



STATE ELECTION COMMISSION MIZORAM

B. Sanghnuna Building, Tuikhuahtlang, Aizawl – 796001

E-mail : sec.mizoram@yahoo.in

Website : www.secmizoram.in

Telefax : 0389-2300379 / 2300180

Contact nos. :

State Election Commissioner – 2300378 (O)

Secretary – 2300380 (O)

Deputy Secretary – 2300475 (O)

No. B.12011/57/2014-SEC/VC/Part II : Dated Aizawl, the 31st March, 2015

To,

All Deputy Commissioners / District Election Officers

Subject : *Instruction for preparatory activities in connection with General Elections to Local Councils within Aizawl Municipality and General Elections to Village Councils, 2015 .*

Sir,

In pursuance to the decision taken by Government in connection with General Elections to Village Councils and Local Councils, the Commission hereby issues the following Instructions for timely follow-up action in connection with General Election to Local Councils within Aizawl Municipality and Village Council under Non Sixth Schedule Areas.

INSTRUCTIONS

A. Law & Order

If the appropriate authority consider necessary to deploy security personnel at every Polling Station for providing security to the Election Officials on the Poll Day, which should be done at their own expenses. In case of vulnerable critical Polling Stations, the actual requirement may be worked out separately.

Advance preventive measures to maintain Law & Order and to create atmosphere conducive for the conduct of free and fair elections.

B. Arrangement of names in the list of validly nominated candidates

1. To facilitate the voters to easily identify their choice of candidates from their names and symbol appearing in the ballot papers, all the names and symbols of candidates sponsored by one political party should be grouped together and printed one after another in an alphabetical order, in Form 10 Rule 43(4) of the Mizoram (Election to Village Councils) Rules, 2014/ The Mizoram Municipalities (Election to Local Councils) Rules, 2015.

As provided under Rule 46 (3) of the Mizoram Municipalities (Election to Local Councils) Rules 2015/ the Mizoram (Election to Village Councils) Rules, 2014, the reserved symbols is reserved for Registered/Recognized Political Party for exclusive allotment to a contesting candidate(s) set-up by that party. A free symbol is a symbol other than a reserved symbol.

2. The sequence of group of candidates supported by Registered/Recognised Political Party should be arranged in alphabetical order e.g. BJP, INC, MNF, MPC, ZNP.
3. Names of other candidates not supported by any Political Parties should be arranged in alphabetical order.

C. Implementation of MNREGA during the operation of Model Code of Conduct.

During the operation of Model Code of Conduct, fresh sanction for new works should be stopped. However, the following are exempted from restrictions.

1. The Job-card holders may be provided employment according to the prescribed norm in respect of the on-going works.
2. The Job-card holders may be provided employment according to the norms for new works already approved shelf of projects. In case of no works are available for providing employment and if employment needs to be given, in order to provide the projected number of employment days, the implementing agency shall make a reference to the State Election Commission through DC/DEO/DMEO.
3. In order to avoid misuse of the benefits of the schemes for political gains, implementation should be suspended for one week immediately before the date of Poll.

D. Implementation of NLUP

1. As per Para 12(c) of the Model Code of Conduct for General Elections to Village Councils & Local Councils, there is no bar for continuing implementation of the on-going schemes.
2. No selection of new beneficiaries shall be done during the operation of Model Code of Conduct;
3. Approved schemes for which sanction had been released to the District Authorities may continue to be implemented;
4. Distribution of development components and material inputs to the beneficiaries should not be centralized and no special programme with fanfare should be organized and all ostentatious function should be strictly avoided. It should be done only through the District Implementing Authorities as per Guidelines for NLUP.
5. However, in order to avoid misuse of the benefits of the schemes for political gains, implementation should be suspended for one week immediately before the date of Poll.

E. Counting Plan

Identify the place(s) for counting of votes. Assess counting staff availability; detail other logistics arrangements for counting, media arrangements and security arrangements for counting centre.

F. Release of Funds under MPs/ MLAs/ LADS

The Commission has considered various aspects regarding the release of funds under the MP Local Area Development Scheme and MLA Local Area Development Scheme and decided that –

1. No fresh release of funds under the MP and MLA Local Area Development Schemes shall be made in any part of the State where General Elections to Village Councils & Local Councils, 2015 are to be held till the completion of election process.
2. No work shall start in respect of which work orders were issued before the issue of Election notification but the work has not actually started in the field. These works can start only after the completion of election process. However, if a work has already started, that can continue.
3. There shall be no bar to the release of payments for completed work(s) subject to the full satisfaction of the District Authorities.

G. Recruitment/Appointment and Transfer of Govt. Employees

1. No recruitment/appointment process in Government Departments / Public Undertaking/ Corporations should be initiated or made which invariably includes written test, personal interview and selection of candidates excepting cases dealt with by the State Public Service Commission, without prior clearance of the State Election Commission.
2. No transfer and posting in respect of officers/officials likely to be drafted for election duty should be made during the operation of the Model Code of Conduct. In the case of transfer orders already issued prior to the date of announcement of Village/ Local Council Election but not implemented till the time when Model Code of Conduct came into effect, should not be given effect to without obtaining specific written permission from the State Election Commission.
3. In such case where transfer of an officer/official is considered necessary on account of administrative exigencies, the department concerned, with full justification approach the Commission for prior clearance.

All Administrative Departments are expected to cooperate with the State Election Commission in its onerous duties of conducting free and fair elections to Local Councils/Village Councils. Violation of any of the above will be seriously viewed by the State Election Commission.

H. Prohibition of Smoking and use of Mobile phone at Polling Booths and Counting Hall.

The State Election Commission, taking all aspects into consideration, hereby orders that the use of mobile phone by the Polling Officials including Presiding Officer, Candidates, Election agents, Polling agents, Voters, etc, inside polling station building shall not be allowed irrespective of whether it is kept in silent mode or otherwise in connection with the General Elections to Village Councils & Local Councils. Counting Agents and holders of authority letters are also not allowed to carry Mobile Phone inside the Counting Hall. Returning Officers, Observers, Counting Officials and Security Personnel are allowed to carry the mobile phones but they should keep their mobile phones in silent mode.

Further, smoking inside the Polling Station and Counting Hall is not allowed. Neither the Polling staff/counting staff nor the candidate or his election /polling agents/ counting agents are allowed to smoke inside the Polling Station and Counting Hall.

I. Opinion / Exit Poll

In the ensuing General Elections to Village Councils & Local Councils, 2015, poll is scheduled to be held on 30th April, 2015 and the hour fixed for conclusion of Poll is 5:00 PM. Therefore, the period during which results of opinion/exit polls are not to be published/disseminated shall start from 4:00 PM of 15.4.2015 and shall end at 5:00 PM of 30.4.2015.

J. Preparing and printing of Ballot Papers - regarding.

1. Printing shall be done at a secured room with proper security arrangement and under the supervision of a team of officers constituted by the Deputy Commissioner / Municipal Election Officer.
2. List of contesting candidates for each of the Village Council and the Local Council should be carefully prepared in Form 13 under Rule 46(12) of the Mizoram (Election to Village Councils) Rules, 2014 and the Mizoram Municipalities (Election to Local Councils) Rules, 2015.
3. The Ballot papers shall contain the name of the candidates with symbols allotted to each of the candidates in the order already set in in Form 13.

- Ballot Papers will be prepared in white paper for General Seat and pink for Reserved Seat.
- All composed materials used for printing of Ballot papers should be dismantled immediately after completion of printing of Ballot papers.
- All spoiled Ballot papers should be destroyed by burning.
- All Officers and Staff engaged in printing of Ballot papers should be physically checked by the security personnel or the staff who are entrusted with the task and it must be ensured that no printed Ballot papers are found in their possession.
- Names of political parties be printed on the ballot papers as shown in the sample to further facilitate the voters to easily identify their choice of candidate.

**BALLOT PAPER COUNTERFOIL
(General)**

Election to the **Local Council** of (No. & Name) 2015

Serial No. of Ballot Paper
Elector's Serial number in the Electoral Roll.....

Signature or thumb impression of the elector
_____ (Perforation)

BALLOT PAPER

Serial No. of Ballot Paper.....
No & Name of **Local Council**

Sl. No.	Name of Candidate	Symbol Allotted	Sl. No.	Name of Candidate	Symbol Allotted
1	Biakmama	BIP (Lotus)	13	Hmingmama	MPC (Electric Bulb)
2	Buanga	BIP (Lotus)	14	Lalthanzama	MPC (Electric Bulb)
3	Dingmaga	BIP (Lotus)	15	Mawia	MPC (Electric Bulb)
4	Hminghla	BIP (Lotus)	16	Shanawma	MPC (Electric Bulb)
5	Hrista	INP (Hand)	17	Shanawma	ZNP (Sun without Rays)
6	Lallian	INP (Hand)	18	Thansiam	ZNP (Sun without Rays)
7	Hmingmama	INP (Hand)	19	Dubkima	ZNP (Sun without Rays)
8	Lalthanzama	INP (Hand)	20	Mawia	ZNP (Sun without Rays)
9	Mawia	MNF (Star)	21	Malsawma	Independent (Free Symbol)
10	Romawia	MNF (Star)	22	Rindika	Independent (Free Symbol)
11	Siammawia	MNF (Star)	23	Thankima	Independent (Free Symbol)
12	Thansiam	MNF (Star)	24	Thansiam	Independent (Free Symbol)

**BALLOT PAPER COUNTERFOIL
(General)**

Election to the **Village Council** of (No. & Name) 20.....

Serial No. of Ballot Paper
Elector's Serial number in the Electoral Roll.....

Signature or thumb impression of the elector
_____ (Perforation)

BALLOT PAPER

Serial No. of Ballot Paper.....
No & Name of **Village Council Constituency**

Sl. No.	Name of Candidate	Symbol Allotted	Sl. No.	Name of Candidate	Symbol Allotted
1	Biakmama	BIP (Lotus)	13	Hmingmama	MPC (Electric Bulb)
2	Buanga	BIP (Lotus)	14	Lalthanzama	MPC (Electric Bulb)
3	Dingmaga	BIP (Lotus)	15	Mawia	MPC (Electric Bulb)
4	Hminghla	BIP (Lotus)	16	Shanawma	MPC (Electric Bulb)
5	Hrista	INP (Hand)	17	Shanawma	ZNP (Sun without Rays)
6	Lallian	INP (Hand)	18	Thansiam	ZNP (Sun without Rays)
7	Hmingmama	INP (Hand)	19	Dubkima	ZNP (Sun without Rays)
8	Lalthanzama	INP (Hand)	20	Mawia	ZNP (Sun without Rays)
9	Mawia	MNF (Star)	21	Malsawma	Independent (Free Symbol)
10	Romawia	MNF (Star)	22	Rindika	Independent (Free Symbol)
11	Siammawia	MNF (Star)	23	Thankima	Independent (Free Symbol)
12	Thansiam	MNF (Star)	24	Thansiam	Independent (Free Symbol)

**BALLOT PAPER COUNTERFOIL
(Reserved)**

Election to the **Local Council** of (No. & Name) 2015

Serial No. of Ballot Paper
Elector's Serial number in the Electoral Roll.....

Signature or thumb impression of the elector
_____ (Perforation)

BALLOT PAPER

Serial No. of Ballot Paper.....
No & Name of **Local Council**

Sl. No.	Name of Candidate	Symbol Allotted	Sl. No.	Name of Candidate	Symbol Allotted
1	Biakmani	BIP (Lotus)	6	Ladpui	Independent (Free Symbol)
2	Hakhi	INP (Hand)	7	Thankim	Independent (Free Symbol)
3	Romawii	MNF (Star)	8	Zakapi	Independent (Free Symbol)
4	Siammawii	MNF (Star)	9	Ladpui	Independent (Free Symbol)
5	Dubkimi	ZNP (Sun without Rays)	10	Thangpui	Independent (Free Symbol)

**BALLOT PAPER COUNTERFOIL
(Reserved)**

Election to the **Village Council** of (No. & Name) 20.....

Serial No. of Ballot Paper
Elector's Serial number in the Electoral Roll.....

Signature or thumb impression of the elector
_____ (Perforation)

BALLOT PAPER

Serial No. of Ballot Paper.....
No & Name of **Village Council Constituency**

Sl. No.	Name of Candidate	Symbol Allotted	Sl. No.	Name of Candidate	Symbol Allotted
1	Biakmani	BIP (Lotus)	6	Ladpui	Independent (Free Symbol)
2	Hakhi	INP (Hand)	7	Thankim	Independent (Free Symbol)
3	Romawii	MNF (Star)	8	Zakapi	Independent (Free Symbol)
4	Siammawii	MNF (Star)	9	Ladpui	Independent (Free Symbol)
5	Dubkimi	ZNP (Sun without Rays)	10	Thangpui	Independent (Free Symbol)

K. Defacement of Public Property & Display of Banners etc - regarding.

1. No erecting of gate and display of banners across the road shall be permitted.
2. If any political party or a candidate indulges in defacement of any property, the Deputy Commissioner/ District Election Officer concerned shall issue notice to the offender for removing the defacement/banner forthwith. If the offender does not respond promptly, the District Authorities may take action to remove the banner/defacement or prosecute the offender.

L. Restriction on use of vehicles on poll day.

1. No hiring or procuring or use of vehicles by a candidate or his agent or by any other person with the consent of the candidate or his election agent for the free conveyance of the voters to and fro from the polling station shall be allowed.
2. In their respective Village Council / Local Council area, each contesting candidate is entitled to one vehicle for his own use on request. The Returning Officer concerned shall issue the vehicle permit as per proforma enclosed.

PROFORMA

GENERAL ELECTION TO VILLAGE / LOCAL COUNCIL. 2012

PERMIT NO _____

Name of Candidate _____

No & Name of Local / Village Council: _____

Vehicle Number _____

(Round Seal Of DEO/MEO)

Signature & Name of Returning Officer.

M. Involvement of NGOs on Poll Day:

The services of Mizoram Peoples' Forum may be utilized for setting up of Common Election Camp on Poll day and, for effective enforcement of Model Code of Conduct.

N. Issue of Prohibitory order

Make assessment and issue Prohibitory order, if felt necessary and take preventive measures to maintain Law & Order in order to create atmosphere conducive for conduct of free & fair election.

Strict Enforcement of MLPC Act: Take necessary action for strict enforcement of MLPC Act on Poll eve and Poll day/Counting day.

O. Voter Turn-out Report

Ensure Polling officials are adequately instructed to submit Poll report/Voter Turn-out report as follows:-1st Report on commencement of poll at 8:00 a.m., 2nd Report at 6:00 p.m. The consolidated report – Local Council/Village Councils wise be submitted to the Commission within 1 hour after receiving the report.

P. Extension of hours of Poll

As provided under Rule 49 of the Mizoram Municipalities (Election to Local Councils) Rules, 2015, The Mizoram (Election to Village Councils) Rules, 2014, the total period allotted for Polling is between 7:00 a.m. – 5:00 p.m. However, if some electors who has entered the Polling area before the time fixed for poll but has not cast their vote should be allowed to cast their vote, in that circumstances, the Presiding Officer shall have the power to extend the

hours of poll on the basis of his reason consideration. In view of the sensitivity of the matter, all the Presiding Officers should be instructed to exercise their powers only after consulting the Municipal Election Officer.

Q. Election Results

As soon as may be after the receipt of all the election results in Form 30 from the Returning Officers, send the results to the Commission for publication in the Official Gazette not later than 1st May, 2015.

R. Counting of Votes

1. All concerned must thoroughly go through the Handbook.
2. Ballot Paper should not be rejected even if one individual vote is invalid while the others are valid.
3. It shall be inconvenient to classify the invalid vote for one individual candidate as the Common Ballot Box and Common Ballot Paper are to be used in the Election. As written in Para 18 & 19 of Handbook for Returning Officers (Election to Local Council) and Para 19 & 20 of Handbook for Returning Officers (Election to Village Councils), in Form 30, invalid Ballot Paper should be entered in the appropriate column; not invalid vote of the individual candidate.

S. Telephone Helpline.

All authorities should arrange telephone helpline for their jurisdiction to be disseminated in public.

T. Restriction after campaign period

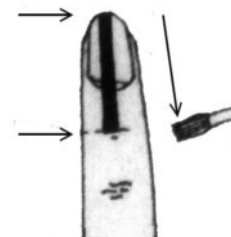
In order to maintain free and fair election, it is prohibited to convene public meetings during the period of forty eight hours ending with hours fixed for conclusion of poll.

No person shall-

1. Convene, hold, attend, join or address any public meeting or procession in connection with an election; or
2. Display to the public any election matter by means of cinematograph, television or other similar apparatus; or
3. Propagate any election matter to the public by holding, or by arranging the holding of, any musical concert or any theatrical performance or any other entertainment or amusement with a view to attracting the members of the public thereto; or
4. Send bulk short message service in connection with an election.

U. Application of Indelible Ink.

Indelible Ink will be applied on voter's finger from top of the nail to the bottom on the first joint of the left forefinger.



Yours faithfully,

Sd/- H. DARZIKA
Secretary
State Election Commission
Mizoram, Aizawl.

Memo No. B.12011/57/2014-SEC/VC/Part II : Dated Aizawl, the 31st March, 2015

Copy to:

1. PS to Minister, UD & PA Deptt./ LAD, Mizoram.
2. Secretary, UD & PA Deptt./ LAD, Mizoram.
3. Director, UD & PA Deptt./ LAD, Mizoram.
4. Guard File.



Secretary
State Election Commission
Mizoram, Aizawl.



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State Election Commissioner – 2300378 (O)
Secretary – 2300380 (O)
Deputy Secretary – 2300475 (O)

No. B.12011/57/2014-SEC/VC/Part II : Dated Aizawl, the 7th April, 2015

To,

All Deputy Commissioner / District Municipal Election Officer

Subject : Instruction for preparatory activities in connection with General Elections to Local Councils within Aizawl Municipality and General Elections to Village Councils, 2015 .

Sir,

In continuation of this office letter of even no. dated 31.3.2015 regarding Instructions for timely follow-up action in connection with General Election to Local Councils within Aizawl Municipality Village Council under Non Sixth Schedule Areas, the following points may be added.

V. Qualification of Candidate.

A person shall not be qualified to fill a seat in a Local Council and Village Council if he/she is an employee or holds any office of profit under the Central Government or State Government or Public Undertakings.

Public Undertaking in the context of Mizoram State are the State Level Societies like – MIZOFED, MAHCO, PIGFED, MULCO, ZIDCO, MIFCO etc.

Yours faithfully,

Sd/- H. DARZIKA

Secretary

State Election Commission
Mizoram, Aizawl.

Memo No. B.12011/57/2014-SEC/VC/Part II : Dated Aizawl, the 7th April, 2015

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Secretary

State Election Commission
Mizoram, Aizawl.



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Secretary – 2300380 (O)
Deputy Secretary – 2300475 (O)

No. B.12011/57/2014-SEC/VC/Part II : Dated Aizawl, the 9th April, 2015

To,

All Deputy Commissioner / District Municipal Election Officer

Subject : *Instruction for preparatory activities in connection with General Elections to Local Councils within Aizawl Municipality and General Elections to Village Councils, 2015 .*

Sir,

In continuation of this office letter of even no. dated 31.3.2015 regarding Instructions for timely follow-up action in connection with General Election to Local Councils within Aizawl Municipality Village Council under Non Sixth Schedule Areas, the following points may be added.

W. The list of validly nominated candidates are to be arranged in alphabetical order that is the first letter of the names should be used, not the initial.

X. Materials for Ballot paper should be of H/C D/D 61 White and HC D/D 60 Red quality and the colour of the paper should be used as below :

General	-	White
Reserved	-	Pink

Sample of the above is enclosed.

Y. Regarding rejection of ballot papers putting Arrow Cross Mark on the reverse side of the ballot paper even by mistake invalidates the vote.

Z. No recruitment/appointment process in Government Departments either Central or State / Public Undertaking Corporations should be initiated or made which invariably includes written test, personal interview and selection of candidates excepting cases dealt with by the State Public Service Commission, without prior clearance of the State Election Commission.

Sd/- H. DARZIKA
Secretary
State Election Commission
Mizoram, Aizawl.

Memo No. B.12011/57/2014-SEC/VC/Part II : Dated Aizawl, the 9th April, 2015

Copy to:

1. PS to Minister, UD & PA Deptt./ LAD, Mizoram.
2. Secretary, UD & PA Deptt./ LAD, Mizoram.
3. Director, UD & PA Deptt./ LAD, Mizoram.
4. Guard File.



Secretary
State Election Commission
Mizoram, Aizawl.



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Secretary – 2300380 (O)
Deputy Secretary – 2300475 (O)**

No. B.12011/57/2014-SEC/VC/Part II

:

Dated Aizawl, the 9th April, 2015

To,

All Deputy Commissioner / District Municipal Election Officer

Subject : Filing of Nominations

Sir,

I am directed to inform you that the period for filing of Nomination of Candidates should be during Office hour i.e., from 9:00 a.m. to 5:00 pm

Yours faithfully,

(H. DARZIKA)

Secretary

State Election Commission
Mizoram, Aizawl.



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Secretary – 2300380 (O)

Under Secretary – 2300475 (O)

No. B.12011/57/2014-SEC/VC/Part II

:

Dated Aizawl, the 11th April, 2015

To,

All Deputy Commissioners / District Election Officer

Subject : *Instruction for preparatory activities in connection with General Elections to Local Councils within Aizawl Municipality and General Elections to Village Councils, 2015. 'Clarification on qualification to become a candidate – regarding'.*

Ref. : *Letter No.H.15014/67/2015-DC(M) dt. 11.4.2015.*

Sir,

In inviting to the subject and reference as cites above and in continuation of this office letter of even no. dated 31.3.2015 regarding Instructions for timely follow-up action in connection with General Election to Local Councils within Aizawl Municipality Village Council under Non Sixth Schedule Areas, the following points may be added.

Z. I. A person drawing salary from BSNL will be disqualified as it is Public Sector Undertaking under Central Government.

Z. II. A person/ candidate whose wife is drawing pay from the Government and living together in a Government Quarter should not be disqualified.

Z. III. A civil or military pensioner drawing pension should not be disqualified from the candidate.

Z. IV. List of Contesting Candidates should be made in separate.

Z. V. Form 10 (Rule 43 (4)) List of Validly Nominated Candidates and Form 13 (Rule 46 (12)) List of Contesting Candidates should be made in separate for General and Reserved Seat.

Sd/- H. DARZIKA

Secretary

State Election Commission

Mizoram, Aizawl.

Memo No. B.12011/57/2014-SEC/VC/Part II

:

Dated Aizawl, the 11th April, 2015

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1. PS to Minister, UD & PA Deptt./ LAD, Mizoram.
2. Secretary, UD & PA Deptt./ LAD, Mizoram.
3. Director, UD & PA Deptt./ LAD, Mizoram.
4. Guard File.

Secretary

State Election Commission
Mizoram, Aizawl.



CONFIDENTIAL

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MIZORAM**

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Secretary – 2300380 (O)
Under Secretary – 2300475 (O)**

No. B.12011/57/2014-SEC/VC/Part II

:

Dated Aizawl, the 13th April, 2015

To,

All Deputy Commissioner / District Municipal Election Officer

Subject : *Instruction for preparatory activities in connection with General Elections to Local Councils within Aizawl Municipality and General Elections to Village Councils, 2015 .*

Sir,

In supersession of this office letter of even no. dated 9.4.2015 regarding Instructions for Materials for Ballot paper, the sample for ballot paper should be changed as per sample enclosed herewith in connection with General Election to Local Councils within Aizawl Municipality and Village Council under Non Sixth Schedule Areas. List of Free Symbols for Recognized Political Parties and List of Free Symbols are contained in the soft copy enclosed.

**Enco : 1. Sample Ballot Paper
2. Soft copy of Ballot Paper**

Yours faithfully,

(H. DARZIKA)

Secretary
State Election Commission
Mizoram, Aizawl.



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Contact nos. :
State Election Commissioner – 2300378 (O)
Secretary – 2300380 (O)
Under Secretary – 2300475 (O)

No. B.14015/30/2011-SEC : Dated Aizawl, the 17th April, 2015

To,

**Deputy Commissioner / District Election Officer
&
District Municipal Election Officer,
Aizawl / Lunglei / Serchhip / Champhai / Mamit / Kolasib District.**

Subject : Instruction on Party Symbols – regarding.

Sir,

I am directed to inform you that the whole part of Sun without ray – the Zoram Nationalist Party (ZNP) symbol should be blacken in the ballot paper for the General Election to Village Councils and Local Councils, 2015 as applied for by Secretary, Election ZNP General Headquarters, Aizawl, Mizoram.

Yours faithfully,

Sd/-H. DARZIKA

Secretary
State Election Commission
Mizoram, Aizawl.

Memo No. B.14015/30/2011-SEC : Dated Aizawl, the 17th April, 2015

Copy to :

Pu R. Malsawmtluanga, Secretary Election Department ZNP
General Headquarters, Aizawl for information.

Secretary
State Election Commission
Mizoram, Aizawl.