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Government of West Bengal  
Office of the District Magistrate & Collector  
Purba Medinipur :: Tamluk  
(Election Section)

Memo No.: 2080(4)/Elec.

Date: 24.10.2011

To  
The Electoral Registration Officer (All)  
..... A.C.

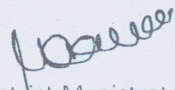
The Assistant Electoral Registration Officer & Block Development Officer (All)  
..... Block

Subject: Special Summary Revision of Electoral Rolls with reference to 01/01/2012 as qualifying date – regarding.

In continuation to this office previous memo no. 2047(4)/Elec. dated 13.10.2011 this is to inform you that the Office of the CEO, West Bengal has giving emphases upon cleanliness of Electoral Rolls during this revision process through the video conference held on 17.10.2011.

You are hereby requested to follow the instructions as appended below:

- When duty of Booth Level Agent is to furnish list of dead voters and shifted electors to the BLO as per format attached to this office memo no. 2028(55)/Elec. dated 29.09.2011, the duty of Booth Level Officer is to enquire the information given by BLA and to submit the same before you for taking appropriate steps.
- Form-7 received by DOs at the designated locations should be thoroughly checked at the level of ERO/AERO/AAERO through hearing.
- Opportunity of being heard should be given to any applicant or the person against whom form-7 has been filed for more than one time, in case; he fails to appear at the first date of hearing.
- All complains should be attended and action to be taken.
- Hearing of form-6/7/8/8A is being done at the level of ERO/AERO/AAERO, similarly they should be made responsible for preparation of manuscript and all forms and manuscripts should be signed by ERO/AERO/AAERO.
- Data entry work will start from 16.11.2011 at respective sub-division level. Sufficient number of AERO/AAERO should be placed at data entry centers for checking of data entry and giving certificate thereof.
- Report of field level checking done by ERO/AERO/AAERO should be submitted to this office immediately.

  
Additional District Magistrate (Genl.)  
Purba Medinipur

CC to:  
CA to DEO & DM, Purba Medinipur.