



**GOVERNMENT OF TRIPURA
PANCHAYAT DEPARTMENT**

**THE TRIPURA PANCHAYATS
(Election of Office Bearers)
RULES, 1994.**

GOVERNMENT OF TRIPURA
RD (PANCHAYATS) DEPARTMENT

(As amended Upto the 21st July, 1999, Vide RD (Panchayats) Department Notification No.F.6(2-23)-GL/PR/98, dated 21st July, 1999.)

NOTIFICATION

In exercise of the powers conferred by sub-section (1) of Section 228 of the Tripura Panchayat Act, 1993, the State Government hereby makes the following Rules, namely -

CHAPTER – I

PRELIMINARY

Short title and commencement.

1. (1) These rules may be called the Tripura Panchayats (Election of Office Bearers) Rules, 1994 ;

(2) They shall come into force at once.

Definition

2. In these rules, unless there is anything repugnant to the subject or its context -

(a) 'Act' means the Tripura Panchayats Act, 1993 ;
(Tripura Act No. 7 of 1993) ;

(b) 'Form' means a Form appended to these rules ;

(c) 'Section' means Section of the Act ;

3. The expression used in these rules, but not defined, shall have the meanings assigned to them respectively in the Act ;

4. The Tripura General Clauses Act, 1996 shall apply for interpretation of these rules as it applies for the interpretation of an Act of the Tripura Legislative Assembly.

CHAPTER – II

Rotational allotment of reserved seats

5. Allotment by rotation of the reserved offices of Gram Pradhan as provided in the proviso to sub-section (4) of Section 20, shall be done in the following manner, namely –

(1) After working out total number of seats of offices of the Gram Pradhans in the State to be reserved for Scheduled Tribes, Scheduled Castes and Women, the State Government shall be order declare the seats so reserved and for convenience or avoiding any practical difficulty may make Block wise arrangements of such reservation.

*[(2) In order to ensure rotational reservation as enjoined by the last proviso to clause (4) of the Art. 243D of the Constitution in every such arrangement regarding reservation of seats, whether Block-wise or otherwise, all the offices of the Gram Pradhan shall be numbered in such manner as may be determined by the State Government and reserved seats may be allotted against odd or even numbers column, arranged serially in ascending order, as may be decided by the State Government in order to avoid repetition of reservation. In the next general election reserved seats of Gram Pradhan may be allotted against even numbers column if it was against odd numbers column in the preceding election. Similarly, reserved seats of Gram Pradhan may be allotted against odd numbers column if it was against even numbers column in the preceding election. The reserved seats may then numbered seats in the aforesaid manner after every general election. For the third term of election the same procedure shall be followed. However, if in the respective column of odd or even numbers, as the case may be, any serial number remains uncovered in rotation of earlier elections then the rotation in the third term shall start from the respective serial number so uncovered. After exhausting such uncovered numbers, if any, the reservation rotation shall continue from the column of odd or even numbers, as the case may be.

Provided that in any term even if in the column of odd numbers column or even numbers column, as the case may be, required reserved number can not be found, the search shall, in order to maintain rotational reservation as enjoined by the Constitution, confine to that column only.]

(3) For the purpose of allotting reserved seats for women in the offices of the Gram Panchayats, the serial numbers of allotted reserved seats for the Scheduled Tribe and the Scheduled Caste together and General community shall be sperately arranged in two lists in the ascending order. The first seat and then every third seat of Gram Pradhan from each list shall be reserved for the women of the respective communities in the first General Election . In the second General Election the reserved seats for women shall rotate by allotting second seat and then every third seat commencing from the second seat. Thus, the rotation of seats for women shall be made by way of allotting the first and then the second and again first seat. Thereafter, every third seat shall be allotted commencing from first, or as the case may be, the second seat ;

Provided that rotational allotment shall be made only from those Gram Panchayats which have at least one elected women member.

*[] *The provisions of sub-rule (2) and two provisos thereto within the square brackets have been substituted by amendment vide RD(Panchayats) Department Notification No.F.6(2-23)-GL/PR/ 98, dated 21-7-1999.*

(4) Allotment by rotation done in the aforesaid manner shall be final and binding on all.

*[(5) Notwithstanding anything contained in the foregoing provisions of these Rules, the Principle of rotation for the purpose of reservation of the offices of Pradhans shall commence from the first General Election and the roster for reservation by rotation shall continue for three successive terms to complete the full rotation unless the State Government, for reasons to be recorded in writing, by notification, directs fresh commencement of the rotation at any stage excluding the earlier term or terms of Elections from the operation of the rotation and in such event, notwithstanding anything contained in the sub-rule (2), reserved seats may be allotted against odd or even number serial as may be considered reasonable, for the purpose of avoiding repetition, as far as practicable.]

**Election of
Pradhan and Up
Pradhan of Gram
Panchayat**

6. (1) The District Panchayat Officer of the District shall be the prescribed authority for the purpose of sub-section (2) of that Section. Within then days from the date of constitution of a Gram Panchayat under sub-section (5) of Section 17 or within such further time as may be extended by the District Panchayat Officer, the prescribed authority shall convene the first meeting of Gram Panchayat. For the purpose, the District Panchayat Officer shall give a written notice of first meeting in Form 1 to all members as far as practicable seven days before such meeting. The members shall take oath before the meeting and elect the Pradhan and Upa Pradhan in the meeting. The authority specified under Section 217(1) or any officer nominated by such authority shall administer oath to the members and preside over the meeting.

(2) Simple majority of the elected members of a Gram Panchayat shall form the quorum for the first meeting. The first meeting shall be held after the members present have taken oath. If there is no quorum for the first meeting the Presiding Officer shall adjourn the meeting and submit a report to the District Panchayat Officer. The adjourned first meeting shall be convened within 10 (ten) days by the concerned District Panchayat Officer in the same manner as in the case of first meeting.

(3) The Presiding Officer shall, after taking of oath is over and immediately after the commencement of the meeting call upon the members present to propose the names of the candidate for election of the Pradhan of the Gram Panchayat. One member only shall be required to propose name of a candidate. The Presiding Officer shall record the name of each candidate proposed, name of his party, if any, together with the name of the proposer and name of his party. He shall reject a proposal.

*[] *The new provision sub-rule (5) within the square brackets has been inserted by amendment vide RD(Panchayats) Department Notification No.F.6(2-23)-GL/PR/ 98, dated 21-7-1999.*

- i) if the seat is reserved but the proposal does not conform to reservation requirement ; or
- ii) if the proposal has been made after the list of candidates has been finalized by him in Form 2. If the candidate, whose name is proposed, is absent, the proposer shall submit the consent paper of the candidate to the Presiding Officer in Form – 3.

(4) If only one candidate is proposed, the Presiding Officer shall in Form – 4, declare him to be duly elected Pradhan of the Gram Panchayat. If more than one candidate have been proposed, the Presiding Officer shall cause to be prepared list of candidates in Form – 5 and asked the members to cast their votes in favour of their chosen candidate by showing hands. The Presiding Officer shall call out names of candidates one by one serially as arranged in Form- 5 in Bengali alphabetical order and record the number, and names and political party, if any, of the members who have raised their hands in favour of a candidate. He shall obtain signature of the members who raised hands. No member shall cast more than one vote. If any member casts more than one vote, all of his votes shall be liable to be rejected. If any member abstains from voting, it shall be recorded in Remark Column for Form – 5 against the name of the members by the Presiding Officer. After completion of vote the Presiding Officer shall, in Form – 4 declare the candidate who has secured the largest number of votes to be duly elected Pradhan of the Gram Panchayats. In case of equal number of votes being recorded in favour of two or more candidates the Presiding Officer shall decide the result of the elections by lot in such a manner as the Presiding Officer shall deem fit and thereupon the candidate in whose favour the lot falls shall be deemed to have received an additional vote and shall be declared to be duly elected as Pradhan of the Gram Panchayats.

Election of Upa Pradhan.

7. After the election of Pradhan, the election of the Upa Pradhan shall be held in the same manner as provided in sub-rule (4) of Rule – 6 :

Provided that for the office of the Upa-Pradhan there shall be no reservation.

Certificate of election.

- * 8. (1) The Presiding Officer shall forward the names of the Pradhan and Upa Pradhan duly elected to the District Panchayat Officer who shall grant a Certificate of Election in Form 6 to the duly elected Pradhan and Upa Pradhan and thereafter send the names to the District Panchayat Officers to publish their names in the Official Gazette.

* *The word 'be' after the word 'to' and before 'the' word 'has been deleted by amendment vide RD(Panchayats) Department Notification No.F.6(2-23)-GL/PR/ 98, dated 21-7-1999.*

(2) The District Panchayat Officer shall retain all papers relating to the election of the Pradhan and Upa Pradhan of a Gram Panchayats for a period of six months from the date of declaration of result which shall, there after be destroyed unless otherwise directed by the Director of Panchayats.

Oath of allegiance to be taken by the Pradhan and Upa Pradhan.

9. (1) Notwithstanding anything contained in the Indian Oaths Act, 1873 (x of 1873), every person who is elected as Pradhan or Upa Pradhan shall before entering upon his office make and subscribe, an oath or affirmation of his allegiance to the Constitution of India in the following form, namely -

" I Shri / Smti A.B. having been elected a Pradhan of the Gram Panchayat do swear in the name of God / solemnly affirm that I will bear true faith a allegiance to the Constitution of India as by law established and that I will faithfully discharge the duties upon which I am about to enter."

(2) Any person who having been elected as Pradhan or Upa Pradhan fails to make within three months from the date of election to such office the oath or affirmation as laid down in the sub-rule (1) of this rule, shall cease to hold such office and his seat shall be deemed to have become vacant and casual vacancy shall be deemed to have occurred in the Office of Pradhan or, Upa Pradhan, as the case may be, on the date of expiry of three months which shall be filled up in the manner prescribed in these rules unless the delay is condoned by the State Government for any special reason.

(3) An elected Pradhan and Upa Pradhan shall make an oath or affirmation of his allegiance to the Constitution before the District Panchayat Officers or any officer appointed by him in this behalf.

Casual Vacancy

10. As soon as may be, but not later than *[Sixty days] from the date of any Casual Vacancy in the Office of the Pradhan or Upa Pradhan for reasons specified in Section 24 and Section 25, the District Panchayat Officer shall convene a meeting of all the members of such Gram Panchayat for the election of its Pradhan or, as the case may be, the Upa Pradhan in the same manner as provided in the rule 6.

Rotational allotment of reserved seats.

11. Allotment by rotation of the reserved offices of Chairman of the Panchayat Samiti as provided in the proviso to sub-section (2) of Section 79 shall be done in the following manner namely -

(1) After working out total number of seats in the offices of the Chairman in the State to be reserved for. Scheduled Tribe, Scheduled Caste and Women, the State Government by order declare the seats so reserved in the State.

*[] *The word within the square brackets has been substituted by amendment vide RD(Panchayats) Department Notification No.F.6(2-23)-GL/PR/ 98, dated 21-7-1999.*

*[(2) In order to ensure rotational reservation as enjoined by the last proviso to clause (4) of Art. 243D of the Constitution, for the purpose of rotational allotment of the reserved seats, all the offices of Chairman of Panchayat Samitis shall be numbered in such manner as may be determined by the State Government. Then reserved seats may be allotted against odd or even numbered column, arranged serially in ascending order, as may be decided by the State Government in order to avoid repetition of reservation. In the next general election, reserved seats of Chairman may be allotted against even numbers column if it was against odd numbers column in the preceding election. Similarly, reserved seats of Chairman may be allotted against odd numbers column in the preceding election. Similarly, reserved seats of Chairman may be allotted against odd numbers column if it was against even numbers column in the preceding election. The reserved seats may then be allotted by rotation among the odd numbered or even numbered seats in the aforesaid manner after every general election. For the third term of election the same procedure shall be followed. However, if in the respective column of odd or even numbers, as the case may be, any serial number remains uncovered in rotation of earlier elections then the rotation in the third term shall start from the respective serial number so uncovered. After exhausting such uncovered numbers, if any, the reservation rotation shall continue from the column of odd or even numbers, as the case may be

Provided that in any term even if in the column of odd numbers column or even numbers column, as the case may be, required reserved number can not be found, the search shall, in order to maintain rotational reservation as enjoined by the Constitution, confine to that column only.]

(3) For the purpose of allotting reserved seats for women in the offices of Panchayat Samitis serial number of the allotted reserved seat for the Scheduled Tribe and Scheduled Caste together and General community shall be separately arranged in two lists in ascending order. The first seat and then every third seat of Chairman from each list shall be reserved for the women of the respective community in the first General Election. In the second General Election the reserved seat for women shall be rotated by allotting second seat and then every third seat commencing from the second seat. Thus, the rotation of seats for women shall be made by way of allotting the first and then allotting every third seat commencing from the first, or as the case may be, the second seat :

Provided that rotational allotment shall be made only from those Panchayat Samitis which have at least one elected woman member.

*[] *The provisions of sub-rule (2) of Rule 11 and two provisos thereto within the square brackets have been substituted by amendment vide RD(Panchayats) Department Notification No.F.5(2-23)-GL/PR/ 98, dated 21-7-1999.*

(4) Allotment by rotation done in the aforesaid manner shall be final and binding on all.

*[(5) Notwithstanding anything contained in the foregoing provision of these Rules, the principle of rotation for the purpose of reservation of the Offices of Chairman shall commence for the first General Election and the roster for reservation by rotation shall continue for three successive terms to complete the full rotation unless the State Government, for reasons to be recorded in writing, and by notification, directs fresh commencement of the rotation at any stage excluding the earlier term or terms of Elections from the operation of the rotation and in such event, notwithstanding anything contained in the sub-rule (2), reserved seats may be allotted against odd or even number serial as may be considered reasonable, for the purpose of avoiding repetition, as far as practicable.]

Notice of Election. 12.

As soon as may be after the constitution of the Panchayat Samiti is notified in the Official Gazette under sub-section (5) of Section 74 of the Act, but not later than ten days from the date of publication of the Notification constituting the Panchayat Samiti or within such further time, as the case may be, allowed by the State Government, the District Panchayat Officer shall convene the first meeting of all the directly elected members of the Panchayat Samiti for taking oath and for the election of a Chairman and a Vice Chairman of the Panchayat Samiti, by fixing a date, place and time and causing a written Notice to this effect in Form 7 to be served on each directly elected member of the Panchayat Samiti so as to reach him as far as practicable seven days before the date fixed for the meeting.

Eligibility for the office or the Chairman.

13. (1) A directly elected member of a Panchayat Samiti only shall be eligible for being a candidate for the office of the Chairman of the Panchayat Samiti.

(2) A directly elected member shall not be eligible for such election unless he declares in writing in Form 19 before election that on being elected he shall be a whole time functionary of his office and that during the period for which he holds or is due to hold such office, he shall not hold such office of profits unless he has obtained leave of absence from his place of employment or shall not carry on or be associated with any business, profession or calling that shall or is likely to interfere with due exercise of his powers or due performance of his functions or due discharge of his duties.

*[] A new sub-rule viz. "(5)" within the square brackets has been inserted by amendment vide RD(Panchayats) Department Notification No.F.6(2-23)-GL/PR/ 98, dated 21-7-1999.

**Procedure of
Election.**

14. (1) On the day of the first meeting the elected members, before taking seat shall make or subscribe oath or affirmation of his allegiance before the authority specified by the State Government under sub-section (1) of Section 217. The said authority shall preside over the first meeting :

Provided that the first meeting shall not be held without a quorum of majority of the elected members.

(2) The Presiding Officer shall call upon the members present in the first meeting to propose the name of the candidate for election of the Chairman of the Panchayat Samiti. One member shall be required to propose the name of a candidate. If the candidate whose name is so proposed is absent, the proposer shall, while proposing the name of the candidate, also submit to the Presiding Officer the consent paper of the candidate in Form 8. The Presiding Officer shall record the name of the candidates proposed, name of the part, if any, together with the names of the proposer, name of the party, if any, in Form 9. He shall reject any proposal -

- (i) if the seat is reserved but the proposal does not conform to reservation requirement : or
- (ii) if the proposal has been made after the list of candidate has been finalized by him.

(3) If only one candidate is and found eligible the Presiding Officer shall, in Form 10 declare him to be duly elected as Chairman of the Panchayat Samiti. If more than one candidates have been proposed and if they are found eligible, the Presiding Officer shall cause to be prepared a list of contesting candidates in Bengali alphabetical order in Form - 9.

(4) The Presiding Officer shall call out the names of the candidates one by one serially as arranged in Bengali alphabetical order, and record the number of names, and political party, if any, of the members who have raised hands in favour of a candidate in Form 11. He shall obtain the signatures of the members who raised hands. No member shall cast more than one vote. If any member cast more than one vote, all of his votes shall be liable to be rejected. If any member abstains from voting, it shall be recorded in Form 11 in the Remark Column against the name of the members by the Presiding Officer. After completion of voting in favour of the candidates the Presiding Officer shall in Form - 10 declare the candidate who has secured the largest number of votes to be duly elected Chairman of the Panchayat Samiti. In case of equal number of votes being recorded in favour of two or more candidates, the Presiding Officer shall decide the result of the election by lot in such manner as the Presiding Officer shall deem fit and thereupon the candidate in whose favour the lot falls shall be deemed to have secured one additional vote and shall be declared to be duly elected as Chairman of the Panchayat Samiti.

**Election of Vice
Chairman.**

15. After the election of the Chairman of the Panchayat Samiti, the election of the Vice Chairman shall be held in the same manner as provided in rule 14 :

Provided that for the Vice Chairman there shall be no reservation and no declaration shall be required as provided in sub rule (2) of rule 13 :

Provided further that when the office of Chairman falls vacant by reason of -

- (i) death, resignation, removal of the Chairman ; or
- (ii) by reason of leave, illness or other cause

he is temporarily unable to act, the Vice Chairman shall exercise the powers, perform the functions and discharge the duties of the Chairman. In case mentioned in (i) * [and (ii)] before taking over the office of the Chairman of the Panchayat Samiti, the Vice Chairman shall have to furnish a declaration in Form - 20 and shall take oath or affirmation before assumption of the office of the Chairman.

**Certificate of
Election.**

16. (1) The District Panchayat Officer shall grant a Certificate of Election in Form 12 to the duly elected Chairman, and Vice Chairman and thereafter send the names to the Director of Panchayats to publish their names in the Official Gazette as the duly elected Chairman and Vice Chairman of the Panchayat Samiti.

(2) The District Panchayat Officer shall retain all papers relating to the election of the Chairman and Vice Chairman of a Panchayat Samiti for a period of at least six months from the date of declaration of result which shall thereafter be destroyed unless otherwise directed by the Director of Panchayats.

**Oath of allegiance
to be taken by the
Chairman and Vice
Chairman.**

17. (1) Notwithstanding anything contained in the Indian Oaths Act, 1873 (x of 1873) every person who is elected as Chairman or Vice Chairman shall before entering upon his office make and subscribe an oath or affirmation of his allegiance to the Constitution of India before the Director of Panchayats or one office authorized by him in the following form namely -

"I Shri / Smti A, B, having been elected as Chairman / Vice Chairman of the Panchayat Samiti do swear in the name of God / solemnly affirm that I will bear true faith and allegiance to the Constitution of India as by law established and that I will faithfully discharge the duties upon which I am about to enter."

* [] *The word & figure within the square brackets have been inserted by amendment vide RD(Panchayats) Department Notification No.F.6(2-23)-GL/PR/ 98, dated 21-7-1999.*

(2) If any person having been elected as Chairman or Vice Chairman fails to make within three months from the date of election the oath or affirmation laid down in the sub-rule (1), shall cease to hold the office and his seat shall be deemed to have become vacant unless the delay is condoned by the State Government for any special.

Casual Vacancy

18. (1) As soon as may be but not later than sixty days from the date of any Casual Vacancy in the Office of the Chairman or Vice Chairman for reason as specified in Section 83 of the Act, the District Panchayat Officer shall convene a meeting of all the members of such Panchayat Samiti for the election of its Chairman or, as the case may be, the Vice Chairman in the same manner as provided in the rule 14.

(2) The election of the office of the Chairman or, as the case may be, the Vice Chairman shall be held in the same manner as provided in the foregoing provisions of these rules.

CHAPTER – III

Rotational allotment of reserved seats.

19. Allotment by rotation of the reserved offices of Sabhadhipati of a Zilla Parishad shall be done in the following manner, namely –

(1) After working out the total number of seats in the Office of the Sabhadhipati of the Zilla Parishad in the State to be reserved for Scheduled Tribes, Scheduled Castes and Women, the State Government by an order, declare the seats so reserved in the State.

*[(2) In order to ensure rotation reservation as enjoined by the last proviso to clause (4) of Art. 243D of the Constitution, for the purpose of rotational allotment of the reserved seats, all the offices of Sabhadhipatis of Zilla Parishads shall be numbered in such manner as may be determined by the State Government. Then reserved seats may be allotted against odd or even numbers column, arranged serially in ascending order, as may be decided by the State Government in order to avoid repetition of reservation. In the next general election, reserved seats of Sabhadhipati may be allotted against even numbers column if it was against odd numbers column in the preceding election. Similarly, reserved seats of Sabhadhipati may be allotted against odd numbers column if it was against even numbers column in the preceding election. The reserved seats may then be allotted by rotation among the odd numbered or even numbered seats in the aforesaid manner after every general election. For the third term of election the same

procedure shall be followed. However, if in the respective column of odd or even numbers, as the case may be, any serial number remains uncovered in rotation of earlier elections then the rotation in the third term shall start from the respective serial number so uncovered. After exhausting such uncovered numbers, if any, the reservation rotation shall continue from the column of odd or even numbers, as the case may be.

Provided that in any term even if in the column of odd numbers column or even numbers column, as the case may be, required reserved number can not be found. the search shall, in order to maintain rotational reservation as enjoined by the Constitution, confine to that column only.]

(3) For the purpose of allotting reserved seats for women in the offices of the Zilla Parishad, serial numbers of the allotted reserved seats for the Scheduled Tribe, Scheduled Caste together and General community shall be separately arranged in two lists in ascending order. The first seat and then every third seat of the Sabhadhipati from each list shall be reserved for the women of the respective community in the first General Election. In the second General Election the reserved seat for women shall be rotated by allotting the second seat and then every third seat commencing from the second. Thus, the rotation of seats for women shall be made by way of allotting the first and then second and again first seat and then allotting every third seat commencing from the first or, as the case may be, the second seat :

Provided that rotational allotment shall be made only from those Zilla Parishad which have at least one elected woman member

(4) Allotment by rotation done in the aforesaid manner shall be final and binding on all.

**[(5) Notwithstanding anything contained in the foregoing provision of these Rule, the principle of rotation for the purpose of reservation of the Offices of Sabhadhipati shall commence from the first General Election and the roster for reservation by rotation shall continue for three successive terms to complete the full rotation unless the State Government for reasons to be recorded in writing, and by notification, directs fresh commencement of the rotation at any stage excluding the earlier term or terms of

*[]

The provisions of sub-rule (2) of Rule 19 and two provisos thereto within the square brackets have been substituted by amendment vide RD(Panchayats) Department Notification No.F.6(2-23)-GL/PR/ 98, dated, 21-7-1999.

Elections for the operation of the rotation and in such event ; notwithstanding anything contained in the sub-rule (2), reserved seats may be allotted against odd or even number serial as may be considered reasonable, for the purpose of avoiding repetition, as far as practicable.]

Notice of Election.

20. As soon as may be, after the constitution of Zilla Parishad is notified in the Official Gazette as per sub-section (5) of Section 126, but not later than ten days from the date of publication of the Notification constituting the Zilla parishad or within such further time as may be allowed by the State Government, the Director of Panchayat or an officer authorized in writing by him in this behalf, shall convene the first meeting of all the directly elected members of the Zilla Parishad for the taking of oath and for the election of a Sabhadhipati and Sahakari Sabhadhipati of a Zilla Parishad, by fixing a date, place and time and causing a written notice to this effect in Form – 13 to be served on each directly elected member of the Zilla Parishads so as to reach as far as practicable seven days before the date fixed for the meeting.

Eligibility for the office of the Sabhadhipati.

21. (1) A directly elected members of Zilla Parishad only shall be eligible for being a candidate for the office of the Sabhadhipati of the Zilla Parishad.
- (2) A directly elected member shall not be eligible for such election unless he declares in writing in Form – 19 that on being elected he shall be a whole time functionary of his office and that during the period for which he holds or is due to hold such office he shall not carry on or be associated with any business, profession or calling that shall or is likely to interfere with due exercise of his powers, due performance of his functions or due discharge of his duties.

Procedure of Election.

22. (1) On the day of the first meeting the directly elected member, before taking seat shall make and subscribe oath or affirmation of his allegiance before the authority specified by the State government under sub-section (1) of Section 217. The said meeting shall be presided over by the Director of Panchayats or an officer authorized by him in writing in this behalf at which a quorum of majority of directly elected members are present.

** [] *The new provisions as new clause viz. '(5)' within the square brackets has been inserted by amendment vide RD(Panchayats) Department Notification No.F.6(2-23)-GL/PR/ 98, dated 21-7-1999.*

(2) The Presiding Officer shall call upon the members present to propose the name of the candidate for election of the Sabhadhipati of a Zilla Parishad. One member only shall be required to propose name of a candidate. If the candidate whose name is so proposed is absent, the proposer shall, while proposing the name of the candidate also submit to the Presiding Officer the consent papers of the candidate in Form 14. The Presiding Officer shall record the name of the candidate proposed name of his party, if any, together with the name of the proposer alongwith name in Form 15. He shall reject any proposal -

- (i) if it is a reserved seat but proposal does not satisfy reservation criterion ;
or
- (ii) if the proposal has been made after the list of candidate has been finalized by him.

(3) If only one candidate is proposed and found eligible the Presiding Officer shall, in Form 17 declare him to be duly elected as Sabhadhipati of a Zilla Parishad. If more than one candidate have been proposed and if they are found eligible, the Presiding Officer shall, cause to be prepared a list of eligible contesting candidates in Bengali alphabetical order in Form – 15.

(4) The Presiding Officer, thereafter, shall call out the name of candidates serially as per list prepared one after another and ask the members present who are willing to cast their vote by showing hands in favour of him. The Presiding Officer shall then write down the number and name of members who have raised their hands in favour of candidates and obtain their names. No member shall cast more than one vote. If any member casts more than one vote, then all the his votes shall be liable to be rejected. If any member abstains from voting, it shall be recorded in Form 16 in the Remarks Column. After completion of vote, the Presiding Officer shall, in Form 17, declare the candidate who has secured the largest number of votes to be duly elected Sabhadhipati of the Zilla Parishad. In case of equal number of votes being recorded in favour of two or more candidates the Presiding Officer shall decide the result of the election by lot in such manner as the Presiding Officer shall deem fit and thereupon the candidate in whose favour lot falls shall be deemed to have secured one additional vote and shall be declared to be duly elected as Sabhadhipati of the Zilla Parishad.

**Election of Sahakari
Sabhadhipati.**

23. After the election of the Sabhadhipati of the Zilla Parishad, the election of the office of the Sahakari Sabhadhipati shall be held in the same manner as provided in the Rule 22.

Provided that for the office of the Sahakari Sabhadhipati there shall be no reservation and no declaration shall be required as provided in sub-rule (2) of Rule *[21].

Provided further that when the office of the Sabhadhipati falls vacant by reason of -

- (i) death, resignation, removal ;
or
- (ii) by reason of leave, illness or other cause

he is temporarily unable to act, the Sahakari Sabhadhipati shall exercise the powers, perform the functions and discharge the duties of the Sabhadhipati. In the circumstances mentioned in (i) and (ii) before taking over the office of the Sabhadhipati of a Zilla Parishad, the Sahakari Sabhadhipati shall have to furnish a declaration in Form 20 and shall take oath or affirmation before assumption of the office of the Sabhadhipati.

**Certificate of
Election.**

24. (1) The Director of Panchayats shall grant Certificate of Election in Form 18 to the duly elected Sabhadhipati and Sahakari Sabhadhipati and thereafter publish their names in the Official Gazette as the duly elected Sabhadhipati and Sahakari Sabhadhipati of the Zilla Parishad of a District.

(2) The Director of Panchayats shall retain all papers relating to the election of Sabhadhipati and Sahakari Sabhadhipati of a Zilla Parishad for a period of at least six months from the date of declaration of result with shall thereafter be destroyed unless otherwise directed by the State Government.

* [] *The figure within the square brackets has been substituted by amendment vide RD(Panchayats) Department Notification No.F.6(2-23)-GL/PR/98, dated 21-7-1999.*

Oath of allegiance to be taken by the Sabhadhipati and the Sahakari Sabhadhipati.

25. (1) Notwithstanding anything contained in the Indian Oaths Act, 1873 (x of 1873) every person who is elected as Sabhadhipati or Sahakari Sabhadhipati shall before entering upon his office make and subscribe an oath or affirmation of his allegiance to the Constitution of India before the Secretary to the Government of Tripura, Panchayat Department or such other officer as may be authorized in writing by him this purpose in the following form ;

“ I Shri / Smti A.B. having been elected as Sabhadhipati / Sahakari Sabhadhipati of the Zilla Parishad do swear in the name of God (or solemnly affirm) that I will bear true faith and allegiance to the Constitution of India as by law established and that I will faithfully discharge the duties upon which I am about to enter.”

- (2) Any person who having been elected fails to make a oath of affirmation within three months from the date of election shall cease to hold the office and his seat shall be deemed to be become vacant unless the delay is condoned by the State Government for any special reason.

Casual Vacancy.

26. (1) As soon as may be, but not later than sixty days from the date any casual vacancy occurs in the office of Sabhadhipati or Sahakar Sabhadhipati for reasons specified in Section 136 of the Act, the Director of Panchayats shall convene meeting of all the members of such Zilla Parishad for the election of its Sabhadhipati or, as the case may be, the Sahakari Sabhadhipati in the same manner as provided in rule 21.

- (2) The Election of Sabhadhipati or, as the case may be, the Sahakari Sabhadhipati shall be held in the same manner as provided in the foregoing provision of these rules.

CHAPTER - IV

Procedure to deal with question regarding disqualification on ground of defection.

27. (1) In any meeting of a Gram Panchayat, or a Panchayat Samiti or a Zilla Parishad, where vote is taken for election or for any other purpose, the Presiding Officer shall, if his attention is drawn that any member has voted or abstained from voting contrary to the direction of the political party to

which he belongs and thereby has earned disqualification under Section 16, or Section 76, or Section 128, record the facts in the Remarks Column of the record of proceedings of the meeting, obtain clarification from such member and then refer the question to the Block Development Officer or, as the case may be, the District Magistrate having jurisdiction for decision in Form 6A, or 12A or 17A as the case may be.

(2) If the Gram Panchayat or a Panchayat Samiti or a Zilla Parishad received a written information from a political party or from a member that the member has voluntarily given up the membership of the party or the member having been elected otherwise than as a member of a political party has joined the political party has joined the political party, the Pradhan or Upa Pradhan in case of Gram Panchayat, the Chairman or Vice Chairman in case of Panchayat Samiti or Sabhadhipati or Sahakari Sabhadhipati in case of Zilla Parishad shall refer the question to the Block Development Officer or, as the case may be, the District Magistrate to decide whether such member has earned disqualification under Section 16, or Section 76, or Section 128 in Form 6A, 12A or 17A as the case may be.

(3) Every such member who is alleged to have earned disqualification by reason of voting or abstained from voting contrary to the direction of his political party, may submit letter or prior permission or condonation to the Block Development Officer or, as the case may be, the District Magistrate having jurisdiction within thirty days from the date of voting and such authority shall take up the question of disqualification only after expiry of the said period of thirty days and decide the same within fifteen days from the expiry of the said period of thirty days.

(4) If the authority, as aforesaid, is satisfied on the basis of the report of the Presiding Officer and after making such enquiry as he may consider necessary that any such member has become disqualified under Section 16 or, as the case may be, Section 76 or Section 128, record his decision, communicate it to the Gram Panchayat concerned, or, as the case may be, the Panchayat Samiti or the Zilla Parishad and make declaration in Form 6B, or 12B, or 17B as the case may be, that the member has ceased to be the member of the Gram Panchayat or, as the case may be, the Panchayat Samiti or the Zilla Parishad.

Casual Vacancy in the office of the Pradhan or Chairman or Sabhadhipati.

28. (1) Whenever a vacancy occurs in the office of the Pradhan of a Gram Panchayat or Chairman of a Panchayat Samiti or Sabhadhipati of a Zilla Parishad by reason of removal, resignation, death or otherwise, the Upa Pradhan or, as the case may be, the Vice Chairman or the Sahakari Sabhadhipati shall perform and discharge the functions and duties of the Pradhan, Chairman or Sabhadhipati respectively till a new incumbent in the vacant office is elected :

Provided that when such office of the Pradhan of the Pradhan of a Gram Panchayat or Chairman of a Panchayat Samiti or Sabhadhipati of a Zilla Parishad is reserved for Scheduled Tribes, Scheduled Castes or Women and there is no eligible candidate for election to that office, the Upa Pradhan or Vice Chairman or Sahakari Sabhadhipati shall continue to discharge the duties and perform the functions of the Pradhan or Chairman or Sabhadhipati respectively for the unexpired term of the office till such members are elected through by-election.

Disputes relating to the validity of the Election of Pradhan and Upa Pradhan, Chairman, Vice Chairman, Sabhadhipati, Sahakari Sabhadhipati.

29. (1) Any dispute relating to election to the office of Pradhan or Upa Pradhan of a Gram Panchayat shall be decided by the Sub-Divisional Magistrate having local jurisdiction.
- (2) Any dispute relating to election to the office of the Chairman or Vice Chairman or a Panchayat Samiti shall be decided by the District Magistrate having local jurisdiction.
- (3) Any dispute relating to election to the office of the Sabhadhipati or Sahakari Sabhadhipati of a Zilla Parishad shall be decided by a Secretary to the Government to be appointed by the State Government.
- (4) The authority, as aforesaid, shall give notice to the contending parties, call for all the records regarding the election in dispute, give the parties an opportunity of being heard and decide the dispute within a period of sixty days from the date of raising the dispute.
- (5) Notwithstanding anything herein contained, pendency of the dispute shall not disentitle the incumbent declared to be elected to continue in his office.

Temporary appointment of Pradhan / Upa Pradhan, Chairman/ Vide Chairman, Sabhadhipati / Sahakari Sabhadhipati.

30. (1) The prescribed authority mentioned in sub-section (8) of Section 20 of the Act, shall be the Block Development Officer of the respective Block who shall, when both Pradhan and Upa Pradhan are unable to act temporarily appoint a Pradhan and a Upa Pradhan from among the members of the Gram Panchayat to act as such until the Pradhan or Upa Pradhan is elected or until the Pradhan or the Upa Pradhan resumes office, as the case may be.

(2) The prescribed authority mentioned in sub-section (7) of Section 78 of the Act shall be the District Magistrate who shall, when offices of both Chairman and Vice Chairman are vacant or they are temporarily unable to act, appoint a Chairman and a Vice Chairman from the members of the Panchayat Samiti to act as such until a Chairman or the Vice Chairman is elected as assumes office or until the Chairman or the Vice Chairman resumes his duties, as the case may be.

(3) The prescribed authority mentioned in sub-section (7) of Section 130 of the Act, shall be the Secretary to the government of Tripura, Panchayat Department who shall, when both the offices of Sabhadhipati or Sahakari Sabhadhipati are vacants or they are temporarily unable to act, appoint a Sabhadhipati and a Sahakari Sabhadhipati from among the members of the Zilla Parishad to act as such until a Sabhadhipati or a Sahakari Sabhadhipati is elected and assumes office or until the Sabhadhipati or Sahakari Sabhadhipati resumes his duties, as the case may be.

CHAPTER -V

Election of members of Standing Committee of Panchayat Samiti

31. (1) Within ten days from the date of election of the Chairman of a Panchayat Samiti or within such further time as may be allowed by the Director of Panchayats the Sub-Divisional Officer shall call a meeting of the members of a Panchayat Samiti for election under clause (b) of sub-section (2) of Section 107 of the Act for election of members of Standing Committee by fixing a date, time and place and causing a written notice thereof in Form 21 shall be served on each member including the ex-officio members of the Panchayat Samiti as far as practicable seven days before the date fixed for the purpose.

(2) Such meeting shall be presided over by the Sub-Divisional Officer.

(3) The majority of the members including the ex-officio members shall form the quorum. If on the date of the meeting there is no quorum that Presiding Officer shall adjourn the meeting which shall be held on a date to be fixed by the Sub-Divisional Officer in the same manner :

Provided that no quorum shall be necessary for an adjourned meeting.

(4) The Presiding Officer shall immediately after commencement of the meeting inform the members present to elect such number of members in each Standing Committee as may be determined by the State Government keeping in view the total number of directly elected member of such Panchayat Samiti. He shall inform the meeting the number of members to be elected for each Committee.

(5) The Presiding Officer shall follow the procedure as may be directed by the State Government for electing the member of the Standing Committee and announce the same in the meeting.

(6) As soon as the election of members of all Standing Committee is completed, the Presiding Officer shall forthwith forward the names of elected members of Standing Committee of Panchayat Samiti to the Director of Panchayat, for publication in the Official Gazette. He shall also forward the names of elected members of all Standing Committee to the District Magistrate, District Panchayat Officer, Chairman or the concerned Panchayat Samiti and Block Development Officer concerned.

(7) The papers relating to the election of members of Standing Committee of the Panchayat Samiti shall be sent to the District Panchayat Officer for safe custody for three months after which the District Panchayat Officer may destroy the same unless otherwise directed by the Director of Panchayats.

CHAPTER – VI

Election of President of a Standing Committee of Panchayat Samiti. 32.

(1) Within one week from the date of election of members of a Standing Committee under Rule 31 or such further time as may be allowed by the State Government, the Sub-Divisional Officer shall call a meeting of the members of each Standing Committee other than the members appointed under clause (c) of sub-section (2) of Section 107 by fixing a date, place and time and by causing a

notice in Form 22, to be served on each member of the Standing Committee as far as practicable seven days before the date fixed for election of the President.

(2) The procedure of the election of the President shall be decided by the Sub-Divisional Officer and he shall inform the procedure to the members present in the meeting :

Provided that majority of total number of members of the Standing Committee shall form the quorum of the meeting for the election of President.

Provided further that no quorum is necessary in an adjourned meeting.

(3) The Sub-Divisional Officer shall send the name of the President of each Standing Committee to the Director of Panchayats and the District Magistrate, the District Panchayat Officer, the Chairman of the Panchayat Samiti and the Block Development Officer of the Block for information. The Director of Panchayat shall publish the name of the President in the Official Gazette. The Sub-Divisional Officer shall send the papers relating to the election of the President of Standing Committee of the Panchayat Samiti to the District Panchayat Officer for safe custody. The District Panchayat Officer shall keep the papers in safe custody for three months after which they may be destroyed unless otherwise directed by the Director of Panchayats.

(4) The name of the President along with the names of members of each Standing Committee shall then be published in the office of the Sub-Divisional Officer and the office of the Panchayat Samiti and forward the same to the Director of Panchayats, District Magistrate and the District Panchayat Officer for information.

CHAPTER – VII

Election of member of the Standing Committee of Zilla Parishad.

33. (1) Within one week from the date of election of Sabhadhipati of a Zilla Parishad or within such further time as may be allowed by the State Government, the District Magistrate shall call a meeting of the members of the Zilla Parishad including ex-officio members for election of members of the Standing Committees by fixing a date, time and place and by causing a written notice thereof in Form – 23 to be served on each member of the Zilla Parishads so as to reach at least seven days before the date fixed for the purpose.

(2) The election meeting shall be presided over by the District Magistrate who shall not be entitled to vote in this election.

(3) The majority of the members including ex-officio members shall form a quorum. The procedure for election of members shall be such as may be directed by the State Government and the election shall be conducted accordingly to elect such number of members of each Standing Committee so determined by the State Government keeping in view the total number of directly elected members of such Zilla Parishad.

(4) As soon as the election of members of all Standing Committee is completed the Presiding Officer shall forward the names of the candidate elected to the District Magistrate and then Sabhadhipati or a Zilla Parishad for publication in their office. The District Magistrate shall also forward these names of elected members of Standing Committees to the Director of Panchayats and the State Government for information. The Director of Panchayat shall publish the name of the members of the Standing Committees in the Official Gazette.

(5) The papers relating to the election of members of the Standing Committee shall be sent by the Presiding Officer to the District Magistrate for the safe custody. The District Magistrate shall keep the papers in the safe custody for three months after then they may be destroyed unless otherwise directed by the State Government.

CHAPTER-VIII

Election of President of the Standing Committee of Zilla Parishad,

34. (1) Within one week from the date of the election of members of the Standing Committee or within such further time as may be allowed by the State Government the District Magistrate shall, by in Form 24, call meeting of the members of each Standing Committee other than the members appointed under clause(c) and (d) of sub-section(2) of Section 152, for the election of the President. Such notice shall satisfy the date time and place of the meeting and shall be served at least seven days before the date fixed for the meeting. The District Magistrate may issue the notice before five days of the date fixed for the meeting,

(2) The election meeting shall be presided over by the District Magistrate. Such officer shall not be entitled to vote at the election.

(3) The procedure of election of the President shall be decided by the District Magistrate who shall inform the meeting about the procedure to be followed and conduct the election accordingly.

Provided that majority of the members of a Standing Committee shall form a quorum for the meeting.

Provided further that no quorum shall be necessary in a adjourned meeting.

(4) The Presiding Officer shall send the name of the President of each Standing Committee to the Sabhadhipati of the Zilla Parishad, District Magistrate who shall forward this same to the Director of Panchayats and the State Government for information.. The Director of Panchayats shall publish the name of the President in the Official Gazette.

Casual vacancy.

35. In the event of any casual vacancy in the office of the President or member of a Standing Committee of a Panchayat Samiti or a Zilla Parishad, the members shall elect a new President or a new member in the same manner as in the case of a regular vacancy.

Removal of defects if any by the Government.

36. (1) The State Government may issue such general or special direction as may, in its opinion be necessary for the purpose of giving effect to these rules.

(2) If any difficulty arises in giving effect to the provisions of these rules, the State Government may, as occasion requires, by order, do anything which appears to it to be necessary for the purpose of removing the difficulty.

FORM – 1
(See Rule 6(1))

NOTICE FOR FIRST / FIRST ADJOURNED MEETING

Notice is hereby given that the First meeting of the
..... Gram Panchayat shall be held on the date, place and time
specified below for the members to take oath and to elect the Pradhan
*(which is reserved for Scheduled Castes /Scheduled Tribes or Scheduled
Caste Women or Scheduled Tribe Women or Women) as per State
Government Notification No..... dated and the
Upa Pradhan.

Shri (designation),
who is a competent authority as specified by the State Government to
administer oath vide Notification, No. dated
is hereby nominated to administer oath and to preside over the meeting.

All members of the Gram Panchayat are
requested to attend.

DATE

PLACE

TIME

Date :

Place :

DISTRICT PANCHAYAT OFFICER
..... DISTRICT

*Score out which is not applicable

FORM – 2

[See Rule 6(3)]

ELECTION OF *PRADHAN / *UPA PRADHAN OF _____
GRAM PANCHAYAT _____ BLOCK.

List of candidates and their proposer.

Sl.No.	Names of the candidates & Party name, if any.	Names of the proposer & party name, if any.
1	2	3

Date :

Place :

Signature of Presiding Officer.

Name & Designation _____

*Score out which is not applicable

FORM – 3
(See rule 6(3))

CONSENT PAPER

Election of ***Pradhan / *Upa Pradhan**

..... Gram Panchayat.

I, Shri, a Member of
..... Gram Panchayat hereby express my consent
to be a candidate in the election of the *Pradhan or the * Upa Pradhan of
the said Gram Panchayat.

Date :

Place :

Signature of candidate

Member..... Gram Panchayat.

*Score out which is not applicable.

FORM – 4
[See rule 6(4)]

Form the declaration of result of *contested / *uncontested election in the office of Pradhan (which is reserved fro Scheduled Castes / Scheduled Tribes, or Scheduled Castes Women / Scheduled Tribes Women / Women) / Upa-Pardhan of Gram Panchayat.

In pursuance of the provision of sub-rule (4) of Rule 6 of the Tripura Panchayats (Election of office bearers) Rules, 1994, Shri / Smti , Member Gram Panchayat is hereby declared as the duly elected *Pradhan / *Upa-Pradhan of Gram Panchayat of Block

Date :

Signature of the Presiding Officer

Place :

(Name & Designation of Presiding Officer.)

*Score out which is not applicable.

FORM – 5

[See Rule 6(4)]

List of contesting candidates and number of votes secured by them for election of Pradhan *(which is reserved for Scheduled Castes / Scheduled Tribes or Scheduled Caste Women or Scheduled Tribes Women or Women) / Upa Pradhan.

Sl. No	Name of Candidates and party, if any.	Number of votes secured	Name of members who cast their votes by raising hands in favour of the candidates and party, if any.	Signature or thumb impression of members	Remarks
1	2	3	4	5	6

Date :

*Signature of Presiding Officer
Name and Designation*

Place :

*Score out which is not applicable.

FORM – 6

[See Rule 8(1)]

CERTIFICATE OF ELECTION

Certified that Shri / Smt.

..... has been duly elected as Pradhan / Upa
Pradhan of Gram Panchayat in the
meeting of the said Gram Panchayat held onat
..... and in token thereof, I have granted to him / her this
Certificate of Election.

Date :

District Panchayat Officer
..... District.

Place :

*Score out which is not applicable.

FORM – 6A

[See sub-rule (1) & (2) of Rule – 27]

To
The Block Development Officer,
_____ (Name of the Block)

Sub :- **Report under sub-rule (2) of Rule – 27.**

Sir,

A meeting of the Gram Panchayat was, held on and I presided over the meeting. From the records of votes taken in that meetings (which are enclosed herewith) it appears that some members have earned disqualification under Section 16 of the Tripura Panchayat Act, 1993. I am, therefore, referring to you the question of their disqualification for a decision under sub-section (2) or, as the case may be (3), or both of Section 16 of the Act. The particulars relating to the question of disqualification are given below :

1. Name of the Gram Panchayat :
2. Name of the Presiding Officer and Designation :
3. Date of the meeting ;
4. Name of the Members referred for deciding the question of their disqualification under Section 16 and the political party to which they belong. :
5. Direction of the political party (if any letter of direction to be enclosed). :
6. Name of the members referred for deciding the question of their disqualification under sub-section (2) of Section 76 who has been elected otherwise then as a candidate of a political party set up by any political party and join in any political party. :
7. Copy of the any letter of intimation submitted to the Presiding Officer. :

Date :

Signature of Presiding Officer
Name & Designation of the
Presiding Officer.

Place :

FORM – 6B

[See sub-rule (4) of Rule 27]

DECLARATION

In exercise of the powers conferred by Section 16 of the Tripura Panchayats Act, 1993, read with sub-rule (2) and sub-rule (3) of Rule 27 of the Tripura Panchayats (Election of Office Bearers) Rules, 1994, I, the Block Development Officer(name of the Block), after making an enquiry, have come to the decision that Sri/Smt a member of the Gram Panchayat has earned disqualification under Section 16 and, therefore, I hereby declare that the said member has ceased to be a member of that Gram Panchayat with effect from the date of this order.

Date :

Place :

Block Development Officer

_____ Block.

FOPM – 7

[See Rule 12]

**FORM OF NOTICE FOR ELECTION OF CHAIRMAN
AND VICE CHAIRMAN OR PANCHAYAT SAMITI**

Notice is hereby given that the first meeting of the..... Panchayat Samiti shall be held on the date, place and time specified below for the members to take oath and to elect the Chairman *(which is reserved for Scheduled Castes / Scheduled Tribes or Scheduled Caste Woman or Scheduled Tribe Woman or Woman) as per State Government Notification No.
Dated

All the elected Members of the Panchayat Samiti are requested to attend.

DATE

PLACE

TIME

Date :

District Panchayat Officer
..... District.

Place :

*Score out which is not applicable.

FORM – 8

(See sub-rule (2) of Rule 14)

CONSENT PAPERS

Election of Chairman / Vice Chairman of

..... Panchayat Samiti.

I, Sri / Smti

.a directly elected member of

Panchayat Samiti hereby express may consent to be a candidate in the election of
the *Chairman / or the Vice Chairman of the said Panchayat Samiti.

Date :
Place :

Signature of Candidate
Directly elected member of the
Panchayat Samiti.

*Score out which is not applicable.

FORM – 9

(See sub-rule (2) of Rule 14)

ELECTION OF *CHAIRMAN / VICE-CHAIRMAN
.....OF PANCHAYAT SAMITI
.....OF BLOCK.

List of Candidates and their proposers.

Sl.No.	Name of the candidate & party name, if any.	Name of the proposer & party name, if any.
1.	2.	3.

Date :

Place :

Signature of Presiding Officer

Name

Designation

*Score out which is not applicable.

FORM – 10

(See sub-rule (3) of Rule 14)

Form of declaration of result of *Contested / Un-Contested election in the office of the Chairman (reserved for SC / ST or SC Women / ST Women / Women) / Vice Chairman of the Panchayat Samiti.

In pursuance of the provision of sub-rule (3) of Rule 14 of the Tripura Panchayats (Election of Office bearers) Rules, 1994, Shri / Smt
..... residing at
is hereby declared as duly elected *Chairman / Vice Chairman of
Panchayat Samiti of Block.

Date :

Place :

Signature of Presiding Officer
Name
Designation

*Score out which is not applicable.

FORM – 11
(See sub-rule (4) of Rule 14)

List of contesting Candidates and numbers of
Votes secured by them for election of Chairman
(which is reserved for SC/ ST/ SC Women / ST Women/ Women)/
Vice Chairman.

Sl.No	Name of Candidate & party, if any.	No. of Votes Secured	Name of Members who cast votes by raising hands in favour of the candidate & Party, if any.	Signature / Thumb impression of Members.	Remarks
1	2	3	4	5	6

Date :
Place :

Signature of Presiding Officer
Name
Designation

*Score out which is not applicable

FORM – 12

(See sub-rule (1) of Rule 16)

CERTIFICATE OF ELECTION

Certified that Shri / Smt
has been duly elected as *Chairman / Vice Chairman of
Panchayat Samiti in the meeting of the said Panchayat Samiti held on
..... at and the token thereof, I have granted to him / her
this certificate of election.

Date : District Panchayat Officer
Place :District
Name

*Score out which is not applicable.

FORM – 12A
(See sub-rule (1) & (2) of Rule 27)

To
The District Magistrate & Collector,
.....District,
.....

Subject :- Report under sub rule (2) of Rule 27.

Sir,

A meeting of thePanchayat Samiti was held onat and I presided over the meeting. From the records of votes taken in the meeting (which are enclosed herewith) it appears that some members have earned disqualification under Section 76 of the Tripura Panchayats Act, 1993. I am, therefore, referring to you the question of their disqualification for a decision under sub-section (2) or, as the case may be, (3) or both of Section 76 of the Act. The particulars relating to the question of disqualification are given below ;

1. Name of the Panchayat Samiti
2. Name & Designation of the Presiding Officer
3. Date of the meeting.
4. Name of the members referred for deciding the question of their disqualification under Section 76 and the political party to which they belong.
5. Direction of the political party (if any letter of direction to be enclosed).
6. Name of the member(s) referred for deciding the question of their disqualification under sub-section (2) of Section 76 who has been elected otherwise than as a candidate of a political party set up by any political party and joins in any political party.
7. Copy of the nay letter of intimation submitted to the Presiding Officer.

Date :

Name of the Presiding Officer
Designation.....

Place :

FORM – 12B
(See sub rule (4) of Rule 27)

DECLARATION

In exercise of the powers conferred by sub-section (2) sub-section (3) of Section 76 of the Tripura Panchayats Act, 1993 read with proviso to sub-rule (1) sub rule (2) of Rule 28 of the Tripura Panchayats (Election of office bearers) Rules, 1994, I, the District Magistrate & Collector, District after making enquiry, have come to the decision the Shri / Smt.a directly elected member of Panchayat Samiti has earned disqualification under sub-section (6) of Section 76 and therefore, I hereby declare that the said member has ceased to be a member of that Panchayat Samiti with effect from the date of this order.

Date :

District Magistrate & Collector,

Place :

.....District

.....

* []

FORM NO. 13 A

Form of notice for election of *Pradhan / Upa Pradhan of Gram Panchayats / Chairman and Vice Chariman of Panchayat Samiti / Sabhadhipati and Sahakari Sabhadhipati of Zilla Parishads to fill the casual vacancy.

In pursuance of provision of rule of the Tripura Panchayats (Election of Office Bearers) Rules, 1994, notice is hereby given for the meeting of*Gram Panchayat / Panchayat Samiti / Zilla Parishad to be held on the date, place and time specified below for the Members to elect *Pradhan / Upa Pradhan / Chairman /Vice Chairman / Sabhadhipati / Sahakari Sabhadhipati to fill the casual vacancy.

All the directly elected members *Gram Panchayat / Panchayat Samiti / Zilla Parishad are requested to attend.

Date

Place

Time

Date :

Place :

Signature of the person authorise
to issue notice

*Score out which not applicable.

FORM – 14

(See sub rule (2) of Rule 22)

CONSENT PAPER

Election of * Sabhadhipati / Sahakari Sabhadipati of

..... Zilla Parishad.

I, Shri / Smt. directly elected

member of Zilla Parishad hereby express my

consent to be a candidate in the election of *Sabhadhipati / Sahakari Sabhadhipati

of the said Zilla Parishad.

Date :

Signature of Candidate

Place :

(Directly elected member of the
..... Zilla Parishad)

*Score out which is not applicable

FORM – 15

(See sub rule (2) & (3) of Rule 22)

Election of * Sabhadhipati / Sahakri Sabhadhipati

..... Zilla Parishad

.....District

List of candidates and their proposer.

Sl.No.	Name of candidate & Political Party, if any.	Name of proposer & Political party, if any.
1.	2.	3.

Date :

Signature of Presiding Officer

Place :

Name

Designation.....

* Score out which is not applicable

FORM 16
(See sub-rule (4) of Rule 22)

List of contesting candidates and numbers of votes secured by them for election of Sabhadhipati *(which is reserved for SC/ST/ SC Women / ST Women / Women) / Sahakari Sabhadhipati.

Sl.No	Name of the candidate	No. of votes secured	Name of members who cast vote by raising hands in favour of the candidates.	Signature / Thumb impression of members	Remarks
1.	2.	3.	4.	5	6

Date :

Place :

Signature of President Officer

Name

Designation

*Score out which is not applicable

FORM – 17

(See sub-rule (3) & (4) of Rule 22)

**FORM OF DECLARATION OF RESULT OF *CONTESTED / UN-
CONTESTED ELECTION IN THE OFFICE OF THE SABHAHDIPATI (WHICH
IS RESERVED FOR SC/ST/SC WOMEN / ST WOMEN / WOMEN) AND
*[SAHAKARI SABHADHIPATI] OF THE ZILLA PARISHAD.**

In pursuance of the provision of sub-rule (3) and (4) of Rule 22 of
the Tripura Panchayats (Election of Office Bearers) Rules, 1994, *Shri / Smt.
..... residing atis
hereby declared as duly elected *Sabhadhipati /Sahakari Sabhadhipati of
..... Zilla Parishad of District.

Date :

Place :

Signature of the Presiding Officer

Name -----

Designation-----

**[] In Form 17 the words Sahakari Sabhadhipati within the square brackets has been substituted and the alphabet 'I' after the figure '1994' and before the asteric mark and words "Shri / Smti" has been deleted by amendment vide RD (Panchayats) Department Notification No.F.692-23)-GL/PR/98, dated 27-7-1999.*

FORM – 17A
(See sub-rule (1) & (2) of Rule 27)

To
The District Magistrate & Collector,
.....District,
.....

Subject :- **Report under sub rule (2) of Rule 27.**

Sir,

A meeting of theZilla Parishad was held on and I presided over the meeting. From the records of votes taken in that meeting (which are enclosed herewith) it appears that some members have earned disqualification under Section 128 of the Tripura Panchayats Act, 1993. I am, therefore, referring to you the question of their disqualification for a decision under sub-section (2) or, as the case may be, (3) or both of Section 128 of the Act. The particulars relating to the question of disqualification are given below ;

1. Name of the Zilla Parishad
2. Name & Designation of the Presiding Officer
3. Date of the meeting.
4. Name of the members referred for deciding the question of their disqualification under Section 128 and the political party to which they belong.
5. Direction of the political party (if any letter of direction to be enclosed).
6. Name of the member(s) referred for deciding the question of their disqualification under sub-section (2) of Section 128 who has been elected otherwise than as a candidate of a political party set up by any political party and joins in any political party.
7. Copy of the nay letter of intimation submitted to the Presiding Officer.

Date :

Name of the Presiding Officer
Designation.....

Place :

FORM – 17B
(See sub-rule (4) of Rule 27)

DECLARATION

In exercise of the powers conferred by Section 128 of the "Tripura Panchayats Act, 1993" read with sub-rule (2) and (3) of Rule 27 of the "Tripura Panchayats (Election of Office Bearers) Rules, 1994, I, the District Magistrate & Collector, District, after making an inquiry, have come to the decision that *Shri / Smt a member of the Zilla Parshad, has earned disqualification under Section 128 of the Act and, therefore, I hereby declare that the said member has ceased to be a member of that Zilla Parishad with effect from the date of this order.

Date :

District Magistrate & Collector
..... District,
.....

Place :

* Score out which is not applicable

FORM- 18

(See Rule 24)

CERTIFICATE OF ELECTION

Certified that * Shri / Smt has
been duly elected as * Sabhadhipati / Sahakari Sabhadhipati of
..... Zilla Parishad in the meeting of the said Zilla Parishad held
onat.....and in token thereof, I have
granted to *him / her this certificate of election.

Date

Place

Director of Panchayats
Government of Tripura.

Name

* Score out which is not applicable

FORM -19

[See Rule 13(2) & Rule 21(2)]

FORM OF DECLARATION

I, *Shri / Smt..... do hereby declare that, on being elected to the office of *Chairman of Panchayat Samiti / *Sabhadhipati of Zilla Parishad, I shall be a whole time functionary of the office of *Chairman / Sabhadhipati and that during the period for which I hold such office, I shall not hold such office of profit and will not carry on or be associated with any business, profession or calling that is likely to interfere with due exercise of my power or due performance of my function or its discharge of my duties.

Date :

Signature of Candidate

Place :

Name _____

*Score out which is not applicable.

FORM -20

(See Rule 15 & Rule 23)

FORM OF DECLARATION

I *Shri / Smt..... Vice –Chairman.....
..... Panchayat Samiti / Sahakari Sabhadhipati
..... Zilla Parishad do hereby declare that on assumption of
office of *Chairman (which is vacant) Panchayat Samiti /
Sabhadhipati Zilla Parishad, (which is vacant), I shall
be a whole time functionary of the office of *Chairman / Sabhadhipati and that
during the period for which I hold such office, I shall not hold such office of profit
and will not carry on or be associated with any business, profession or calling
that is likely to interfere with due exercise of my power or due performance of my
function or its discharge of my duties.

Signature of Vice-Chairman /
Sahakari Sabhadhipati
..... Panchayat
Samiti / Zilla Parishad.

Date :-
Place :

*Score out which is not applicable.

FORM – 21

(See sub-rule (1) of Rule 31)

**FORM OF NOTICE FOR ELECTION OF MEMBERS OF
STANDING COMMITTEES OF PANCHAYAT SAMITI.**

In pursuance of the provision of sub-rule (1) of Rule 31 of the Tripura Panchayats (Election of office bearers) Rules, 1994, Notice is given for the meeting of the Panchayat Samiti to be held on the date and at the place and time specified below to elect the Members of the Standing Committees.

All directly elected and ex-officio Members of
.....Panchayat Samiti are requested to attend.

DATE

PLACE

TIME

Date

Place

Sub-Divisional Officer
.....Sub-Division
..... Tripura.

FORM – 22

(See sub-rule (1) of Rule 32)

**FORM OF NOTICE FOR ELECTION OF PRESIDENT OF
STANDING COMMITTEES OF PANCHAYAT SAMITI.**

In exercise of the powers conferred by sub-rule (1) of Rule 32 of the Tripura Panchayats (Election of office bearers) Rules, 1994, Notice is hereby given for the meeting of Standing Committees of Panchayat Samiti to elect Presidents of each Standing Committees to be held on date and at the place and time specified below.

All the members of the Standing Committees Panchayat Samiti are requested to attend.

DATE

PLACE

TIME

Date

Place

Sub-Divisional Officer
..... Sub-Division
..... Tripura.

FORM – 23

(See sub-rule (1) & (2) of Rule 33)

**FORM OF NOTICE OF ELECTION MEMBER OF
STANDING COMMITTEES OF ZILLA PARISHAD.**

In pursuance of the provision in sub-rule (1) & (2) of Rule 33 of the Tripura Panchayats (Election of office bearers) Rules, 1994, Notice is hereby given for the meeting of Standing Committees of Zilla Parishad to be held on date and at place and time specified below elect the Members of the Standing Committees Zilla Parishad.

All directly elected members ex-officio Members are requested to attend.

DATE

PLACE

TIME

Date

Place

District Magistrate & Collector
..... District.

FORM – 24

(See sub-rule (1) of Rule 34)

**FORM OF ELECTION OF PRESIDENT OF THE
STANDING COMMITTEES OF ZILLA PARISHAD.**

In pursuance of the provision in sub-rule (1) & (2) of rule 34 of the Tripura Panchayats (Election of office bearers) Rules, 1994, Notice is hereby given for the meeting of Standing Committees of Zilla Parishad to elect Presidents of each Standing Committees to be held on date and at the place and time specified below.

All members of the Standing Committees Zilla Parishad are requested to attend.

DATE

PLACE

TIME

Date

Place

District Magistrate & Collector
..... District.