

**GOVERNMENT OF PUDUCHERRY**  
**LOCAL ADMINISTRATION SECRETARIAT**  
**(G.O.Ms.No.9/LAS/2006, dated 27<sup>th</sup> April 2006)**

**NOTIFICATION**

In exercise of the powers conferred by section 38 read with section 48 of the Puducherry Village and Commune Panchayats Act, 1973 (No.10 of 1973) and of all other powers enabling him in this behalf, the Lieutenant-Governor, Puducherry in supersession of the Notification issued in G.O.Ms.No.67/LAS/2005, dated 27<sup>th</sup> January, 2005 and the Notification issued in G.O.Ms.No.68/LAS/2005, dated 27<sup>th</sup> January, 2005 of the Local Administration Secretariat, Puducherry and published in Part-II of the Extraordinary Gazette No.5, dated 31<sup>st</sup> January, 2005, save as respects things done or omitted to be done before such supersession, hereby makes the following rules, namely:-

1. *Short title and commencement.*— (1) These rules may be called the Puducherry Commune Panchayat Councils (Election of Chairman and Vice-Chairman) Rules, 2006.

(2) They shall come into force on and from the date of their publication in the Official gazette.

2. *Definitions.*— (1) In these rules, unless the context otherwise requires,—

(i) “Act” means the Puducherry Village and Commune Panchayats Act, 1973 (No.10 of 1973);

(ii) “ballot box” includes any box, bag or other receptacle used for the insertion of ballot paper by electors;

(iii) “candidate” means a person who has been or claims to have been duly nominated as a candidate for the election of Chairman/Vice-Chairman under these rules;

(iv) “contesting candidate” means any of the candidates whose nomination has been duly accepted under sub-rule (3) of rule 21 and who has not withdrawn his candidature;

(v) “corrupt practice” means any of the offences referred to in section 27 of the Act;

(vi) “Form” means a form appended to these rules and includes a translation thereof in Tamil;

(vii) "member" means a member of a Commune Panchayat Council;

(viii) "Polling Officer" means the Officer appointed under rule 15 of these rules to assist the Presiding Officer in the performance of his duties;

(ix) "Presiding Officer" means the Returning Officer mentioned under rule 18 of these rules;

(x) "Returning Officer" means the person appointed under rule 13 by the State Election Commission and includes any Assistant Returning Officer appointed by the State Election Commission.

(xi) "Returned Candidate" means a candidate whose name has been declared by the Returning Officer under sub-rule (1) of rule 40 of these rules, to have been elected ;

(xii) "State Election Commission" means "The Puducherry State Election Commission";

(xiii) "section" means a section of the Act;

(xiv) "ward member" means the person elected under clause (i) of section 9 of the Act from the ward of the Commune Panchayat and does not include any other persons enlisted as members of the Commune Panchayat Council under clause (ii), (iii), (iv) and (v) of thle said section 9.

(2) Words and expressions used but not defined in these rules shall have the meanings respectively assigned to them in the act. In the absence of such meaning, the General Clauses Act, 1897 (Central Act 10 of 1897) shall apply for the interpretation of these rules.

3. *Method of election of Chairman and Vice-Chairman.*— The Chairman and Vice-Chairman of the Commune Panchayat Council shall be elected by, and from amongst, the elected ward members of the Commune Panchayat Council in the manner prescribed in these rules.

4. *Qualification and disqualification.*— (1) Any elected member of the Commune Panchayat ward who is eligible to be a member of the Commune Panchayat Council, shall be eligible to be elected as the Chairman or Vice-Chairman of a Commune Panchayat Council.

(2) Any elected member of the Commune Panchayat ward who is disqualified under section 23 of the Act, shall not be eligible to be elected as the Chairman or Vice-Chairman of a Commune Panchayat Council.



5. *Reservation of Office of the Chairman.*— (1) The Office of the Chairman of the Commune Panchayat Council shall be reserved for scheduled caste/women/women (scheduled caste) as required under sub-section (4) of section 11 of the Act.

(2) Where the office of the Chairman of the Commune Panchayat Council is reserved for person belonging to scheduled castes or women (scheduled castes) or women (General), as the case may be, under sub-section (4) of section 11 of the Act, persons belonging to that category alone shall be eligible to stand for election for such Office.

(3) Nothing contained in these rules shall be deemed to prevent the members of the scheduled castes and women from standing for election to the non-reserved offices of Chairman in the Commune Panchayat Councils.

6. *Electors.*— Members elected to the wards of a Commune Panchayat Council viz., the ward members shall be the voters for electing the Chairman and the Vice-Chairman of the Commune Panchayat Council.

Provided that no elected member who has not taken an oath or affirmation under sub-section (2) or sub-section (3) of section 26 of the Act shall have the right to vote for electing the Chairman or vice-Chairman.

7. *Election authority.*— The State Election Commissioner appointed by the Administrator under sub-section (1) of section 9A of the Act shall constitute the election authority.

8. *Responsibility to watch and note ordinary vacancies.*— It shall be the duty and responsibility of the State Election Commission to watch and note any ordinary vacancy arising in the Office of the Chairman or Vice-Chairman of any Commune Panchayat.

9. *The manner and the time limit for intimation of casual vacancy to the State Election Commission.*— In the case of any casual vacancy arising in the office of the Chairman of any Commune Panchayat, the Commissioner of the Commune Panchayat concerned shall report every such casual vacancy to the State Election Commission through the Director of the Local Administration Department within one week from the occurrence of the vacancy. In the case of casual vacancy arising in the Office of the Vice-Chairman, the Commissioner of the Commune Panchayat concerned shall report every such casual vacancy to the State Election Commission through the Chairman of the Commune Panchayat concerned and the Director of the Local Administration Department within one week from the occurrence of the vacancy.

*10. Time limit for the conduct of election of Chairman or vice-Chairman.—*

(1) In the case of filling up of ordinary vacancy in the Office of the Chairman or Vice-Chairman, the election of Chairman or Vice-Chairman shall be held within thirty days from the date of publication of the names of the elected ward members by the State Election Commission after the conduct of general election to the Commune Panchayat for the purpose of constitution or reconstitution of the Commune Panchayat Council. In respect of any casual vacancy, such vacancy shall be filled up as soon as after the occurrence of that vacancy.

(2) The election of Chairman or Vice-Chairman may be held either simultaneously or separately as decided by the State Election Commission.

*11. Place of meeting for holding the election of Chairman or Vice-Chairman.—*

The election of Chairman or vice-Chairman of the Commune Panchayat Council shall be held at a meeting of the elected ward members of the Commune Panchayat Council specially convened for the purpose by the Returning Officer appointed by the State Election Commission in the manner prescribed in these rules, in the office of the respective Commune Panchayat.

*12. Notification of election by the State Election Commission.—* For the purpose of filling up of ordinary/ casual vacancy in the Office of the Chairman or Vice-Chairman of the Commune Panchayat, the State Election Commission shall by notification in the official gazette publish the date, time and the venue for holding the meeting of the elected ward members of the Commune Panchayat for election of Chairman or Vice-Chairman, as the case may be. A copy of the notification shall be affixed on the notice board of the Commune Panchayat concerned.

*13. Appointment of Returning Officer.—* The State Election Commission may appoint one or more Returning Officers according to the number of vacancies which may arise. An officer not below the rank of Group "B" Gazetted Officer shall be appointed by the State Election Commission as the Returning Officer for the conduct of Election of Chairman or Vice-Chairman of the Commune Panchayat Council.

*14. Appointment of Assistant Returning Officer.—* The State Election Commission may appoint one person as Assistant Returning Officer to assist the Returning Officer in the performance of all or any of his duties and functions. An officer not below the rank of Superintendent in the ministerial service of the Government or equivalent shall be appointed as Assistant Returning Officer.

*15. Appointment of Polling Officer.—* The State Election Commission may also appoint such number of Polling Officers not below the rank of Upper Division Clerks in the ministerial service of the Government or equivalent to assist the Returning Officer in the performance of his functions.



16. *Notice of the meeting by the Returning Officer for the conduct of election.*— (1) The Returning Officer shall affix notice of the meeting of the elected ward members of the Commune Panchayat in Form-I in the case of election of Chairman and in Form-IA in the case of election of Vice-Chairman on the notice-board of the Commune Panchayat concerned stating therein the various stages of election and the time scheduled therefor as fixed by the State Election Commission:

Provided that the Returning Officer may extend the time for poll, if necessary or may declare the poll as finally concluded earlier in case all the members holding office have voted.

(2) The Returning Officer shall give seven clear days notice regarding the place, date and time of the meeting to all the ward members.

*Explanation.*— In computing clear days, Sundays and other holidays shall be included but the date of the meeting and date of issue of notice shall be excluded.

17. *Quorum for the conduct of meeting for commencing the election process.*—

(1) The Returning Officer shall not commence the process of election if there be not present two-third of the elected ward members of the Commune Panchayat Council who have the right to vote.

(2) In the event of there being no quorum, the meeting shall be postponed to the next working day, at the same time.

Provided that if the process of election could not be started at two consecutive meetings for want of quorum, the election shall be conducted in the third consecutive meeting so convened without insisting upon the quorum.

18. *Presiding Officer of the meeting.*— The Returning Officer shall preside over the meeting convened for holding election of Chairman or Vice-Chairman.

19. *Filing of nomination papers.*— (1) The nomination of every candidate shall be made by means of a nomination paper in "Form-2" appended to these rules.

(2) Every nomination paper shall be signed by two elected ward members as proposer and seconder.

(3) In the case where, the Office of the Chairman has been reserved for women or scheduled caste or scheduled caste women, it shall not be mandatory that such a member shall be proposed or seconded by a member of the respective reserved category.

(4) A member shall not either propose or second more than one name.

(5) The nomination shall also contain a declaration in writing expressing the candidate's willingness to be elected as Chairman or Vice-Chairman and signed by the candidate.

(6) Where the Office of the Chairman is reserved for persons belonging to scheduled caste or women (scheduled caste), the candidate shall give in writing a further declaration that he/she belongs to scheduled caste and shall enclose a certificate therefore issued by the Revenue Authority not below the rank of Tahsildar.

(7) Each candidate shall be nominated by a separate nomination paper.

(8) Every nomination paper shall be presented by the candidate or his proposer on the date, at the place and during the hours specified in the notice for filing nomination paper.

*20. Publication of the list of nominated candidates.*— Immediately after the receipt of nomination papers within the prescribed time-limit, the Returning Officer shall arrange for publication of the list containing the names of the candidates whose nominations have been received, in "Form-3".

*21. Scrutiny of nomination paper.*— (1) At the time appointed for scrutiny of nominations, the candidate or his proposer may attend at such place and time as is specified in the notice for the scrutiny of nomination papers and the Returning Officer shall give such person all reasonable facilities to examine the nomination papers of all the candidates which have been received as aforesaid.

(2) The Returning Officer shall then examine the nomination papers and shall decide all objections which may be made and may, either on such objection or on his own motion, and after such summary enquiry, if any, as he may deem necessary reject any nomination on any one or more of the following grounds:-

(i) that the proposer is a person who is not an elected member of the Commune Panchayat concerned;

(ii) that any of the provisions of rule 19 have not been complied with:

Provided that the nomination of candidate shall not be rejected merely on the ground of incorrect description of his name or of the name of his proposer or of any other particulars relating to the candidate or his proposer, if the identity of the candidate or proposer as the case may be can otherwise be established beyond reasonable doubt.

(3) The Returning Officer shall endorse on each nomination paper his decision accepting or rejecting the same and if the nomination paper is rejected he shall record in writing a brief statement the reasons for such rejection.



22. *Publication of the list of validly nominated candidates.*— The Returning Officer shall publish the list containing the names of the validly nominated candidates in “Form-4” by affixing it on the notice-board of the Commune Panchayat concerned.

23. *Notice of withdrawal of candidature.*— (1) Any candidate may withdraw his candidature by a notice in “Form-5” before the time fixed for election and deliver the same to the Returning Officer, personally.

(2) No person who has given a notice of withdrawal of his candidature under sub-rule (1) shall be allowed to cancel the notice.

24. *Publication of list of contesting candidates.*— (1) The Returning Officer shall arrange the names of contesting candidates in Tamil in alphabetical order and prepare the list of contesting candidates in “Form-6” appended to these rules and affix in on the notice-board of the Commune Panchayat concerned.

Explanation. – Alphabetical arrangement shall be made with reference to the names of candidates and not with reference to their surnames, if any.

(2) The Returning Officer shall announce the names of the contesting candidates to the hearing of all the members present at the meeting. A copy of the said list of contesting candidates shall be supplied to each candidate.

25. *Declaration of result of election when there is no contest.*— (1) If there is only one candidate validly nominated to the Office of the Chairman or Vice-Chairman, there shall be no poll and the candidate so nominated shall be declared to have been duly elected as the Chairman or Vice-Chairman as the case may be. The Returning Officer shall declare the result in “Form-7” and he shall send a copy of the declaration in the said form to (i) the State Election Commission; (ii) the Secretary to Government (Local Administration); (iii) the Director, Local Administration Department and (iv) the Commissioner of the Commune Panchayat concerned.

He shall also cause a copy of his declaration to be affixed in the Office of the Commune Panchayat concerned.

(2) If there is no validly nominated candidate, the Returning Officer shall report the fact to the State Election Commission and all the proceedings in relation to election shall be commenced afresh on the date and time fixed by the State Election Commission for the purpose.

26. *Procedure for election when there is contest.*— If the number of candidates is more than one, the votes of the ward members present at the meeting shall be taken by ballot in the manner laid down in these rules.

27. *Printing of ballot paper.*— (1) The ballot paper for the election shall be in Form 8 appended to these rules. Every ballot paper shall be of identical colour and size on which the names of all the candidates and the number of the ward of the Commune Panchayat Council from which they are elected.

(2) The names of candidates shall be printed or typed on ballot papers in the same order as they appear in the list of contesting candidates.

(3) If two or more candidates bear the same name, they shall be distinguished by addition of their father's or husband's name, as the case may be, or in such other manner as the Returning Officer may deem fit.

28. *Ballot box.*— The Returning Officer shall also place a ballot box for the receipt of ballot papers in the view of ward members present at the meeting. The ballot box shall be so constructed that the ballot papers can be inserted therein but cannot be withdrawn therefrom without the box being unlocked or open.

29. *Arrangement of voting compartment.*— The Returning Officer shall provide in the place where the meeting is held, a voting compartment in which the ward members present at the meeting can record their votes screened from observation of all others.

30. *Preparation of ballot box.*— The Returning Officer shall immediately before the poll takes place, demonstrate to such ward members as may be present that the ballot box is empty, lock it up and place a seal upon it in such a manner so as to prevent its being opened without breaking the seal.

31. *Briefing by the Returning Officer about voting procedure and warning about maintenance of secrecy.*— Before commencing the poll, the Returning Officer shall brief about the voting procedure to all the members present at the meeting and shall also warn about the maintenance of secrecy of vote and the penalty for contravention thereof.

32. *The poll.*— The poll shall commence at the appointed hour as fixed by the State Election Commission for election of Chairman/Vice-Chairman.

33. *Voting procedure.*— (1) The Returning Officer shall maintain a register showing the list of members present at the meeting.

(2) The signature or thumb-impression of elector shall be obtained in the register prescribed in sub-rule (1) before he is allowed to vote.

(3) If an elector refuses to put his signature or thumb – impression in the register, he shall not be permitted to vote and entry viz; "Refused to vote" shall be made in the remarks column of the register. The Returning Officer and the elector shall sign below such entry.



(4) The ballot paper shall be assigned a serial number. It shall be duly authenticated by the seal and signature of the Returning Officer at the appropriate place.

(5) After the signature or thumb – impression of the elector has been obtained in the register, the Returning Officer shall affix his signature on the reverse side of the ballot paper and he shall issue ballot paper to the elector for voting after noting the serial number of the ballot paper in the register against the name of elector.

(6) Every member shall, on receiving the ballot paper, proceed to voting compartment for the purpose of recording his vote and put a cross mark on the ballot paper against the name of the candidate to whom he wants to vote by means of the instrument supplied for the purpose by the Returning Officer.

(7) He shall then fold up the ballot paper so as to conceal his vote and put the ballot paper so folded into the ballot box placed in the view of the Returning Officer.

(8) If a voter to whom a ballot paper has been issued, does not conceal his vote, the Returning Officer shall take back the ballot paper and cancel it recording on its back the words “cancelled – voting procedure violated” and put his signature below those words.

*34. Recording of votes of illiterate/blind/infirm voters.—* (1) If, owing to illiteracy or blindness or other physical infirmity, a ward member is unable to read the ballot paper and make a mark thereon and applies for assistance in doing so, the Returning Officer shall record the vote in the ballot paper in accordance with the wishes of the ward member and fold it up so as to conceal the vote.

(2) The ward member shall then himself or with the assistance of the Returning Officer insert the ballot paper into the ballot box.

(3) While acting under this rule, the Returning Officer shall observe as much secrecy as is feasible and shall keep a brief record of each instance but shall not indicate therein for whom any vote has been cast.

*35. Opening of ballot box for counting of votes.—* After the voting by the ward members is over, the Returning Officer shall open the ballot box in the presence of the ward members present, take out the ballot papers therefrom and record the number of votes obtained by each candidate in a statement.

*36. Procedure for counting.—* (1) The Returning Officer shall scrutinize the ballot papers in the meeting and separate those which in his opinion are valid from those which in his opinion are invalid, endorsing on the later the word “rejected” and the ground of rejection.

37. *Invalid ballot papers.*— A ballot paper shall be invalid on the following ground.—

- (i) that there is no cross mark; or
- (ii) that a cross mark is set opposite to the name of more than one candidate;  
or
- (iii) that the cross mark is so placed as to render it doubtful to which candidate it is intended to apply; or
- (iv) that a cross mark and some other mark are set opposite to the name of the same candidate; or
- (v) that some mark other than the one authorized is set opposite to the name of the same candidate; or
- (vi) that it bears any mark or signature by which the ward member may afterwards be identified;
- (vii) that the cross mark has been made by any instrument other than the one provided for this purpose under sub-rule (6) of rule 33;
- (viii) that the voter has failed to conceal his vote;
- (ix) that it is a spurious ballot paper;
- (x) vote is marked on the back of ballot paper.

38. *Counting of valid votes.*— Every ballot paper which is not rejected shall be counted as one valid vote.

39. *Equality of votes.*— (1) In the event of there being an equality of votes between the two candidates and the addition of one vote to any one of such candidates will entitle him to be declared duly elected, the Returning Officer shall draw lot in the presence of the ward members and the candidate whose name is first drawn shall be deemed to have secured the additional vote and shall be declared to have been duly elected.

(2) If the number of candidates is three and if any one of them secures more than one-half of the total number of votes polled, he shall be declared to have been duly elected. If none of them secures more than one-half of the number of votes polled, the candidate who obtains the smallest number of votes shall be eliminated and a second ballot taken. In the event of there being an equality of votes among the three candidates, the Returning Officer shall draw lots in the presence of the ward members present and the candidates whose names are first and second drawn shall be retained and a second ballot taken.

(3) If there is an equality of votes between two candidates and if the third candidate secures a lesser number of votes, he shall be eliminated and a second ballot taken. If there is an equality of votes between two candidates and if the third candidate secures a larger number of votes than the two, a lot shall be drawn



between the two candidates who has secured equal number of votes and the candidate whose name is first drawn shall be retained and the second ballot taken between him and the third candidate.

(4) If the number of candidates is more than three and if any of the candidates secures more than one-half of the number of votes polled, he shall be declared to have been duly elected. If none of the candidate secures more than one-half of the number of votes polled, the first candidate who secures the largest number of votes and the second candidate who secures the next larger number of votes shall be retained and the other candidates eliminated and a second ballot taken.

(5) In other cases, the principle enunciated in sub-rule (2) above shall be adopted till there remains two candidates in the field.

*40. Declaration of result of election.—* (1) When the counting of votes has been completed, the Returning Officer shall in the absence of any direction by the Election Commission to the contrary, forthwith declare the contesting candidate to whom the largest number of valid votes have been given as elected and completed and certify the return in "Form-9". Further, he shall declare the result of election in "Form-10".

(2) The Returning Officer shall also affix "Form-9" and "Form-10" duly authenticated on the notice-board of the Commune Panchayat concerned. He shall also send a copy of the same to -

- (a) the State Election Commission;
- (b) the Secretary to Government (Local Administration);
- (c) the Director of the Local Administration Department; and
- (d) Commissioner of the Commune Panchayat concerned.

*41. Grant of certificate of election to returned candidate.—* As soon as may be after a candidate has been declared by the Returning Officer under sub-rule (1) of rule 40 to be elected, the Returning Officer shall grant to such candidate a certificate of election in "Form-11" and obtain from the candidate an acknowledgement of its receipt duly signed by him and immediately send the acknowledgement by registered post to the State Election Commission.

*42. Preparation of the minutes of meeting.—* (1) After the issue of certificate to the returned candidate as required under rule 41, the Returning Officer who is the Presiding Officer of the meeting shall record the minutes of the election proceedings in brief in the minutes book of the Commune Panchayat Council and the signature of all the members present at the meeting shall be obtained therein. The Returning Officer shall also affix his signature in the minutes book.

(2) The Chairman/Vice-Chairman/Commissioner of the Commune Panchayat concerned shall submit a copy of the minutes of the election proceedings to the Director of the Local Administration Department within three days of the meeting.

*43. Publication of the names of successful candidates by the State Election Commission.—* As soon as the declaration of the result in "Form-10" is received from the Returning Officer, the State Election Commission shall publish the names of the candidates duly elected in the official gazette by way of notification and shall also arrange for affixing such publication on the notice-board of the Office of the Commune Panchayat concerned.

*44. Packing and seating of ballot papers.—* (1) The Returning Officer shall then collect the ballot papers and all other records into a separate packet, seal up the packet and note thereon a brief description of its contents, the election to which it relates and the date thereof.

(2) These packets shall not be opened and their contents shall not be inspected or produced except under the orders of a competent court.

(3) The Returning Officer shall keep in safe custody or cause to be deposited in the custody of an Officer as may be specified by the State Election Commission. The packets of unused ballot papers, the packets of used ballot papers, whether valid, tendered or rejected and all other papers relating to the election for one year:

Provided that the Returning Officer shall not destroy during the pendency of court proceedings, if any, in respect of such election proceedings, any papers relating to the election.

*45. Powers to postpone or advance the election.—* Notwithstanding anything contained in the foregoing rules, the State Election Commission may, for sufficient reasons, direct, from time to time, the postponement of the meeting of the election of Chairman, or Vice-Chairman of the Commune Panchayat Council, the advancement or further postponement of the date so postponed and the Returning Officer shall give effect to such direction.



**FORM-I**  
**[See rule 16(1)]**

**Notice of meeting for the conduct of election of Chairman of  
..... Commune Panchayat Council**

Notice is hereby given that -

(1) (a) Election is to be held to elect a Chairman of  
..... Commune Panchayat.

(b) \*(i) the Office of the Chairman of this Commune Panchayat *is not reserved* for any category of persons belonging to scheduled castes/ women (scheduled caste)/ women (General).

\*(ii) the Office of the Chairman of this Commune Panchayat *is reserved* for persons belonging to scheduled castes/women (scheduled caste)/ women (General)

(2) Nomination papers may be delivered by a candidate or his proposer to the Returning Officer at ..... between ..... a.m. and .....p.m. on any day (other than a public holiday) from ..... to .....

(3) Forms of nomination papers will be available in the Office of the Commune Panchayat from the date specified below on all working days.

(4) The nomination papers will be taken up for scrutiny at ..... a.m. on ..... at .....

(5) Notice of withdrawal of candidature may be delivered by a candidate or his proposer who has been specifically authorized in this behalf, in writing, by the candidate to the Returning Officer up to ..... p.m. on .....

(6) In the event of election of being contested the poll will be taken during the meeting of the elected ward members of this Commune Panchayat on ..... between .....a.m. .... p.m. at the Office of this Commune Panchayat.

(7) The counting of votes shall commence at .....a.m. on .....

(8) The election shall be completed, before.....

Place:

Date:

*Returning Officer,*  
..... Commune Panchayat

**FORM-IA**  
**[See rule 16(1)]**

**Notice of meeting for the conduct of election of Vice-Chairman of**  
**..... Commune Panchayat Council**

Notice is hereby given that -

(1) Election is to be held to elect a Vice-Chairman of .....  
Commune Panchayat.

(2) Nomination papers may be delivered by a candidate or his proposer to the  
Returning Officer at ..... between ..... a.m. and  
.....p.m. on any day (other than a public holiday) from ..... to  
.....

(3) Forms of nomination papers will be available in the Office of the Commune  
Panchayat from the date specified below on all working days.

(4) The nomination papers will be taken up for scrutiny at ..... a.m. on  
..... at .....

(5) Notice of withdrawal of candidature may be delivered by a candidate or his  
proposer who has been specifically authorized in this behalf, in writing, by the  
candidate to the Returning Officer up to ..... p.m. on .....

(6) In the event of election of being contested the poll will be taken during the  
meeting of the elected ward members of this Commune Panchayat on  
..... between .....a.m. .... p.m at the Office of this  
Commune Panchayat.

(7) The counting of votes shall commence at .....a.m. on  
.....

(8) The election shall be completed, before.....

Place:  
Date:

*Returning Officer,*  
..... Commune Panchayat



Form - 2  
**NOMINATION FORM**  
[See rule 19(1)]

Election of Chairman/Vice-Chairman of the .....  
Commune Panchayat Council

**PART – I**  
(To be filled in by the proposer)

I, Thiru/Tmt./Selvi..... member from Ward  
No..... hereby nominate Thiru/Tmt./Selvi.....  
member from Ward No..... as a candidate for the election of Chairman/  
Vice-Chairman of the ..... Commune Panchayat Council.

Place:

Date:

Signature of proposer

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**PART-II**  
(To be filled in by the seconder)

I, Thiru/Tmt./Selvi..... Member from Ward  
No..... hereby second the above nomination.

Place:

Date:

Signature of the seconder

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**PART-III**  
(To be filled in by the seconder)

I, Thiru/Tmt./Selvi..... Member from Ward  
No..... hereby assent to this nomination.

**DECLARATION**

\*I hereby declare that I am a member of  
..... caste which is a scheduled caste in the  
Union Territory of Puducherry and I have enclosed the community certificate  
No..... dated ..... issued by  
the Tahsildar, Taluk Office.....

Place:

Date:

Signature of the candidate

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\* needs to be made only by a scheduled caste candidate.

**PART - IV**  
(To be filled by the Returning Officer)

Serial No. of Nomination paper .....

This nomination was presented to me at ..... (hour)  
on.....(date) by the candidate/ proposer.

Place:

Date: Assistant Returning Officer/ Returning Officer

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**PART -V**

**Decision of Returning Officer/Assistant Returning Officer Accepting  
or Rejecting the Nomination paper**

I have examined this nomination paper and decide as follows:-

Place:

Date: Assistant Returning Officer/ Returning Officer

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**PART-VI**

**Receipt of Nomination paper and Notice of scrutiny**

(To be handed over to the person presenting the Nomination paper)

Serial No. of nomination paper.....

The nomination paper of .....a candidate for the election of  
Chairman/ Vice-Chairman of ..... Commune Panchayat Council  
was delivered to me at the Office of the ..... Commune  
Panchayat Council at .....(hour) on ..... (date) by the  
candidate/proposer.

All nomination papers will be taken up for scrutiny at .....(hour) on  
..... (date) at the Office of the ..... Commune  
Panchayat Council.

Place:

Date: Assistant Returning Officer/Returning Officer



FORM – 3  
**List of Nominations Received**  
[See rule 20]

..... Commune Panchayat Council

List of nominations received for election of Chairman/ Vice-Chairman of  
..... Commune Panchayat Council

Sl. No.	Name of candidate	Father's/ husband's name	Community (Scheduled Caste)	Sex	Address
(1)	(2)	(3)	(4)	(5)	(6)
<hr/>					
<hr/>					

Note: The nomination papers will be taken up for scrutiny at .....a.m.  
on..... at.....(place).

Returning Officer

FORM-4  
[See rule 22]  
**List of validly Nominated Candidates**

..... Commune Panchayat Council

List of nominations received for election of Chairman/Vice-Chairman of  
..... Commune Panchayat Council.

Sl. No.	Name of candidate	Father's/ husband's name	Community (Scheduled Caste)	Sex	Address
(1)	(2)	(3)	(4)	(5)	(6)
<hr/>					
<hr/>					

Returning Officer

FORM-5  
[See rule 23(1)]

**Notice of Withdrawal**

Election of Chairman/Vice-Chairman of..... Commune  
Panchayat Council

To  
The Returning Officer,

I, ..... a candidate nominated at the  
above election, do hereby give notice that I withdraw my candidature.

Place:

Date:

Signature of candidate

The notice was delivered to me at my office at ..... (hour)  
..... (date)..... by the .....

Date:

Returning Officer

---

**Receipt for Notice of withdrawal**

(To be handed over to the person delivering the notice)

The notice of withdrawal of candidature by  
..... a candidate at the election of  
Chairman/Vice-Chairman of ..... Commune Panchayat  
was delivered to me by the \*..... at my office at  
.....(hour) on ..... (date).

Returning Officer

---

Note: \* Here insert one of the following alternatives as may be appropriate:-

(1) Candidate

(2) Candidate's proposer who has been authorized in writing by the  
candidate to deliver it.

FORM – 6  
[See rule 24]

**List of Contesting Candidates**

..... Commune Panchayat Council

List of contesting candidates for elections of Chairman/ Vice-Chairman of  
..... Commune Panchayat Council.

Sl. No.	Name of candidate	Sex	Whether the candidates belong to Scheduled caste or not?	Address of candidate
(1)	(2)	(3)	(4)	(5)

Note: The poll will be taken on ..... at ..... a.m. at the Office of  
the..... Commune Panchayat for the purpose.

Place:

Date:

Returning Officer

\_\_\_\_\_

FORM-7  
[See rule 25(1)]

**(Declaration of result in respect of uncontested election)**

In pursuance of the provisions contained in sub-rule (1) of rule 25 of the  
Puducherry Commune Panchayat Councils (Election of Chairman and Vice-  
Chairman) Rules, 2006, I declare that—

..... (Name)  
..... (Ward Number)  
..... (Address)

has been duly elected uncontested to fill the Office of the Chairman/Vice-Chairman  
of ..... Commune Panchayat Council.

Place

Date:

Returning Officer,

..... Commune Panchayat



FORM – 8

**Ballot Paper**  
[See rule 27(1)]

Election of Chairman/ Vice-Chairman of the .....  
Commune Panchayat Council

Serial number	:	
Name	:	
Ward number	:	
Name	:	
Ward number	:	
Name	:	
Ward number	:	
Name	:	
Ward number	:	
Name	:	
Ward number	:	
Officer		Returning

FORM-9  
[See rule 40(1)]  
**Return of Election**

Election of ..... Chairman/Vice-Chairman of the  
.....Commune Panchayat Council

Sl.No. (1)	Name of the candidate (2)	No. of valid votes polled (3)

Total number of valid votes polled..  
Total number of rejected votes..

I declare that Thiru/Tmt./Selvi ..... has been  
duly elected as the Chairman/ Vice-Chairman of .....  
Commune Panchayat Council.

Place:  
Date:

Returning Officer

FORM-10  
[See rule 40(1)]

**Declaration of the Result of Election**

Election of Chairman/Vice-Chairman of the  
.....Commune Panchayat Council

**DECLARATION**

In pursuance of the provisions contained in sub-rule (1) of rule 40 of the Puducherry Commune Panchayat Councils (Election of Chairman and Vice-Chairman) Rules, 2006, I declare that—

Thiru/Tmt./Selvi.....

.....  
has been duly elected as the Chairman/ Vice-Chairman of  
..... Commune Panchayat Council.

Place:

Returning Officer

Date:

FORM-11  
[See rule 41]

**Certificate of Election**

Election of Chairman/Vice-Chairman of the  
.....Commune Panchayat Council

I ..... Returning Officer certify that I have on  
the ..... day of ..... (month of )  
.....(year) declared  
.....(name).....(address) to have  
been duly elected to be the Chairman/ Vice –Chairman of .....  
Commune Panchayat Council and that in token thereof I have granted him this  
certificate of election.

Place:

Returning Officer

Date: