

**ANNEXURE-B**

**PREPARATION OF ELECTORAL ROLLS OF TEACHERS' CONSTITUENCIES  
OF PRAKASAM-NELLORE-CHITTOOR LEGISLATIVE COUNCIL**

**Notice under rule 31 (3) of the Registration of Electors Rules, 1960**

In pursuance of rule 31(3) of the Registration of Electors Rules, 1960 each of the Electoral Registration Officers whose particulars appear in the FIRST SCHEDULE below hereby calls upon every person entitled to be registered in the electoral roll of the constituency mentioned in the said schedule to send to or deliver at his Office, on or before 5<sup>th</sup> November, 2016 at the latest, an application in Form 19 appended to the Registration of Electors Rules, 1960 and reproduced in the Second Schedule below, for inclusion of his/ her name.

2. The applications may also be sent to the Assistant Electoral Registration Officers/ Designated Officers whose particulars are shown in the FIRST SCHEDULE.

***As a Electoral Rolls of Teachers Constituencies are required to be prepared of fresh every time before an election, all persons whose name are included in the existing electoral rolls for these constituencies should also submit fresh applications in the prescribed form.***

3. Qualifications:- Every person who is a citizen of India, is ordinarily resident in the constituency and has, within the six years immediately before 1<sup>st</sup> November, 2016, been engaged for a total period of at least three years in teaching in any of the educational institutions, within the State specified to be not lower in standard than that of a Secondary School is eligible to be included in the electoral roll. The list of Educational Institutions so specified is available with the officers mentioned in the first schedule.
4. Every application in Form 19 by a person seeking enrolment in Teachers' Constituency shall be accompanied by a certificate from the Head of the Educational Institution certifying the engagement of the person concerned as a teacher for a total period of three years within the last preceding six years. The format for the certificate will be as follows:-

CERTIFICATE

This is to certify that Shri/Smt./Kum. \_\_\_\_\_ has been teaching in \_\_\_\_\_ (name of the institution) for a total period of three years within the last preceding six years, as shown below against a sanctioned post on regular/adhoc basis.

2 (a) As per the records of the Institution, he/she has been engaged in this institution continuously from \_\_\_\_\_ (date to \_\_\_\_\_ Date)

OR

(b) \*\* As per the records of the Institution, he/she has been engaged in this institution for the following period s of service

From \_\_\_\_\_ to \_\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_  
From \_\_\_\_\_ to \_\_\_\_\_

**Signature, Name & Seal of the Head of the Institution**

(\*\*Strike out whichever is not applicable)

5. In the case of a person who is not engaged in teaching, on the date of application, the Certificate should be signed by the Head of the Institution, in which he last served.
6. Applications in bulk whether submitted in person or by post, shall not be considered for inclusion by the ERO. *However the Head of the Institutions may forward the applications of all his staff together. One member of a family may also submit the Form 19 of other members of the same family and may set the certificate verified by producing original certificates in respect of each member.*
7. It should be noted that any person who makes a Statement or declaration in the application which is false and which he either knows or believes to be false, or does not believe to be true will be punishable under section 31 of the Representation of People Act, 1950.
8. Printed applications of Form 19 may be obtained from the Offices of ERO/ AERO/ Designated Officers or Manuscript, typewritten, cyclostyled or privately printed forms will also be accepted.