

ELECTION COMMISSION OF INDIA
Nirvachan Sadan, Ashoka Road, New Delhi-110001

No. 23/2020-ERS

Dated: 25th May, 2021

To,

CEOs of all States/UTs

Subject: Rectification of typographical errors in the electoral roll- regarding.

Reference: - In partial modification of the Commission's letter no.23/Inst/2020-ERS,
dated 05.01.2021

Madam/Sir,

I am directed to refer to the subject cited and to state that the Commission, taking holistic approach to the problems faced by the electors due to typographical errors/clerical mistakes in electors' details at data entry stage without any fault on the part of electors, has directed to follow the guidelines as below for rectification of such errors/mistakes in electoral roll:-

1. Normally, discrepancies in elector's details would come to the notice of the Electoral Registration Officer (ERO) at the two stages:-
 - (i) At the data entry stage, before final publication of electoral roll, and
 - (ii) After final publication of electoral roll.
2. If ERO notices a typographical/clerical error at the data entry stage, before the final publication of electoral roll, the ERO will refer to Form-6 of the concerned applicant in ERO-Net, reverse the process of ER updation and correct the entries on the basis of the same as mentioned in Form-6.
3. In case of a typographical/clerical errors or such errors brought to the ERO's notice by elector through an intimation letter/mail after final publication of roll, the ERO will refer to the elector's Form-6, if available in ERO-Net; and proceed to make correction with reference to entries mentioned in Form-6. If no Form-6 is available in ERO's record or there is a mistake made by elector in Form-6 itself, ERO will send a

written reply/mail to the said elector to submit the request in Form-8. A copy of Form-8 will also be sent with the communication. It should be noted that no correction in any entry of elector shall be made after final publication of electoral roll without referring to Form-6, if available, or without obtaining Form-8 in case Form 6 is not traceable or elector has made a mistake in Form-6 itself.

4. In case of correction of typographical/clerical error committed on part of ERO, no fee for issue of replacement EPIC will be charged for the elector.

5. The above said instruction shall widely be publicized by the Chief Electoral Officer through all available media under SVEEP activities so that public at large is made aware of the said instruction.

Yours faithfully,



(AJAY KUMAR)

SECRETARY