

**OFFICE OF THE CHIEF ELECTORAL OFFICER,
ANDHRA PRADESH & TELANGANA
South 'H' Block, Secretariat, Hyderabad.**

Memo No.3056/Elecs.E/A3/2016-26

Dated: 17.11.2016

Sub:- De-novo preparation of Electoral Rolls with reference to 1.11.2016 as the qualifying date of certain Teachers Constituencies of Andhra Pradesh Legislative Council and Telangana Legislative Council – Insisting for two photographs & original service certificate from the applicants – Clarification / Instructions - Reg.

Ref:- From Sri Katepally Janardhan Reddy, MLC, Telangana Legislative Council letter dt.16.11.2016

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The District Election Officers and Electoral Registration Officers of Council Constituencies noted in the address entry are informed that it has come to the notice of this office that some check list for verification of Form-19 applications has been issued by some ERO to the field officers in which it has been mentioned to obtain 2 photographs, original service certificate issued by the Head of the Institutions in respect of Govt. Teachers and to obtain residential proof and EPIC details.

In this connection, it is clarified that –

- i) If the photograph on the application received through online is not clear, only one photograph may be obtained from the applicant during field verification;
- ii) In respect of applications received online, the original certificate issued by the Head of the Institution in respect of Teachers working in Government institutions and original certificate issued by the Head of the institutions countersigned by the District Educational Officer or equivalent officer in respect of private unaided / aided institutions shall be obtained from the applicant during field verification;
- iii) Original Certificates need not again be insisted for the applications received physically, since the submission of original certificate is mandatory along with physical application and applicant might have enclosed the same at the time of submission;
- iv) Submission of residential proof during field verification is not required. However, the Booth Level Officer should necessarily make field visits to verify whether the applicant is ordinary resident of the respective Council Constituency based on the residential address provided in the application, if not, such applications shall be rejected.

(P.T.O.)

- v) EPIC details can be obtained during field verification, if the applicant is having such details, otherwise, it is not mandatory.

The District Election Officers / Electoral Registration Officers of Council Constituencies are, therefore, requested to communicate the above instructions to all concerned immediately and ensure that no such complaints are received in future. These instructions shall also be followed in respect of all the applications already enquired into by the field officer.

BHANWAR LAL,
CHIEF ELECTORAL OFFICER &
E.O. SPL.CHIEF SECRETARY TO GOVT.

To

The Collectors & District Election Officers of Prakasam, Nellore, Chittoor, Kadapa, Anantapur and Kurnool districts of Andhra Pradesh, Mahabubnagar & Ranga Reddy districts in Telangana

The Commissioner, GHMC & DEO, Hyderabad

The Electoral Registration Officer, Prakasam-Nellore-Chittoor Teachers' Constituency & District Revenue Officer, Chittoor

The Electoral Registration Officer, Kadapa-Anantapur-Kurnool Teachers' Constituency & District Revenue Officer, Anantapur

The Electoral Registration Officer, Mahabubnagar-Ranga Reddy-Hyderabad Teachers' Constituency & Addl.Commissioner (Elections), GHMC, Hyderabad

Copy to Sri Katepally Janardhan Reddy, MLC. H.No.1-10-28/24/4, Plot No.74, Road No.1, Nagarjuna Nagar Colony, Kushaiguda, Hyderabad-500062 (kjr.mlc@gmail.com)

//Forwarded :: By Order//


SECTION OFFICER