

TIME BOUND
ELECTION MATTER



राज्य निर्वाचन आयोग हिमाचल प्रदेश

STATE ELECTION COMMISSION HIMACHAL PRADESH

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No. SEC (16) -2/2014 -2696-2870
To

Dated, the 21st August, 2015

1. All the District Election Officers (Panchayat)
(Deputy Commissioners)
Himachal Pradesh.
2. All the Deputy Commissioners
Himachal Pradesh.

Subject: Transfer of electors as per reorganization / new delimitation of wards of
PRIs and ULBs

Madam / Sir,

In continuation of this Commission's letter No. SEC (16)-2/2014-601-718 dated 10th April, 2015 vide which the Commission had issued detailed instructions to generate working copies of the Draft Electoral Rolls in respect of Panchayati Raj Institutions and Urban Local Bodies on the basis of Database of Election Commission of India. But the stage of these working copies could not be shifted to the draft electoral rolls due to ongoing process for reorganization / creation of new Urban Local Bodies and Panchayati Raj Institutions. Besides number of wards in many Gram Sabha have been increased due to rise in census population on the basis of census 2011. Consequently fresh delimitation of wards have been done in various Rural and Urban Local Bodies.

In view of change in geographical boundaries of various bodies, the Commission has decided to transfer the electors in accordance with the new delimitation of wards and therefore directs as under:-

Software and the working copies of the electoral roll are ready for shifting of stage to draft electoral roll".

Dated: The th August, 2015".

4. After receipt of the aforesaid certificates from the SDO (Civil) or Block Development Officers the Deputy Commissioner will allow the shifting of stage from the working copy of the draft electoral roll to draft electoral roll. It is pertinent to mention here that once the stage of the electoral roll is shifted it cannot be reversed therefore shifting of stage may be allowed only after full satisfaction.
5. In order to undertake this exercise through ERMS Software the User manual is also enclosed for guidance. The person operating the Software must undergo this manual and in case of any problem may contact this office.

Therefore, I am directed to request you to ensure that the directions issued by the Commission are adhered to in letter and spirit so that the transfer of electors is completed in a time bound manner in order to generate draft electoral; roll of PRIs and ULBs.

Yours faithfully



(Dr. D.K. Gupta)

Secretary

State Election Commission
Himachal Pradesh.

Endst. No. No. SEC (16) -2/2014-2696-2870

Dated, the 21st August, 2015

Copy to the following for information and necessary action is forwarded through E-mail:-

1. The SIO-cum-Technical Director National Informatics Centre HP Secretariat Shimla-2.
2. The ADC Kaza Distt. L & Spiti and RC Pangi Dist. Chamba HP.
3. All the Assistant District Election officers-cum-District Panchayat Officers HP.
4. All the Assistant Electoral Roll Registration Officer -cum- Block Development Officers.
5. All the Executive Officers / Secretaries Nagar Panchayats.

(Dr. D.K. Gupta)

Secretary

State Election Commission
Himachal Pradesh.

User Manual to transfer the electors as per new delimitation of wards and PRIs.

- Addition of Panchayat, if any , will only be carried out at Block level.
- Addition of ward in any Panchayat will be carried out at Panchayat Level.

Block level

1 Add Panchayat : This option is used to add new Panchayat in any block .



State Election Commission Himachal Pradesh

ERMS

PRIMASHOBRA

LOGOUT

USER MANAGEMENT

1. Create User
2. Reset Password/Reset User
3. Debar User
4. User List
5. Data Entry Status
6. Panchayat Wise No Of Electors
7. Change Password
8. Change Block/Panchayat/Ward or Use Unused Electors
9. Electoral Roll
10. Change Panchayat/Ward Details
11. Lock/Unlock Panchayat
12. Unused/Unmapped Electors
13. Change Panchayat Roll Stage
14. Add Panchayat
15. Panchayat Working Roll Certification Status

Panchayat Working Roll Certification Status

Click to View List Of Panchayats With Operator Names Working On Them

Sr	Operator Name	Panchayat Name	Block Name	Operator Name
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2. You can add the name of Panchayat and after adding the name you can save the same.

admis.hp.nic.in/pritrngmis/erms/addPanchayat.aspx



State Election Commission Himachal Pradesh

ERMS

PRIMASHOBRA Shimla | Mashobra

Change Password LOGOUT

Panchayat Entry Form

District* SHIMLA Block* Mashobra
Panchayat Name (In Hindi)* Panchayat Name (In English)*

Save Cancel Home

List Of Panchayats

4	1309005204	सतलाई	SATLAI	Map With Section
5	1309005203	रामपुर	RAMPUR	Map With Section
6	1309005202	रझाणा	RAJHANA	Map With Section
7	1309005201	पुजारली	PUJARLI	Map With Section
8	1309005200	पिरन	PIRAN	Map With Section
9	1309005199	पटगेहर	PATGEHAR	Map With Section

3 Sub- User

After logging from the Panchayat user , click on **Wardmaster**.



The screenshot shows the ERMS interface for the State Election Commission Himachal Pradesh. The top navigation bar includes the logo, user name (P.A. Shimla | Mashobra | BAGI), stage (Working), and various menu items like 'Ward Master', 'Map Electors', 'Add/Modify/Delete Elector', 'Check List', 'WR Part-I', 'WR Part-II', 'Unused Electors', and 'Batch Check List'. The 'Ward Master' menu item is highlighted with a red circle. Below the navigation bar is the 'Ward Entry Form' with input fields for 'Ward Number*', 'Ward Name*', 'Ward Extent*', and 'Polling Station Address'. There are 'Save' and 'Cancel' buttons at the bottom of the form.

List Of Wards Entered

Sr No	Ward Number	Ward Name	Ward Extent	Polling Booth Address	
1	1	ख्यारगी	ख्यारगी,बड़ोह	राजकीय माध्यमिक पाठशाला जाठिया	Delete
2	2	शिल्लिवागी	शिल्लिवागी	राजकीय माध्यमिक पाठशाला जाठिया	Delete
3	3	चलान	चलान,मझोला,दनीचरी	राजकीय माध्यमिक पाठशाला जाठिया	Delete
4	4	पटौना	पटौना,शिल्कू	राजकीय माध्यमिक पाठशाला जाठिया	Delete
5	5	पंती	पंती,भलावग, बगला	राजकीय माध्यमिक पाठशाला जाठिया	Delete

- 4 Following screen will appear after clicking on the ward master and you can then add the new ward.After addition of new ward electors can be transferred/mapped in the new ward.



This screenshot is identical to the one above, showing the 'Ward Entry Form' and the 'List Of Wards Entered' table. The 'Ward Master' menu item is highlighted with a red circle.

List Of Wards Entered

Sr No	Ward Number	Ward Name	Ward Extent	Polling Booth Address	
1	1	ख्यारगी	ख्यारगी,बड़ोह	राजकीय माध्यमिक पाठशाला जाठिया	Delete
2	2	शिल्लिवागी	शिल्लिवागी	राजकीय माध्यमिक पाठशाला जाठिया	Delete
3	3	चलान	चलान,मझोला,दनीचरी	राजकीय माध्यमिक पाठशाला जाठिया	Delete
4	4	पटौना	पटौना,शिल्कू	राजकीय माध्यमिक पाठशाला जाठिया	Delete
5	5	पंती	पंती,भलावग, बगला	राजकीय माध्यमिक पाठशाला जाठिया	Delete

5. Option is also provided to delete the ward. But before deletion of any ward please ensure tha all electors are appearing in that ward has been transferred to other wards in accordance with new delimitation and the concerned ward is vacant.

- 6 Now all newly added wards will appear in the ward list .Thereafter , all the required electors will be transferred to the newly created wards by block user. If the mapped elector or modified elector(Part-II electors) needs to be transferred to some other ward, then elector needs to be delinked by clicking on **map electors** and then on button **delink**.
- 7 After this, electors will restore its original position (i.e before mapping position) and then the concerned electors can be transferred to newly created ward by following the mapping process.

← → ↻ 🏠 admis.hp.nic.in/pritrngmis/erms/mapWard.aspx 🔍 📌 🌐 ABP



State Election Commission Himachal Pradesh

ERMS

PLAL Shimla | Mashobra | BAGI Set Panchayat
 Stage: Working
 Change Password
 LOGOUT

Ward Master
Map Electors
Add/Modify/Delete Elector
Check List
WR Part-I
WR Part-II
Unused Electors
Batch Check List

Elector Mapping Details

Choose Village 103/4-राम लाल विल्ला क्षेत्र (दवाठ)

Working Copy Starting Sr No

Working Copy Ending Sr No

[Add New Batch](#)

Ward No -Select-

List Of Mapped Electors (Click On Ward To Edit Mapped Elector Details)

No Of Electors Mapped In राम लाल विल्ला क्षेत्र (दवाठ) : 3

Sr No	Ward No	Starting Sr No	Ending Sr No	Preview	Delink
1	3-चनान	1	3	Preview	Delink

[Cancel](#)

[Himachal Government](#) | [Departments](#) | [Related Links](#) | [Contact Us](#)

Disclaimer: The Web Application, Electoral Rolls MIS, has been developed for the State Election Commission, Himachal Pradesh by NIC Himachal Pradesh State Centre, Shimla. For any query/clarification, please get in touch with the respective District Panchayat Officer/ District Informatics Officer of your District. Any query requiring intervention of the State Election Commission may be routed through the concerned Deputy Commissioners.