

**Elections / Most Immediate**

**TELANGANA STATE ELECTION COMMISSION**

5<sup>th</sup> Floor, DTCP Building, Opp: PTI Building, AC Guards, Hyderabad – 500 004

**ORDER**

**No.385/TSEC-ULBs/2015**

**Date:30.06.2015**

Sub: TSEC – Elections to Urban Local Bodies – Disclosure of information relating to Criminal Antecedents, Assets and Liabilities and Educational Qualifications along with Nomination paper by the candidates contesting Local Body elections – Format for filing affidavit/declaration – Issued.

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1. It is mandatory to the contesting candidates in Urban Local Body election to disclose information relating to their criminal antecedents, assets and liabilities and educational qualifications along with their nomination paper and prescribed formats in which information shall be disclosed taking a cue from the order issued by the Election Commission of India in pursuance of Supreme Court Judgement and Order dt.13-03-2003 in civil Appeal No.4909/2002.
2. Subsequently, provisions have been made on this subject in the relevant rules relating to Elections to Urban Local bodies.
3. Sub-Rule (2) of Rule 4 of A.P. Municipal Corporations (Conduct of Election of Members) Rules, 2005 stipulate that "*every candidate contesting for the office of the **Member, Municipal Corporation** shall along with the nomination paper also file an affidavit with regard to criminal antecedents, assets and liabilities and educational qualifications as required by the State Election Commission and in the prescribed format sworn before a Notary Public or a Magistrate of the First Class*".

4. Sub-Rule (9) of Rule 8 of A.P. Municipalities (Conduct of Election of Members) Rules, 2005 stipulate that "every candidate contesting for the office of the **Member, Municipality / Nagar Panchayat** shall, along with the nomination paper also file **a declaration** with regard to his criminal antecedents, assets and liabilities and educational qualifications as required by the State Election Commission and **in the prescribed format attested by two witnesses.**"

5. Recently Election Commission of India made some modifications in the formats prescribed for disclosure of said information by the candidates contesting in elections to the Council of States, House of People, State Legislative Assembly of a State, Legislative Council of a State for better and more effective dissemination of information to the electors about the background of the candidates. Taking a cue from this, the State Election Commission, Telangana also decided to make the same modifications in the format prescribed for disclosure of information by the candidates in local body elections to achieve the same objectives.

6. Now therefore, in pursuance of the provisions made in the A.P. Municipal Corporations (Conduct of Election of Members) Rules, 2005, A.P. Municipalities (Conduct of Election of Members) Rules, 2005 as mentioned above and in exercise of its powers conferred under Article 243 K and Article 243 ZA of the Constitution of India and all other powers hereunto enabling it in this behalf, the State Election Commission, Telangana hereby prescribe revised formats for disclosure of information by the candidates contesting in local body elections and also reiterates instructions issued earlier on the subject as follows:

- (i) Every candidate contesting to the office of the **Member of a Municipal Corporation,** or his proposer shall, along with his/her nomination papers file **an affidavit in the format prescribed in Annexure-I to this Order sworn before a Notary Public or a Magistrate of the First Class on a stamp paper of the value of Rs.20/-.** Full and complete information, shall be furnished, in regard to all the matters specified in the format.

- (ii) Every candidate contesting elections to the office of **Member of a Municipality/Nagar Panchayats**, or his/her proposer, shall along with the nomination paper file **a self declaration in the format prescribed in Annexure-II to this Order attested by two witnesses which can be given on a plain paper.** Full and complete information, shall be furnished in regard to all the matters specified in the format.
- (iii) Failure on the part of the candidate or his/her proposer to file affidavit / declaration as the case may be, make the nomination of the defaulting candidates liable to be rejected by the Election Officer / Returning Officer concerned as per relevant rules.
- (iv) **If the prescribed affidavits / self-declarations, as the case may be, have been filed but are found or considered to be defective or containing, false information, the nomination should not be rejected on this ground.**
- (v) The information so furnished by each candidate in the aforesaid declaration or affidavit, as the case may be, shall be disseminated by the concerned Election Officer / Returning Officer by displaying a copy of the declaration/affidavit on the notice board of his office and also by making copies thereof available to all other candidates on demand and to the representatives of the print and electronic media.
- (vi) If any rival candidate furnishes information to the contrary, by means of a declaration attested by two witnesses in case of Municipalities, Nagar Panchayats and by means of sworn affidavit, in case of Municipal Corporation, then such declaration / sworn affidavit of the rival candidate shall also be disseminated along with the declaration/affidavit of the candidate concerned in the manner directed above;

All the Collectors & DEAs, the Commissioners of all Municipal Corporations, all Municipal Commissioners and the Returning Officers / Election Officers are directed to ensure that the copies of this Order along with Annexure – I / Annexure – II are delivered to the candidate along with the nomination paper.

**(BY ORDER AND IN THE NAME OF THE STATE ELECTION COMMISSIONER)**

**Sd/-M. Ashok Kumar  
SECRETARY**

**To**

All the Collectors & DEAs in the State.

The Commissioners of all the Municipal Corporations in the State.

All the Municipal Commissioners in the State.

All the Political Parties.

**Copy to :-**

The Election Authority and Commissioner & Director of Municipal Administration, Telangana, Hyderabad With a request to issue appropriate instructions to all the concerned for strict implementation of the orders.

**// Attested //**

  
**Section Officer**

**Annexure – I**

**(to Order No.385/TSEC-ULBs/2015, Dt.30.06.2015)**

**(Affidavit sworn before a Notary Public or a Magistrate of the First Class on the required stamp paper to be furnished by the candidate contesting the office of Member of Municipal Corporation along with Nomination Paper before the Returning Officer)**

**For election to.....(Name of the Municipal Corporation)**  
**From.....Ward (No. & Name of the Ward)**

I....., son/daughter/wife of..... Aged.....years, resident of.....(mention full postal address), a candidate at the above Election, do hereby solemnly affirm and state on oath as under:-

(strike out whichever is not applicable)

**1.** I am a candidate set up by------(name of the political party ) / am contesting as an Independent candidate.

**2. Details of PAN and status of filing of Income tax return:**

Sl. No.	Names	Permanent Account Number (PAN)	The financial year for which the last Income-tax return has been filed	Total income shown In Income Tax Return ( in Rupees)
1.	Self			
2.	Spouse-			
3.	Dependent 1			
4.	Dependent 2			
5.	Dependent 3 .....			

**3. The following case(s) is/ are pending against me in which cognizance has been taken by the court:**

Sl. No.	Offence	Description
(a)	The details of cases where the court has taken cognizance, Sections of the Act and description of the offence for which cognizance taken :	
(b)	Name of the court, Case No. and Date of order taking cognizance :	
(c)	Details of Appeal (s) / Application(s) for revision (if any) filed against the above order(s) :	



**4. Cases in which I have been convicted by a court of law:**

(a)	The details of cases, Sections of the Act and description of the offence for which convicted:	
(b)	Name of the Court(s), Case No. and Date(s) of order(s) :	
(c)	Punishment imposed :	

**5. That I give herein below the details of the assets (movable and immovable etc.) of myself, my spouse and all dependents:****A. Details of movable assets :**

(Note:

1. Assets in joint name indicating the extent of joint ownership will also have to be given.
2. In case of deposit/Investment, the details including Serial Number, Amount, Date of Deposit, the Scheme, Name of Bank / Institution and Branch are to be given.
3. Value of Bonds/Share/Debentures as per the current market value in Stock Exchange in respect of listed companies and as per books in case of non- listed companies should be given.
4. Dependent, here means a person, substantially dependent on the income of the candidate.
5. Details including amount is to be given separately in respect of each investment)

Sl. No.	Description	Self	Spouse	Dependent-1	Dependent-2	Dependent-3
(i)	Cash in hand					
(ii)	Details of Deposits in Bank accounts (FDRs, Term Deposits and all other types of Deposits including saving accounts), Deposits with Financial Institutions, Non Banking Financial Companies and Cooperative societies and the amount in each such deposit					
(iii)	Details of investment in Bonds, Debentures / shares and units in companies Mutual Funds and others and the amount.					
(iv)	Details of investment in NSS, Postal Savings, Insurance Policies and investment in any Financial Instrument in Post office or Insurance Company and the amount					

(v)	Personal loans/advance given to any person or entity including firm, Company, Trust etc. and other receivables from debtors and the amount.					
(vi)	Motor Vehicles / Aircrafts / Yachts / Ships (details of Make, Registration No. etc, Year of Purchase and amount )					
(vii)	Jewelry, bullion and valuable thing (give details of weight and value)					
(viii)	Any other assets such as value of Claims/interest					
(ix)	<b>Gross Total value</b>					

### **B. Details of Immovable assets:**

- (Note: 1. Properties in joint ownership indicating the extent of joint ownership will also have to be indicated.  
2. Each land or building or apartment should be mentioned separately in this format.)

Sl. No	Description	Self	Spouse	Dependent-1	Dependent-2	Dependent-3
(i)	<b><u>Agricultural Land</u></b>					
	Location(s) Survey number(s)					
	Area (Total measurement in acres)					
	Whether inherited property (Yes or NO)					
	Date of purchase in case of self acquired property					
	Cost of Land (in case of purchase) at the time of purchase					
	Any Investment on the land by way of development, construction etc.					
(ii)	<b><u>Non-Agricultural Land</u></b>					
	Location(s) Survey number(s)					
	Area (Total measurement in sq. ft.)					
	Whether inherited property (Yes or NO)					
	Date of purchase in case of self acquired property					
	Cost of Land (in case of purchase) at the time of purchase					
	Any Investment on the land by way of development, construction etc.					
	Approximate Current market value					

(iii)	<b>Commercial Buildings</b> (including apartments) -Location(s) -Survey number(s)					
	Built up Area (Total measurement in sq. ft.)					
	Whether inherited property (Yes or NO)					
	Date of purchase in case of self acquired property					
	Cost of property (in case of purchase) at the time of purchase					
	Any Investment on the property by way of development, construction etc.					
	Approximate Current market Value					
	(iv)	<b>Residential Buildings</b> (including apartments,) -Location(s) - Survey number(s)				
Area (Total measurement in sq. ft.)						
Built up Area (Total measurement in sq. ft.)						
Whether inherited property (Yes or NO)						
Date of purchase in case of self acquired property						
Cost of property (in case of purchase) at the time of purchase						
Any Investment on the land by way of development, construction etc.						
Approximate Current market value						
(v)	<b>Others</b> (such as interest in property)					
(vi)	<b>Total of Current Market Value of (i) to (v) above</b>					

**6. I give herein below the details of liabilities/ dues to public financial institutions and Government :-**

**(Note: Please give separate details of name of Bank, institution, entity or individual and amount for each item)**

Sl. No.	Description	Self	Spouse(s)	Dependent-1	Dependent-2	Dependent-3
(i)	<b>Loan or dues to Bank/Financial Institution(s)</b> Name of Bank or FI Amount outstanding Nature of loan					
	<b>Loan or dues to any individuals/ Entity other than mentioned in (i) above.</b> Name(s)					



	Amount outstanding					
	Nature of loan					
	<b>Any other liability</b>					
	<b>Grand total of liabilities</b>					
(ii)	<b>Government Dues:</b>					
	Dues to departments dealing with government accommodation					
	Dues to departments dealing with supply of water					
	Dues to departments dealing with supply of electricity					
	Dues to departments dealing with supply of telephones/mobiles					
	Dues to departments dealing with government transport (including aircrafts and helicopters)					
	Income Tax Dues					
	Wealth Tax Dues					
	Service Tax Dues					
	Municipal /Property Tax Dues					
	Sales Tax Dues					
	Any other dues					
	<b>Grand total of all Govt. dues</b>					

## 7. Details of profession or occupation:

a. Self.....

b. Spouse .....

## 8. My educational qualification is as under:

(Give details of highest School / University education with full form of the certificate/ diploma / degree course) (Name of the School /College/ University and the year in which the course was completed.)

## 9. ABSTRACT OF THE DETAILS GIVEN IN (1) TO (8) ABOVE:

1.	Name of the candidate	Shri./Smt./Kum.
2.	Full postal address	
3.	Number and Name of the Ward of Municipal Corporation and District.	
4.	Name of the Political Party which set up the candidate (otherwise write 'Independent')	

5.	(a) Number of cases in which conviction order passed.					
	(b) Total number of Pending cases where the court (s) have taken cognizance					
6	<b>PAN of</b>		<b>Year for which last Income Tax Return filed</b>	<b>Total Income Shown</b>		
	(a) Candidate					
	(b) Spouse:					
	(c) Dependents					
7	<b>Details of Assets and Liabilities in rupees</b>					
	<b>Description</b>	<b>Self</b>	<b>Spouse</b>	<b>Dependent-1</b>	<b>Dependent-2</b>	<b>Dependent-3</b>
A	<b>Movable Asset (Total value)</b>					
B	<b>Immovable Asset (Total Value)</b>					
	(i) Purchase Price and Development Cost of Immovable Property (Total Value)					
	(ii) Approximate Current Market Price of Asset (Total Value)					
8	<b>Liabilities</b>					
	(i) Government dues (Total)					
	(ii) Loans from Bank, Financial Institutions and others (Total)					

9.	<p><b>Highest educational qualification:</b></p> <p>(Give details of School / University education with full form of the certificate/ diploma/ degree course) (Name of the School /College/ University and the year in which the course was completed.)</p>
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### VERIFICATION

I, the deponent, above named, do hereby verify and declare that the contents of this affidavit are true and correct to the best of my knowledge and belief, no part of it is false and nothing material has been concealed there from. I further declare that:

- (a) there is no case of conviction or pending case against me other than those mentioned in items 3 and 4 above; (b) I, my spouse, or my dependents do not have any asset or liability, other than those mentioned in items 5 and 6 above.

Verified at.....this the.....day of.....201.....

### DEPONENT

- Note:**
1. Affidavit should be filed along with nomination. If any candidate fails to file Affidavit along with nomination he/she should file it latest by 3.00 PM on the last date of making nomination.
  2. Affidavit should be sworn before a Magistrate of the First Class or before a Notary Public on a stamp paper of the value of Rs.20/-.
  3. All columns should be filled up and no column to be left blank. If there is no information to furnish in respect of any item, either "Nil" or "Not applicable", as the case may be, should be mentioned.
  4. The affidavit should be either typed or written legibly and neatly.



**Annexure – II**

**(to Order No.385/TSEC-ULBs/2015, Dt.30.06.2015)**

**(Self declaration attested by two witnesses to be furnished by the candidate contesting office of Member of Municipality/ Nagar Panchayat along with Nomination Paper before the Election Officer)**

**For election to the office of Member .....Ward (Ward No. & Name if any) of ..... Municipality / Nagar Panchayat.**

I....., son/daughter/wife of..... Aged.....years, resident of.....(mention full postal address), a candidate at the above Election, do hereby solemnly affirm and state on oath as under:-

(strike out whichever is not applicable)

1. I am a candidate set up by \_\_\_\_\_ (name of the political party ) / am contesting as an Independent candidate.

**2. Details of PAN and status of filing of Income tax return :**

Sl. No.	Names	Permanent Account Number (PAN)	The financial year for which the last Income-tax return has been filed	Total income shown In Income Tax Return ( in Rupees)
1.	Self			
2.	Spouse-			
3.	Dependent 1			
4.	Dependent 2			
5.	Dependent 3 .....			

**3. The following case(s) is/ are pending against me in which cognizance has been taken by the court:**

Sl. No.	Offence	Description
(a)	The details of cases where the court has taken cognizance, Sections of the Act and description of the offence for which cognizance taken :	
(b)	Name of the court, Case No. and Date of order taking cognizance :	
(c)	Details of Appeal (s) / Application(s) for revision (if any) filed against the above order(s) :	

**4. Cases in which I have been convicted by a court of law:**

(a)	The details of cases, Sections of the Act and description of the offence for which convicted :	
(b)	Name of the Court(s), Case No. and Date(s) of order(s) :	
(c)	Punishment imposed :	

**5. That I give herein below the details of the assets (movable and immovable etc.) of myself, my spouse and all dependents:**

**A. Details of movable assets :**

(Note:

1. Assets in joint name indicating the extent of joint ownership will also have to be given.
2. In case of deposit/Investment, the details including Serial Number, Amount, Date of Deposit, the Scheme, Name of Bank / Institution and Branch are to be given.
3. Value of Bonds/Share/Debentures as per the current market value in Stock Exchange in respect of listed companies and as per books in case of non- listed companies should be given.
4. Dependent, here means a person, substantially dependent on the income of the candidate.
5. Details including amount is to be given separately in respect of each investment)

Sl. No.	Description	Self	Spouse	Dependent-1	Dependent-2	Dependent-3
(i)	Cash in hand					
(ii)	Details of Deposits in Bank accounts (FDRs, Term Deposits and all other types of Deposits including saving accounts), Deposits with Financial Institutions, Non Banking Financial Companies and Cooperative societies and the amount in each such deposit					
(iii)	Details of investment in Bonds, Debentures / shares and units in companies / Mutual Funds and others and the amount.					
(iv)	Details of investment in NSS, Postal Savings, Insurance Policies and investment in any Financial Instrument in Post office or Insurance Company					



	and the amount					
(v)	Personal loans/advance given to any person or entity including firm, Company, Trust etc. and other receivables from debtors and the amount.					
(vi)	Motor Vehicles / Aircrafts / Yachts / Ships (details of Make, Registration No. etc, Year of Purchase and amount)					
(vii)	Jewelry, bullion and valuable thing (give details of weight and value)					
(viii)	Any other assets such as value of Claims / interest					
(ix)	<b>Gross Total value</b>					

#### **B. Details of Immovable assets:**

- (Note: 1. Properties in joint ownership indicating the extent of joint ownership will also have to be indicated  
2. Each land or building or apartment should be mentioned separately in this format.)

Sl. No	Description	Self	Spouse	Dependent-1	Dependent-2	Dependent-3
(i)	<b><u>Agricultural Land</u></b>					
	Location(s) Survey number(s)					
	Area (Total measurement in acres)					
	Whether inherited property (Yes or NO)					
	Date of purchase in case of self acquired property					
	Cost of Land (in case of purchase) at the time of purchase					
	Any Investment on the land by way of development, construction etc.					
	Approximate Current market value					
(ii)	<b><u>Non-Agricultural Land</u></b>					
	Location(s) Survey number(s)					
	Area (Total measurement in sq. ft.)					
	Whether inherited property (Yes or NO)					
	Date of purchase in case of self acquired property					

	Cost of Land (in case of purchase) at the time of purchase					
	Any Investment on the land by way of development, construction etc.					
	Approximate Current market value					
(iii)	<b>Commercial Buildings</b> (including apartments) -Location(s) -Survey number(s)					
	Built up Area (Total measurement in sq. ft.)					
	Whether inherited property (Yes or NO)					
	Date of purchase in case of self acquired property					
	Cost of property (in case of purchase) at the time of purchase					
	Any Investment on the property by way of development, construction etc.					
	Approximate Current market Value					
(iv)	<b>Residential Buildings</b> (including apartments,) -Location(s) - Survey number(s)					
	Area (Total measurement in sq. ft.)					
	Built up Area (Total measurement in sq. ft.)					
	Whether inherited property (Yes or NO)					
	Date of purchase in case of self acquired property					
	Cost of property (in case of purchase) at the time of purchase					
	Any Investment on the land by way of development, construction etc.					
	Approximate Current market value					
(v)	<b>Others</b> (such as interest in property)					
(vi)	<b>Total of Current Market Value of (i) to (v) above</b>					

**6. I give herein below the details of liabilities/ dues to public financial institutions and Government:**

**(Note: Please give separate details of name of Bank, institution, entity or individual and amount for each item)**

Sl. No.	Description	Self	Spouse(s)	Dependent-1	Dependent-2	Dependent-3
(i)	<b>Loan or dues to Bank/Financial Institution(s)</b> Name of Bank or FI Amount outstanding Nature of loan					
	<b>Loan or dues to any individuals/ Entity other than mentioned in (i) above.</b> Name(s) Amount outstanding Nature of loan					
	<b>Any other liability</b>					
	<b>Grand total of liabilities</b>					
(ii)	<b>Government Dues:</b> Dues to departments dealing with government accommodation					
	Dues to departments dealing with supply of water					
	Dues to departments dealing with supply of electricity					
	Dues to departments dealing with supply of telephones/mobiles					
	Dues to departments dealing with government transport (including aircrafts and helicopters)					
	Income Tax Dues					
	Wealth Tax Dues					
	Service Tax Dues					
	Municipal /Property Tax Dues					
	Sales Tax Dues					
	Any other dues					
	<b>Grand total of all Govt. dues</b>					

**7. Details of profession or occupation:**

a. Self.....

b. Spouse .....

**8. My educational qualification is as under:**

(Give details of highest School / University education with full form of the certificate/ diploma/ degree course) (Name of the School /College/ University and the year in which the course was completed.)

**9. ABSTRACT OF THE DETAILS GIVEN IN (1) TO (8) ABOVE:**

1.	Name of the candidate	Sh./Smt./Kum.					
2.	Full postal address						
3.	Number and Name of the Ward of Municipal Body and District.						
4.	Name of the Political party which set up the candidate (otherwise write 'Independent')						
5.	(a) Number of cases in which conviction order passed (other than those referred to in Form 26)						
	(b) Total number of Pending cases where the court (s) have taken cognizance						
6.	<b>PAN of</b>	<b>Year for which last Income Tax Return filed</b>		<b>Total Income Shown</b>			
	(a) Candidate						
	(b) Spouse:						
	(c) Dependents						
7.	<b>Details of Assets and Liabilities in rupees</b>						
		<b>Description</b>	<b>Self</b>	<b>Spouse</b>	<b>Dependent-1</b>	<b>Dependent-2</b>	<b>Dependent-3</b>
A.		<b>Movable Asset (Total value)</b>					
B.		<b>Immovable Asset</b>					



	(i)	Purchase Price and Development Cost of Immovable Property (Total Value)					
	(ii)	Approximate Current Market Price of Asset (Total Value)					
8		<b>Liabilities</b>					
		(i) Government dues (Total)					
		(ii) Loans from Bank, Financial Institutions and others (Total)					
9.	<b>Highest educational qualification:</b>  (Give details of School / University education with full form of the certificate/ diploma/ degree course) (Name of the School /College/ University and the year in which the course was completed.)						

### **DECLARATION**

I, do hereby declare that the contents of this self declaration are true and correct to the best of my knowledge and belief, no part of it is false and nothing material has been concealed there from.

This declaration is made on the day of .....(Date to be mentioned).

### **WITNESSES (with Name & Address)**

1)

2)

**DECLARANT**

- Note:**
1. Self declaration with two witnesses should be filed along with nomination. If any candidate fails to file self declaration along with nomination he/she should file it latest by 3.00 PM on the last date of making nomination.
  2. All columns should be filled up and no column to be left blank. If there is no information to furnish in respect of any item, either "Nil" or "Not applicable", as the case may be, should be mentioned.
  3. The self-declaration should be either typed or written legibly and neatly.
  4. For the measurements in various items in the Part relating to assets, the locally used and accepted units of measurements should alone be given.

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