rolls. With this amendment, four qualifying dates i.e., 01st January, 01st April, 01st July and 01st October will come into effect in place of one qualifying date of 1st January.

2. In pursuance of the above legal amendments, following consequent modifications have been made in Registration of Electors Rules, 1960: -

i. Sub-Rule 1(A) of Rule 26 of the Registration of Electors Rules, 1960: -

"(1A) Every such application as is referred to in sub rule (1), with reference to the qualifying dates 1st day of January, the 1st day of April, 1st day of July, 1st day of October of the year

shall be presented to the registration officer in such manner as the Election Commission may direct."

ii. Rule 26A of the Registration of Electors Rules, 1960: -

"(26A) the list of amendments prepared with reference to the qualifying dates as specified in sub rule 1(A), shall be merged and integrated with last finally published electoral roll and published as draft electoral roll under rule 10 before every general election and bye-election and shall be put in public domain with reference to the qualifying date, proximate to the said election, as the Election Commission may direct."

3. The above-mentioned amendments in statutory provisions relating to qualifying dates have necessitated changes in the existing process, of preparation/revision of electoral roll of Assembly/Parliamentary Constituency. The salient features of new system are as follows: -

- (i) The Annual Summary Revision will be conducted with reference to 01st January of the year as qualifying date.
- (ii) The EROs while issuing notice of publication of draft electoral roll in Form-5 of RER, 1960 will call claims and objections in respect of all four subsequent qualifying dates of the next calendar year.
- (iii) The prospective applicants who are becoming eligible for registration with reference to subsequent qualifying dates i.e., 01st April, 01st July and 01st October can also submit their claims in Form-6, in advance during Annual Summary Revision.
In other words, the citizens who will become eligible with reference to the above four qualifying dates have been given a facility to file their advance application for registration, during Annual Summary Revision, starting from the date of draft publication of electoral roll with reference to 01st January of the year.
- (iv) All the forms so received will be segregated quarter wise based on the date of birth of the applicants with reference to relevant qualifying date.
- (v) The advance applications related to qualifying date 1st January will be processed, decided and electoral roll be updated with final publication.
- (vi) The advance claims received in respect of subsequent qualifying dates during Annual Summary Revision and advance/ regular claims received after final publication will be taken up for processing by EROs under continuous updation during the relevant

quarters, preferably in the first months of the relevant quarters. The preparation of electoral roll during the subsequent quarters will be simply continuous updation of electoral roll, though, with new qualifying dates. In other words, the applicants who couldn't file their advance claims in Form-6 during Annual Summary Revision shall not be denied for filing claims in subsequent quarters of calendar year. *Procedure of advance claim filing during Annual Summary Revision is an additional facility provided to the young citizens.*

4. The process of revision of electoral roll has been explained in detail in the following paragraphs: -

A. Annual Summary Revision: - As being done currently, the Commission will order Annual Summary Revision nearly in month of August for preparation of electoral roll for the next calendar year with respect to 1st January of the next year. Annual Summary Revision will be having facility for young *citizens* for filing advance claims with reference to all four qualifying dates in the next calendar year.

(i) Pre-Revision Activities- This programme of Annual Summary Revision will include all pre-revision activities, namely, removal of DSE/PSE, standardization of addresses/sections, rationalisation of polling stations, preparation of supplements, integration of electoral roll, preparation of draft electoral roll, preparation of Formats 1-8 etc.

(ii) Draft Publication- At the time of draft publication, the last updated roll with respect to earlier qualifying date, plus supplement of continuous updation (prepared up to publication of draft electoral roll for current revision for various qualifying dates (as applicable)) will be integrated and amalgamated by bringing all family members registered in electoral roll together. In the draft roll, re-serialization of all the entries after removal of deleted entries and bundling of the entries of family members would be done. The addition, deletion and modification supplements however will be generated by the ERO through ERO-Net and be kept in record for future reference only. Copy of the integrated draft electoral roll will be shared with recognized political parties and hosted on the website, as per the existing provisions.

(iii) Claims and Objections- As per the schedule, the EROs will issue notice in Form-5 and formally invite claims and objections with reference to all four qualifying dates of the next calendar year on the draft electoral roll.

- i. On the basis of date of birth given by the applicants, forms will be segregated with reference to the relevant qualifying dates.
- ii. The EROs will prepare list of claims and objections in respect of forms received with reference to 01st January as qualifying date strictly and display the same on notice board, designated locations and websites as per the Commission's existing instructions.

(iv) Disposal of claims and objections- After notice period of seven days from the date of displaying the list on notice board, the forms will be disposed of as per the procedure within the period of disposal specified in the schedule of Annual Summary Revision.

(v) Final Publication- At the time of final publication, supplements of additions, deletions and modifications done during the period of Summary Revision on the basis of Form-6, Form-7 and Form-8 received from the citizens who are eligible with reference to 01st January as qualifying date only will be prepared and generated from ERO-Net. The CEO will send Format 1-8 prepared on the basis of Summary Revision along with his analytical note seeking the Commission's permission for publication of final roll. The final roll will be a single integrated one, in which all the addition entries will come with serial number in continuation after the last entry of the mother roll and all the modifications and deletions done during the Annual Summary Revision will be reflected in the mother roll itself, as per the Commission's existing instructions. No separate addition, deletion and modification lists will be printed, though the EROs will keep them for their future reference. Copy of integrated final roll will be provided to recognized political parties and uploaded on the website as per Rule 22.

B. Processing of Forms received with reference to subsequent qualifying dates:

During the subsequent quarters, there is no need to issue formal schedule with respect to these subsequent qualifying dates for filing claims and objections and disposal thereof, as facilities for advance claims has already been provided during Annual Summary Revision. Consequently, no pre-revision activities such as

rationalization of polling stations etc. or regular revision activities like draft publication, calling of claims and objections, final publication etc. will be conducted.

As mentioned above, the prospective electors who will become eligible for enrolment in electoral roll with reference to 01st April, 01st July and 01st October of the year can submit their claims in Form-6 online or offline, beginning from the date of draft publication of electoral roll of Annual Summary Revision. These Forms in respect of the prospective electors will not be processed along with the Forms with reference to 1st January and kept pending till their respective qualifying dates.

- I. The EROs while receiving Forms from prospective applicants, in advance, will inform them categorically that their forms will be processed only with reference to the relevant eligibility date. In case of online applications, a similar message will be sent to the applicants by SMS/e-mail/post. Further, the citizens will be informed that they can also submit their applications during the period of continuous updation i.e., after final publication of electoral roll of Annual Summary Revision with reference to 01st January as the qualifying date.
- II. The claims (Form-6) received with reference to the subsequent qualifying dates shall be digitized and after segregating quarter wise, kept in separate respective **buckets in ERO-Net** under the captions '**Advance claims in respect of prospective electors with reference to qualifying date.....**'.
- III. The EROs shall take up the pending advance claims kept in the **buckets** along with all claims and objections received during the period of continuous updation in respect of the relevant qualifying date. For illustration, after 01st April, the EROs shall process all the forms of the applicants who are becoming eligible on or before 01st April, received during the period from 01st January onwards. They will prepare Form- 9, 10, 11 etc. in respect of all such forms and display the same in the notice board at their offices and also put in public domain calling for objections, if any. After specified notice period of 7 days, the forms will be disposed of by following due process.
- IV. The forms will be processed by the EROs in the same manner as they dispose of forms during the period of continuous updation.

- V. Before the next qualifying date, the supplements in respect of that particular quarter will be prepared. The supplements so prepared by EROs will not be printed and shared with anybody (as monthly lists are published on CEO's website, *Point VI below*) but only be kept in ERO Net/State Server for ERO's record or for future reference. The new entries will be updated in ER database and integrated in UNPER without disturbing the serial number of the existing electors. All the electors enrolled during the quarter will be put in chronological order after the last entry of the electoral roll in the concerned part.
- VI. After disposing of all such Forms received during previous quarter, final lists of additions, deletions and modifications on the basis of Forms approved by ERO, shall be generated by ERO-Net and will be published on CEO's website in the 1st month of the quarter, in which these have been disposed of, for information of all Citizens and other stake holders. (Please refer to the Commission's letter No. 23/2021-ERS (Monthly Pooling), dated 14th September 202).
- VII. The updated UNPER will be available on the Commission's website for public viewing.
- VIII. The same process will be adopted in all subsequent quarters.
- IX. Supplements prepared as above will be integrated for the purpose of preparing draft integrated roll during Annual Summary Revision or any Special Summary Revision as and when ordered by the Commission, whichever is earlier.
5. **EPIC Generation, preparation and distribution:** Immediately after disposal of claims and with speaking order of the ERO, EPIC number is generated against the person, so enrolled in the electoral roll. As soon as entry of an elector is updated in electoral roll, he will be entitled for EPIC. As regards EPIC to electors being enrolled in the quarters with reference to 1st April, 1st July and 1st October, ERO shall forthwith ensure to provide EPIC as expeditiously as possible without waiting for next Annual Summary Revision.
6. ECI-IT division shall develop required mechanism for the purpose on ERO-Net.

7. The above instructions shall be brought to the notice of all the DEOs, EROs, AEROs and all other electoral authorities down the line immediately for strict compliance. An illustration is attached for clarity.

8. The CEOs will give wide publicity to the change in process of preparation of electoral rolls through print/visual media throughout the state through SVEEP measures. He will also have meetings with the representatives of the political parties, media and other stake holders to brief them about the Commission's above directions. The political parties also will be informed, in writing.

Kindly acknowledge receipt of the letter.

Yours faithfully,



(AJOY KUMAR)
Pr. SECRETARY

Illustration

Suppose the Commission has ordered Annual Summary Revision on 8th August 2026 with qualifying date as 1st January 2027. Draft roll is scheduled to be published on 15th October 2026 and final publication is scheduled on 5th January 2027. Claims are invited till 30th November 2026.

Draft roll shall be published by integrating mother roll published with respect to 1st January 2026 and subsequent supplements prepared with respect to 1st April 2026, 1st July 2026 and 1st October 2026, as per the standard instruction.

Claims using Form 6 can be filed from 15th October 2026 to 30th November 2026 by citizens who are turning 18 years with respect to 1st January 2027, 1st April 2027, 1st July 2027 and 1st October 2027, apart from other eligible citizens who are not enrolled. Applications received online and received offline but digitised through GARUDA or ERONET will be segregated in four buckets with respect to four qualifying dates: Bucket 1(1st January 2027), Bucket 2(1st April 2027), Bucket 3 (1st July 2027) and Bucket 4 (1st October 2027).

ERO will proceed to process Bucket 1 for inclusion in the electoral rolls. Upon due processing as prescribed final roll will be published on 5th January 2027 and EPICs will be issued without any delay.

Facility to provide advance application is an additional measure for young citizens. If any young citizen has missed the opportunity to file advance application during Annual Summary Revision, he can file the claim as when he becomes eligible in calendar year 2027 with respect to three remaining qualifying days. For example, Rohit's birthday is 19th July 2027 and he missed to file advance application during 15th October 2026 to 30th November 2026, he can file his application from 1st October onwards. Apart from the Buckets 2/3/4, there will be other claims those will filed on or after qualifying date(s) will also require processing as per the extant process of continuous updation.

ERO will process on 1st April 2027: Bucket 2+ Claims received up to 31st March 2027. He can continuously update roll for claim received after 1st April 2027 in subsequent months.

ERO will process on 1st July 2027: Bucket 3+ Balance Claims received up to 30th June 2027. He can continuously update roll for claim received after 1st July 2027 in subsequent months.

ERO will process on 1st October 2027: Bucket 4+ Balance Claims received up to 30th Sept 2027. He can continuously update roll for claim received after 1st October 2027 in subsequent months.

Electoral Roll shall be updated as soon as decision is made by ERO. EPIC shall be issued as soon as Electoral Roll is updated.

Except during any kind of Summary Revision, after disposing of all such Forms received during previous quarter, final lists of addition, deletions and modifications on the basis of Forms approved by ERO, shall be published in the 1st month of the quarter of disposal on CEO's website for information of all Citizens and Stake holders.