

By speed post

## **ELECTION COMMISSION OF INDIA**

**Nirvachan Sadan, Ashoka Road, New Delhi-110001**

**No.23/BLA/2008/ERS/**

**Dated 19<sup>th</sup> November, 2008**

To

The President/Secretary,  
All the National and State  
Recognised political parties.  
(As per list attached)

Subject:-Revision of electoral rolls w.r.t. 1/1/2009 as the qualifying date – regarding.

**Sir,**

The Election Commission has announced the schedule for special summary revision of electoral rolls w.r.t. 1/1/2009 as the qualifying date in all States/UTs **except** Chhattisgarh, Madhya Pradesh, Mizoram, Rajasthan, NCT of Delhi and Jammu & Kashmir. The roll, revised w.r.t. 1/1/2009, will be used for conduct of general elections due next year to Lok Sabha and certain State Legislative Assemblies. The draft publication of electoral rolls is scheduled on 10<sup>th</sup> November, 2008 and final publication on 10<sup>th</sup> January, 2009.

2. In all the States and Union Territories, except Assam, Nagaland and Jammu & Kashmir, the photo of the elector is also printed in the electoral roll (Photo electoral Roll). The Commission is determined to prepare the electoral rolls as accurately as possible. To achieve the objective, it desires active cooperation of political parties and public right from the beginning of the process of revision.

3. You are aware that two copies of the draft electoral roll, one printed copy and another in CD, are supplied to recognised political parties under the provisions of rule 11 of the R.E. Rules, 1960 immediately after publication of the draft roll. As per the existing practice these copies are supplied to the representatives of recognised political parties by the CEO/DEO/ERO. The political parties are expected to get the list verified through their party workers and bring to the notice of the EROs the discrepancies, if any, therein to enhance the fidelity of the roll.

4. It has, however, been the experience that not many parties come forward to point out the discrepancies in the draft roll, till after final publication of electoral roll in an election year. It goes without saying that if the discrepancies are brought to the notice of the ERO immediately after draft publication, he can take appropriate action to set these right before final publication of the electoral roll.

5. It is observed that the electoral rolls provided to the office bearers of the political parties, for one or other reason, are not reaching the grass root level workers. The factors affecting the fidelity of the electoral roll such as the presence of

the names of the dead voters in the electoral roll, the presence of shifted voters in the electoral roll can indeed be attended to if only the inputs are available from the grass root level.

6. As you are already aware, in order to enhance the fidelity of the electoral roll through a grass root level feedback mechanism, the Election Commission of India introduced recently a system of appointing Booth Level Officers (BLO). The BLOs are election officials responsible for accuracy of electoral rolls at polling station level.

7. In order to enhance the participation by the recognised political parties in roll revision, the Commission has desired that you may appoint one Booth Level Agent (BLA) for roll revision on the pattern of appointment of Polling Agents during polling (and Counting Agents during counting) to complement the BLO. In this regard, each recognised political party is expected to take the following actions: -

7.1 Every recognised political party through its President or Secretary or any other office bearer of the party shall authorize one **district representative** to appoint Booth Level Agents (BLAs). The specimen of the authorization Form is annexed herewith as **Form ID : BLA 1**. The Form must be signed, in ink only.

7.2 The authorized district representative of political party will further appoint **Booth Level Agents (BLAs) for each Polling Station in Form ID : BLA 2**. The BLA will collect one printed copy of relevant Part(s) of the draft electoral roll from the Designated Officer/Booth Level Officer. The specimen of the authorization Form is annexed herewith as **Form ID : BLA 2**. The Form must be signed, in ink only.

7.3 Normally, one **BLA** may be appointed for each part of electoral roll. The BLA must be a registered elector in the relevant part of the draft electoral roll for which he/she is appointed as it is expected that the BLA will scrutinize the entries in the draft roll of the area where he resides to identify entries of dead persons and shifted persons.

7.4 No person in the service of the Government or a local authority or a PSU can act as Booth Level Agent.

7.5 One **BLA** may be appointed for more than one part of electoral roll provided the polling stations for the corresponding parts of electoral roll are set up within the same polling station location. In case, due to unavoidable reasons, one **BLA** is authorized to receive printed draft electoral roll in respect of more than one part of electoral roll, then separate authorization in Form ID : BLA 2 should be given for each such part of electoral rolls.

7.6 The BLA will handover the appointment letter in prescribed Form to Designated Officer/Booth Level Officer at the polling station location after draft publication of electoral roll.

- 7.7 On the strength of the appointment letter, the Designated Officer/Booth Level Officer will handover a printed copy of the relevant part(s) of the electoral roll to the BLA under proper acknowledgement only after production of the appointment letter by the BLA.
- 7.8 The printed copies of each part of electoral roll to be supplied to the BLAs are the copies of electoral roll required to be supplied free of cost to every recognised political party under rule 11 of R.E. Rules, 1960. The second copy of the complete roll in CD will be supplied to the political party by the CEO/DEO/ERO, as the case may be, from their headquarters.
- 7.9 In case no BLA is appointed by a political party for any part of electoral roll, then the copy of the draft electoral roll for that part of electoral roll will not be handed over to any other person by the DO/BLO. In respect of those parts of electoral roll for which no Booth Level Agents (BLAs) could be appointed in **Form ID: BLA 2** by the political party, the printed copy of electoral roll for those parts may be collected from the office of the ERO by the authorised representative of the party. The party representative will hand over a list of those parts of electoral roll for which they have appointed BLA and another list where no BLA could be appointed.
- 7.10 **The BLAs will not receive claims and objections from public. They will only guide the public to file appropriate applications for inclusion, deletion, correction and transposition of entries in the electoral roll. No repeat no bulk applications shall be collected and presented by the BLAs.**
- 7.11 The authorized BLAs of all recognised political parties will be required to be present on the special campaign days fixed generally on holidays for receipt of claims and objections under the aegis of Designated Officers/BLOs. On these dates, the BLO will go through the draft electoral roll with the BLAs of recognized political parties of State concerned and identify the corrections etc.
- 7.12 The BLAs can list out the dead and shifted voters through house to house survey or any other means and present the list to the Designated Officers / BLOs in the format prescribed with this letter. They should give an undertaking that the information furnished by them is on the basis of verification conducted by them and they are liable for action under section 31 of the Representation of the People Act, 1950 for making false declaration, if any.
- 7.13 The BLAs will motivate the electors within the jurisdiction of the part of the electoral roll to come forward to inspect the draft roll during the period when it is displayed and file applications for correction, deletion and transposition of entries. Similarly, they may guide newly eligible electors of 18 years of age and above and those persons who might have shifted in from other places to file applications for inclusion of their names.

7.14 The appointment of a BLA shall not be revoked during the revision process except in very unavoidable circumstances like death cases. In case a new BLA is appointed by the authorized representative then the copy of the draft roll already supplied to the previous BLA shall be used for reference purpose. The Designated Officer/BLO will not supply another copy of the relevant part of draft electoral roll if a copy has already been supplied earlier.

7.15 In case any political party so wishes they may also issue photographed Identity Cards to their BLAs with signature of the authorised representative empowered by the party to appoint BLAs.

8. Your full cooperation will certainly make the participatory BLA system a success and will definitely help the public at large to inspect the draft roll and carry out corrections and deletions. You may take advance appropriate steps to inform your party members of these instructions and their implementation.

Kindly acknowledge receipt.

Yours faithfully,

(Ritvik Pandey)  
Secretary

No.23/BLA/2008/ERS/

Dated 19<sup>th</sup> November, 2008.

Copy to the Chief Electoral Officers of all States and Union Territories. They are requested to bring the instructions to the notice of the DEOs/EROs/AEROs concerned. It must be ensured that the total programme of revision starting from draft publication, period for filing claims and objections, special campaign dates upto final publication is intimated to the representatives of political parties at State/District level in writing and also wide publicity is given through print and electronic media.

A photocopy of the **Form ID :BLA 1** must be supplied to the Designated Officer/BLO alongwith the copy of the draft roll so that they can compare the name signature and other details of the authorised signatory on the **Form ID : BLA 2** when they are presented to them by the BLAs.

(Ritvik Pandey)  
Secretary

# FORM ID : BLA 1

Communication with regard to Authorised Persons to intimate names of representatives authorised by recognised NATIONAL OR STATE Political party for appointment of Booth Level Agents

To

1. The Chief Electoral Officer,  
.....(State/Union Territory).

2. The District Election Officer,  
.....  
.....(State/Union territory)

3. The Electoral Registration Officer,  
of .....assembly constituency.

Subject:- Revision of electoral rolls – Authorisation of persons to appoint Booth Level Agents (BLAs)

Sir,

In pursuance of instructions issued by the Election Commission of India vide its letter No.23/BLA/2008/ERS dated 19<sup>th</sup> November, 2008, I hereby communicate that the following person (s) has/have been authorised by the party, which is a National Party/State Party in the State of ..... to intimate the names of the party representatives who shall be appointed as Booth Level Agents to receive printed copies of the draft/final electoral roll on behalf of the party from the Designated Officer/Booth Level Officers appointed by the Election Commission of India during the revision of rolls with reference to 1<sup>st</sup> January, 200.....as the qualifying date..

Name of the person authorised to appoint BLAs	Name of office held in the party	District(s)/constituency/constituencies in respect of which he/she has been authorised.
1	2	3
(1)		
(2)		
(3)		

2. The specimen signatures of the above mentioned person (s) so authorised are given below:-

(1) Specimen signatures of Shri .....  
(i) ..... (ii) .....  
(iii) .....

(2) Specimen signatures of Shri .....  
(i) ..... (ii) .....  
(iii) .....

(3) Specimen signatures of Shri .....  
(i) ..... (ii) .....  
(iii) .....

Yours faithfully,

President/Secretary  
Name of the Party

Place .....

Date .....

(Seal of the Party)

NB.

1. This must be delivered to the Electoral Registration Officer, District Election Officer and the Chief Electoral Officer concerned by 3 p.m. **within 7 days of announcement** of the scheduled date for draft publication

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. The seal of the party must be put.

4. No form transmitted by fax or e-mail shall be accepted.

## FORM ID : BLA 2

Intimation as to the name of Booth Level Agent appointed by the Persons Authorised by recognised NATIONAL OR STATE Political party for appointment of Booth Level Agents

To

The Designated Officer/Booth Level Officer  
Electoral Roll Part No.....  
.....Constituency.

Subject:- Revision of electoral rolls – Appointment of Booth Level Agents (BLAs)

Sir,

In pursuance of instructions issued by the Election Commission of India vide its letter No.23/BLA/2008/ERS dated 19<sup>th</sup> November, 2008, I have been authorised by the party to appoint Booth Level Agents of the party. In pursuance thereof, I hereby appoint Shri/Smt/Kum.....as the Booth Level Agent of the party for electoral roll part No.....of .....Assembly Constituency. He/she will collect printed copies of the draft/final electoral roll for the said part on behalf of the party from the Designated Officer/Booth Level Officers appointed by the Electoral Registration Officer during the revision of rolls with reference to 1<sup>st</sup> January, 200.....as the qualifying date..

His/her name is included in this part of the electoral roll at serial no..... He/she is well conversant with the area covered by the part of the electoral roll and is in a position to verify the entries in the electoral roll.

Specimen signatures of Shri/Smt./Kum. ....

(i) ..... (ii)

.....  
(iii) .....

Yours faithfully,

Place:  
the  
Date :  
Party)

(Name and Signature of  
Authorised person of the

(Seal of the Party).

N.B.

1. This must be delivered to the Designated Officer/Booth Level Officer appointed by the Electoral Registration Officer for the part of the electoral roll on draft publication of electoral





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I hereby declare that the information furnished by me is on the basis of proper verification of the part of the electoral roll given to me and I am aware of the penal provisions of Section 31 of the Representation of the People Act, 1950 for making false declaration.

**Date:**

**(full signature of BLA)**

Name in full:

Name of the Party:

**FORM OF ACKNOWLEDGMENT**

I hereby acknowledge receipt of printed copy of draft / final electoral roll of part No.....of .....Assembly Constituency. There are .....number of pages of the printed roll and .....number of entries. I have verified the copy of the roll with the copy displayed by the Designated Officer/Booth Level Officer at the polling station and am satisfied that entries in both the copies of electoral roll are identical.

**Date :**

**(full signature of BLA)**

Name in full:

Name of the Party: