

Election Commission of India

Nirvachan Sadan, Ashoka Road, New Delhi-110001

No.23/2024-ERS (Vol.IV)

Dated: 19th August, 2025

To,

1. CEO, Rajasthan
2. CEO, Telangana
3. CEO, Punjab
4. CEO, Mizoram
5. CEO, Uttar Pradesh

Sub: Bye-elections in assembly constituencies – Special Summary Revision w.r.t. 01.07.2025 as the qualifying date – regarding.

Sir/Madam,

1. I am directed to convey that the Commission has directed a Special Summary Revision (SSR) u/s 21 of the Representation of the Peoples Act 1950, with reference to 01.07.2025 as the qualifying date, in the following assembly constituencies where bye-elections are due shortly:

Sl. No.	State	Assembly Constituencies
1	Rajasthan	193-Anta
2	Telangana	61-Jubilee Hills
3	Punjab	21-Tarn Taran
4	Mizoram	2-Dampa (ST)
5	Uttar Pradesh	356- Mau

2. The schedule of Special Summary Revision is as follows:

Rationalization of polling stations	By 28.08.2025 (Thursday)
Publication of Integrated draft electoral roll on 02.09.2025 (Tuesday)	
Period for filing claims & objections	From 02.09.2025 (Tuesday) to 17.09.2025 (Wednesday)
Disposal of claims and objections	By 25.09.2025 (Thursday)
Final publication of electoral roll on 30.09.2025 (Tuesday)	

3. **Elector:** ERO of the concerned Assembly Constituency shall be responsible for ensuring that no eligible citizen is left out while no ineligible person gets included in the Electoral Roll. During the SSR, CEO/DEO/ERO will ensure that every eligible person, as per Article 326 of the Constitution of India and Section 16 and 19 of the Representative of Peoples Act, 1950, is enrolled as Elector. Any person is entitled to be an Elector and to be registered in the electoral roll for that constituency if that person is:
- Citizen of India;***
 - Not less than 18 years of age as on 01.07.2025;***
 - Ordinary resident of the constituency;***
 - Not disqualified under any law; and***
 - Not of unsound mind.***
4. **Rationalization of Polling Stations and Formation of sections**
- Polling stations, having more than 1200 electors, shall preferably be rationalized to the extent feasible as per the given schedule before the draft publication of electoral rolls, in accordance with instructions contained in Manual on Polling Station, 2020. However, the maximum limit of electors at a polling station shall not exceed 1500 in any case.
 - The electors will be arranged in the roll in a sequence, according to the House no. (and Floor no. of the building).
 - While creating a new polling station or re-organizing the existing polling stations by creating/merging/ attaching sections to the adjacent polling stations, the fulfillment of following conditions should be ensured:
 - No family is broken and all the family members are kept in the same section and at the same place,
 - Electors residing in a building are enrolled in the same part,
 - As far as possible electors residing in a Street are enrolled in the same part, and
 - The electors of so merged/attached polling stations are not required to travel for more than two Kilometer distance and to cross any natural barriers.
5. **Integration and publication of roll:**
- at the time of publication of draft roll (mother roll) w.r.t. 01.07.2025 as the qualifying date:
 - ERO will integrate and amalgamate the updated electoral roll with reference to 01.01.2025 as the qualifying date plus supplements, if any, prepared up to publication of mother (draft) electoral roll.
 - ERO will re-serialize all the entries after removal of deleted entries and bringing the entries of family members together.
 - At the time of final publication w.r.t 01.07.2025 as the qualifying date:
 - ERO will ensure that the final roll is a single updated roll, in which all the addition entries will come with Sl. No. in continuation after the last entry of

- the mother roll and all the modifications and deletions during special summary revision will be reflected in the mother roll itself, as per the Commission's existing instructions.
- ii. No separate addition, deletion and modification lists will be printed and given to the political parties, though the EROs will generate these lists from ERO-Net and keep them only for future reference.
- c. Preparation of electoral roll for election:
 - i. At the time of preparation of electoral roll on the last date of nominations to be given to contesting candidates of recognized political parties and for preparation of marked copy/working copy ERO will ensure that the electoral roll will be a single updated one, however, there will be no bundling of the family members and re-serialization.
 - ii. All the additions made during continuous updation from the final publication date till the last date of making nominations will be put in chronological order giving continuous Sl. No. starting with next Sl. No. of last entry in final roll, with all deletions & modifications be marked in last final roll as per Commission's existing instructions.
 - iii. No separate addition, deletion and modification lists will be printed and given to the political parties, though the EROs will generate these lists from ERO-Net and keep them only for future reference.
 - d. There is a complete restriction on deletion of names of electors and correction of existing entries in the electoral roll after 10th day of the announcement of election programme, however for applications received in Form-8 for shifting of residence, action should be taken in accordance with the Commission instruction dated 11th August, 2023 (para 7 (iii) & (iv) *ibid*).
 - e. All the modified entries, correction and deletion made during the period of revision will be reflected in a single updated roll itself with the signages (as per Commission's letter No. 23/INST/2023-ERS dated 16.03.2023) to indicate that the entry has been modified. Modification carried out shall be reflected in single updated roll and the list of modifications (to be kept with ERO for future reference) shall contain old entries, on which modifications have been carried out, for tracking the changes whenever required

6. Forms of Claims and Objections

- a. Every claim for inclusion of name in the roll as new elector shall be in Form-6.
- b. Every objection to the proposed inclusion of name or application for deletion of name in existing roll shall be in Form-7 and preferred by a person whose name is in such roll.
- c. Application for shifting of residence within the constituency or outside the constituency, correction or updation of entries, replacement of EPIC and marking of PwD, shall be in Form-8 and shall be preferred by the person to whom that entry relates.
- d. Flagging of Persons with Disabilities (PwDs) in Electoral Database:

- i. Form-6 for enrolment in electoral roll as well as Form-8 for existing electors has an optional field for giving information about disabilities.
 - ii. PWD electors who have given such information in Form 6 or form-8 should be flagged in the electoral database along with the category of disability so that they can be provided necessary facilities at the polling station at the time of poll. In this regard, a provision for mentioning the percentage of disability has also been made in the revised forms.
 - iii. **It is made amply clear that such information of disability should not be reflected in the electoral roll in any way.**
- e. **Furnishing of Aadhaar Number: -**
The applicant can voluntarily furnish his/her Aadhaar Number in Form-6 and Form-8. However, no application for inclusion of name in electoral roll shall be denied and no entries in electoral roll shall be deleted for inability of an individual to furnish or intimate Aadhaar Number.

7. Display of list of claims and objections

- a. ERO shall prepare lists of claims and objections in Form 9, 10, 11 and 11A and 11B and exhibit one copy of such lists on a notice board in his office, as per rule 16 of the Registration of Electors Rules, 1960.
 - b. The list of all claims and objections received should be put up on the website of the CEO so that citizens are able to see the list and lodge objections with the concerned ERO.
 - c. CEO to give adequate publicity to the fact that a list of claims and objections is available on CEO's website and objections can be raised before the EROs based on this list. This should also be informed to the political parties by holding meetings with them and sending written communication to them.
 - d. ERO to share the list of claims and objections with the political parties on a weekly basis. The list should be incremental instead of cumulative.
 - e. For this purpose, the ERO should call a meeting of all political parties on a regular interval and personally handover a list of claims and objections to them and obtain acknowledgement. It is to be added that the list should be incremental instead of cumulative.
- 8. Decisions on Claims and Objections** should be taken only after all of the following conditions are complied with:
- a. At least seven clear days' period has passed after list of claims and objections has been published on all of the following:
 - i. Website of CEO, as clickable lists for each polling station
 - ii. Notice board of ERO (In Forms 9, 10, 11, 11A and 11B of RERs 1960)
 - iii. Notice board of polling station (In Forms 9, 10, 11, 11A and 11B of RERs 1960)
 - iv. A personal notice has been served on the person whose name is proposed to be deleted in cases other than death cases.

- v. At least a period of seven clear days has passed after furnishing the list of claims and objections to political parties.
9. **Appeals under Section 24 of the Representation of People Act, 1950:** An appeal shall lie from any decision of the ERO to the District Magistrate u/s 24(a) of the RP Act, 1950, and a second appeal under Section 24(b) against the decision of the first Appellate authority shall lie to the CEO, in the manner prescribed under Rule 27 of the Registration of Electors Rules, 1960.
10. **Safeguards against wrongful deletions:** Following safeguards are prescribed to prevent wrongful deletions of electors from electoral roll:
- In case of registered death, deletion shall be made only after proper verification/production of death certificate etc.
 - To avoid wrongful deletions, deletions on the ground of death (other than production of death certificates) and shifting will be made only when Form-7 is received.
 - While making field verification, BLOs shall give specific remarks in report on the status of shifting/death as the case may be.
 - For deletion on the ground on shifting, Form- 8 from the concerned elector will be taken. Before addition at the new place, the ERO will confirm that the elector was actually enrolled at the previous address and he bears the same name as given in Form -8.
 - BLO report will be necessary for deletion.
 - For all cases of proposed deletions, instruction laid down vide Commission's letter no. 23/INST/2023-ERS dated 11th August, 2023 shall be followed scrupulously.
 - All cases of deletions must be cross verified personally by ERO, if they fall in any of the following category: -
 - Deletions in polling stations where the number of deletions exceed 2% of the total electors in the voters' list of the polling stations.
 - Deletions where the same person is the objector in more than 5 cases.
 - Cases of deletions other than those made on the ground of death should be cross verified by Supervisors, AEROs and EROs before passing the orders, 10% of total deletion (randomly picked by system) should be verified by field visits.
 - ERO shall ensure that the name of MP/MLA/MLC, holders of declared offices and personalities from fields of arts, culture, journalism, sports, members of judiciary and public services etc. are properly flagged in the electoral database. And before the draft publication, these names are there in the proposed draft electoral roll.
11. **Supervision and Checks:** ERO, after digitization of claims & objections received by him, deputed BLO concerned to make field verification in connection with the claim or objection. The BLO after on spot verification submits his report to the ERO. The following supervisory checks and verification are prescribed.
- The BLO Supervisor who normally has 10 Booth Level Officers under his charge shall verify 5% of each of the Booth Level Officer's verification work under him.

- b. Each AERO should verify 1% of the BLO's verification work, randomly selected from different parts under him. Additionally, AERO shall do a field verification for:
 - i. the households that have more than 10 electors;
 - ii. abnormal gender ratio, and
 - iii. 20 polling stations with the highest number of additions or deletions, under his charge.
 - iv. AERO should also separately field check 1% of the additions and deletions, giving focus on such part of electoral rolls where proposed addition of electors is 4% over previous electoral roll. Both, accepted as well as rejected cases, should also be checked in those cases.
- c. ERO is responsible for delivering an error free roll.
- d. ERO shall test check the quality of disposal of claims & objections by AEROs. ERO:
 - i. ERO shall check 10% of the Forms disposed of by AERO, field verification should be carried out, where felt necessary.
 - ii. ERO shall hold regular monitoring meetings with AEROs, Supervisors and BLOs and ensure that the work done is not superficial. Delinquent officials should be taken to task and corrective measures taken swiftly.
- e. **DEO/Roll Observer/CEO will do Super-checking during revision period:**
 - i. **DEO:** Verification of 50 Forms (20 additions + 20 deletions + 10 modifications) in the district covering all ACs under his jurisdiction (or) at least 10 Forms (4 additions + 4 deletions + 2 modifications) in each of the ACs of the district, by a tabletop exercise. Out of these verified Forms, field verification must be done for a minimum 10 Forms
 - ii. **Roll Observers:** Verification of 250 Forms (100 additions + 100 deletions + 50 modifications) in the assigned districts or at least 10 Forms (4 additions + 4 deletions + 2 modifications) in each of the assigned districts, by tabletop exercise. Out of these verified Forms, field verification must be done in a minimum 20 Forms.
 - iii. **CEO:** Verification of 250 Forms (100 additions + 100 deletions + 50 modifications) in the state covering all districts or at least 10 Forms (4 additions + 4 deletions + 2 modifications) in each district, by tabletop exercise. Out of these verified Forms, field verification must be done in a minimum 20 Forms.
- f. Additionally, any sub-standing influx of Forms-6, 7, 8 in any AC shall be flagged up by DEO to the CEO to review the situation on a weekly basis for course correction, if required.
- g. The Commission/CEO may depute any other observers/ECL officers/roll auditors to check, audit and supervise the revision process. Hence, ERO to keep updated records on reports of progress on revision and lists of the locations where field operations are in progress.

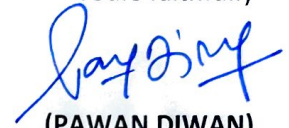
12. Engagement with Political Parties and sharing of electoral rolls:

- a. By DEO:

- i. DEO shall get the revision schedule properly disseminated to media, political parties and social organizations/RWAs and reach out to electors/eligible population extensively well before the date of draft publication of electoral rolls.
 - ii. The DEO shall hold a periodic meeting with all recognized national and state level political parties (to every political party for which a symbol has been exclusively reserved in the State by the Election Commission) during rationalization of polling stations, before draft publication and during revision period and inform them the important points of the law and procedures and seek their cooperation.
 - b. By ERO:
 - i. ERO shall share a list of claims and objections to all political parties on a weekly basis.
 - ii. ERO, immediately after draft and final publication, shall supply free of cost two copies of each separate part of the roll to every political party for which a symbol has been exclusively reserved in the State by the Election Commission, in accordance with the provisions of rule 11(c) and 22 (c) of Registration of Electors Rules, 1960.
 - c. By BLOs:
 - i. The BLOs will go through the draft electoral roll with BLAs of recognized political parties in the State concerned and identify the corrections to be carried out. It is pertinent to mention that BLA once appointed from a recognized political party will continue as BLA, unless his/her appointment is rescinded /revoked by the political party concerned.
 - ii. With a view to ensure more involvement of political parties, the Commission has allowed BLAs of recognized political parties to file applications in bulk, subject to the condition that a BLA shall not submit more than 10 Forms to BLO at one time/in one day.
 - iii. If a BLA files more than 30 Applications/Forms during the entire period of filing claims and objections, then the cross verification must be done by ERO/AERO themselves. Further, the BLA will also submit a list of application forms with a declaration that he has personally verified the particulars of the application forms and is satisfied that they are correct.
13. **Awareness Measures:** CEO/DEO/ERO shall take special measures to enhance the visibility of the Electoral Roll revision exercise by engaging political parties and media for public awareness about the electoral processes as established by the law. Regular press releases, in simple language, alongwith photos shall be issued explaining the legal process and participatory nature of the revision exercise. Additionally, advertisements in local newspapers should be issued to enhance the public participation in the revision exercise.
14. For the Commission's approval for Final Publication, CEO will send the request to the Commission, along with
- a. Formats 1-8 generated through ECI-Net.

- b. a memorandum explaining as to how the roll revision process achieved the targets fixed and suggesting a strategy to address shortfalls, if any, during continuous updation.
 - c. a certificate that all the cases of dead/Shifted/Registered death and un-enrolled electors have been taken into account and disposed of by the ERO concerned, all logical errors have been removed and 100% EPIC and 100% coverage of photographs in Photo Electoral Rolls have been achieved.
15. A copy of this letter should also be circulated to concerned DEOs/EROs in the State for taking immediate appropriate necessary action.
16. Please acknowledge receipt of this letter.

Yours faithfully



(PAWAN DIWAN)
SECRETARY