



**GOVERNMENT OF ASSAM
PANCHAYAT AND RURAL DEVELOPMENT DEPARTMENT
DISPUR ::: GUWAHATI-6**

**ORDERS BY THE GOVERNOR
NOTIFICATION**

No.E- 449396/18

In pursuance to the Cabinet decision held on 19-06-2024 the Governor of Assam is pleased to notify the Standard Operating Procedure to be followed for Delimitation of Gaon Panchayat, Anchalik Panchayat & Zilla Parishad in Assam:

STANDARD OPERATING PROCEDURE (SOP) FOR DELIMITATION OF GAON PANCHAYAT, ANCHALIK PANCHAYAT & ZILLA PARISHAD.

1. **Introduction:** This SOP delineates the meticulous steps and strategies to be employed for the seamless execution of the procedure for Delimitation of Gaon Panchayat, Anchalik Panchayat & Zilla Parishad in Assam.
2. **Objective:** The primary objective of this SOP is to ensure a systematic and efficient process of delimitation, to be followed by the District Delimitation Commission.
3. **Definition of District Delimitation Commission:** The District Delimitation Commission constituted as per Section 3 of the Assam Panchayat Act ,1994(as amended) consists of following members:

• District Commissioner	: Chairman
• CEO, Zilla Parishad	: Member Secy.
• Election Officer(s)	: Member
4. **Delimitation of Gaon Panchayat :**

Criteria for the delimitation:

- i. The ECI notification vide no.282/AS/2023 (DEL)/Vol.V dated 11th August 2023 is to be diligently referred to, for source of Gaon Panchayats and villages falling in an LAC.
- ii. The number of Gaon Panchayats in the district shall remain same as that of the current number of Gaon Panchayat in the district after LAC delimitation.
- iii. One Gaon Panchayat shall belong to only one LAC i.e. no Gaon Panchayat jurisdiction shall be shared with more than one LAC.

- iv. If a Gaon Panchayat after LAC delimitation is not shared among more than one LAC, then preferably the Gaon Panchayat boundary will be retained.
- v. If a Gaon Panchayat after LAC delimitation is shared among more than one LAC then the villages under respective LACs either may be grouped to form a new GP or may accommodate in the nearby existing GP provided Criteria 4(ii) is not violated.
- vi. If a new Gaon Panchayat is to be formed without violating the Criteria 4(ii), the population, natural boundary and category of the District shall be considered as per Section 5(1) of the Assam Panchayat Act, 1994 (as amended).
- vii. A census village shall not be bifurcated into two or more Gaon Panchayats.
- viii. As per LAC delimitation if a Gaon Panchayat is divided between two districts, then that Gaon Panchayat will be considered in the district having the Gaon Panchayat Headquarter.
- ix. After delimitation of the Gaon Panchayats, the delimitation of Gaon Panchayat Constituencies (i.e.10 numbers of wards) within the Gaon Panchayats shall be done as per Section 6 (2) of the Assam Panchayat Act, 1994.
- x. The categorization of districts based on population, density and any other relevant factors will be followed as per Section 5(1) of Assam Panchayat Act, 1994(as amended).

5. Delimitation of Anchalik Panchayat

- i. As the Anchalik Panchayats are co-terminus with the Development Blocks (as per Section 31 of the Assam Panchayat Act, 1994) so reorganization of blocks will automatically delimit the Anchalik Panchayat.
- ii. One Gaon Panchayat under the jurisdiction of the Anchalik Panchayat area shall form a constituency for electing one member directly to the Anchalik Panchayat as per Section 32 of the Assam Panchayat Act, 1994.

6. Delimitation of Zilla Parishad

In view of Section 65(1) (i) of the Assam Panchayat Act, 1994,

- i. A territorial constituency of Zilla Parishad (ZPC) will belong to only one LAC.
- ii. In case of 100% rural population in an LAC, the LAC shall have four territorial constituencies (ZPC) at a rate of one member for a population of not less than thirty thousand.
- iii. And in case of an LAC having rural and urban population, each ZPC will constitute with not less than thirty thousand rural population and that LAC may have less than four

territorial constituencies and if the rural population of this Legislative Assembly Constituency is less than thirty thousand, this may form only one territorial constituency.

7. A LAC level Task Force is proposed for the Delimitation of Gaon Panchayat, Anchalik Panchayat & Zilla Parishad and Block Reorganization. The LAC wise Task force will execute the delimitation and reorganisation process at the LAC level. The District Delimitation Commission will form the LAC level Task Force from the respective LAC of the district.

The composition of the LAC level Task Force is as follows:

- a) Team Leader : One Circle Officer whose maximum area falls in the LAC
- b) Team Member-1 : One BDO, whose maximum area falls in the LAC.
- c) Team Member-2 : One Official/Administrative Assistant with good knowledge of Computer and MS-Excel
- d) Team Member-3 : One Official to be nominated by the Team Leader, who has good understanding of GP/Block Boundaries.

The LAC Task Force will report to the CEO, Zilla Parishad who is the Member Secretary of the District Delimitation Commission.

Role of the Task Force:

- The LAC Task Force will report to the CEO, Zilla Parishad (Member Secretary of the District Delimitation Commission).
- The Task Force will collect the LAC wise list of Villages and respective Gaon Panchayat's name from the District Delimitation Commission as notified by the ECI in LAC Delimitation.
- Once the LAC wise Village list is collected, the Gaon Panchayat is to be assigned against each village.

8. Public Consultation:

a) Publication of the draft delimitation notification:

- o Publish the draft delimitation notification to invite objections and suggestions from the public and civil society latest by 6th September, 2024.

b) Public Hearings:

- o Organize public hearings at district and block levels to gather feedback and dispose objections and suggestions latest by 7th September, 2024 to 16th September, 2024.

9. Finalization of the Delimitation and notification:

- o The final delimitation process of Gaon Panchayat, Anchalik Panchayat and Zilla Parishad and notification of the same by District Delimitation Commission is to be completed by 17th September 2024.

10. District wise No. of Zilla Parishad Constituencies :

Sl No.	DISTRICT	NO OF ZPC
1.	Bajali	6
2.	Barpeta	23
3.	Biswanath	13
4.	Bongaigaon	12
5.	Cachar	27
6.	Charaideo	7
7.	Darrang	14
8.	Dhemaji	7
9.	Dhubri	24
10.	Dibrugarh	23
11.	Goalpara	16
12.	Golaghat	17
13.	Hailakandi	11
14.	Hojai	12
15.	Jorhat	19
16.	Kamrup	26
17.	Kamrup(M)	6
18.	Karimganj	20
19.	Lakhimpur	17
20.	Majuli	4
21.	Morigaon	13
22.	Nagaon	29
23.	Nalbari	13
24.	Sivsagar	17
25.	Sonitpur	19
32.	South Salmara	5
33.	Tinsukia	20
TOTAL		420

Signed by

J B Ekka

Date: 03-08-2024 20:29:30

Principal Secretary to the Govt. of Assam
Panchayat & Rural Development Department

Memo No. E-449396/18-A

Copy to:

1. PPS to Hon'ble Chief Minister, Assam, Janata Bhawan, Dispur, Ghy-06.
2. The Commissioner, Panchayat & Rural Development, Panjabari, Juripar, Ghy-37 for information and necessary action.
3. The Director, State Institute of Panchayat and Rural Development Department, Khanpara, Ghy-22.
4. The Secretary, Assam State Election Commissioner, Down Town, Dispur, Guwahati.
5. All District Commissioner, Assam.
6. All Chief Executive Officers of Assam.
7. All Sub-Divisional Officer (Civil) of Assam.
8. The Staff Officer to Chief Secretary, Assam, Dispur, Ghy-6.
9. P.S. to the Special Chief Secretaries to the Govt. of Assam, Dispur.
10. P.S. to Hon'ble Minister, Panchayat & Rural Development Department, Dispur, Guwahati-6 for kind appraisal of Hon'ble Minister.
11. The Director, Assam Govt. Press. Bamunimaidam, Guwahati-21 for publication of the Notification in the next issue of the Assam Gazette and to submit 200 (Two hundred) copies of the said Notification to this Department.
12. Shri Sujit Pal, Content Manager, Panchayat & Rural Development (A) Department, Dispur.

By order etc,

Signed by Dipen Chandra
Phukan

Date: 03-08-2024 20:40:11
Deputy Secretary to the Govt. of Assam
Panchayat and Rural Development Deptt.