THE DELHI SIKH GURDWARAS RULES, 1973.

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LAW & JUDICIAL DEPARTMENT

NOTIFICATION

Dated, the 13th September, 1973.

No. F. 18(15)/73-Judl. - In exercise of the powers conferred by Section 39 (1) of the Delhi Sikh Gurdwaras Act, 1971 (82 of 1971) read with the Government of India, Ministry of Home Affairs, New Delhi Notification S.O. No. U-11030/1/73- (i)-UTL dated the 3rd May, 1973 read with S.O. No. U-11030/1/73- (ii)-UTL dated the 3rd May, 1973, the Administrator of Delhi is pleased to make the following rules, namely:-

1. **Short title and commencement** - (i) These rules may be called the Delhi Sikh Gurdwaras Rules, 1973.

(ii) They shall come into force on the date of their publication in the Delhi Gazette.

2. In these rules, unless there is anything repugnant to the context, - "Act" means the Delhi Sikh Gurdwaras Act, 1971.

3. **Manner in which declaration is to be made under Section 2 (n) -** A declaration under clause (n) of Section 2 of the Act shall be made or filed either orally or in writing to the Electoral Registration Officer [as defined in the Delhi Sikh Gurdwara Management Committee (Registration of electors) Rules, 1973], Returning Officer, Election Officer [as defined in the Delhi Sikh Gurdwara Management Committee (Election of members) Rules, 1974], Director Gurdwara Elections or the District Judge of Delhi, as the case may be.

Provided that -

(a) If such a declaration is made orally, the authority before whom it is made shall record the making of it in writing and the record shall be attested by the signatures or thumb mark of the person making it; and

(b) If such a declaration is made in writing, it shall be signed by the person making it and it shall be duly verified by a Magistrate of the First Class, Justice of Peace, Notary Public or Commissioner of Oath.

4. ***Manner of deciding any question about the ability of any candidate to read and write*** **Gurmukhi –**

If any question arises whether a candidate is or is not able to read and write Gurmukhi, the candidate shall be deemed to fulfil the qualifications if he produces a certificate from the Principal or Vice-Principal, who is a Sikh, of a Government Higher Secondary School or a recognised Khalsa School of not below the Higher Secondary standard in Delhi to the effect that the candidate is able to recite Sri Guru Granth Sahib in Gurmukhi and can also write Gurmukhi.

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DELHI SIKH GURDWARA MANAGEMENT COMMITTEE

(REGISTRATION OF ELECTORS) RULES, 1973.

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GOVT. OF N.C.T. OF DELHI

DIRECTORATE OF GURDWARA ELECTIONS

[Amended upto 28th July, 2010]

The Gazette of India

EXTRAORDINARY

PART II - Section 3 - Sub-section (i)

PUBLISHED BY AUTHORITY

No. 12] NEW DELHI, MONDAY, JANUARY 22, 1973/ MAGHA 2, 1894

MINISTERY OF HOME AFFAIRS
NOTIFICATION
New Delhi, the 22nd January 1973

G.S.R. 25(E).- In exercise of the powers conferred by section 39 of the Delhi Sikh Gurdwara Act, 1971 (82 of 1971), the Central Government hereby makes the following rules, namely:-

1. **Short title and commencement.-** (1) These rules may be called the Delhi Sikh Gurdwara Management Committee (Registration of Electors) Rules, 1973.

(2) They shall come into force on the date of their publication in the official Gazette.

2. **Definitions.-** In these rules, unless the context otherwise requires,-

(a) "Act" means the Delhi Sikh Gurdwara Act, 1971 (82 of 1971);

(b) "elector" in relation to a ward, means a person whose name is registered in the electoral roll of that ward for the time being in force ;

(c) "Electoral Registration Officer" means a person appointed to perform the functions of Electoral Registrations Officer under these rules and includes an Additional Electoral Registration Officer or an Assistant Electoral Registration Officer;

(d) "Electoral Roll " means the electoral roll for a ward;

(e) "Director" means the Director, Gurdwara Elections, appointed by the Administrator under section 13;

(f) "Form" means a form appended to these rules and includes a translation thereof in any other language as the Administrator may direct;

(g) "Section" means a section of the Act;

(h) "Ward" means a ward as delimited under section 6;

3. **Electoral Registration Officer** (1) The Administrator may appoint a person to be the Electoral Registration Officer for the preparation of electoral rolls for elections of members of the Delhi Sikh Gurdwara Management Committee established under section 3.

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(2) To assist the Electoral Registration Officer in the performance of his functions under these rules, the Administrator may appoint such number of Additional Electoral Registration Officers and Assistant Electoral Registration Officers, as it may think fit.

4. **Form of electoral roll-** The electoral roll for each ward shall be prepared in Form -1 *alongwith the photographs of the electors.

5. ***Preparation of electoral roll in parts-*** *(1) The electoral roll shall be divided into convenient parts* which shall be numbered consecutively.

(2) The number of names included in any part of the electoral roll shall not ordinarily exceed 1200.

6. **Order of names**:- (1) The names of electors in each part of the electoral roll shall be arranged according to house number, unless the Director determines in respect of any part that the alphabetical order is more convenient or that the names shall be arranged partly in one way and partly in the other.

(2) The names of electors in each part of electoral roll shall be numbered, as far as may be practicable, consecutively with a separate series of numbers beginning with the number one.

7. **Application for registration** - (1) Any Sikh not less than 18 years of age on the qualifying date who has been ordinarily resident for not less than one hundred and eighty days during the qualifying period in the ward and wishes to have his name registered as elector, shall make an application in Form 2 along with his/her dated coloured passport size photograph pasted at the top on the right corner thereof addressed to the Electoral Registration officer of the ward for the registration of his name and shall deliver it to him or to such official as the Director may appoint for the purpose by notice pasted at his office and at such other place as he may specify:

Provided that if he has ordinarily been resident for more than 180 days during the qualifying period in more than one ward, he shall not apply for the registration of his name in more than one ward:

Provided further that he shall not apply for registration of his name from more than one address with the Electoral Registration Officer of the ward:

Provided also that any such person who is literate, shall sign the Form, or if he is illiterate, he shall after repeating the contents as read out to him from the Form, thumb-mark it.

(2) The registration of electors shall commence on such date as may be specified by the Director in this behalf.

8. **Access to certain registers-** (1) For the purpose of preparing any electoral roll or deciding any claim or objection to an electoral roll, any Electoral Registration Officer and any person authorised by him in this behalf shall have access to any register of births and deaths and to the admission register of any educational institution and it shall be the duty of every person in charge of any such register to give to the said officer or person, such information and such extracts from the said register, as he may require.

9. **Commencement of preparation of roll-** The Electoral Registration Officer shall, on the receipt of applications in Form 2 commence the preparation of the electoral roll for the ward

10. **Publication of roll in draft-** As soon as the electoral roll for a ward is ready, the Electoral Registration Officer shall publish it in draft by making a copy thereof available for inspection and displaying *a notice in Form 3 --*

*Amendment in rule-4, Form-1 vide Notification No.F.1(36)/2011/DGE/PF-I/174, Dated:12/03/2015.

(a) at his office: and
(b) at such other place as may be specified by him for the purpose.

11. **Period for lodging claims and objections**- Every claim for the inclusion of a name in the electoral roll and every objection to any entry therein shall be lodged within a period of 21 days from the date of publication of the electoral roll in draft under rule 10:

Provided that the Director may, by notification in the Official Gazette, extend the period in respect of the ward as a whole or in respect of any part thereof.

12. **Form for claims and objections**- (1) Every claim shall be -

(a) in Form 4 along with his/her dated coloured passport size photograph pasted at the top on the right corner thereof;

(b) signed by the person desiring his name to be included in the electoral roll; and

(c) countersigned by another person whose name is already in that part of the electoral roll in which claimant desires his name to be included.

(2) Every objection to the inclusion of a name in the electoral roll shall be -

(a) in Form 5 along with his/her dated coloured passport size photograph pasted at the top on the right corner thereof;

(b) preferred only by a person whose name is already included in the electoral roll; and

(c) countersigned by another person whose name is already included in that part of the electoral roll in which the name objected to appears.

(3) Every objection to a particular or particulars in an entry in the electoral roll shall be-

(a) in Form 6 along with his/her dated coloured passport size photograph pasted at the top on the right corner thereof; and

(b) preferred only by the person to whom that entry relates.

13. **Manner of lodging claims and objections**- Every claim or objection shall-

(a) either be delivered to the Electoral Registration Officer or to such other officer as the Director may appoint for the purpose by notice as provided in sub-rule (1) of rule 7 or

(b) be sent by post to the Electoral Registration Officer

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14. **Procedure of designated Officers**- (1) Every Officer designated under rule 13 shall-

(a) maintain in duplicate a list of claims in Form 7, a list of objections to the inclusion of names in Form 8 and a list of objections to particulars in Form 9; and

(b) keep exhibited one copy of each such list on a notice board in his office.

(2) Where a claim or objection is presented to him, he shall, after complying with the requirements of sub-rule (1) forward it to the Electoral Registration Officer.

14 A. The Electoral Registration Officer or such other officer designated for the purpose, as the case may be, shall give an acknowledgement of receipt of Form 2, Form 4, Form 5 and Form 6 to every applicant, claimant and objector, as the case may be.

15. **Procedure of Electoral Registration Officer**- The Electoral Registration Officer also shall-

(a) maintain in duplicate the three lists in Forms 7, 8 and 9, entering thereon the particulars of every claim or objection as and when it is received by him whether directly under rule 13 or on being forwarded to him under rule 14; and

(b) keep exhibited one copy of each such list on a notice board in his office.

16. **Rejection of certain claims and objections**- Any claim or objection which is not lodged within the period, or in the form and manner herein specified, shall be rejected by the Electoral Registration Officer.

17. **Acceptance of claims and objections without inquiry**- If the Electoral Registration Officer is satisfied as to the validity of any claim or objection, he may allow it without further enquiry after the expiry of one week from the date on which it is entered in the list exhibited by him under clause (b) of rule 15:

Provided that where before any such claim or objection has been allowed , a demand for enquiry has been made in writing to the Electoral Registration Officer by any person, it shall not be allowed without further enquiry.

18. **Notice of hearing claims and objections** - (1) Where a claim or objections is not disposed of under rule 16 or 17 , the Electoral Registration Officer shall-

(a) specify in the list, exhibited by him under clause (b) of rule 15, the date time and place of hearing of the claim or objection; and

(b) give notice of hearing-

(i) in the case of claim, to the claimant in Form 10;

(ii) in the case of an objection to the inclusion of a name, to the objector in Form 11 and to the person objected to in Form 12,and

(iii) in the case of an objection to a particular or particulars in an entry to the objector in Form 13.

(2) A notice under this rule may be given either personally or by registered post or where the notice cannot be given in either of the said modes, it may be given by affixing it to the person's residence within the ward.

19. **Inquiry into claims and objections**- (1) The Electoral Registration Officer shall hold a summary inquiry into every claim or objection in respect of which notice has been given under rule 18 and shall record his decision thereon.

(2) At the hearing, the claimant or, as the case may be, the objector and the person objected to and any other person who, in the opinion of the Electoral Registration officer, is likely to be of assistance to him, shall be entitled to appear and be heard.

(3) The Electoral Registration Officer may in his discretion-

(a) require any claimant, objector or person objected to appear in person before him:

(b) require that the evidence tendered by any person shall be given an oath and administer an oath for the purpose.

20. **Inclusion of names inadvertently omitted**- (1) If it appears to the Electoral Registration Officer that owning to inadvertence or error during preparation, the names of any electors have been left out of the electoral roll and that remedial action should be taken under this rule, the Electoral Registration Officer shall-

(a) prepare a list in Form 14 of the names and other details of such electors;

(b) exhibit on the notice board of his office a copy of the list together with a notice as to the time and place at which the inclusion of these names in the electoral roll shall be considered, and also publish the list and the notice in such other manner as he may think fit; and

(c) after considering any verbal or written objections that may be preferred, decide whether all or any of the names should be included in the electoral roll.

21. **Deletions of names of the dead electors and of persons who are not ordinarily residents**- If it appears to the Electoral Registration Officer during preparation of the roll that owing to inadvertence or error or otherwise, the names of dead persons or of persons who have not been ordinarily residents in the ward have been included in the electoral roll and that remedial action should be taken under this rule, the Electoral Registration officer shall-

(a) prepare a list in Form 15 of the names and other details of such electors;

(b) exhibit on the notice board of his office a copy of the list together with a notice as to the time and place at which the question of deletion of these names from the roll will be considered and also publish the list and the notice in such other manner as he may think fit; and

(c) after considering any verbal or written objections that may be preferred, decide whether all or any of the names should be deleted from the electoral roll:

Provided that before taking any action under this rule in respect of any person on the ground that he has not been ordinarily resident in the ward, the Electoral Registration Officer shall make every endeavour to give him a reasonable opportunity to show cause why the action proposed should not be taken in relation to him.

22. **Final publication of electoral roll**- (1) The Electoral Registration Officer shall thereafter-

(a) prepare a list of amendments to carry out his decisions under rules 17, 19, 20 and 21 and to correct any clerical or printing errors or other inaccuracies subsequently discovered in the electoral roll: and

(b) publish the electoral roll, together with the list of amendments, by making a complete copy thereof available for inspection and displaying a notice in Form 16 at his office.

(2) On such publication, the roll together with the list of amendment shall be the electoral roll of the ward.

(3) Where the electoral roll (hereafter in this sub-rule referred to as the basic electoral roll), together with the list of amendments, becomes the electoral roll for a ward under sub-rule (2), the Electoral Registration Officer may, for the convenience of all concerned, integrate, subject to any general or special directions issued by the Director in this behalf, the list into the basic electoral roll by including the names of electors in the list together with all particulars relating to such electors in the relevant parts of the basic electoral roll itself, so however that no change shall be made in the process of such integration in the name of any elector or in any particulars relating to any elector as given in the list of amendments.

23. **Period for which the electoral roll is valid** - Save as otherwise provided in these rules, the electoral roll for the ward shall come into force immediately upon its final publication and shall remain in force for a period of until the final publication of a subsequent electoral roll for the ward.

24. **Appeals from orders deciding claims and objections**- (1) An appeal shall lie from any decision of the Electoral Registration Officer under rule 19, 20 or 21 to the Director or to such other officer of Government as the Administrator may designate in this behalf (hereinafter in these rules referred to as the Appellate Officer):

Provided that an appeal shall not lie where the person desiring to appeal has not availed himself of his right to be heard by, or to make representations to the Electoral Registration Officer on the matter which is the subject of appeal.

(2) Every appeal under sub-rule (1) shall be-

(a) in the form of a memorandum signed by the appellant; and

(b) presented to the appellate officer within a period of fifteen days from the date of announcement of the decision, or sent to that officer by registered post so as to reach him within that period.

(3) The presentation of an appeal under this rule shall not have the effect of staying or postponing any action to be taken by the Electoral Registration Officer under rule 22.

(4) Every decision of the Appellate Officer shall be final but in so far as it reverses or modifies a decision of the Electoral Registration Officer, shall take effect from the date of the decision in appeal.

(5) The Electoral Registration Officer shall cause such amendments to be made in the electoral roll as may be necessary to give effect to the decisions of the Appellate Officer under this rule.

25. Special provision for preparation of electoral rolls on redelimitation of wards- (1) If any ward is delimited a new in accordance with law and it is necessary urgently to prepare the electoral roll for such ward, the Director may direct that it shall be prepared-

(a) by putting together the electoral rolls of such of the existing wards or parts thereof as are comprised within the new ward; and

(b) by making appropriate alterations in the arrangements, serial numbering , and headings of the electoral rolls so compiled /and the electoral roll/electoral rolls of the ward/wards or part of the ward/wards whose electoral roll/electoral rolls or part thereof have thus been put together in terms of clause (a) shall stand modified to that extent.

(2) The electoral roll so prepared shall be published in the manner specified in rule 22 and shall on such publication, be the electoral roll for the new ward.

26. Revision of electoral rolls- (1) The Director may, for reasons to be recorded in writing direct the revision of the electoral roll of a ward or part of ward in any year or before any election or by- election to fill a casual vacancy.

(2) The Administrator may, at any time, direct a special revision in the electoral roll in any ward or part of a ward in such manner as it may think fit.

(3) Subject to the provisions of the Act and these rules, the electoral roll for a ward as in force at the time of the issue of any direction under sub-rule (1) or sub-rule (2), shall continue to be in force until the completion of the revision of electoral rolls under sub-rule (1), or as the case may be, under sub-rule (2).

(4) When the electoral roll or any part thereof is so revised, it shall be prepared afresh and rules 4 to 22 shall apply except that no fresh application shall be necessary of a Sikh who is already registered as an elector and is resident of the same ward, provided, however, his application shall lie if his address in the same ward has changed or for any error or an omission in the entry relevant to him.

27. Correction of entries in electoral rolls- If the Electoral Registration Officer for a ward on application made to him or on his own motion, is satisfied after such inquiry as he thinks fit, that any entry in the electoral roll of the ward-

(a) is erroneous or defective in any particular, or

(b) should be transposed to another place in the electoral roll on the grounds that the person concerned has changed his place of ordinary residence within the ward, or

(c) should be deleted on the ground that the person concerned is dead or was otherwise not entitled to be registered in that electoral roll,

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the Electoral Registration Officer shall, subject to such general or special directions if any, as may be given by the Director in this behalf amend, transpose or delete the entry and make a list of such entries in Form 17 or in Form 18 as may be applicable:

Provided that before taking any action on any ground under clause (a) or clause (b) or any action under clause (c) on the ground that the person concerned was otherwise not entitled to be registered in the electoral roll of that ward, the Registration Officer shall give the person concerned a reasonable opportunity of being heard in respect of the action proposed to be taken in relation to him.

28. **Inclusion of names in electoral rolls-** (1) Any person whose name is not included in the electoral roll of a ward may apply to the Electoral Registration Officer in Form -4 for the inclusion of his name in that electoral roll.

(2) The Electoral Registration Officer shall, if satisfied that the applicant is entitled to be registered in the electoral roll, direct his name to be included therein.

Provided that if the applicant is registered in the electoral roll of any other ward, the Electoral Registration officer shall inform the Electoral Registration Officer of that other ward and that officer shall, on receipt of the information, strike off the applicant's name from that electoral roll.

(3) No amendment, transposition or deletion of any entry shall be made under rule 26 and no direction for the inclusion of a name in the electoral roll of a ward shall be given under this rule, after the last date for making nominations for an election in that ward and before the completion of that election.

29. **Correction of entries and inclusion of names in electoral rolls-** (1) Every application under rule 27 or sub-rule (1) of rule 28 shall be made in duplicate in such one of the Forms 4, 6, 19 and 20 as may be appropriate and shall be accompanied by a fee of twenty five paise.

(2) The fee specified in sub-rule (1) shall be -

(a) paid by means of non-judicial stamps; or

(b) deposited in a Government treasury or the Reserve Bank of India in favour of the Electoral Registration Officer concerned; or

(c) paid in such other manner as may be directed by the Director.

(3) Where the fee is deposited under clause (b) of sub-rule (2), the applicant shall enclose with the application a Government treasury receipt in proof of the fee having been deposited.

(4) The Electoral Registration Officer shall, immediately on receipt of such application, direct that one copy thereof be pasted in some conspicuous place in his office together with a notice inviting objections to such application within a period of seven days from the date of such pasting.

(5) The Electoral Registration officer shall, as soon as may be, after the expiry of the period specified in sub-rule (4) consider the objections, if any, received by him and shall, if satisfied that the applicant is entitled to be registered in the electoral roll, direct his name to be included therein:

Provided that when an application is rejected by the Registration officer, he shall record in writing a brief statement of his reasons for such rejection.

30. **Appeals from orders under rule 29**- (1) An appeal from any order of the Electoral Registration Officer under rule 29 shall lie to the Appellate Officer and every such appeal shall be-

(a) in the form of a memorandum signed by the applicant;

(b) accompanied by a copy of the order appealed from and a fee of one rupee to be-

(i) paid by means of non-judicial stamps; or

(ii) deposited in a Government treasury or the Reserve Bank of India in favour of the Director; or

(iii) paid in such other manner as may be directed by the Director; and

(c) presented to the Appellate Officer within a period of fifteen days from the date of the order appealed from or sent by registered post so as to reach him within that period.

(2) Where the fee is deposited under sub-clause (ii) of clause (b) of sub-rule (1) , the appellant shall enclose with the memorandum of appeal a Government treasury receipt in proof of the fee having been deposited.

(3) For the purposes of sub-rule (1), an appeal shall be deemed to have been presented to the Director when the memorandum of appeal is delivered by or on behalf of the appellant to the Director himself or to any other officer authorised by him in this behalf.

31. **Order of the Appellate Officer**- The Appellate Officer shall, after affording an opportunity of being heard to the appellant, confirm, modify or set aside the orders appealed against and the Electoral Registration Officer shall give effect to such orders accordingly.

32. **Fresh preparation of electoral rolls**.- The Administrator may, if it considers it expedient, direct the preparation of electoral roll afresh for a ward or part of the ward before a by-election or election and the rules 4 to 22 shall apply and the electoral roll or electoral rolls already in force shall cease on the final publication of the fresh electoral roll or electoral rolls.

33. **Custody and preservation of rolls and connected papers**- (1) After the electoral roll for a ward has been finally published , the following papers shall be kept in the office of the Electoral Registration officer or at such other place as the Director may, by order, specify until the expiration of one year after the publication of another electoral roll of the ward-

(a) one complete copy of the electoral roll;

(b) applications in regard to the registration of electors alongwith orders, if any, thereon;

(c) statements prepared by the officers appointed under rule 7, of the applications-cum-declarations received by them for preparation of the roll;

(d) manuscript parts prepared and used for compiling the roll;

(e) papers relating to claims and objections;

(f) papers relating to appeals under rule 24 and 30;and

(g) applications under rules 27 and 28.

(2) One complete copy of the electoral roll for each ward duly authenticated by the Electoral Registration Officer shall also be kept in such place as the Director may specify for a period of 5 years from the date of its final publication.

34. **Inspection of roll and connected papers**- Every person shall have the right to inspect the papers referred in rule 33 and to get attested copies thereof on payment of such fee as may be fixed by the Director.

35. **Disposal of electoral roll and connected papers.** (1) The papers referred to in rule 33 shall, on the expiry of the period specified therein, and subject to such general or special directions, if any, as may be given by the Director in this behalf, be disposed of in such a manner as the Director may direct.

(2) Copies of the electoral rolls for any ward in excess of the number required for deposit under rule 33 and for any other public purpose, shall be disposed of at such time and in such a manner as the Director may direct and until such disposal shall be made available for sale to the public.

36. **Making false declaration**- If any person makes in connection with-

(a) the preparation, revision or correction of an electoral roll, or

(b) the inclusion or exclusion of any entry in or from an electoral roll-

a statement or declaration or gives any other information in writing which is false and which he either knows or believes to be false or does not believe to be true, he shall be punishable with imprisonment for a term which may extend to six months or with fine, or with both.

37. **Breach of official on duty in connection with the preparation etc. of electoral rolls**- If any Electoral Registration Officer or any other person required by or under the Act or these rules to perform any official duty in connection with the preparation, revision or correction of an electoral roll or the inclusion or exclusion of any entry in or from that roll, is without reasonable cause, guilty of any act or omission in breach of such official duty, he shall be punishable with fine which may extend to five hundred rupees.

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FORM 1

{See rule 4}

NATIONAL CAPITAL TERRITORY OF DELHI

GURDWARA ELECTION ELECTORAL ROLL_____

AREA_____ PART NO._____

Serial No.	Name	Father's/Husband's Name	House No.	Age	Sex	Photograph of the Elector

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*Amendment in rule-4, Form-1 vide Notification No.F.1(36)/2011/DGE/PF-I/174, Dated:12/03/2015.

FORM 2
[See rule 7(I)]

To

Affix your dated coloured passport size photograph

The Electoral Registration Officer,
Ward No._____
Delhi/New Delhi.

Sir,

I_____son/wife/daughter of Shri_____ _____Aged _____r/o

(i) House No._____
(ii) Street/Mohalla/Block/Street or Road_____
(iii) Locality /Village_____
(iv) Police station_____
(v) Name of the Assembly Constituency_____
(vi) Municipal Corporation/Cantonment Board Ward No._____

Delhi/New Delhi, hereby request that my name may be included in the electoral roll for ward No._____for the election to the Delhi Sikh Gurdwara Management Committee.

2. I hereby also declare that:-

(1) I was not less than eighteen years of age as on the qualifying date according to Explanation to Section 8 of the Delhi Sikh Gurdwara Act,1971 and was_____years _____months on the 1st day of January_____.

(2) I had been ordinarily resident of Ward No._____at the address given below for not less than one hundred and eighty days during the qualifying period according to Explanation to Section 8 of the Delhi Sikh Gurdwaras Act,1971.

(i) House No._____
(ii) Street/Mohalla/Block/Street or Road_____
(iii) Locality /Village_____
(iv) Police station_____
(v) Name of Assembly Constituency _____
(vi) Municipal Corporation/Cantonment Board Ward No._____

(3) That I have not made an application with declaration for enrolment as a voter from any other address for the inclusion of my name in the electoral roll for this ward or any other ward in the Union territory of Delhi.

OR

That I have also made a declaration for enrolment as a voter from the following address:-

(i) House No._____
(ii) Street/Mohalla/Block/Street or Road_____
(iii) Locality /Village_____
(iv) Police station_____
(v) Name of Assembly Constituency_____
(vi) Municipal Corporation/Cantonment Board Ward No._____

Receipt for Application

**Received the application in Form 2 of Sh/Smt _____ address _____

Date: _____ Signature of officer receiving the application on behalf of the Electoral Registration Officer

Address_____

** To be filled by the Applicant

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(4) I do not trim or shave my beard or Keshas.
(5) I do not smoke.
(6) I do not take alcoholic drinks.
(7) I am a Sikh as per definition of the word given in Section 2 (n) of the Delhi Sikh Gurdwara Act, 1971.

(Signature / thumb impression of applicant/declarant).

NOTE :- *Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not* believe to be true is punishable under sub-section (3) of section 39 of the Delhi Sikh Gurdwaras Act, 1971 read with rule 36 of the Delhi Sikh Gurdwara Management Committee (Registration of Electors) Rules, 1973.

*Strike out the inappropriate alternative.

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FORM 3

(See rule 10)

Notice of publication of electoral roll in draft.

To

The Electors of Ward No._____.

Notice is hereby given that the electoral roll has been prepared in accordance with the Delhi Sikh Gurdwara Management Committee (Registration of Electors) Rules, 1973 and a copy thereof is available for inspection at my office at_____during office hours.

If there be any claim for the inclusion of name in the electoral rolls or any objection to the inclusion of a name or any objection to particulars in any entry, it should be lodged on or before the_____in forms 4, 5 and 6 as may be appropriate. (mention date)

Every such claim or objection should either be presented in my office or to _____ or sent by post to the address given below so as to reach me not later than the aforesaid date.

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DATE:

ELECTORAL REGISTRATION OFFICER
Address :

FORM 4
[See rules 12(I) and 28]

Claim application for inclusion of name

To

Affix your dated coloured passport size photograph

The Electoral Registration Officer,
Ward No._____
Delhi.

Sir

I_____son/wife/daughter of Shri_____ aged _____r/o

(i) House No._____
(ii) Street/Mohalla/Block/Street or Road_____
(iii) Locality /Village_____
(iv) Police station_____
(v) Name of Assembly Constituency_____
(vi) Municipal Corporation/Cantonment Board Ward No._____

Delhi/New Delhi, hereby request that my name may be included in the electoral roll for ward No._____for the election to the Delhi Sikh Gurdwara Management Committee.

2. I hereby also declare that:-

(1) I was not less than eighteen years of age on the qualifying date according to Explanation to Section 8 of the Delhi Sikh Gurdwara Act,1971 and was_____years_____months on the 1st day of January, 200__.

(2) I had been ordinarily resident of Ward No._____at the address given below for not less than one hundred and eighty days during the qualifying period according to Explanation to Section 8 of the Delhi Sikh Gurdwaras Act,1971.

(i) House No._____
(ii) Street/Mohalla/Block/Street or Road_____
(iii) Locality /Village_____
(iv) Police station_____
(v) Name of Assembly Constituency_____
(vi) Municipal Corporation/Cantonment Board Ward No._____

(3) I am not registered as an elector in any Ward.

Receipt for Application

**Received the application in Form 4 of Sh/Smt _____ address _____

Date: _____
Electoral Registration Officer

Signature of officer receiving the application on behalf of the

Address_____

** To be filled by the Applicant

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(4) I have not made an application with declaration for enrolment as a voter from any other address for the inclusion of my name in the electoral roll for this ward or any other ward in the Union territory of Delhi.

OR

I have also made a declaration for enrolment as a voter from the following address:-

(i) House No._____
(ii) Street/Mohalla/Block/Street or Road_____
(iii) Locality /Village_____
(iv) Police station_____
(v) Name of Assembly Constituency_____
(vi) Municipal Corporation/Cantonment Board Ward No._____

(Note :- Strikes out whichever is not applicable).

(5) I do not trim or shave my beard or Keshas.
(6) I do not smoke.
(7) I do not take alcoholic drinks.
(8) I am a Sikh as per definition of the word given in Section 2 (n) of the Delhi Sikh Gurdwara Act, 1971.

(Signature / thumb impression of applicant/declarant).

I am an elector included in the electoral roll of the same part in which the Claimant has applied for inclusion viz., Part No._____relating to Ward No._____. My serial number thereon is_____. I support this claim and countersign it.

(Signature / thumb impression of the elector)

Name in full_____.

NOTE :- Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true is punishable under sub-section (3) of section 39 of the Delhi Sikh Gurdwaras Act, 1971 read with rule 36 of the Delhi Sikh Gurdwara Management Committee (Registration of Electors) Rules, 1973.

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FORM 5

[See rule 12(2)]

Objection to inclusion of names

To

Affix your dated coloured passport size photograph

The Electoral Registration Officer,
Ward No._____
Delhi/New Delhi.

Sir,

I object to the inclusion of the name of _____at Serial No._____in Part No._____of the electoral roll for the following reason(s) :-

_____

_____

(2) I hereby declare that the facts mentioned above are true to the best of my knowledge and belief.

(3) My name has been included in the electoral roll for this Ward as follows :-

Name in full _____
Father's/Husband's Name_____
Serial No._____
Part No._____

Signature/thumb impression of objector
(Full postal address)_____

Date_____

I am an elector included in the same part of the electoral roll in which the name objected to appears, viz. Part No._____relating to Ward No._____. My Serial number therein is _____. I support this objection and countersign it.

Signature/ thumb impression of the elector
Name (in full)_____

Note:- Any person who makes a statement or declaration which is false and which he either know or believes to be false or does not believe to be true is punishable under sub section (3) of Section 39 of Delhi Sikh Gurdwaras Act, 1971 read with rule 36 of the Delhi Sikh Gurdwara Management Committee (Registration of Electors), Rules, 1973.

Receipt for Application

**Received the application in Form 5 of Sh/Smt _____ address _____

Date: _____ Signature of officer receiving the application on behalf of the Electoral Registration Officer

Address_____

** To be filled by the Applicant

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FORM 6
[See rule 12(3) and 29]

Objection to particulars in an entry

To

Affix your dated coloured passport size photograph

The Electoral Registration Officer,
Ward No. _____
Delhi/New Delhi.

Sir,

I submit that the entry relating to myself which appears at serial No. _____ in Part No._____ of the electoral roll as "_____" is not correct. It should be corrected to read as follows :-

_____

_____

Place_____ **Signature or thumb impression of the elector**
Date_____

Receipt for Application

**Received the application in Form 6 of Sh/Smt _____ address _____

Date: _____
Electoral Registration Officer

Signature of officer receiving the application on behalf of the

Address_____

** To be filled by the Applicant

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FORM 7
[See rule 14 and 15]
List of Claims

Date of Receipt	Serial Number	Name of claimant	Name of father/husband	Place of residence	Date, time and place of hearing
1	2	3	4	5	6

FORM - 8

[See rule 14 and 15]

List of objections to Inclusion of names

Date of Receipt	Serial No.	Full Name of Objector	Particulars of name objected to			Reasons in brief for objection	Date, time and place of hearing
			Part No.	Serial No.	Name in full		
1	2	3	4	5	6	7	8

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FORM- 9

[See rule 14 and 15]

List of objections to particulars in entries

Date of Receipt	Serial No.	Name in full of elector objecting	Part No. and Serial No. of entry	Nature of objection	Date, time and place of hearing
1	2	3	4	5	6

Duplicate
(Office copy)

FORM - 10
[See rule 18 (I)(b)(i)]
Notice of hearing of a claim

To

(Full name and address of claimant) _____
_____
_____

Reference :- Claim No. _____

Take notice that your claim for the inclusion of your name in the electoral roll will be heard at _____(place) at _____ O'clock on the _____day of _____200 . You are directed to be present at the hearing with such evidence as you may like to adduce.

Place _____
Date _____

Electoral Registration Officer
Ward No._____
Address _____

Original
(To be served on the claimant)

FORM - 10
[See rule 18(I)(b)(i)]
Notice of hearing of a claim

To

(Full name and address of claimant) _____
_____
_____

Reference :-Claim No. _____

Take notice that your claim for the inclusion of your name in the electoral roll will be heard at _____(place) at _____O'clock on the _____Day of_____200 . You are directed to be present at the hearing with such evidence as you may like to adduce.

Place_____
Date_____

Electoral Registration Officer
Ward No._____
Address_____

CERTIFICATE OF SERVICE OF NOTICE
Received notice of the date of hearing

Date_____ _____
Claimant

Certified that the notice on the claimant has been duly served by me this _____day of _____ on (name)_____personally/by affixation on residence.

Place_____
Date_____

_____
Serving Officer

N.B.: If this notice is served by post, attach the receipt here.

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Duplicate
(Office copy)

FORM - 11
[See Rule 18 (1) (b) (ii)]
Notice to the objector

To

(Full name and address of Objector) _____
_____
_____

Reference :- Objection No._____

Take notice that your objection to the inclusion of the name of-

_____
_____

will be heard at_____ (place) at_____O'clock on the _____day of _____200 . You are directed to be present at the hearing with such evidence as you may like to adduce.

Place _____
Date _____

Electoral Registration Officer
Ward No._____
Address_____

Original
(To be served on the objector)

FORM - 11
[See rule 18(I)(b)(i)]
Notice to the Objector

To

(Full name and address of Objector) _____
_____
_____

Reference :-Objection No._____

Take notice that your objection to the inclusion of the name of -

_____
_____

will be heard at _____(place) at_____O'clock on the _____Day of _____200 . You are directed to be present at the hearing with such evidence as you may likely to adduce.

Place_____
Date_____

Electoral Registration Officer
Ward No._____
Address_____

CERTIFICATE OF SERVICE OF NOTICE
Received notice of the date of hearing

Date_____

_____
Objector

Certified that the notice on the Objector has been duly served by me this _____day of _____ on (name)_____personally/by affixation on residence.

Place_____
Date_____

_____
Serving Officer

N.B.:- If this notice is served by post, attach the receipt here.

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Duplicate
(Office copy)

FORM - 12
[See Rule 18 (1) (b) (ii)]

To

(Full name and address of person objected to) (_____
(_____
(_____

Reference :- Objection No. _____

Take notice that the objection to the inclusion of your name at serial No._____in part_____of the electoral roll for ward No._____filed by
(Full name and address of objector) (_____
(_____
(_____

will be heard at_____ (place) at_____O'clock on the _____day of _____200 . You are directed to be present at the hearing with such evidence as you may like to adduce.

The grounds of objection(in brief) are :-
(a)
(b)
(c)

Place _____
Date _____

Electoral Registration Officer
Ward No._____
Address_____

Original
(To be served on the person objected to)

FORM - 12
[See Rule 18(1)(b)(ii)]

To

(Full name and address of person objected to) (_____
(_____
(_____

Reference :- Objection No. _____

Take notice that the objection to the inclusion of your name at serial No._____in part_____of the electoral roll for _____filed by
(Full name and address of objector) (_____
(_____
(_____

will be heard at_____ (place) at_____O'clock on the _____day of _____200 . You are directed to be present at the hearing with such evidence as you may like to adduce.The grounds of objection(in brief) are :-
(a)
(b)
(c)

Place _____
Date _____

Electoral Registration Officer
Ward No._____
Address_____

CERTIFICATE OF SERVICE OF NOTICE

Received notice of the date of hearing

Date_____ _____
Person objected to

Certified that the notice on the Person, the entry relating to whose name has been objected to, has been duly served by me this _____day of _____On (name)_____personally/by affixation on residence.

Place_____
Date_____

_____
Serving Officer

N.B.:- If this notice is served by post, attach the receipt here.

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Duplicate
Office copy

FORM - 13
[See rule 18(I)(b)(iii)]
Notice of hearing of an objection to particulars in an entry

To

(Full name and address of objector) (_____
(_____
(_____

Reference:-Objection No. _____

Take notice that your objection to certain particulars in the entry relating to you will be heard at _____(place) at _____O'clock on the _____ day of _____ 200 . You are directed to be present at the hearing with such evidence as you may like to adduce.

Place _____
Date _____

Electoral Registration Officer
Ward No._____
Address_____

Original
(To be served on the objector)

FORM - 13
[See rule 18 (i)(b)(iii)]

Notice of hearing of an objection to particulars in an entry

To
(Full name and address of objector) (_____
(_____
(_____

Reference:-Objection No._____

Take notice that your objection to certain particulars in the entry relating to you will be heard at _____(place) at _____O'clock on the _____ day of _____ 200 . You are directed to be present at the hearing with such evidence as you may like to adduce.

Place _____
Date _____

Electoral Registration Officer
Ward No._____
Address_____

CERTIFICATE OF SERVICE OF NOTICE
Received notice of the date of hearing

Date_____ _____
objector

Certified that the notice on the Objector, has been duly served by me this _____day of _____
On (name)_____personally/by affixation on residence.

Place_____
Date_____

_____
Serving Officer

N.B.:- If this notice is served by post, attach the receipt here.

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FORM - 14

(See rule 20)

Names left out due to inadvertence from the electoral roll of Ward No. _____

Sr No.	House No.	Name	Name of Father/Husband	Place of residence
	2	3	4	5
1.				

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FORM - 15

[See rule 21]

List of Dead Persons who have not been ordinary residents

Sr. No.	Name	Name of Father/Husband	House No.	Part No.	Serial No.
1	2	3	4	5	6

FORM 16

[See rule 22(1)(b)]

Notice of final publication of electoral roll

It is hereby notified for public information that the list of amendments to the draft electoral roll for Ward No._____ has been prepared in accordance with the Delhi Sikh Gurdwara Management Committee (Registration of Electors) Rules, 1973 and a copy of the said roll together with the said list of amendments has been published and will be available for inspection at my office.

Place _____ **Electoral Registration Officer**

Date _____ **Ward No.** _____

(Address)_____

_____

FORM - 17

[See rule 27]

List of erroneous or defective entry that should be transposed

Sr. No.	Name	Name of Father/Husband	House No.	Part No.	Serial No.	Particular which are erroneous to be substituted by
1	2	3	4	5	6	7

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FORM 18

[See rule 27]

List of Dead persons or those who were otherwise not entitled to be registered

Sr. No.	Name	Name of Father/Husband	House No.	Part No.	Serial No.
1	2	3	4	5	6

FORM - 19
(See rule 29)

Application for transposition of entry in electoral roll

To

The Electoral Registration Officer,
Ward No._____
Delhi/New Delhi.

Sir,

I submit that the entry at serial No. _____ in part No. _____of the electoral roll for the above mentioned ward relating to (myself/ namely)_____ *son/wife/daughter of _____ should be transposed to Part No. _____of this electoral roll, because *I have/the said elector has changed *my/his/her place of ordinary residence to _____ which is within the same ward.

I declare that I am an elector of this ward being enrolled at Serial No. _____in part No._____ of the electoral roll.

Date _____
Place _____

Signature /Thumb impression of applicant
(Full postal address) _____
_____

NOTE: Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true is punishable under sub-section (3) of Section 39 of the Delhi Sikh Gurdwaras Act,1971 read with rule 36 of the Delhi Sikh Gurdwara Management Committee (Registration of electors) Rules,1973.

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FORM 20

(See Rule 29)

Application for deletion of entry in electoral roll

To

The Electoral Registration Officer,
Ward No. _____
Delhi/New Delhi

Sir,

I submit that the entry at Serial No._____in Part No-_____ of the electoral roll for the above mentioned ward relating to *Shri/Shrimati_____
*Son/wife/daughter of _____ requires to be deleted as the said person is dead/ is not entitled to be registered in the electoral roll for the following reasons:-

_____
_____
_____

2. I hereby declare that the facts mentioned above are true to the best of my knowledge and belief.

3. I declare that I am an elector of this ward being enrolled at Serial No. _____in part No._____ of the electoral roll.

Date_____
Place_____

Signature/Thumb impression of objector

(Full postal address)_____
_____

* Strike out the inappropriate words.

NOTE: Any person who makes a statement or declaration which is false and which he either knows or believes to be false or does not believe to be true is punishable under sub-section (3) of Section 39 of the Delhi Sikh Gurdwaras Act,1971 read with rule 36 of the Delhi Sikh Gurdwara Management Committee (Registration of electors) Rules,1973.

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