

**WEST BENGAL STATE ELECTION COMMISSION**  
**18, SAROJINI NAIDU SARANI,**  
**KOLKATA – 700 017**

**No. 1194-SEC/1C-6/1998**

**Date : 03.05.2012**

**ORDER**

This Commission has decided to issue Identity Cards for the contesting candidates with their recent photographs in the ensuing Municipal General Elections to 6(six) Urban Local Bodies scheduled to be held on 3<sup>rd</sup> June, 2012 as it will be helpful for them to move within the constituencies concerned and for the purpose of establishing their identity as and when required.

2. A specimen copy of candidate's Blank Identity Card is forwarded herewith with the request to provide the same to the candidates in the said Municipal elections. Two copies of the said form duly filled in with photographs affixed thereon shall be submitted by the candidate to the Municipal Returning Officer who will return one copy after his/her signature and retain the other copy for record.

3. Appointment of the election agent is governed by provisions of Section 47 and 48 of the West Bengal Municipal Elections Act, 1994 read with Rule 13 of the West Bengal Municipalities (Conduct of Elections) Rules, 1995 in terms of which he shall be an elector of the Municipal Corporation / Municipality / Notified Areas concerned and should not be disqualified in any manner for contesting an election to the Municipal Corporation / Municipality / Notified Areas. The letter of appointment shall be furnished by the candidate in Form 9 in duplicate to the Municipal Returning Officer, with two copies of photographs of the election agent and the Municipal Returning Officer / Assistant Municipal Returning Officer shall return one copy after his/her signature with photograph affixed, to the candidate/election agent and retain the other copy for record.

4. As per provision of Section 51 of the West Bengal Municipal Elections Act, 1994, read with Rule 14 of the West Bengal Municipalities (Conduct of Elections) Rules 1995, a contesting candidate or his / her election agent may appoint in the prescribed manner one polling agent and two relief agents at each polling station. Every such appointment shall be made in Form 11.

In order to avoid any malpractices and unscrupulous methods and for enforcing utmost discipline the Polling Agents will be required to display his/her Identity Card with Photographs obtained from the Municipal Returning Officer and Electoral Photo Identity Card (EPIC) as well on his / her person during his / her stay at the Polling Station. For this purpose all contesting candidates or election agents should be instructed by the Municipal Returning Officer to furnish 3 (three) copies of photographs of the Polling agents along with a copy of their appointment letters. The Identity Cards of Polling agents, if issued should be prepared in triplicate. One copy of the same is to be kept as Office Copy for the purpose of record by the Municipal Returning Officer. Second copy of such Identity Card is to be supplied to the Presiding Officer of the polling station concerned and third copy thereof to be returned to the polling agent or his / her election agent after affixing thereon Municipal Returning Officer's

seal and signature specifying the Constituency (Ward) number and name & number of the polling station for which the person concerned is appointed as polling agent. Every polling agent must produce such Identity Card before the Presiding Officer of the polling station to establish his / her bonafide. A specimen copy of the Card is enclosed.

5. There is also a provision for appointment of counting agents in terms of Section 52 of the aforesaid Act read with rule 42 of the West Bengal Municipalities (Conduct of Elections) Rules, 1995. For ensuring better security and for enforcing utmost discipline in the counting centre counting agents will also have Photo Identity Card. Photograph of Counting Agents shall be furnished to the Municipal Returning Officer by the candidate / election agent when the Municipal Returning Officer / Assistant Municipal Returning Officer shall issue identity card for the counting agent with his / her photograph affixed and stamped with the office seal of the Municipal Returning Officer on specifying the Hall No. and Table No. where the counting agent shall attend counting process. Such cards may be collected by the candidate / election agent before the date of counting from the office of the Municipal Returning Officer. The Identity Card with photograph affixed should be displayed prominently by the counting agents during his presence in the counting hall. A specimen copy of the card is enclosed.

6. The State Election Commissioner has been pleased to direct that the number of counting agents to be appointed by a candidate or his Election Agent shall be regulated by the number of tables where counting of votes for the constituency, takes place plus one Counting Agent to watch counting at M.R.O.'s table. As far as possible, in order to avoid over crowding at Municipal Returning Officer's table, only one person whether the candidate himself or his / her Election Agent or his Counting Agent should be present at a time at that table on behalf of the Contesting candidate. The State Election Commissioner also directs that a candidate, his election agent and counting agents shall be allowed entry into counting hall first before counting of votes for his / her constituency is taken up as may be decided by the M.R.O. All of them should leave the counting venue as soon as the counting of his / her constituency (ward) is completed.

7. The contesting candidates / election agents may be asked to produce their identity cards with photograph issued by the 'Municipal Returning Officer' at their respective counting venue on the day of counting.

The Municipal Returning Officer concerned may be instructed accordingly.

By order of the  
State Election Commissioner,  
West Bengal State Election Commission

Sd/  
Secretary,  
West Bengal State Election Commission

**No. 1194/1(11)-SEC/1C-6/1998**

**Date : 03.05.2012**

Copy forwarded for information and necessary action to the :-

1. District Municipal Election Officer & District Magistrate, Jalpaiguri / Purba Medinipur / Nadia / Burdwan / Birbhum
2. Municipal Returning Officer & Sub-Divisional Officer, Durgapur / Tamluk / Haldia / Ranaghat / Rampurhat / Jalpaiguri(Sadar

Sd/

Joint Secretary,  
West Bengal State Election Commission

**No. 1194/2(9)-SEC/1C-6/1998**

**Date : 03.05.2012**

Copy forwarded for information and necessary action to the :

President / Chairman / General Secretary / Secretary,

Sd/

Joint Secretary,  
West Bengal State Election Commission

**MUNICIPAL GENERAL ELECTIONS, 2012****CANDIDATE'S IDENTITY CARD**

Shri ..... is a contesting candidate for election to the ..... MUNICIPAL CORPORATION/ MUNICIPALITY / NOTIFIED AREA from Ward (Constituency) No. .... and has been set up by .....

Party / is an Independent candidate.

|            |
|------------|
| PHOTOGRAPH |
|------------|

Signature of the candidate

Attested

.....  
M.R.O./A.M.R.O.

.....  
Municipal Returning Officer

(seal)

Place :

Date :

N.B. If the candidate is set up by a State Party or a National Party or an unrecognized party Registered with the Election Commission of India you should enter the name of the Party.

**MUNICIPAL GENERAL ELECTIONS, 2012**

**COUNTING AGENT'S IDENTITY CARD**

Date of counting :

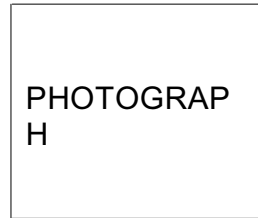
Name \_\_\_\_\_

Counting agent of Sri/Smt \_\_\_\_\_ (candidate)  
of

Ward No. \_\_\_\_\_

Hall No. \_\_\_\_\_

Table No. \_\_\_\_\_



Specimen Signature of the polling agent

\_\_\_\_\_

\_\_\_\_\_

Municipal Returning Officer,

Seal.

**FORM 9**  
[ See rule 13(1) ]

**Appointment of Election Agent**

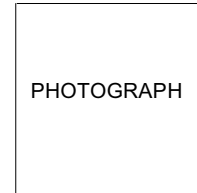
Election to Ward No. ....of the ..... Municipal Corporation  
/ Municipality / Notified Area.

To  
The Municipal Returning Officer,

I, .....of ....., a candidate  
at the above election do hereby appoint ..... of  
..... as my election agent from this day at the above election.

Place \_\_\_\_\_

Date \_\_\_\_\_



\_\_\_\_\_  
*Signature of candidate*

I accept the above appointment.

\_\_\_\_\_  
Signature of election agent  
approved.

Place \_\_\_\_\_

Date \_\_\_\_\_

\_\_\_\_\_  
*Signature and Seal of the  
Municipal Returning Officer,*

**MUNICIPAL GENERAL ELECTIONS, 2012**

**POLLING AGENT'S IDENTITY CARD**

Date of Poll :

Name \_\_\_\_\_

Polling Agent of Sri/Smt \_\_\_\_\_ (candidate) of  
\_\_\_\_\_ (Party)

Constituency (Ward) No. \_\_\_\_\_ of \_\_\_\_\_ Municipal Corporation/  
Municipality / Notified Area.

No. and Name of Polling Station : \_\_\_\_\_



Specimen Signature of the Polling agent

\_\_\_\_\_

Ward No.....

Part No. & Serial No.  
Of the Electoral Roll.....

\_\_\_\_\_  
Municipal Returning Officer,

Seal.