PART III
ACTION RESEARCH & RESOURCE CENTRE

GUIDEBOOK



CREDITS

About Guidebook

This guide is the result of our experience supporting DV survivors in applying for the SIR (Delhi). It provides a detailed overview of the process, highlights potential challenges you may encounter, and offers practical ways to navigate the same.

Design and layout: Kavi Gangar

Research, Compilation & Drafting: Rishabh Arya, Kavi

Published by Part III Foundation in October 2026 in New Delhi

© Part III Action Research and Resource Centre is a program of the Part III Foundation. This booklet is the property of the Part III Action Research and Resource Centre. Any part of it, except for commercial purposes, may be freely shared, read, used, and worked upon by anyone. We would appreciate it if you acknowledge us wherever you refer to our work. This booklet is a collective effort of the Part III team. We look forward to your feedback and comments on this booklet.

You may send all correspondence to the following address: P-60, Ground Floor, Block-P, Chittaranjan Park, New Delhi – 110019

Give us Feedback at: contact@part-three.org

Content

What is SIR and why is it necessary?	2
Full SIR Process: All Steps	3
Key Dates for Delhi Residents	5
Eligibility	6
Enumeration form - offline	7
Enumeration form - online	12
How to check your name in the draft list and notice list	13
Choosing the right form	16
Importance of Form 6 and required documents	17
Claims, objections, and the appeal process	18
Helpline and portal for complaints/assistance	24
For those without digital access	24
How to find EPIC details, and BLO/ERO contacts	25

What is SIR & why is it necessary?

Special Intensive Revision (SIR) is a process conducted by the Election Commission of India (ECI) to re-verify and update electoral rolls. As part of this process, a Booth Level Officer (BLO) either visits your home or assists you directly, or you can complete the verification online. Last conducted in Delhi in 2002, the SIR process is underway again in 2026.

The primary goal of SIR is to keep the electoral list accurate by removing duplicate entries, non-citizens, deceased voters, and those who have permanently shifted.

The Key Role of the Enumeration Form

The Enumeration Form is the core component of the SIR process. It acts as the vital document through which the details of every existing and new voter are re-verified to prepare the new Draft Electoral Roll:

- **Basis of Confirmation:** It verifies that a voter is alive, resides at the specified address, and has accurate personal details recorded. Without filling out this form, the inclusion of a voter's name in the final list is not guaranteed.
- **Filtering Invalid Entries:** If a form is not returned or a BLO confirms a voter no longer resides at the address, those entries are flagged to remove deceased, shifted, or duplicate voters from the list.

Full SIR Process: All Steps

A. Preparation

Order and schedule for SIR released by the ECI
Appointment and training of BLOs, supervisors, and other officials
Appointment of Booth Level Agents (BLAs) by political parties
Printing of enumeration forms containing details of existing voters

B. Enumeration Phase

Door-to-door distribution of enumeration forms by BLOs
Form filling by the voter (with the help of a BLO or online)
Form submission and getting an acknowledgment receipt
Collection of forms by BLOs and digitizing them on ECINET
Matching (mapping) data with the 2002 voter list
Preparing the list of Absentee, Shifted, Dead, or Duplicate (ASD) voters

C. Post-Draft Roll Phase

Publication of the Draft Electoral Roll (preliminary voter list)
Period for claims and objections (using Form 6, 7, and 8)
Issuing notices to voters with discrepancies or mismatched details
Hearings and verification of documents
A reasoned decision passed by the Electoral Registration Officer (ERO)
Appeal process: First to the District Magistrate (DM), then to the Chief Electoral Officer (CEO)

D. Completion of SIR Process

Publication of the Final Electoral Roll

Key Dates for Delhi Residents

Initiation & First Draft:	The process started on June 30, 2026, and the first draft electoral roll was released on August 31, 2026
Claims and Objections Window:	November 25, 2026.
Notice, Hearing, and Disposal:	Up to December 15, 2026
Final Electoral Roll:	December 22, 2026

Eligibility

Eligible	Not Eligible
Any existing or new voter in Delhi aged 18 years or above.	Those who do not have any valid identity or residence proof must take additional action (such as filing Form 6).
Persons who have been permanently residing in Delhi before 2002 (names can be checked in the 2002 list).	Those whose names are neither in the 2002 list nor on the ECI portal must register afresh using Form 6.
Those who arrived in Delhi after 2002 and are registered as voters on the ECI portal.	—

ENUMERATION PHASE

Enumeration form – offline

Annexure-III

EnumerationForm

NameandcontactNoofBLO(pre-printed)

Elector's Name, EPIC, Address (Pre-printed).	Serial No., Part No. & name, AC/PCName, State (Pre-printed).	QRCode	Old Photo (Pre-printed)	PasteCurrent Photo

DateofBirth(DD/MM/YYYY)	D	D	M	M	Y	Y	Y	Y
AadhaarNo.(Optional)								
MobileNo.								
Father's/Guardian's Name								
Father's/Guardian'sEPICNo.(ifavailable)								
Mother'sName								
Mother'sEPICNo.(ifavailable)								
Spouse'sName(ifapplicable)								
Spouse'sEPICNo.(ifavailable)								

DetailsoftheElectorintheElectoralRoll of the last SIR			**DetailsoftheRelative,whosenameisgivenin the previous column, in the last SIR**		
ElectorName:			Name:		
EPICNo.(ifavailable)			EPICNo.(ifavailable)		
Relative'sName:			Relative'sName:		
Relationship:			Relationship:		
District:			District:		
State:			State:		
ACName:			ACName:		
ACNumber	**PartNo.**	**SrNo.**	**ACNumber**	**PartNo.**	**SrNo.**

(i) The elector mentioned above, being myself/my family member, has not acquired the citizenship of any other country.
(ii) I am applying for inclusion in the Electoral Roll, and the name mentioned above, being myself/ my family member, is not included in any other Assembly Constituency/ Parliamentary Constituency.
(iii) I am aware that making the above statement or declaration in relation to this application which is false and whichIknow orbelievetobefalseordonotbelievetobetrue,ispunishableunderSection31ofRepresentation of the People Act,1950 (43 of 1950) with imprisonment for a term which may extend to one year or with fine or with both.

Signature/LeftThumbImpressionofElectoror AnyAdultFamilyMember(mentionrelationship)withdate

BLO'sundertaking: Ihaveverifiedtheabovedetailsfromtheelectoralroll(s)ofthelastSIR.

BLO'sSignature

fill in these details to link your entry to a close family member using progeny mapping

fig. 1

How to fill the enumeration form offline (via BLO)

1. The BLO for your area will come to your doorstep with two duplicate copies of the enumeration form.

2. Either the BLO will fill this form with you, or you will have to fill the form and submit it to the BLO's office, or you can go to the BLO's office to seek support with filling the form.

3. To fill the form on your own, you will need to keep the following details handy
    a. Your Aadhaar number
    b. Your Father's name
    c. Your father's EPIC number (if available)
    d. Your mother's name
    e. Your mother's EPIC number (if available)
    f. Your spouse's name (if applicable)
    g. Your spouse's EPIC number (if applicable)
    h. Your own assembly constituency, Part number, serial number as per last SIR
    i. Either your mother's or father's or any of your grandparents' EPIC number, Name, assembly constituency, Part number, serial number as per last SIR

(Note: you can find the above details in the previous SIR roll on this website: https://voters.eci.gov.in/searchinsir/s2ua4dpdf-jk4qwodse just by filling in the details of state, district, assembly constituency, and their full name.) Check fig. 2 & 3 to understand how to find these details.

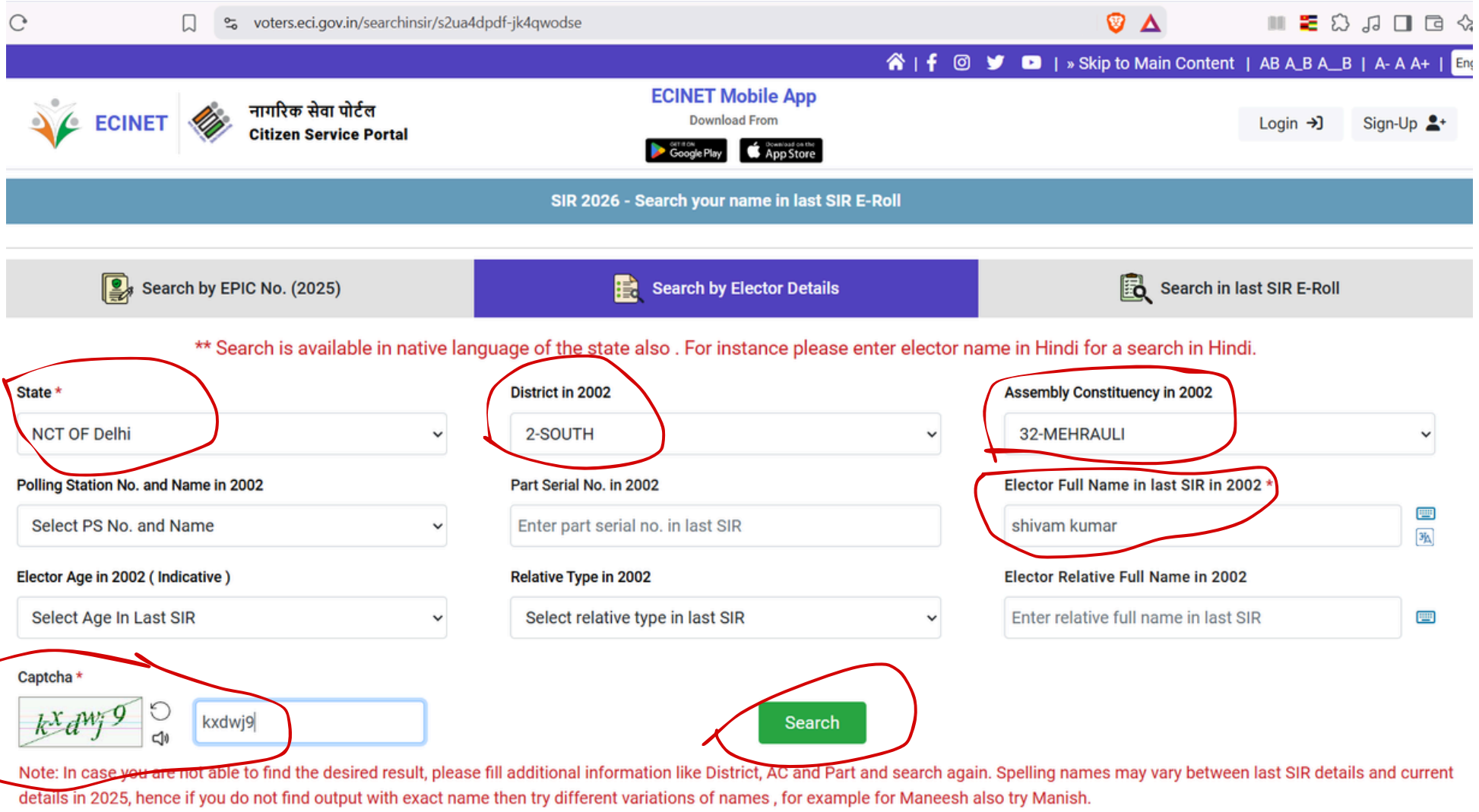

voters.eci.gov.in/searchinsir/s2ua4dpdf-jk4qwodse
» Skip to Main Content | AB A_B A__B | A- A A+
ECINET
नागरिक सेवा पोर्टल
Citizen Service Portal
ECINET Mobile App
Download From
Google Play
App Store
Login
Sign-Up
SIR 2026 - Search your name in last SIR E-Roll
Search by EPIC No. (2025)
Search by Elector Details
Search in last SIR E-Roll
** Search is available in native language of the state also . For instance please enter elector name in Hindi for a search in Hindi.
State *
NCT OF Delhi
District in 2002
2-SOUTH
Assembly Constituency in 2002
32-MEHRAULI
Polling Station No. and Name in 2002
Select PS No. and Name
Part Serial No. in 2002
Enter part serial no. in last SIR
Elector Full Name in last SIR in 2002 *
shivam kumar
Elector Age in 2002 (Indicative)
Select Age In Last SIR
Relative Type in 2002
Select relative type in last SIR
Elector Relative Full Name in 2002
Enter relative full name in last SIR
Captcha *
kxdwj9
Search
Note: In case you are not able to find the desired result, please fill additional information like District, AC and Part and search again. Spelling names may vary between last SIR details and current details in 2025, hence if you do not find output with exact name then try different variations of names , for example for Maneesh also try Manish.

fig. 2

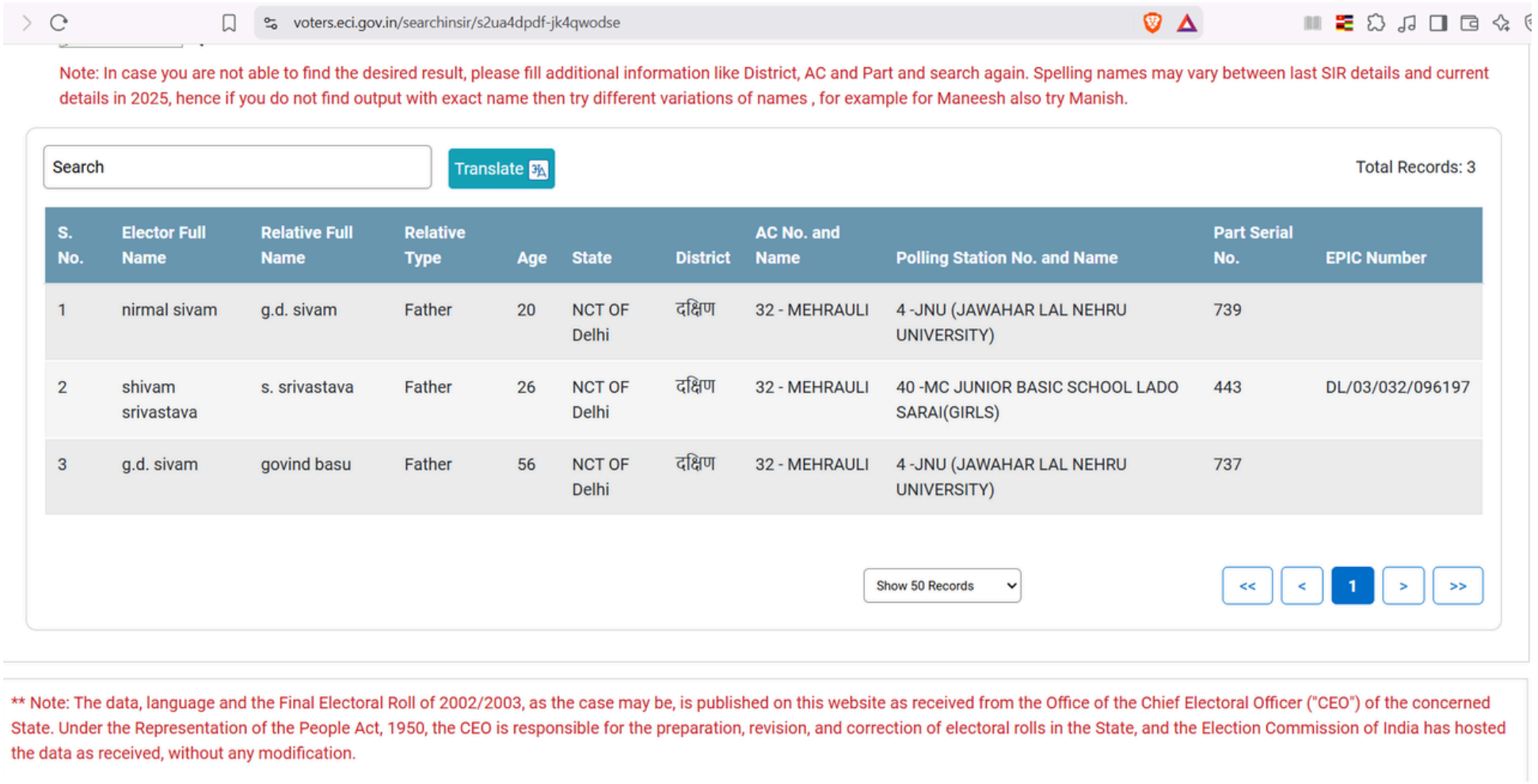


fig. 3

Please note down details like Ac.no. and name, polling station no. and name, part serial no.

5. If your name is already in the 2002 SIR list, then no documents are required. However, if it is not, link your entry to a close family member using progeny mapping (see Fig. 1 for details).

    a. Father
    b. Mother
    c. Paternal Grandfather (Dada)
    d. Paternal Grandmother (Dadi)
    e. Maternal Grandfather (Nana)
    f. Maternal Grandmother (Nani)

Only these relatives are eligible for progeny mapping

6. Return one filled copy of the enumeration form to the BLO and keep the second copy safely with you.

7. The BLO will give you an Acknowledgement Receipt—keep this safe, as it will be the primary proof for any future complaints or verification.

8. If the BLO does not visit your home, you can take the initiative by visiting a nearby Special Camp or directly going to the AERO/ERO/BLO office to collect and submit your form.

9. If your Enumeration form doesn't exist, then file a complaint either by letter or email to your BLO/AERO/ERO.

How to fill out the enumeration form online. Via the website (voters.eci.gov.in)

1. You can understand the complete online filing process here: https://ceogoa.nic.in/pdf/SIR2026/SIR_PN10.pdf

2. If your mobile number is already linked to your EPIC, log in via OTP. If it is not linked, you must first fill out Form 8 online to link your mobile number before proceeding with the SIR form. (Check this video to see how to link your phone number with your EPIC number: https://www.youtube.com/watch?v=a4IdA27t15I)

3. For further information, check the FAQs here: https://ceodelhi.gov.in/PDFFolders/2026/FAQ_SIR2026.pdf

4. Once you fill out the form and submit it, keep the acknowledgement slip with you.

DRAFT ROLL & POST-DRAFT ROLL

How to check your name in the draft list and notice list

Check your name in the draft list here: https://voters.eci.gov.in/download-eroll?stateCode=U05 (check Fig. 4)

(Note: If your name is not in the draft list, then check your name in the notice list. You can also file a claim - check the process on page no. 18)

Check your name in the Notice list here: https://ceodelhinet.nic.in/ceodelhiweb/Notices_Issuedn.aspx (check Fig. 5)

(Note: if your name is in the notice list, then you will have to appear for a hearing. Check the process on page no. 19,20.)

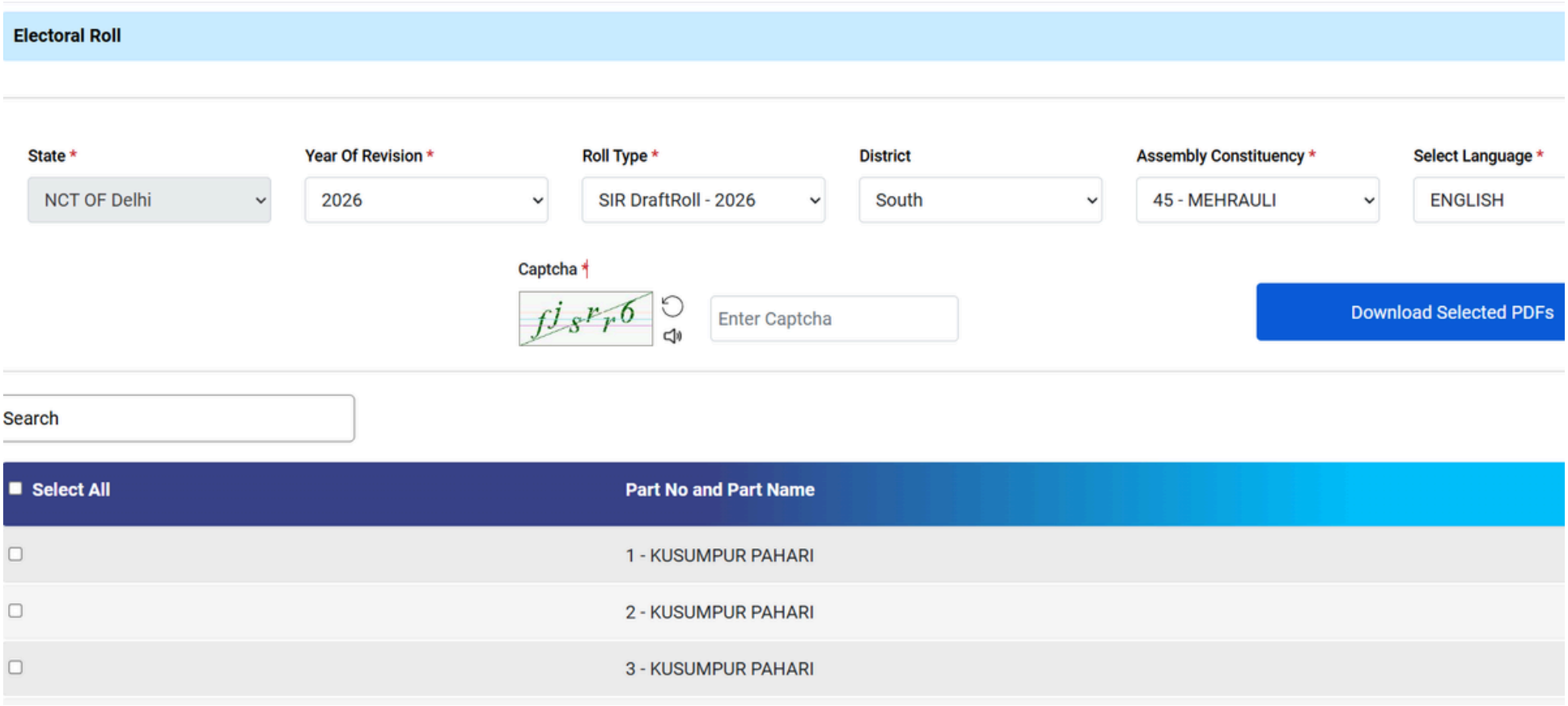


fig. 4

Donwload the draft list of your part number. (note: sometimes your part number gets updated after enumeration phase. Check your the same using your epic number here: https://electoralsearch.eci.gov.in/

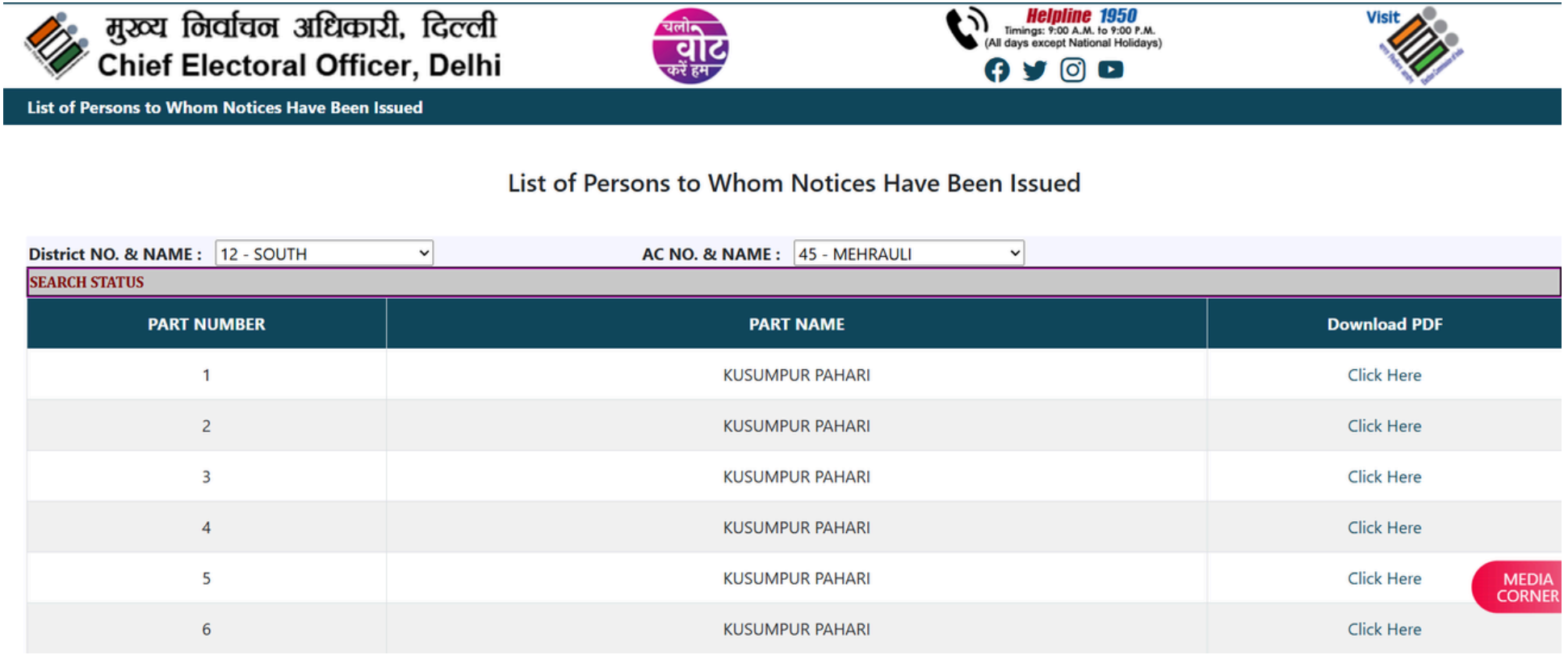


fig. 5

donwload the draft list of your part number. (note: sometimes your part number gets updated after enumeration phase. Check your the same using your epic number here: https://ceodelhinet.nic.in/ceodelhiweb/Notices_Issuedn.aspx

Choosing the right form

Situation	Form to Use
Name is not in the draft list (Claim)	Form 6 + Declaration Form
Someone else's name is wrongfully included, or your name was wrongfully deleted	Form 7
Name is present, but there is an error in the details	Form 8

Importance of Form 6 and required documents

Form 6 is a crucial document in the SIR process, as it is the channel through which any new or left-out eligible citizen can have their name added to the electoral roll.

When is Form 6 necessary?

1. When a voter's name is neither found in the old 2002 list nor on the current ECI portal.
2. When a new voter (who has turned 18) wants to register for the first time.
3. When a person has moved from another state/region to Delhi and their old voter ID is from another state.
4. When the BLO could not reach the voter during the enumeration phase, and the enumeration form could not be submitted by the deadline—in such cases, applications can only be made using Form 6 during the claims and objections period.

Required Documents (when Form 6 is needed)

- Residence Proof (any one): Aadhaar card, Ration card, Electricity/Water bill, Rent agreement (if a tenant).
- Identity/Age Proof (any one): Birth certificate, Old voter ID card (if from another state), Driving license, 10th marksheet/certificate.
- Also keep a passport-size photo and your EPIC number (if already available).

Claims, objections, & appeal process

Claims and Objections Meaning

- Claim: When your name or a family member's name is not in the draft, and you want it added.
- Correction: When the name is in the list, but the spelling, address, age, or photo is incorrect.
- Objection: When the name of someone who shouldn't be there is on the list (deceased, permanently shifted, duplicate), or your own name was wrongfully removed.)

(Check the dates/timmeline on page no. 4)

How to File a Claim or Objection

- **Online:** Log in to voters.eci.gov.in or the ECINET app, select Form 6, 7, or 8, fill in details, upload documents, and submit. Keep the reference/acknowledgement number safe.
- **Offline:** Meet your BLO (they carry blank forms) or visit the ERO/AERO office. Fill out the form and submit it with self-attested copies of documents (check the list of documents on page no.17,19,20).

Note: ECI guidelines prohibit demanding notarized copies or affidavits; the receiving official must check the copies against your original documents and mark them "verified and found true" on the spot. Keep the acknowledgment receipt safe with you.

Notices and Hearings

- In Delhi, over 97 lakh voters are in the draft list, of whom 3.313 million (33.13 lakhs) have been issued notices due to "discrepancies" in enumeration forms (such as where details did not match the 2002 list). Receiving a notice does not mean deletion. The ECI has clarified that voters can respond to notices by submitting documents. EROs/AEROs are required to issue notices, investigate, provide a fair opportunity, and pass a reasoned order. Not every notice requires visiting the office; hearings are decided by the ERO only in exceptional cases, preferably online.

Documents you may need for the hearing

- The Original Notice: The physical paper copy delivered by your Booth Level Officer (BLO) or the digital copy printed from the portal.
- Acknowledgement Receipt: If you filed Form 6, 7, or 8, bring the receipt with your Reference Number.
- Passport-Size Photographs: Keep at least two recent colour photos handy.
- **Voter ID (EPIC) cards of your family members** (Parents or Grandparents) to prove family residency mapping (Progeny Mapping).
- **Official details of your parents' or grandparents' names on the historical electoral list** (such as Assembly Number, Part Number, and Serial Number from the 2002 list, which your BLO can help provide).
- **A Family Register Extract** prepared by State or Local Self-Government authorities.
- **A Marriage Registration Certificate** (if the discrepancy or name change is a result of marriage).
- **Any Government Identity Card** issued to a regular employee or pensioner of the Central Govt, State Govt, or a PSU.

Documents you may need for the hearing

- Birth Certificate issued by a municipal authority or registrar.
- Class 10 (Matriculation) or Class 12 Pass Certificate / Marksheet indicating your date of birth.
- Indian Passport.
- PAN Card or Driving License.
- Aadhaar Card/Letter issued by UIDAI.
- **Current Passbook** of a Nationalised/Scheduled Bank or Post Office.
- **Utility Bills:** Electricity, Water, Telephone, or Gas Connection bill for that address
- **Registered Rent Lease Deed** (if renting) or **Registered Sale Deed** (if you own the house).
- **Government Allotment Certificate:** Revenue Department's land-owning records or a house allotment letter issued by the Government.

Appeal

- If an ERO's decision goes against you (e.g., your claim is rejected or your name is deleted), you can appeal under Section 24 of the Representation of the People Act, 1950, first to the District Magistrate (DM) and then to the Chief Electoral Officer (CEO).

Level	Authority	Time Limit
First Appeal	District Magistrate (DM) / District Election Officer	Within 15 days of the ERO's order
Second Appeal	Chief Electoral Officer (CEO), Delhi	Within 30 days of the DM's order

Online Appeal

Step 1: Digital Retrieval & Authentication

1. Go to https://voters.eci.gov.in
2. Log In: The appellant logs in using their registered mobile number, email ID, or Electronic Photo Identity Card (EPIC) number via OTP verification.
3. Locate the Case: Select the "Appeal Against Order" dashboard. The appellant inputs either the original application Reference Number or the Notice Reference Number issued during the hearing phase. The system automatically pulls up the electronic records from the ERO's dashboard

Step 2: Drafting the Electronic Petition

1. Grounds of Appeal: The appellant is provided with a structured text module where they must detail the specific grounds for appealing the ERO's decision.
2. Contextual Narrative: They must explain how the ERO's speaking order erred in fact or law (e.g., "The ERO's order states that address proof was insufficient, but a valid registered rental deed was submitted and checked against the originals").

Step 3: Mandatory Document Enclosures

The system will not allow a submission without attaching clear, scanned copies (PDF or JPEG formats, max 2MB per file) of:

- The Adverse Speaking Order issued by the ERO/AERO.
- The primary Eligibility Evidence that was contested during the initial hearing (e.g., Birth Certificate, Passport, or updated Bank Passbook).

Step 4: Digital Submission & Tracking

1. Submit: Click "Submit" to lock in the appeal.
2. Acknowledgement Generation: The portal instantly generates a unique Appeal Reference ID.
3. Tracking: The status automatically transitions to "Appeal Pending with DEO". The appellant can track real-time progress via the portal or the Voter Helpline App.

Offline Appeal

Step 1: Structural Preparation of the Appeal Memorandum

The appellant must manually draft an Appeal Petition (often written on plain paper or a prescribed regional format). Guidebook users should ensure the petition explicitly includes:

- To: The Court of the District Election Officer (DEO) / District Magistrate.
- Subject Line: Appeal under Section 24 of the Representation of the People Act, 1950.
- Details: Name, Age, EPIC Number (if available), and full residential address of the appellant.
- Statement of Facts: A sequential narrative explaining when the form was filed, what happened during the hearing, and why the ERO's decision is unjust.

Step 2: Compiling the Physical Docket

The physical petition must be paper-clipped to the following attachments:

- A certified copy of the ERO's Speaking Order (obtained physically from the ERO office).
- Photocopies of all supporting age, identity, or residence proofs.
- The Adverse Speaking Order issued by the ERO/AERO.
- The primary Eligibility Evidence that was contested during the initial hearing (e.g., Birth Certificate, Passport, or updated Bank Passbook).

Step 3: Physical Submission at the District Election Office

1. Filing: The appellant must visit the Electoral Branch inside the local Collectorate/District Magistrate Office.
2. Verification Check: The receiving clerk conducts a preliminary check to ensure the speaking order is attached and that the appeal is being filed within the statutory 15-day window from the date of the order.
3. Manual Receipt: The office stamps, signs, and hand-delivers a physical Acknowledgement Receipt containing a manual inward serial number.

Offline Appeal

Step 4: ECI NET System Integration

1. Data Entry: The DEO's designated desk clerk manually logs the physical file into the backend ECI NET platform.
2. Digital Generation: This generates a system-driven reference code that syncs the offline file with the central database, triggering an automated SMS notification to the appellant's mobile phone confirming that the case has been officially logged into the appellate system.

Step 5: THE APPELLATE HEARING & RESOLUTION (Common to Both - Online and Offline)

Once submitted through either route, the appellate process converges into a standard resolution routine:

1. Notice of Appellate Hearing: The DEO's office issues a formal notice assigning a specific date, time, and mode (physical room or virtual link) for the appellate hearing.
2. The Review: The DEO (or an appointed Additional DEO acting as the First Appellate Authority) reviews the ERO's case file alongside the new arguments submitted by the citizen.
3. The Final Ruling:
    - If the DEO rejects the appeal, the citizen has 30 days to repeat this exact step-by-step process upward to the Chief Electoral Officer (CEO) of the state, whose decision serves as the final administrative boundary.
    - If the DEO accepts the appeal, a system command is pushed directly to the ERO's dashboard via ECI NET. The ERO is legally forced to override the previous rejection, update the digital ledger, and incorporate the citizen's entry into the final, revised electoral roll.

OTHER

Helpline and portal for complaints and assistance

- Voter Helpline Number: 1950 (Toll-free: 1800-11-1950), available daily from 8:00 AM to 8:00 PM in both Hindi and English.
- SMS Facility: Send an SMS to 1950 with your EPIC number written as ECI [Your EPIC Number] (e.g., ECI 12345678).
- Complaint Email: complaints@eci.gov.in
- National Grievance Service Portal (NGSP): Register and track complaints online.
- 'Book-a-Call with BLO': Available on the ECINET platform to schedule a direct call with your BLO. As per ECI guidelines, such grievances must be resolved within 48 hours.
- Voter Helpline App: Available on Android/iOS to lodge complaints.

For those without digital access

If an individual cannot use websites or apps independently, they can directly meet their local BLO (appointed specifically to collect forms door-to-door), or visit the nearest SDM office or election camp to submit physical documents with their form. Help is also available in Hindi by calling the 1950 helpline, where the next steps will be guided over the phone.

OTHER

How to find EPIC details, and BLO/ERO contacts

You can find details for yourself and your family using the ECI Electoral Search Portal.

- Method 1 (Using EPIC): Enter your EPIC number and security code to search. Your details will appear, allowing you to view your part number and other information. This provides all details according to your part and area, enabling you to contact the BLO and ERO directly.

- Alternative Methods: If you cannot find your details using your EPIC number, you can check using other options such as a linked mobile number.

PART III
ACTION RESEARCH & RESOURCE CENTRE

At present, our work focuses on identity-based discrimination and violence. We believe that all incidents of individual violence and discrimination are rooted in the structural and functional realities of society, and when persons/communities affected by systemic oppression lead the struggle for change, the Constitution can become a site of transformative justice.

We adopt a grassroots-informed, interdisciplinary approach where action informs research and research informs action. Through legal interventions, training, research, and advocacy, we work together with community-based organizations as well as victims of systemic and identity-based violence to strengthen their efforts for justice, dignity, and systemic accountability.

This guidebook is an independent publication and has no affiliation with the Government of Delhi.

Part III has offices in New Delhi and Patna.
For more information about our work, please visit our website: www.part-three.org