

ANDHRA PRADESH STATE ELECTION COMMISSION
L-Block, Secretariat, Hyderabad – 500 022.

NOTIFICATION

No.207/SEC-B2/2017

Date: 27.11.2017

In exercise of the powers conferred by Article 243K of the Constitution of India and in pursuance of Rule 3 of Andhra Pradesh Panchayat Raj (Conduct of Elections) Rules and in supersession of all previous orders issued on this subject, the State Election Commission, hereby, appoints the administrative machinery for conduct of elections to various offices and seats in Gram Panchayats, Mandal Praja Parishads and Zilla Praja Parishads in the State of Andhra Pradesh, as follows:-

1. In this notification, unless the context otherwise requires, -
 - (i) 'Act' means' The Andhra Pradesh Panchayat Raj Act, 1994'.
 - (ii) 'Rules' means' The Andhra Pradesh Panchayat Raj Act (Conduct of Elections) Rules, 2006'.
2. The Commissioner of Panchayat Raj shall be the 'Election Authority'. Subject to the superintendence, direction and control of the State Election Commission, he shall be responsible for coordination and supervision of the preparation, publication and printing of electoral rolls for and the conduct of elections to Gram Panchayats, Mandal Praja Parishads and Zilla Praja Parishads in the entire State of Andhra Pradesh. He shall also perform such other functions as may be entrusted to him by the State Election Commission from time to time in connection with conduct of elections to Panchayats.
3. The District Collectors shall be the 'District Election Authorities' in their respective districts. Subject to the superintendence, direction and control of the State Election Commission, they shall be responsible for conduct, coordination and supervision of all items of work connected with elections to Gram Panchayats, Mandal Praja Parishads and Zilla Praja Parishads in their respective jurisdictions. They shall also perform such functions as may be specified under the Act and Rules and also such other functions entrusted to them by the State Election Commission from time to time in connection with conduct of elections to Panchayats.
4. The Joint Collectors, the Chief Executive Officers of Zilla Praja Parishads and the District Panchayat Officers shall be 'Additional District Election Authorities' in their respective districts. They shall perform such functions as may be assigned to them by the District Election Authorities concerned. The District Election Authorities may authorise in writing the Additional District Election Authorities to exercise any powers and functions vested on them in any local area of the district in regard to any Gram Panchayat, Mandal Praja Parishad or Zilla Praja Parishad in that area.

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5. The Revenue Divisional Officers or the Sub-Collectors, as the case may be, shall be 'Deputy District Election Authorities' in their respective jurisdictions. They shall perform such functions as may be assigned to them by the District Election Authorities concerned. The District Election Authorities may authorise in writing the Deputy District Election Authorities to exercise any powers and functions vested on them in any local area of the district in regard to any Gram Panchayat, Mandal Praja Parishad or Zilla Praja Parishad in that area.
6. The Tahsildars and the Mandal Parishad Development Officers shall be 'Assistant District Election Authorities' in their respective jurisdictions. They shall perform such functions as may be assigned to them by the District Election Authorities concerned.
7. (a) For every election to fill the seats of Members of Mandal Praja Parishad and Members of Zilla Praja Parishad, the District Election Authority shall appoint a Returning Officer for every Mandal Praja Parishad or Zilla Praja Parishad, as the case may be, who shall, as far as possible, be a Gazetted Officer not below the rank of Mandal Parishad Development Officer.

(b) For every election to fill the seats of Members and Sarpanch of Gram Panchayat, the District Election Authority shall appoint a Returning Officer for one or more Gram Panchayats, who shall be an officer of the State Government or a local authority.
8. (a) The District Election Authority may appoint one or more persons as Assistant Returning Officers to assist any Returning Officer:

 Provided that every such person shall be an Officer of the State Government or of a local authority.

(b) Every Assistant Returning Officer shall, subject to the control of the Returning Officer, be competent to perform all or any of the functions of the Returning Officer:

 Provided that no Assistant Returning Officer shall perform any functions of the Returning Officer, which relate to the Scrutiny of nominations, unless the Returning Officer is unavoidably prevented from performing such function.
9. It shall be the general duty of the Returning Officer, at any election, to do all such acts and things as may be necessary, for conducting the election in the manner provided under the Act and Rules or orders made thereunder.
- 10.(a) The District Election Authority shall, subject to such directions as may be issued by the State Election Commission, provide as many polling stations as are necessary, for the conduct of election and shall publish in such manner, as the State Election Commission may direct, a list showing the polling stations and the areas or groups of voters, for which they have respectively been provided.

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(b) The District Election Authority, or any other officer authorised by him, shall appoint a Presiding Officer for each polling station, and such other polling personnel as he thinks necessary, subject to the condition that he shall not appoint any person, who has been employed by or on behalf of, or has been otherwise working, for a candidate in connection with the election;

Provided that if a polling officer is absent from the polling station, the Presiding Officer may appoint any person who is present at the polling station, other than a person, who has been employed by or on behalf of, or has been otherwise working for a candidate in connection with the election, to be the polling officer and inform the Returning Officer about such appointment.

(c) A polling officer shall, if so directed by the Presiding Officer, perform all or any of the functions of a Presiding Officer under these Rules.

(d) If a Presiding Officer, owing to illness or other unavoidable cause, is obliged to absent himself from the polling station, his functions shall be performed by such polling officer, as has been authorised by the Returning Officer, to perform such functions during any such absence.

(e) It shall be the general duty of the Presiding Officer at the polling station to keep and maintain public order there at, and to see that the poll is taken in a fair manner.

**Sd/- Dr. N. Ramesh Kumar
State Election Commissioner**

To

The Election Authority & Commissioner of Panchayat Raj, Andhra Pradesh.

The Collectors and District Election Authorities.

The Joint Collectors and Additional District Election Authorities.

The Chief Executive Officers of Zilla Praja Parishads and Additional District Election Authorities.

The District Panchayat Officers and Additional District Election Authorities.

The Revenue Divisional Officers and Deputy District Election Authorities.

The Tahsildars and Mandal Parishad Development Officers and Assistant District Election Authorities.

Copy to the Principal Secretary to Government, Panchayat Raj & Rural Development Department, Andhra Pradesh.

// Forwarded :: By Order //



SECRETARY