



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

**ORDERS BY THE GOVERNOR
NOTIFICATION**

No.E-449396/91

In pursuance of Section 9, Section 34 and Section 66 of the Assam Panchayat Act, 1994 which mandates for reservation of PRI constituencies at different levels, the Governor of Assam is pleased to notify the following District Level Reservation Committee in order to oversee the process of reservation and to make it error free:

District Commissioner	:	Chairman
Addl. District Commissioner (Election in charge)	:	Member Secretary
Chief Executive officer	:	Member
District Statistical Officer	:	Member
Circle officer(s)	:	Member
Block Development Officer(s)	:	Member
Election Officer(s)	:	Member
Executive Officer(s), Municipal Boards	:	Member

Role and Responsibilities of the Committee:

- The Committee is responsible for ensuring that constituencies are reserved for SC, ST, and Women candidates based on the notified guidelines. These seats are typically allocated based on the population composition of the area and the legal framework governing reservation.
- The Committee shall ensure that the reservation guidelines are adhered to and fair representation of SC, ST, and Women candidates in Panchayat elections is achieved.
- The Committee shall ensure fair and transparent lottery process wherever applicable.
- The Committee may consult with local communities, political parties, and other stakeholders.
- The Committee shall ensure 50% Women Reservation across different levels of Panchayats (GP, AP, ZP).
- If there are complaints regarding the allocation of reserved seats or if there is evidence of manipulation or unfair practices, the Committee will act as a mediator to resolve disputes.

- The Committee will ensure that all reservation process follow guidelines in a fair, just and open manner.
- The Reservation Committee shall conduct its Meetings in the presence of political parties & relevant civil society organizations and such meetings are to be videographed. Further, still photography of such meetings are also to be done for ensuring complete transparency of the process.

**Signed by John Berchmans
Ekka**

Date: 12-12-2024 10:46:11

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

Memo No. E-449396/91 - A

Copy to:

1. PPS to the Hon'ble Chief Minister, Assam, Janata Bhawan, Dispur, Ghy-06 for kind appraisal of the Hon'ble Chief Minister.
2. P.S. to the Hon'ble Minister, Panchayat & Rural Development, Dispur, Guwahati-6 for kind appraisal of Hon'ble Minister.
3. The Commissioner & Secretary to the Govt. of Assam, General Administration Department, Janata Bhawan, Dispur, Ghy-06.
4. The Secretary (Co-ordination) to the Chief Secretary, Assam, Janata Bhawan, Dispur, Ghy-06 for kind appraisal of Hon'ble Chief Secretary.
5. The Commissioner, Panchayat & Rural Development, Panjabari, Juripar, Ghy-37 for information and necessary action.
6. The Secretary, Assam State Election Commission, Aditya Tower, 2nd Floor, Dispur, Ghy-06 for information and necessary action.
7. P.S. to the Senior most Secretary to the Govt. of Assam, All Departments, Janata Bhawan, Dispur, Ghy-06.
8. All District Commissioners, Assam.
9. The Director, State Institute of Panchayat and Rural Development, Khanapara, Ghy-22.
10. All Chief Executive Officers, Zilla Parishad, Assam.
11. The Co-District Commissioners, All Co-Districts, Assam.
12. All Block Development Officers, Assam.
13. 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.
14. Content Manager, Panchayat & Rural Development (A) Department, Dispur.

By order etc,

Signed by

Dipen Chandra Phukan
Deputy Secretary to the Govt. of Assam
Panchayat and Rural Development Deptt.
Date: 12-12-2024 17:22:31