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NOTIFICATION I: GUIDELINES ON ASSESSMENT OF DOCUMENTS

Direction I (4) on Documents

Whereas Direction I (4) of the Directions Relating to The Popular Consultation of the People of East Timor Through a Direct Ballot empowers the Chief Electoral Officer by way of notification to determine a class of documents for use in establishing eligibility for registration as a voter in the consultation, it is hereby notified that the Chief Electoral Officer has made the following rules to apply with respect to documents. Section A

Eligibility to vote

1. According to the Agreement between the Republic of Indonesia, the Portuguese Government and the Secretary-General of the United Nations regarding the modalities for the popular consultation, four categories of persons are eligible to vote. These are:
   a. persons born in East Timor;
   b. persons born outside East Timor but with at least one parent having been born in East Timor;
   c. persons born outside East Timor but whose spouse was born in East Timor; and
   d. persons born outside of East Timor but is a spouse of a person whose mother or father was born in East Timor.

1. Before a person can be registered as a voter, the elements indicated below under each category of eligibility shall be proved. Such proof shall be established by the use of two or more documents.

3. Category A: Persons born in East Timor:
   a. proof of identity; and
   b. proof of birth in East Timor.

4. Category B: Persons born outside East Timor but with at least one parent having been born in East Timor:
   a. proof of identity;
   b. proof that the relevant parent was born in East Timor; and
   c. proof of family relationship.

5. Category C: Persons not born in East Timor but whose spouse was born in East Timor:
   a. proof of identity;
   b. proof that husband or wife was born in East Timor and
   c. proof of marriage relationship

6. Category D: Persons born outside East Timor but are a spouse of a person whose mother or father was born in East Timor:
   a. proof of identity;
   b. proof of marriage to relevant person;
c. proof that one of the husband’s or wife’s parents was born in East Timor; and

d. proof of husband’s or wife’s family relationship.

**Documents recognized by the Chief Electoral Officer** As a general rule, each applicant for registration will be required to present two forms of documentation in order for the District Electoral Officers to determine his or her eligibility to vote. The first category of document is an identity document. The function of this document is to establish individual identity (documents listed in section B). The second kind of document is a document, which verifies the criteria of eligibility as defined in Section A given in any one of the categories of eligibility (documents listed in section C). **Section B Identity Documents** (1) Registrants are required to present at least one of the following documents to establish identity. (a) Indonesian passport; (b) National Identity Card;

a. Refugee Identity;
b. National Passport;
c. *Daftar Penduduk* (village list);
d. *Kartu Pelajar*;
e. *Kartu Mahasiswa*;

(h) Driving Licence.

**Section C Documents proving other eligibility criteria** (1) Registrants are required to present at least one of the following documents to establish eligibility criteria—birth in East Timor, marriage to an East Timorese, or daughter or son relationship to a person born in East Timor, marriage to a person whose mother or father was born in East Timor.

a. Baptism Certificate
b. Birth Certificate
c. Marriage certificate
d. Parents birth certificate
e. Family certificate
f. Parents baptism certificate
g. *Cedula Da Vida Crista*
h. *Cedula Pessoal*

(2) Where one document contains both identity information (picture and name) and details which satisfy the eligibility criteria relating to a person being born in East Timor, e.g. National Identity Card and National Passport, the District Electoral Officer shall nevertheless require the applicant to present one additional document from Section C. **Section D Special Rules Relating to Persons Without Documentation: Affidavits of Birth** (1) Where a person is not in possession of sufficient documentation to support his or her application to register, the District Electoral Officer shall require such an individual to:

Produce an affidavit sworn before a religious leader or *Kepala Desa* (village chief) and witnessed by a person who knows the applicant. In addition to the affidavit, the application for registration must be witnessed by a fully documented registered voter. Where the District Electoral Officer is satisfied that the applicant has met these conditions, he or she shall register the applicant. For the purposes of this provision, a "religious leader", means any person who has been designated by his or her religious organisation as a person with the authority to swear /affirm affidavits.
(2) Where a person has been registered pursuant to the production of an affidavit, the District Electoral Officer shall note the use of the affidavit on Form ETR02. (3) Any registration made pursuant to an affidavit may be challenged. Where an objection has been lodged, the Regional Electoral Officer shall forward the objection to the Electoral Commission. (4) The Electoral Commission shall, as soon as is practicable, after it has received a notice of objection from the Regional Electoral Officer, consider the objection and either uphold it or reject it. See attached Annex for Affidavit. Issued this 8th day of July 1999 Signed .............................................. Chief Electoral Officer Annex

AFFIDAVIT OF BIRTH

I .................................................................................................................. (full name) take oath (affirm/promise) and state as follows: 1. My Full Name is: ........................................................................................................ 2. I was born on the .......... day of ............................................. 19...... 3. I was born in the village/town of ...................................................... in the District of ...................................................... in the Province of East Timor. 4. I hereby solemnly swear (affirm/promise) on this .......... day of ............................ 1999, that the facts I have stated in this affidavit are the truth and nothing but the truth. Signed: .................................................. Authority Applicant Official Stamp of Village/Parish/Church WITNESS I, the undersigned, having no personal interest in the subject matter of this affidavit, directly or indirectly, hereby certify that this instrument was sworn/affirmed in my presence by the applicant on the .... day of ............ 1999. .................................................. Address of witness........................................ Signature of witness ..........................................................

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NOTIFICATION NUMBER 2: DEFINITION OF SPOUSE FOR THE PURPOSES OF ELIGIBILITY TO REGISTER AS A VOTER

Whereas Direction 52 of the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot empowers the Chief Electoral Officer to amend the Directions.

I hereby amend Direction 1 (3) in the manner here provided:

1. The entirety of the current text of Direction 1(3) is replaced by the following text:

(3) For purposes of paragraph (c) of the definition of "Timorese Person" in subdirection (1), a person shall be taken to be the spouse of another person if the first named person is deemed, in accordance with the law applicable in the place of the celebration of his or her marriage, to be the spouse of that other person.

Issued this 8th day of July 1999

Signed ............................

Chief Electoral Officer
GO BACK TO LIST
NOTIFICATION NUMBER 3: HOURS DURING WHICH REGISTRATION CENTRES SHALL BE OPEN

Whereas Direction 7 of the Directions Relating to The Popular Consultation of the People of East Timor Through a Direct Ballot vests the authority to determine the hours during which registration shall take place in the Chief Electoral Officer,

In exercise of that authority, I hereby establish the following hours for registration:

A. Registration Centres Inside East Timor

1. Registration centres inside East Timor shall open between the following hours:

Mornings: 7 A.M. to 12: 00 NOON

Afternoons: 1 P.M. to 4 P.M.

B. Registration Centres Outside East Timor

2. With respect to Registration centres outside East Timor, I authorise Country Coordinators, subject to my written approval, to establish suitable opening hours for registration in accordance with local conditions provided that the Registration centres remain open for a total of 8 hours a day during the registration period.

C. Both Registration Centres Inside and Outside East Timor

3. Regional Electoral Coordinators or Country Coordinators may, after submitting a written request and after receipt of the written approval of such request by the Chief Electoral Officer, vary the hours for registration for one or more registration centres.

4. Notwithstanding the fact that the official opening hours for the registration centre has expired, any applicant for registration still in line at the closing time shall be allowed to register.

5. During the period of Registration, the Chief Electoral Officer shall designate some days of the week as "collection days" to enable records of registration to be packed and sent to the Regional Office or Country Office.

6. Regional Electoral Coordinators or Country Coordinators shall advise all District Electoral Officers of the days that have been designated as collection days.
Issued this 8th day of July 1999

Signed..............................

Chief Electoral Officer

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NOTIFICATION NUMBER 4: VERIFICATION OF BALLOTS, COUNTING OF VOTES AND PRESENTATION OF THE RESULT OF THE BALLOT

Whereas Direction 52 of the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot empowers the Chief Electoral Officer to amend the Directions and it has become necessary to amend Directions 37, 38 and 39 so as to reflect the decision to change the place where the votes are to be counted from the UNAMET regional centres to the headquarters of UNAMET.

In exercise of the powers conferred upon me, I hereby substitute the current text of Directions 37, 38 and 39 in their entirety with the following provisions:

(To avoid confusion with original text, this notification has adopted its own numbering)

PART V - DETERMINATION OF THE RESULT OF THE BALLOT

Direction 1 Chief Counting Officer and Counting Officers

(1) The Chief Electoral Officer shall appoint a Chief Counting Officer and as many Counting Officers as the circumstances shall require from among the Electoral Staff for the purposes of carrying out the verification and counting of the ballot.

(2) The Chief Counting Officer and Counting Officers shall perform their functions under the direction and supervision of the Chief Electoral Officer.

Direction 2 - Verification of ballot paper account by electoral officer

1. After receiving the ballot boxes and packets referred to in direction 36, subdirection (3) from the District Electoral Officer, the Regional Electoral Officer shall examine whether the seals of ballot boxes and packets are in order and give any Official, International, and Domestic observers who are present an opportunity to do the same, and shall make a written report on the number of boxes and the condition of the boxes and shall thereafter forward all the ballot boxes and packets to the Chief Electoral Officer at UNAMET headquarters, Dili, East Timor.

2. After receiving the ballot boxes and packets from all the Regional Electoral Officers, the Chief Electoral Officer shall deliver the ballot boxes and packets to the Chief Counting Officer.

(3) After receiving the ballot boxes and packets referred to in direction 36 subdirection (3) the Chief Counting Officer and Counting Officers shall separately verify each District Electoral Officer's ballot paper account referred to in direction 36, subdirection (4) by comparing it with the contents of the packets received from each registration/polling centre concerned, and shall for that purpose open all the ballot boxes from each registration/polling centre and cause the ballot papers contained in them to be
mixed, in such a manner that the source of votes marked on the ballot papers are not and cannot be ascertained.

(4) If the Counting Officer detects any discrepancy in the verification of the ballot paper account referred to in subdirection (3), the Chief Electoral Officer shall be informed in writing accordingly.

(5) In order to facilitate the commencement of counting, where ballot boxes from one Electoral Region are delayed in arriving one box from each of the other Regions shall be withheld from the counting until ballot boxes and packets from all the Electoral Regions are accounted for. Then when the other entire ballot boxes and packets have been accounted for withheld ballot boxes shall be mixed and counted with any late coming ballot boxes or packets.

Direction 3 - Counting of votes

(1) After the provisions of direction 2 of this notification have been complied with, the Counting Officer shall:

a. Without looking at any votes marked on any ballot papers, mix the contents of all the ballot boxes in such a way that the ballot papers from every box and every polling/registration centre are mixed with ballot papers from the other boxes and registration/polling centre in such a way that it will not be possible to tell from which box or registration/polling centres ballot papers originated from.

b. Sort the ballot papers, with regard to the provisions of subdirections (2) and (3), on the basis of the votes recorded on them; and

c. Count the votes recorded in respect of each option.

(2) The Counting Officer shall reject and not count any ballot paper:

a. Which records votes for both options;

b. In respect of which he or she has reasonable grounds to believe that it has not been officially issued to a voter;

c. Which is unmarked or on which it is impossible to determine with certainty for which option the vote is cast; or

d. Which contains a mark or statement made by the voter which tends to identify the voter.

1. Subject to subdirection (2), paragraphs (b) and (d), the Counting Officer shall not reject but shall count any ballot paper on which there is:

(a) a mark, or writing, by means of which a voter has clearly indicated his or her choice; or

(b) a hole punch, by means of which a voter has clearly indicated his or her choice.
(4) The Counting Officer shall endorse the word "rejected" on back of any ballot paper finally rejected in terms of these directions and initial the endorsement.

(5) When all the votes contained in all the ballot boxes sent to the Counting Centre have been counted pursuant to subdirection (1), the Counting Officer shall, as soon as practicable and in accordance with the instructions of the Chief Electoral Officer, inform the Chief Electoral Officer of the number of votes so determined to have been recorded for each option.

(6) When the Chief Counting Officer has complied with the provisions of this direction, he or she shall as soon as practicable enclose in separate packets:

   a. All counted ballot papers;
   b. All rejected ballot papers; and
   c. The unused or spoiled ballot papers and the counterfoils of used or spoiled ballot papers,

and shall seal such packets and deal with them in accordance with the instructions of the Chief Electoral Officer.

**Direction 4– Presentation of the result of the ballot**

(1) After the Chief Electoral Officer has received advice from the Chief Counting Officer under direction 3, subdirection (4), the Chief Electoral Officer shall present the result of the ballot to the Electoral Commission.

(2) The Chief Electoral Officer may at his discretion release advice received by him or her under direction 3 (4)

*Issued this 24th day of July 1999*

Signed: ________________________________
Chief Electoral Officer

**GO BACK TO LIST**
NOTIFICATION NUMBER 5: AMENDMENT TO NOTIFICATION NO. 1; TO PROVIDE THAT FOR EXTERNAL VOTING THE AFFIDAVIT SHALL BE SWORN BEFORE A NOTARY PUBLIC OR AN INSTITUTION OF SIMILAR AUTHORITY IN THE JURISDICTION WHERE THE REGISTRATION/POLLING CENTRE IS SITUATED

Whereas Direction 52 of the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot empowers the Chief Electoral Officer to amend the Directions and it has become necessary to amend Notification Number 1 in order to provide that in case of external voting affidavits are to be sworn/affirmed before a notary public or an authority performing similar functions in the jurisdiction where the external voting is to take place and not before a Village Chief or Religious authority, as shall be the case, with voting within East Timor.

In exercise of the powers entrusted in me, I hereby promulgate the following direction:

1. With respect to Registration to be conducted at Registration/Polling Centres outside East Timor and where the applicant for registration is not in possession of sufficient documentation to support his or her application to register, and the applicant wishes to avail himself or herself of the Special Rules Relating to Persons Without Documentation: Affidavits: contained in Notification 1, the affidavit shall be sworn, affirmed before a notary public or any authority that performs similar functions in the jurisdiction where the Registration/Polling Centre is situated.

Issued this 12th day of July 1999

Signed..................................................
Chief Electoral Officer

GO BACK TO LIST
Popular Consultation in East Timor

NOTIFICATION NUMBER 6: PROVISIONS TO REGULATE THE PRESENCE OF MEMBERS OF THE ARMED FORCES AT REGISTRATION/POLLING CENTRES

Whereas Direction 52 of the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot empowers the Chief Electoral Officer to amend the Directions;

Whereas it is necessary to take measures that contribute to the creation of appropriate conditions for a free and fair ballot within the framework of the Agreement for the Popular Consultation for East Timor; and while recognising the right of members of the armed forces to register and vote in the Popular Consultation for East Timor;

It is desirable to regulate the wearing of uniforms and the carrying of firearms or any other weapons within a reasonable perimeter of the Registration/Polling centres;

I hereby promulgate the following directions:

1. Members of the Armed Forces who wish to register as voters shall do so in the manner provided for by direction 9 of the Directions Relating to the Popular Consultation of the People of East Timor.

2. Members of the armed forces who present themselves for registration in accordance with Direction 9 of the Directions Relating to the Popular Consultation shall not wear military uniforms within a radius of 200 meters of the Registration/Polling Centre.

3. Members of the armed forces shall not carry guns or weapons or objects that could be utilised for aggressive intent within a radius of 200 meters of the Registration/polling station.

4. Members of the Armed Forces should not present themselves at Registration/Polling Centres in any organised manner so as to intimidate the civilian population.

Issued this 13th day of July 1999

Signed ..................................

Chief Electoral Officer

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Popular Consultation in East Timor

NOTIFICATION NUMBER 7: ANNOUNCEMENT OF THE DATE OF THE COMMENCEMENT OF REGISTRATION FOR THE POPULAR CONSULTATION FOR EAST TIMOR

Whereas Direction 7 of the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot empowers the Chief Electoral Officer to determine the date on which Registration shall commence;

In exercise of the powers vested in me, I, hereby, determine that Registration for the Popular Consultation of the People of East Timor Through a Direct Ballot shall commence on 16 July 1999 both inside and outside East Timor and shall proceed for twenty consecutive days thereafter inclusive of the date of commencement of the Registration.

Issued this 13th day of July 1999

Signed ............................
Chief Electoral Officer

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NOTIFICATION NUMBER 8: POLICE PRESENCE AT REGISTRATION/POLLING CENTRES

Whereas the Agreement between the Governments of Indonesia and Portugal and the Secretary-General of the United Nations regarding the modalities for the popular consultation of the East Timorese through a direct ballot entrusted the United Nations with the responsibility to organise and conduct a free and fair popular consultation;

Whereas it is necessary to ensure that prospective voters can register freely and secretly without obstruction and fear of intimidation by any persons or authority and in order to reassure applicants for registration with regard to the impartiality and independence of the United Nations in the process of registration;

While recognising that under the said Agreement security is a responsibility of the Indonesian Government, it is desirable to regulate the presence and conduct of police officers at Registration/Polling Centres so as to ensure that the above objectives are achieved; and

Whereas Direction 52 of the Directions Relating to the Popular Consultation of the People of East Timor empowers the Chief Electoral Officer to amend, add to and vary the Directions, in exercise of those powers, I hereby promulgate the following directions to regulate police presence at Registration/Polling Centres:

1. The District Electoral Officer is responsible for the running and the administration of Registration at his or her Registration /Polling Centre. All participants in the consultation process shall respect the authority of the District Electoral Officers in all matters relating to the registration exercise.
2. Police officers, other than United Nations Civilian Police, shall not be present singularly or as a group except for purposes of registering as voters, in the Registration/Polling Centre or within a radius of 100 metres of the Registration/Polling Centres. Where the facility being used as a Registration/Polling Centre does not make compliance with the 100 meters requirement provision possible, it shall be sufficient that the Police Officers observe the maximum radius possible under the circumstances.
3. Members of the Police Force who wish to register as voters shall do so in the manner provided for in Direction 9 of the Directions Relating to the Popular Consultation of the People of East Timor.
4. Members of the Police Force who present themselves for registration in accordance with Direction 9 of the Directions Relating to the Popular Consultation shall not wear police uniforms when they present themselves for registration.
5. Subject to paragraph 6, that is in circumstances where the police have been called upon by a member of the United Nations Civilian Police to maintain law and order within a radius of 100 meters of the Registration/Polling centre, Members of the Police Force shall not present themselves at Registration/Polling Centres in any organised manner.
6. In the case of a disturbance or the likelihood of a disturbance at the Registration/Polling Centre, the United Nations Civilian Police, in consultation with the District Electoral Officer, may request the assistance of the Police. Such a request, if deemed necessary, shall be made by the United Nations Civilian Police or the District Electoral Officer.
7. Under no circumstances shall the Police give any orders to the District Electoral Officer in relation to the discharge of his or her duties in relation to the Registration process.
Issued this 16th day of July 1999

Signed ........................................
Chief Electoral Officer

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NOTIFICATION NUMBER 9: REGULATING THE WEARING OF SYMBOLS, UNIFORMS AND THE DISPLAY OF CAMPAIGN MATERIAL WITHIN REGISTRATION/POLLING CENTRES

Whereas it should be recognised by all participants in the Popular Consultation that a secure environment devoid of violence or other forms of intimidation is a prerequisite for the orderly conduct of the registration exercise and that such an environment is necessary if every Timorese person is to have the opportunity to exercise his or her right to register to vote in the popular consultation; and

Therefore, with the purpose of contributing to the creation of appropriate conditions that allow all persons entitled to register to participate in the registration exercise within the framework of peace and civility, it is desirable that the wearing of symbols, uniforms and the display of campaign material within the premises of Registration/Polling centres be prohibited.

I hereby promulgate the following directions to prohibit the wearing of symbols, uniforms and the display of campaign material within a prescribed radius of Registration/Polling Centres:

1. No one shall carry, wear or display any symbols, uniforms and/or emblems signifying association with or support for a pro autonomy or pro independence position or group within a radius of 200 metres of any Registration/Polling Centre.

2. No campaign materials, including insignia, banners and flags in support of a pro autonomy or pro independence position, shall be posted or displayed within a radius of 200 metres of any Registration/Polling Centre.

3. Any person or persons acting in contravention of direction 1 and 2 above shall be ordered by the Regional Electoral Officer or District Electoral Officer or the United Nations Civilian Police to leave the Registration/Polling Centre and shall do so forthwith when ordered to leave.

4. Any material, insignia or flags displayed in contravention of direction 1 and 2 above shall be removed by the Regional Electoral Officer or District Electoral Officer or the United Nations Civilian Police.

Issued this 16th day of July 1999

Signed: .........................
Chief Electoral Officer

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Popular Consultation in East Timor

NOTIFICATION NUMBER 10: PROCEDURES FOR APPEALS REGARDING A VOTER WHO HAS BEEN REFUSED REGISTRATION BY THE DISTRICT ELECTORAL OFFICER

Whereas Direction 11 of the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot, grants every person whose application for registration has been refused by the District Electoral Officer a right of appeal to the Electoral Commission and whereas it is necessary to facilitate the expeditious hearing of such appeals by the Regional Offices;

It is, therefore, desirable to elaborate procedures to govern the hearing and processing of such appeals from the District Electoral Officer to the Regional Electoral Officer and from the Regional Electoral Officer to the Electoral Commission;

I hereby promulgate the following directions:

A. Procedures at the District Electoral Level

1. Where at the Registration Centre the District Electoral Officer has established that an applicant is not eligible for registration, the District Electoral Officer shall inform the applicant that he or she has been refused registration and shall issue him or her the form: Notice to Voter Regarding Appeal Procedures (ETR05).
2. When issuing the Notice (ETR05), the District Electoral Officer shall inform the applicant [who has been refused registration] of the date and venue where he or she can meet with the Regional/Deputy Electoral Officer for the hearing of his or her appeal against refusal of registration.

A. Hearing of Appeal Against Refusal By the Regional Electoral Officer

1. For the purposes of hearing appeals, each Regional Electoral Officer shall establish, during the period of registration, a date and time, for each District Registration/Polling Centre, or a combination of District Registration/Polling Centres, when the Regional/Deputy Regional Electoral Officer shall visit that centre for the purposes of hearing appeals.
2. On the date and place predetermined by the Regional Electoral Officer, the Regional/Deputy Regional Electoral Officer shall meet with each applicant who has been refused registration and is present to appeal against such refusal.
3. In hearing the appeal, the Regional/Deputy Regional Electoral Officer shall:

• give the applicant the full opportunity to present his or her case; and
• consider any new evidence in support of the application.

1. After interviewing the refused applicant, the Regional/Deputy Electoral Officer shall make a decision on whether to recommend the registration of the applicant or to uphold the refusal to register the applicant.
2. For the Same Sub region, with respect to appeals against refusal to register, the Assistant-Coordinator shall exercise the powers exercised by Regional/Deputy Electoral Officers

C. Procedure after Regional Electoral Officer's Decision

1. The Regional/Deputy Regional Electoral Officer/ shall inform the applicant whether he or she has recommended that the refusal be upheld or not and further inform the applicant that the final decision regarding the case rests with the Electoral Commission.

2. After the hearing of the appeal the Regional/Deputy Electoral Officer/ shall as soon as practicable but in any event no later than two days after the hearing of the appeal send his or her recommendation to the Electoral Commission for final determination.

3. The recommendation of the Regional/Deputy shall be forwarded to the Electoral Commission in the prescribed form attached and shall include the following information:

   a. record of original application for registration;
   b. record of the hearing of the appeal;
   c. reason for rejection of application for registration by the District Electoral Officer;
   d. reasons advanced by the applicant for the appeal;
   e. reason for dismissal of appeal; and
   f. whether or not the applicant accepts the dismissal of his or her appeal.

1. All appeals against refusal of registration by the District Electoral Officer shall be submitted to the Regional/Deputy Electoral Officer by 1600 hours on 4 August 1999.

2. All appeals against refusal of registration by the Regional/Deputy/ Electoral Officer shall be forwarded to the Electoral Commission not later than 1600 hrs on 6 August 1999.

Issued this 19th day of July 1999

Signed........................................
Chief Electoral Officer

APPEAL AGAINST REFUSAL OF REGISTRATION

Registration/Polling Centre

1. Full name of applicant: .................................................................

2. Address: .....................................................................................
..............................................................................................................
..............................................................................................................

3. District Electoral Centre where registration was refused: .....................

4. Reason(s) for rejection of application: ............................................
..............................................................................................................
..............................................................................................................

5. Regional Electoral Centre where Appeal was heard: ........................................
6. Reason(s) advanced for appeal to Regional Coordinator: ..............................
   ...........................................................................................................................
7. Reason(s) for dismissal of Appeal by Regional Coordinator: ............................
   ...........................................................................................................................
   ...........................................................................................................................
8. Whether applicant accepts the dismissal of his/her appeal: Yes No
9. Other comments: .................................................................................................
   ...........................................................................................................................
10. Documents to be attached: (a) record of original application for registration
    a. record of hearing of appeal

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NOTIFICATION NO: 11

PROCEDURES TO BE FOLLOWED IN DEALING WITH COMPLAINTS ALLEGING ELECTORAL MALPRACTICES

Whereas Directions, 43, 44, 45, 46, 47, 48, and 49 proscribe certain acts and conduct as electoral malpractices and it is therefore necessary to provide for procedures for the hearing and disposal of complaints alleging the commission of electoral malpractices; and

Whereas under Direction 42, dealing with the matter of the certification of the result of the consultation process by the Electoral Commission, it is provided that in making that determination the Electoral Commission shall give consideration to any electoral malpractices that might have occurred during the electoral process.

I hereby promulgate the following regulations to provide for the filing and disposal of electoral complaints by the Chief Electoral Officer and the transmission of decisions of the Chief Electoral Officer to the Electoral Commission.

The Filing of Electoral Complaints Before the District Electoral Officer

1. Any complaints alleging electoral malpractices (a violation of Directions 43, 44, 45, 46, 47, 48 and 49) shall be filed with the District Electoral Officer in whose district the malpractice is alleged to have occurred
2. Any complaint alleging electoral malpractices shall be filed on the prescribed form (form attached) and shall provide the following information:
   - name of complainant;
   - postal address of complainant;
   - alleged electoral malpractice;
   - place and district where electoral malpractice occurred;
   - alleged perpetrator of the electoral malpractice; and
   - attestation by the complainant as to the truthfulness of the allegation.

3) The District Electoral Officer, upon receipt of a complaint alleging electoral malpractice, shall as soon as it is practicable but in any event not later than two days after receipt of the complaint, submit the complaint to the Regional Electoral Officer.

4) Upon receipt of the complaint, the Regional Electoral Officer shall, without delay, forward the complaint to the Chief Electoral Officer.

Consideration of the Complaint by the Chief Electoral Officer

5) The complainant shall submit his or her complaint in writing.

6) The complainant shall not be required to appear in person.

7) In considering the complaint, the Chief Electoral Officer shall examine all the evidence submitted to him or her in support of the complaint.
8) After reviewing the evidence, the Chief Electoral Officer shall uphold or dismiss the complaint.

9) In the case where the complaint has been upheld, the Chief Electoral Officer shall direct such action as the Chief Electoral Officer deems necessary to address the complaint.

10) The Chief Electoral Officer shall communicate his or her decision in writing to the complainant.

11) The Decision of the Chief Electoral Officer dismissing or upholding the complaint shall be final and shall not be the subject of any appeal to any authority.

**Submission of Record and Decision of the Chief Electoral Officer to the Electoral Commission**

12) The decision of the Chief Electoral Officer dismissing or upholding the complaint shall be forwarded to the Electoral Commission in the prescribed form and shall include the following information:

a) record of the complaint;

b) decision of the Chief Electoral Officer as entered on the prescribed form; and

c) letter informing the complainant of the decision of the Chief Electoral Officer.

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**Issued this 26th day of July 1999**

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<thead>
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<td>Chief Electoral Officer</td>
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NOTIFICATION NUMBER 14:

DESIGNATION OF CERTAIN LOCALITIES AS REGISTRATION/POLLING CENTRES

Whereas direction 1 of the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot empowers the Chief Electoral Officer to designate certain localities as registration/polling centres at which voter registration and polling are to take place; and

Now, in exercise of the powers vested in me by direction 1 (c) of the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot, I designate the 200 localities listed on the attached list as registration/polling centres, at which voter registration and polling shall take place.

Issued this 2nd day of August 1999

Signed. .........................

Chief Electoral Officer
NOTIFICATION NUMBER 15:

TIME AND DATE FOR THE END OF THE REGISTRATION PERIOD

Whereas the registration period, which began on 16 July 1999, having continued for 20 consecutive days in accordance with the terms of the Framework Agreement for the Consultation, ends on 4 August 1999; and

While it is necessary to provide for a general time at which registration shall end and further permit the taking of measures by Regional Electoral Officers within their respective jurisdictions, which are designed to ensure an orderly end to the registration process.

It is hereby provided that:

1. The registration of voters for the Popular Consultation for East Timor shall close on 4 August 1999 at 1600 hrs local time.

2. The District Electoral Officer, before closing the registration at the registration/polling centre, shall permit every voter, who at the time fixed in paragraph 1 above for the close of registration, is waiting in line at the registration/polling centre, to register as a voter.

3. Provided that the measures the Regional Electoral Officer proposes to take do not deprive persons guaranteed the right to register under paragraph 2 above, the Regional Electoral Officer shall be free to determine how to deal with people already on line at the official close of registration, including taking one or both of the following measures:

   a) reinforcing the capacity of registration centres where long lines are reported by the deployment of additional District Electoral Officers;

   b) where, through a lack of adequate facilities such as lighting and security in the area where a registration/polling centre is located it is unable to process the people on the line at the time provided for the close of registration, giving numbered cards to persons on the line for purposes of determining the group entitled by virtue of paragraph 2 to register to vote.

4. Where a registration/polling centre, for reasons mentioned in paragraph 3 (b), is unable to process a group that was on line at the close of registration, it may continue the registration on the morning of 5 August 1999.

5. The Regional Electoral Officer shall submit in writing to the Chief Electoral Officer, the name/names of registration centres that remain open on the morning of 5 August by reason of paragraph 4.

Issued this 2nd day of August 1999

Signed ..........................

Chief Electoral Officer


7/26/2002
GO BACK TO LIST
UNAMET
UNITED NATIONS MISSION IN EAST TIMOR

NOTICE OF OBJECTION TO NAME ON THE REGISTER OF VOTERS

REGIONAL OFFICE:

REGISTRATION CENTRE NUMBER:

DATE OBJECTION LODGED:

NAME OF OBJECTOR:

VOTER CARD NO:

NAME ON REGISTER OBJECTED TO:


7/26/2002
VOTER CARD NO:

REASONS FOR OBJECTING TO NAME:

__________________________________________

__________________________________________

Date objection heard: ____________________________________________________________

Evidence submitted in support of objection:

__________________________________________

I hereby declare that the facts on which the objection is based are known to me personally and are the truth and nothing but the truth:

Signed: ____________________________________________

Decision by Electoral Commission:

Remove name from Register:

______________________________
______________________________

Electoral Commission

Date: ____________________________

NOTIFICATION NUMBER 17:

TIME AND DATE FOR THE END OF THE REGISTRATION PERIOD

Whereas, in the interests of giving increased enfranchisement opportunities to the people of East Timor both inside and outside East Timor, the registration period, which began on 16 July 1999 and which was scheduled to end on 4 August 1999, has been extended for sites both inside and outside the Territory of East Timor;

It is, therefore, necessary to provide for a date and time when registration shall end for the registration of voters for the Popular Consultation in East Timor;

It is hereby provided that:

1. The registration of voters for the Popular Consultation in East Timor shall close on the following dates and times:
   a. for all registration centres in the Territory of East Timor, registration shall close on 6 August 1999 at 1600 hrs local time; and
   b. for all registration centres outside the Territory of East Timor, registration shall close on 8 August 1999 at 1600 hrs local time.

2. All the provisions contained in Notification Number 15 which provide for procedures to be followed on the last day of registration, especially the treatment of persons already on the line at the close of registration and which permit the taking of measures by Regional Electoral Officers within their respective jurisdictions which are designed to ensure an orderly end to the registration process provided that those measures do not deprive persons guaranteed the right to register by reason that they are on line at the close of registration, shall be followed on the close of registration on the dates provided above.

Issued this 4th day of August 1999

Signed ........................................ Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 18:

REGULATIONS TO IMPLEMENT THE CODE OF CONDUCT FOR PARTICIPANTS FOR CAMPAIGN ACTIVITIES FOR THE POPULAR CONSULTATION FOR EAST TIMOR

Whereas a Code of Conduct for Participants in the East Timor Consultation Process has been elaborated and agreed to and signed by both the pro-integration and pro-independence groups; and

While recognizing the right of political groups to organize their respective structures, canvass for support, arrange and conduct public meetings and encourage voters to vote.

It is essential that this right be exercised in the context of regulations that ensure that the campaign is carried out in a fair and peaceful way and that the rights guaranteed in the Code of Conduct, with respect to holding meetings and other forms of campaign, can be exercised by all participants in the popular consultation.

I hereby make the following regulations for the implementation of the Code of Conduct for Participants:

A. Definition

1. Campaign activity includes: public meetings, rallies, marches, demonstrations, door-to-door visits, messages on posters, stickers, billboards, radio, print and electronic media or any other event within the Territory of East Timor undertaken for the purpose of canvassing voters to vote for or against autonomy in the popular consultation.

B. Establishment of Regional Campaign Committees

2. There shall be established a Regional Campaign Committee in each UNAMET Electoral Region. 3. The Regional Campaign Committee shall be comprised of the following:

A representative of the Front Bersama Pro-Otonomi Timor-Timur (UNIF);
A representative of the Conselho Nacional da Resistencia Timorense (CNRT);
A representative of the Indonesian Police;
UNAMET Regional Political Officer;
UNAMET Regional Electoral Coordinator (Chairperson); and
UNAMET Regional Civilian Police Commander.

4. The Regional Campaign Committee may, where the circumstances justify the measure, establish one or more Sub-regional Campaign Committees or District Campaign Committees.

5. Where a Sub-regional Campaign Committee is established pursuant to paragraph 3, it should consist of representatives of the same institutions as are represented on the Regional Campaign Committee.

C. Functions of the Regional Campaign Committees

6. To coordinate the schedule of campaign events in order to prevent conflicts in scheduling.

7. To review plans submitted by the parties for campaign events to ensure that such events are effectively planned and that the police will provide adequate security.
8. To serve as a forum for the discussion of matters relating to the campaign submitted to the Campaign Committee by any of the participants in the campaign.

9. To receive and review complaints of alleged campaign violations

D. Meetings and Decisions of the Regional Campaign Committee

10. The Regional Campaign Committees shall meet at least once every day.
11. All decisions and recommendations of the Committee shall be made by consensus.

E. Notice of Intention to Campaign in the Consultation

12. Any group wishing to participate in the campaign for or against autonomy in the popular consultation shall inform the Campaign Committee, in writing, of its intention to do so.

13. Any group wishing to participate in the campaign shall give the following information:

name of group;
(b) principal officers of the group;
(c) address; and
(d) contact telephone number for the group.

14. Campaign events shall take place between 9.00 a.m. and 5.00 p.m. Under no circumstances shall campaign events be scheduled to take place outside these hours.

15. Any group that wishes to participate in the campaign for the popular consultation shall subscribe to the Code of Conduct for Participants.

F. Procedures for Filing Complaints Alleging Violation of the Campaign Code of Conduct

16. Parties participating in the campaign may bring any information or complaints regarding the violation of the Campaign Code of Conduct or conflicts in the scheduling of campaign events or public order concerns regarding campaign events to the attention of the Regional Campaign Committee.

17. Any person may file a complaint alleging a campaign violation in writing with the Regional Campaign Committee in whose jurisdiction the alleged campaign violation is alleged to have occurred.

18. Alleged campaign violations may also be reported to any UNAMET international personnel who shall promptly transmit the complaint, in writing, to the Regional Campaign Committee.

19. Where the review of a complaint reveals a violation of Indonesian law, the Regional Campaign Committee shall refer the matter to the Indonesian Police.

20. Upon receipt of a complaint alleging a campaign violation, the Regional Committee shall review the complaint and make a determination.

21. Where the Regional Committee is unable to reach consensus on the action to be taken in a matter where the complaint alleges the breach of a provision of the Code of Conduct, the Chairperson of the
Regional Committee shall refer the complaint to the Chief Electoral Officer.

22. Upon receipt of the complaint from the Regional Campaign Committee, the Chief Electoral Officer shall review the evidence before him or her and make a determination with respect to the referral.

G. Marches, Rallies and Meetings

23. Any person (or group of persons) who wishes to organize a rally or a public meeting shall advise the Regional Campaign Committee in writing, of the intention to do so no later than three days before the date intended for the event to take place. 24. Any application to hold a march, rally or public meeting shall give the following information: the date, place, duration, the number of people expected to attend the event, and, where applicable, routing of each public meeting, rally, or other event and the number and type of vehicles, if any, that are likely to be used to transport people.

25. After reviewing the application to hold a march, rally or public meeting or any other campaign event, the Regional Campaign Committee shall advise the applicant within 24 hours whether or not the holding of the event is recommended to take place as planned.

26. In the event that two or more parties propose to organise simultaneous marches, public meetings or rallies, the Regional Campaign Committee shall make recommendations with a view to avoid the conflict.

27. In reaching its recommendation, the Regional Campaign Committee shall take into account local sentiments and foreseeable consequences as well as any other meetings already arranged on the same date in close proximity to the planned event, provided that this shall not detract from the right of any political party or organisation freely to propagate its political views.

28. Participants in the campaign shall not use government facilities and places of worship (churches, mosques, temples, and Buddhist monasteries) for the purpose of campaigning.

29. Organizers of marches, rallies and meetings shall comply with such regulations or directions as may be made for the maintenance of public order and the movement of traffic.

30. It shall be a violation of the Code of Conduct to engage in conduct which prevents or disturbs or obstructs an approved march, rally or meeting.

H. Campaign literature Posters and Broadcasts

31. All campaign literature shall bear the name of the party sponsoring the literature and shall clearly indicate the author and publisher.

32. Any campaign literature that does not bear any attribution as to the sponsors and authors is in breach of the Code of Conduct and shall be liable to be removed and destroyed or otherwise disposed of by the Regional Campaign Committee.

I. Content of Campaign Messages

33. Any person who intentionally and knowingly makes a false statement or issues campaign materials which contain fraud or forged documents in matters relating to the consultation is in violation of the Code of Conduct.

34. Any campaign literature adjudged to be in contravention of paragraph 21 of this Notification shall be liable to be removed and destroyed by the Regional Campaign Committee.

J. Penalties

35. Where the Regional Campaign Committee finds that a person or party participating in the campaign has violated the Code of Conduct for the Campaign it may impose any of the following penalties:

(a) written notification that they are in breach of the Code;
(b) public reprimand; and/or
(c) report to the Special Representative of the Secretary-General for the Popular Consultation in East Timor.

36. Penalties imposed by the Regional Campaign Committee shall take into account the gravity of the violation committed and whether or not the person or party guilty of violating the Code has engaged in similar conduct on previous occasions.

K. General Provisions

37. All political participants and organizations shall provide full assistance and cooperation to the Regional Campaign Committee in the discharge of its duties and, in particular, in its consideration of allegations of breaches of the Code of Conduct.

Issued this 11th day of August 1999

Signed: ........................................
Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 19:

REGULATIONS TO DETERMINE THE PERIOD DURING WHICH OBJECTIONS TO A NAME ON THE REGISTER MAY BE MADE AND TO GOVERN THE INSPECTION OF THE REGISTER OF VOTERS

Whereas direction 16 of the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot provides that the Chief Electoral Officer shall determine by way of a notification the period within which objections may be made to the retention of names on the register of voters; and

Whereas it is, necessary to regulate the manner in which the inspection of the register is to be done so as to ensure that the inspection is done in an orderly fashion and in order to empower District Electoral Officers to take actions which are designed to prevent the abuse of the process;

I hereby promulgate the following regulations:

1. The complete register of voters for the popular consultation shall be published at UNAMET headquarters in Dili, East Timor; at each of the Regional Electoral Offices throughout East Timor, and the Sub regional Office in Same.

2. As regards external registration, the complete register shall for Australia be published at a place to be determined by the Australian Electoral Commission (AEC) and for all the other areas at a place to be determined by International Organisation for Migration (IOM).

3. District registration/polling centres shall publish only lists of names of voters registered at their specific registration/polling centres both within East Timor and outside East Timor.

4. The Period during which the voters lists shall be exhibited to the public and challenges to names on the register may be filed shall run for five days from 19 August – 23 August 1999.

5. The time for the inspection of the register shall be from 8.A.M to 12. Noon. Provided that with regard to centres outside East Timor, the Country Coordinators are free to adjust the times to accord with national or regional working hours or practice.

6. The lists shall be published in book form and shall be made available to the public for inspection in book form.

7. The following persons or categories of persons shall have the right to inspect the voters register: registered voters, official observers, international observers and domestic observers.

8. No other persons outside those persons or categories of persons mentioned in article 7 above including members of the press whether accredited by UNAMET or not shall have the right to and shall not under any circumstances be allowed to inspect the register.
9. Only registered voters shall be allowed to take notes while inspecting the register and strictly only for the purpose of filing an objection to a name on the register.

10. Where a registered voter wishes to take notes for the purpose of filing an objection, he or she shall seek the permission of the District Electoral Officer and shall give the name of the voter he or she wishes to object to.

11. The District Electoral Officer after being given the name to be objected to shall allow notes to be taken with respect to that name.

12. Where the District Electoral Officer is satisfied that the person granted permission to take notes is abusing the permission granted, the District Electoral Officer shall revoke the permission to take notes.

13. Official observers, international Observers and domestic observers shall not take notes of names on the register or copy in writing any or all the information provided in the lists and take this information away with them.

14. It is strictly prohibited for any person or persons including a registered voter to take any photographs or photocopy the whole or any part of a list of voters.

15. Within East Timor, objections to names on the register shall be filed with the Regional Electoral Officer from where they will be transmitted to the Electoral Commission.

16. For registration/polling centres outside East Timor objections shall be filed with Country coordinators from where they shall be transmitted to the Electoral Commission.

17. In the interests of the speedy transmission of objections from registration/polling centres outside East Timor to the Electoral Commission, Country Coordinators may transmit objection to the Commission by facsimile.

Issued this 14th day of August 1999

Signed. ..........................

Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 20:

REGULATIONS RELATING TO MANNER OF VOTING AND INDICATING THE CHOICE ON THE BALLOT PAPER

Whereas the Ballot paper requires the voter to indicate his or her preference on the ballot with regard to the question whether the voter accepts the proposed autonomy for East Timor within the Unitary State of the Republic of Indonesia or rejects the proposed autonomy in East Timor leading to East Timor’s separation from Indonesia;

It is, therefore, necessary to determine the manner in which the voter should mark the ballot to indicate his or her preference.

It is hereby provided that:

1. The voter shall indicate his or her preference on the ballot paper by making one of the following marks in one of the boxes on the ballot paper:

   An ; or

   A ; or

   Punch a hole.

Notwithstanding paragraph 1, a ballot paper shall not be invalidated by reason that it does not contain any of the above marks if the voter has otherwise indicated anywhere on the ballot paper, by any other mark or writing, his or her preference, to the satisfaction of the counting officer.

Issued this 17th day of August 1999

Signed: ............................

Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 21:

COMMENCEMENT AND CLOSING OF THE POLL

Whereas direction 25 of the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot provides that the poll shall commence and close at times to be fixed by notification;

It is hereby notified that the following hours and regulations have been established for polling:

Polling Date in the Popular Consultation for the People of East Timor

1. Voting in the Popular Consultation for East Timor both inside and outside East Timor shall take place on Monday, 30 August 1999.

Polling stations shall be established in any one of the registration/polling centres where registration took place.

B. Polling at Registration/Polling Centres Inside East Timor

Polling stations at registration/polling centres inside East Timor shall open between the following hours:

6.30 A.M. to 4.00 P.M.

C. Polling at Registration/Polling Centres Outside East Timor

Polling stations at registration/polling centres outside East Timor shall open as indicated below for each country (all times local):

<table>
<thead>
<tr>
<th>Country</th>
<th>Hours</th>
</tr>
</thead>
<tbody>
<tr>
<td>Australia</td>
<td>12 Noon - 9 P.M.</td>
</tr>
<tr>
<td>Indonesia</td>
<td>12 Noon - 9 P.M.</td>
</tr>
<tr>
<td>Macau</td>
<td>9 A.M. - 6 P.M.</td>
</tr>
<tr>
<td>Mozambique</td>
<td>8 A.M. - 5 P.M.</td>
</tr>
<tr>
<td>Portugal</td>
<td>10 A.M. - 7 P.M.</td>
</tr>
<tr>
<td>United States of America</td>
<td>9 A.M. - 6 P.M.</td>
</tr>
</tbody>
</table>

Notwithstanding paragraph 2, the Country Coordinators may, after submitting a written request and after receipt of written approval from the Chief Electoral Officer, vary the hours for polling established by paragraph 4, provided that the total number of hours during which a polling station remains open is 9 hours.

With respect to polling stations established outside East Timor, notwithstanding paragraph...
2, and subject to the written approval of the Chief Electoral Officer, a polling station may be established at a venue other than the registration/polling centre where registration was conducted provided that the new venue is close to the registration/polling centre where registration was conducted.

D. Procedures at the End of the Voting Period

The District Electoral Officer, before closing any polling stations, shall permit every voter, who at the time fixed for the close of polling, is waiting in line at the polling station, to vote.

Issued this 19th day of August 1999

Signed: ..........................
Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 22:

REGULATIONS THAT HAVE THE EFFECT OF VARYING PROCEDURES RELATING TO PLACE OF VOTING IN ORDER TO ENABLE PRISONERS AND PERSONS IN DETENTION TO VOTE IN THE EAST TIMOR POPULAR CONSULTATION

Whereas direction 28 provides that a voter must vote at the registration centre at which he or she registered; and

Whereas for reasons of security and their incarceration it might not be possible for persons in prison or detention to vote at polling stations established at designated registration/polling centres.

It is, therefore, necessary to provide an exception to the rule in direction 28 in order to administer the voting by prisoners. It is hereby provided that:

1) The Regional Electoral Officer/Country Coordinator shall designate, in writing, one or two District Electoral Officers from any one of the registration/polling centres under his or her jurisdiction to visit a prison or a place of detention in order to present ballot papers and permit the prisoners or persons being held in a place of detention to cast their ballots.

2) Where prisoners present themselves at a designated polling station, the prisoners shall be allowed to move ahead of other voters in line and vote and prison guards shall be allowed to accompany any such prisoners and take such measures as reasonably necessary to secure the security of the prisoner or prisoners.

3) All other directions contained in the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot, applicable to voting at a designated polling station, including: the right to secrecy of the vote, instruction to persons who are unable to read or write, assistance with respect to persons with physical disabilities, shall be applicable to voting conducted at a prison or place of detention under the authority of this notification.

4) For the purposes of voting at prisons or detention centers, the teams shall employ dedicated ballot boxes.

Issued this 19th day of August 1999
Signed: ............................
Chief Electoral Officer
GO BACK TO LIST
NOTIFICATION NUMBER 23:

GUIDELINES FOR OBSERVING THE POLITICAL CAMPAIGN

Whereas Notification Number 18, Regulating the Implementation of the Code of Conduct for the Participants for Campaign Activities for the Popular Consultation provides for the establishment of campaign committees at regional, sub-regional or district levels; and

Whereas the functions of the campaign committees include the co-ordination of campaign schedules, review of plans submitted by parties for campaign events to ensure effectiveness and adequate security coverage, serve as a discussion forum for matters relating to the campaign, and to receive and review complaints of alleged campaign violations.

In order for the campaign committees to carry out their duties effectively, a monitoring mechanism needs to be put in place and it is also necessary to define the role of electoral staff in the monitoring process.

A. PERSONNEL WHO MAY MONITOR CAMPAIGN EVENTS

1. UNAMET Electoral Staff may, under the direction of the Regional Co-ordinator in consultation with Security and CIVPOL, monitor a campaign event

2. UNAMET staff shall monitor campaign events in teams of two persons or more persons.

B. GUIDELINES FOR MONITORING THE EVENT

3. A UNAMET Monitoring Team shall not participate in any event or activity that implies or may be misunderstood to imply that members of the team support or disapprove of any position taken by the organisers of the campaign event.

4. The UNAMET Monitoring Team should keep a discreet distance from those organising the event, and should not take photographs with campaign organisers or guest speakers, give speeches or sit on the podium even if invited to do so.

5. UNAMET Monitoring Teams shall wear UN caps and/or vests and UNAMET identification during the period the team is monitoring a campaign event.

C. REPORTING ON THE EVENT

6. The team monitoring the campaign event should report on the size of the crowd, note the guest speakers and the content of the message and the behaviour of the people in the crowd and any activity surrounding the event that may be worth noting.

7. When monitoring and reporting on a campaign event, the UNAMET Monitoring Team should bear in mind the provisions in the “Code of Conduct for Participants in the Popular Consultation for East Timor” and should report any violations of the Code of Conduct.

D. SECURITY

8. In the event, that participants, supporters or individuals or groups arrive armed, or
demonstrate behaviour of a belligerent nature, or show up with the intent to disrupt the event, the UNAMET Monitoring Team should leave the area immediately and return back to its base and report the incident through CIVPOL to the Indonesian Police.

9. Once the UNAMET Monitoring Team is at a safe distance from where the incident is taking place, the team should report the incident to their UNAMET base station.

**Issued this 20th day of August 1999**

Signed: 

Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 24:

THE DISPLAY OF CAMPAIGN MATERIALS WITHIN A GIVEN RADIUS OF POLLING CENTRES

In order to ensure that voters exercise their right to vote in an environment that is free of any form of intimidation or harassment, it is necessary to prohibit the display of campaign materials within a given radius of a polling centre.

It is hereby provided that:

No posters, party flags or any other forms of campaign materials shall be displayed within a radius of 200 meters of a polling centre.

On 29 August 1999, the day before the polling day, District Electoral Officers may instruct the UN Civilian Police or Indonesian Police to remove any posters, party flags or any other forms of campaign materials displayed within a radius of 200 meters of a polling centre.

Any posters, party flags or other forms of campaign materials removed pursuant to paragraph 2 above shall be kept by the District Electoral Officers/Indonesian Police/ and returned to the owners of the material or materials upon request.

It is strictly prohibited for any person to take note or make lists of voters or persons who have voted within a radius of 200 meters of a polling centre. Any person engaged in such conduct shall be asked to leave the area and the notes or list already made shall be confiscated.

Issued this 20th day of August 1999

Signed: ...................................
Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 25:

REGULATIONS TO PROVIDE FOR THE ADDITION TO THE VOTERS LISTS OF PERSONS WHOSE APPEALS AGAINST REFUSAL TO REGISTER HAVE BEEN UPHELD BY THE ELECTORAL COMMISSION

Whereas direction 11 of the Directions for Popular Consultation of the People of East Timor Through a Direct Ballot granted persons who had been refused registration the right of appeal; and

Whereas notification number 10 provided for procedures for the disposal of the appeals by the Electoral Commission;

It is necessary, where the Electoral Commission has allowed an appeal against refusal to register, to provide for the manner of inclusion of the name of the voter on the voters register;

It is hereby provided that:

Where the Electoral Commission has allowed an appeal against refusal to register, the Commission shall send a notice to the Regional Electoral Officer/Deputy Regional Electoral officer from whose jurisdiction the appeal arose to the effect that the appeal has been allowed.

Upon receipt of the notice from the Electoral Commission to the effect that the appeal has been allowed, the Regional Electoral Officer/Deputy Regional Electoral Coordinator shall register the appellant and shall forward the notice to the District Electoral Officer for the registration/polling centre at which the appellant was originally refused registration, for purposes of the registration of the appellant.

Upon receipt of the notice to the effect that the appeal has been successful, the District Electoral Officer shall manually add the name of the person on the register of voters (List of Voters).

Issued this 20th day of August 1999

Signed: .........................
Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 26:

REGULATIONS TO PROVIDE FOR THE ADDITION OF NAMES OF PERSONS WHO HAVE BEEN INADVERTENTLY LEFT OUT OF THE VOTERS LIST

Whereas direction 16 provides that the Chief Electoral Officer shall compile from the Chief Electoral Officer’s Record lists of registered voters and that every registered voter shall appear in at least one list of voters;

It is necessary, where, upon inspection of the lists, a person discovers that his or her name has been omitted from the list, to provide for the manner of inclusion of the name of such a person on the voters’ list.

It is hereby provided that:

Where a person who is in possession of a voters’ card and otherwise should be on the voters’ list by reason of the fact that he or she fulfilled all the requirements for registration as a voter does not appear on the voters’ list, he or she shall report the omission of his or her name to the District Electoral Officer.

Upon receipt of the report from a person who has been omitted from the voters’ list, the District Electoral Officer shall request the person to produce documentary proof, which proves that he or she ought to be on the register.

Where the District Electoral Officer is satisfied, beyond reasonable doubt, that the person’s name was omitted through a mistake, the District Electoral Officer shall manually add the name to the list of voters.

4. Where a person is in possession of a voters’ card but has been omitted from the list of voters by mistake but did not inspect the register and therefore only discovers that he or she is not on the voters’ list on polling day, the District Electoral Officer shall, after determining that the person has not already voted by checking the fingers for traces of indelible ink, add that person to the voters’ list and allow that person to vote.

5. Any additions to the voters’ list pursuant to paragraphs 3 and 4 shall be reported to the Electoral Commission.

Issued this 20th day of August 1999

Signed: ................................
Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 27:

REGULATIONS TO PROVIDE FOR A PROCEDURE TO ALLOW A VOTER TO VOTE WHERE THE VOTER’S NAME HAS BEEN ERRONEOUSLY MARKED ON THE LIST OF REGISTERED VOTERS

Whereas direction 30 (7) provides that if the list of voters for the registration/polling centre has previously been marked by a polling official to indicate that the voter has voted, the District Electoral Officer shall not permit the voter to vote;

Recognizing a name on the list of voters might, in certain circumstances, have been marked erroneously marked and therefore wrongly indicates that the voter has voted, it is necessary to provide for a procedure to enable a voter to vote in those circumstances.

It is hereby provided that:

Where a person who is in possession of a voter’s card and his or her name is on the list of voters but the name has been marked to indicate that the person has already voted and the person alleges that his or her name is erroneously marked, the polling official shall report the matter to the District Electoral Officer.

Upon receipt of a report from a person whose name has been erroneously marked on the list of registered voters, the District Electoral Officer shall after: (a) checking that no voter’s card has been filed for that name; (b) satisfying himself or herself of the person’s identity; and (c) determining that the person has not already voted by checking the fingers for traces of indelible ink, allow that person to vote.

The District Electoral Officer shall enter that person’s name in the poll book and state that the person’s name had been marked in error and that the person was permitted to vote.

21 August 1999

Signed: ..........................
Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 28:

REGULATIONS TO PROVIDE FOR THE MANNER IN WHICH THE LIST OF VOTERS SHALL BE MARKED TO INDICATE THAT A PERSON HAS VOTED OR THAT A PERSON'S REGISTRATION HAS BEEN CANCELL ED

Whereas direction 30 (12) (c) provides that where a voter has voted the District Electoral Officer or the polling officer shall mark the voter's name on the list of registered voters for the registration/polling centre, so as to indicate that the voter has voted; and

Whereas direction 18 provides that the Chief Electoral Officer may cancel the registration of a voter who has died or registered fraudulently or is a duplicate registration;

It is, therefore, necessary to provide for the manner in which the list of voters shall be marked in any of the above circumstances.

It is hereby provided that:

To indicate that a voter has voted the name on the list of voters shall be cancelled by drawing a line, in ink, through the name.

1. To indicate that a person’s registration has been cancelled as a result of a successful challenge to the retention of his or her name on the voters’ list, the voters’ list shall be marked by drawing a line, in ink, through the name of the person with an annotation at the end of the line “cancelled by objection.”

2. To indicate that a person’s registration has been cancelled by the Chief Electoral Officer on the grounds that the voter has died or registered fraudulently or is a duplicate registration, the voters’ list shall be marked by drawing a line through the name with any one of the following annotations at the end of the line as appropriate: “cancelled: death”; “cancelled: duplicate”; “cancelled: suspected fraud.”

3. Whenever a line is drawn through a name, it should be done in such a way, i.e., a single line drawn, that the name and registration number are still legible.

Issued this 23rd day of August 1999

Signed..........................................

Chief Electoral Officer

NOTIFICATION NUMBER 22:

REGULATIONS THAT HAVE THE EFFECT OF VARYING PROCEDURES RELATING TO PLACE OF VOTING IN ORDER TO ENABLE PRISONERS AND PERSONS IN DETENTION TO VOTE IN THE EAST TIMOR POPULAR CONSULTATION

Whereas direction 28 provides that a voter must vote at the registration centre at which he or she registered; and

Whereas for reasons of security and their incarceration it might not be possible for persons in prison or detention to vote at polling stations established at designated registration/polling centres.

It is, therefore, necessary to provide an exception to the rule in direction 28 in order to administer the voting by prisoners. It is hereby provided that:

1) The Regional Electoral Officer/Country Coordinator shall designate, in writing, one or two District Electoral Officers from any one of the registration/polling centres under his or her jurisdiction to visit a prison or a place of detention in order to present ballot papers and permit the prisoners or persons being held in a place of detention to cast their ballots.

2) Where prisoners present themselves at a designated polling station, the prisoners shall be allowed to move ahead of other voters in line and vote and prison guards shall be allowed to accompany any such prisoners and take such measures as reasonably necessary to secure the security of the prisoner or prisoners.

3) All other directions contained in the Directions Relating to the Popular Consultation of the People of East Timor Through a Direct Ballot, applicable to voting at a designated polling station, including: the right to secrecy of the vote, instruction to persons who are unable to read or write, assistance with respect to persons with physical disabilities, shall be applicable to voting conducted at a prison or place of detention under the authority of this notification.

4) For the purposes of voting at prisons or detention centers, the teams shall employ dedicated ballot boxes.

Issued this 19th day of August 1999
Signed: ..........................
Chief Electoral Officer
GO BACK TO LIST
NOTIFICATION NUMBER 23:

GUIDELINES FOR OBSERVING THE POLITICAL CAMPAIGN

Whereas Notification Number 18, Regulating the Implementation of the Code of Conduct for the Participants for Campaign Activities for the Popular Consultation provides for the establishment of campaign committees at regional, sub regional or district levels; and

Whereas the functions of the campaign committees include the co-ordination of campaign schedules, review of plans submitted by parties for campaign events to ensure effectiveness and adequate security coverage, serve as a discussion forum for matters relating to the campaign, and to receive and review complaints of alleged campaign violations.

In order for the campaign committees to carry out their duties effectively, a monitoring mechanism needs to be put in place and it is also necessary to define the role of electoral staff in the monitoring process.

A. PERSONNEL WHO MAY MONITOR CAMPAIGN EVENTS

1. UNAMET Electoral Staff may, under the direction of the Regional Co-ordinator in consultation with Security and CIVPOL, monitor a campaign event.

2. UNAMET staff shall monitor campaign events in teams of two persons or more persons.

B. GUIDELINES FOR MONITORING THE EVENT

3. A UNAMET Monitoring Team shall not participate in any event or activity that implies or may be misunderstood to imply that members of the team support or disapprove of any position taken by the organisers of the campaign event.

4. The UNAMET Monitoring Team should keep a discreet distance from those organising the event, and should not take photographs with campaign organisers or guest speakers, give speeches or sit on the podium even if invited to do so.

5. UNAMET Monitoring Teams shall wear UN caps and/or vests and UNAMET identification during the period the team is monitoring a campaign event.

C. REPORTING ON THE EVENT

6. The team monitoring the campaign event should report on the size of the crowd, note the guest speakers and the content of the message and the behaviour of the people in the crowd and any activity surrounding the event that may be worth noting.

7. When monitoring and reporting on a campaign event, the UNAMET Monitoring Team should bear in mind the provisions in the “Code of Conduct for Participants in the Popular Consultation for East Timor” and should report any violations of the Code of Conduct.

D. SECURITY

8. In the event, that participants, supporters or individuals or groups arrive armed, or
demonstrate behaviour of a belligerent nature, or show up with the intent to disrupt the event, the UNAMET Monitoring Team should leave the area immediately and return back to its base and report the incident through CIVPOL to the Indonesian Police.

9. Once the UNAMET Monitoring Team is at a safe distance from where the incident is taking place, the team should report the incident to their UNAMET base station.

Issued this 20th day of August 1999

Signed: 

Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 24:

THE DISPLAY OF CAMPAIGN MATERIALS WITHIN A GIVEN RADIUS OF POLLING CENTRES

In order to ensure that voters exercise their right to vote in an environment that is free of any form of intimidation or harassment, it is necessary to prohibit the display of campaign materials within a given radius of a polling centre.

It is hereby provided that:

No posters, party flags or any other forms of campaign materials shall be displayed within a radius of 200 meters of a polling centre.

On 29 August 1999, the day before the polling day, District Electoral Officers may instruct the UN Civilian Police or Indonesian Police to remove any posters, party flags or any other forms of campaign materials displayed within a radius of 200 meters of a polling centre.

Any posters, party flags or other forms of campaign materials removed pursuant to paragraph 2 above shall be kept by the District Electoral Officers/Indonesian Police/ and returned to the owners of the material or materials upon request.

It is strictly prohibited for any person to take note or make lists of voters or persons who have voted within a radius of 200 meters of a polling centre. Any person engaged in such conduct shall be asked to leave the area and the notes or list already made shall be confiscated.

Issued this 20th day of August 1999

Signed: ..................................  
Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 25:

REGULATIONS TO PROVIDE FOR THE ADDITION TO THE VOTERS LISTS OF PERSONS WHOSE APPEALS AGAINST REFUSAL TO REGISTER HAVE BEEN UPHELD BY THE ELECTORAL COMMISSION

Whereas direction 11 of the Directions for Popular Consultation of the People of East Timor Through a Direct Ballot granted persons who had been refused registration the right of appeal; and

Whereas notification number 10 provided for procedures for the disposal of the appeals by the Electoral Commission;

It is necessary, where the Electoral Commission has allowed an appeal against refusal to register, to provide for the manner of inclusion of the name of the voter on the voters register;

It is hereby provided that:

Where the Electoral Commission has allowed an appeal against refusal to register, the Commission shall send a notice to the Regional Electoral Officer/Deputy Regional Electoral officer from whose jurisdiction the appeal arose to the effect that the appeal has been allowed.

Upon receipt of the notice from the Electoral Commission to the effect that the appeal has been allowed, the Regional Electoral Officer/Deputy Regional Electoral Coordinator shall register the appellant and shall forward the notice to the District Electoral Officer for the registration/polling centre at which the appellant was originally refused registration, for purposes of the registration of the appellant.

Upon receipt of the notice to the effect that the appeal has been successful, the District Electoral Officer shall manually add the name of the person on the register of voters (List of Voters).

Issued this 20th day of August 1999

Signed: ........................................

Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 26:

REGULATIONS TO PROVIDE FOR THE ADDITION OF NAMES OF PERSONS WHO HAVE BEEN INADVERTENTLY LEFT OUT OF THE VOTERS LIST

Whereas direction 16 provides that the Chief Electoral Officer shall compile from the Chief Electoral Officer’s Record lists of registered voters and that every registered voter shall appear in at least one list of voters;

It is necessary, where, upon inspection of the lists, a person discovers that his or her name has been omitted from the list, to provide for the manner of inclusion of the name of such a person on the voters’ list.

It is hereby provided that:

Where a person who is in possession of a voters’ card and otherwise should be on the voters’ list by reason of the fact that he or she fulfilled all the requirements for registration as a voter does not appear on the voters’ list, he or she shall report the omission of his or her name to the District Electoral Officer.

Upon receipt of the report from a person who has been omitted from the voters’ list, the District Electoral Officer shall request the person to produce documentary proof, which proves that he or she ought to be on the register.

Where the District Electoral Officer is satisfied, beyond reasonable doubt, that the person’s name was omitted through a mistake, the District Electoral Officer shall manually add the name to the list of voters.

4. Where a person is in possession of a voters’ card but has been omitted from the list of voters by mistake but did not inspect the register and therefore only discovers that he or she is not on the voters’ list on polling day, the District Electoral Officer shall, after determining that the person has not already voted by checking the fingers for traces of indelible ink, add that person to the voters’ list and allow that person to vote.

5. Any additions to the voters’ list pursuant to paragraphs 3 and 4 shall be reported to the Electoral Commission.

Issued this 20th day of August 1999

Signed: ............................
Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 27:

REGULATIONS TO PROVIDE FOR A PROCEDURE TO ALLOW A VOTER TO VOTE WHERE THE VOTER’S NAME HAS BEEN ERRONEOUSLY MARKED ON THE LIST OF REGISTERED VOTERS

Whereas direction 30 (7) provides that if the list of voters for the registration/polling centre has previously been marked by a polling official to indicate that the voter has voted, the District Electoral Officer shall not permit the voter to vote;

Recognizing a name on the list of voters might, in certain circumstances, have been marked erroneously marked and therefore wrongly indicates that the voter has voted, it is necessary to provide for a procedure to enable a voter to vote in those circumstances.

It is hereby provided that:

Where a person who is in possession of a voter’s card and his or her name is on the list of voters but the name has been marked to indicate that the person has already voted and the person alleges that his or her name is erroneously marked, the polling official shall report the matter to the District Electoral Officer.

Upon receipt of a report from a person whose name has been erroneously marked on the list of registered voters, the District Electoral Officer shall after: (a) checking that no voter’s card has been filed for that name; (b) satisfying himself or herself of the person’s identity; and (c) determining that the person has not already voted by checking the fingers for traces of indelible ink, allow that person to vote.

The District Electoral Officer shall enter that person’s name in the poll book and state that the person’s name had been marked in error and that the person was permitted to vote.

21 August 1999

Signed: ............................
Chief Electoral Officer

GO BACK TO LIST

NOTIFICATION NUMBER 28:

REGULATIONS TO PROVIDE FOR THE MANNER IN WHICH THE LIST OF VOTERS SHALL BE MARKED TO INDICATE THAT A PERSON HAS VOTED OR THAT A PERSON’S REGISTRATION HAS BEEN CANCELLED

Whereas direction 30 (12) (c) provides that where a voter has voted the District Electoral Officer or the polling officer shall mark the voter’s name on the list of registered voters for the registration/polling centre, so as to indicate that the voter has voted; and

Whereas direction 18 provides that the Chief Electoral Officer may cancel the registration of a voter who has died or registered fraudulently or is a duplicate registration;

It is, therefore, necessary to provide for the manner in which the list of voters shall be marked in any of the above circumstances.

It is hereby provided that:

To indicate that a voter has voted the name on the list of voters shall be cancelled by drawing a line, in ink, through the name.

1. To indicate that a person’s registration has been cancelled as a result of a successful challenge to the retention of his or her name on the voters’ list, the voters’ list shall be marked by drawing a line, in ink, through the name of the person with an annotation at the end of the line “cancelled by objection.”

2. To indicate that a person’s registration has been cancelled by the Chief Electoral Officer on the grounds that the voter has died or registered fraudulently or is a duplicate registration, the voters’ list shall be marked by drawing a line through the name with any one of the following annotations at the end of the line as appropriate: “cancelled: death”; “cancelled: duplicate”; “cancelled: suspected fraud.”

3. Whenever a line is drawn through a name, it should be done in such a way, i.e., a single line drawn, that the name and registration number are still legible.

Issued this 23rd day of August 1999

Signed……………………………………

Chief Electoral Officer


7/26/2002
NOTIFICATION NUMBER 29 (REVISED VERSION):

REGULATIONS TO AUTHORIZE DISTRICT ELECTORAL OFFICERS TO ASCERTAIN WHETHER PERSONS IN POSSESSION OF A VOTER’S CARD THAT INDICATES THAT SUCH PERSONS ARE UNDER AGE ARE ELIGIBLE TO VOTE

Whereas the Chief Electoral Officer is empowered by direction 18 to cancel the registration of a registered voter who in his or her opinion may have registered fraudulently;

Whereas a number of registrations at the time of the compilation of the list of voters were found to have no birth date; and

Whereas there were a number of records where the birth date recorded on Form ETR03 on the face of it does not qualify the registered voter to vote and the individuals were retained on the published voters’ lists.

It is, therefore, necessary to provide for a manner in which to proceed in such cases.

1. Where a person is in possession of a voter’s card and the card bears no birth date or indicates a birth date, which if true would not qualify the applicant as a voter, the polling officer shall refer the voter to the District Electoral Officer.

3. Upon receipt of the report from the polling officer, the District Electoral Officer, shall request the registered voter to furnish proof that the voter is aged 17 or more years.

4. The proof of age shall be established by documents approved for use in establishing eligibility for registration as a voter given in Notification No. 1: Guidelines on Assessment of Documents.

5. Where the District Electoral Officer is satisfied that the voter is aged 17 years or over, he or she shall allow the voter to vote.

6. Where the voter is unable to satisfy the District Electoral Officer that he or she is aged 17 or above, the voter shall not be permitted to vote and the name of the voter shall be cancelled from the voters list with an annotation against the name: “under age.”

7. The District Electoral Officer shall retain the registration card produced by the voter and endorse it to the effect that such person did not vote in the manner prescribed in Notification number 28.

8. Any cancellation of names on the voters’ list pursuant to paragraph 4 shall be reported to the Electoral Commission and shall be noted in the poll book.

Issued this 25th day of August 1999

Signed: ..........................
Chief Electoral Officer

GO BACK TO LIST
NOTIFICATION NUMBER 30:

REGULATIONS TO GOVERN THE PRESENCE AND CONDUCT OF PERSONS OTHER THAN POLLING OFFICIALS AT POLLING CENTRES

Whereas it is essential that voters cast their votes in an atmosphere free of any form of intimidation and without interference from any person or persons, especially, within two hundred metres of the polling centre; and

Recognising that intimidation, violence or the threat of intimidation or violence may discourage voters from coming to the polling station or casting their vote;

It is, therefore, necessary to regulate the presence of persons other than polling officials, observers and party agents.

It is, hereby, provided that:

1. The District Electoral Officer shall regulate the number of voters to be admitted to a registration/polling centre.
2. The District Electoral Officer shall regulate the number of observers (official, international, and domestic) admitted to a polling station at one time and, where the number present in a polling station is greater than facilities at the centre permit, the District Electoral Officer may ask some of them to leave the station and return at a later time.
3. No persons admitted to a polling station shall act in a manner which compromises the right of the voter to vote freely and in secrecy.
4. No person, whilst in the polling area, shall act in any manner which is intended or may be perceived by others as intended to intimidate or influence a voter.
5. The District Electoral Officer may order any person who acts in a manner contrary forthwith to any of the above provisions to leave the polling centre.
6. Any person ordered by the District Electoral Officer to leave a registration/polling centre shall leave the polling centre forthwith.
7. Where a person ordered to leave the polling centre fails to obey the instructions to leave the centre, the District Electoral Officer shall report the matter to CIVPOL, who shall make arrangements with the Indonesian Police to have the person escorted out of the polling centre.
8. No person shall linger or loiter in the perimeter boundary of 200 metres of a polling centre.

Issued this 24th day of August 1999

Signed: ....................
Chief Electoral Officer

GO BACK TO LIST