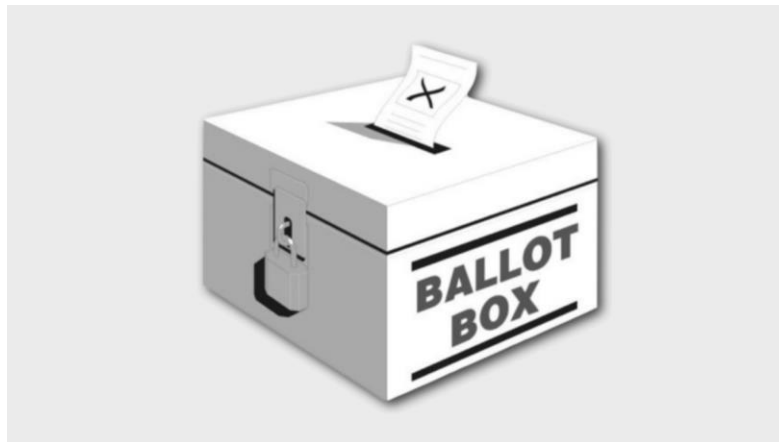


**ADVISORY
FOR
CONTESTING POLITICAL
PARTIES**



GENERAL AND REGIONAL ELECTIONS 2015

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FOREWORD

The conduct of Elections which are free, transparent and acceptable to the Nation and to the International Community is in consonance with the spirit of the Constitution of Guyana.

Moreover, elections carried out in an environment of peace further allow for the empowerment of the members of the electorate to exercise their fundamental human right to elect a Government of their choice.

With the aforementioned tenet always as its guiding principles, the Secretariat of the Elections Commission seeks to manage the processes governing the conduct of such elections in accordance with constitutional and other statutory provisions.

This Advisory is intended to provide a helpful guide to all those stakeholders who are contesting or are observing the upcoming General and Regional Elections scheduled for May 11, 2015.

.....
Dr. R. S. Surujbally, A.A.
Chairman
GECOM

INTRODUCTION

This Advisory is designed for use during the conduct of Elections for the President, Members of the National Assembly (Geographical Constituencies and National Top-Up Mechanism) and Members of the Regional Democratic Councils in 2015.

It is intended to provide an easy guide to contesting parties, International and Local Observers, stakeholders and others observing the democratic processes of the elections.

The information is so organized as to allow stakeholders to follow the step- by- step process involved for the successful submission of Lists of Candidates by political parties on Nomination Day and the procedures for the examination of the Candidates' Lists.

Equally information is provided for the functioning of Party Agents; the processes of understanding how the elections results are compiled; allocation of seats and observing the election.

For additional information, please contact:

**Office of the Elections Commission
41 High and Cowan Streets
Kingston
Georgetown**

**Tel Nos. 226-1651/2, 227-0277/9
Fax: 226-0924**

1:0 ELECTORAL SYSTEMS

The Constitutional Electoral System used in Guyana for the conduct of General and Regional elections is Proportional Representation with elements of Geographical and Gender Representation.

Under the Representation of the People Act, Cap. 1:03 and the Local Democratic Organs Act No. 12 of 1980, the new system provides for the National Assembly to comprise at least sixty five (65) elected member – twenty five (25) from geographical constituencies and forty (40) from the National Top-Up Lists. One third of the Candidates validly nominated must be female.

The Guyana Elections Commission is constitutionally responsible for the conduct of Elections for:-

1. The President and Members of the National Assembly on the basis of:-
 - (a) Geographical Constituencies
 - (b) National Top-up mechanism
2. Members of Regional Democratic Councils.

Guyana is divided into ten Electoral or Polling Districts. A Returning Officer is appointed to each Electoral or Polling District. The address of Office of the Returning Officer is *gazetted* and published

2:0 ELECTIONS COMMISSION

The Constitution provides for an Elections Commission consisting of a full time Chairman and six other members of the Commission.

The Commission provides direction and supervision over the continuous registration of persons fourteen (14) years and over and the conduct of elections of members of the National Assembly and the Local Democratic Organs.

The Commission has a Permanent Secretariat which is headed by the Chief Election Officer.

3:0 LAWS GOVERNING ELECTIONS

The Constitution of Guyana provides for elections to be held and subject to the Constitution, Parliament may make additional provision for the general conduct of the elections.

The Representation of the People Act, Cap. 1:03, is the Principal Act that makes provision for the election of members of the National Assembly under a system of Proportional Representation and for purposes connected therewith.

The Local Democratic Organs Act No. 12 of 1980 makes provision for the institution of a country wide system of local government through the establishment of Organs of Local Democratic Power. The election of members of the Regional Democratic Councils is provided for in this Act.

4:0 REPRESENTATIVES OF CONTESTING PARTIES

- 1. REPRESENTATIVES AND DEPUTY REPRESENTATIVES OF LIST** - The Representatives and the Deputy representatives of the National Top-up List may serve as Representatives and Deputy Representatives of –
 - (a) Each list for the ten Geographical Constituencies; and
 - (b) Each of the lists for the ten Regional Democratic Councils

- 2. ELECTION AGENT** - One (1) Election Agent must be appointed by the Representative of the List of Candidates for each party contesting the elections. Nb. The Representative of the List may appoint himself as the Election Agent.

- 3. **ASSISTANT AGENT** - The Election Agent for each List of Candidates must appoint One (1) Assistant Agent for each Polling District.
- 4. **POLLING AGENT** - The Election Agent may appoint One (1) Polling Agent for each Polling Place/Station.
- 5. **COUNTING AGENT** - One (1) Counting Agent for each Polling District can be appointed to more than one polling district.

Notwithstanding the appointment as stated, the election agent can appoint a person as assistant agent for two or more districts or as polling agent for two or more polling places or as both assistant agent and counting agent or as both assistant agent and polling agent, or as both counting assistant or as assistant agent, counting agent and polling agent.

- 6. **DULY APPOINTED CANDIDATE** One (1) duly appointed candidate for each contesting party's list of Candidates for any one district.

5:0 RESPONSIBILITIES OF OFFICERS FROM CONTESTING PARTIES

5:1 REPRESENTATIVE/DEPUTY REPRESENTATIVE

The Representative/Deputy Representative is required by law to:

- a) Submit **two (2) copies of a List of Candidates for the contesting political party to the Chief Election Officer on the 34th day before Elections Day on the appointed day, hours and place as prescribed;**
- b) Ensure that the List of Candidates is submitted in the prescribed form (Form 2) – the list must reflect the title, name, address, occupation and identification number of each person listed and also of those persons submitted on the list;
- c) Ensure that the list is accompanied by a statutory declaration (Form 3) for each candidate listed and (Form 3A) of the President named in the National Top-Up List.
- d) Ensure that no person on his/her List of Candidates has consented to his/her name being included on another List of Candidates;
- e) Ensure that the necessary corrections are made and submitted to the Chief Election Officer not later than the 29th day before election day if the List of Candidates is in anyway defective;
- f) Make an application in writing to the Chief Election Officer for the allocation of a symbol on the 34th day before Elections day. This symbol must be approved by the Elections Commission;
- g) Notify the Chief Election Officer on the 34th day before Election Day of the person to be appointed Election Agent.

5:2 ELECTION AGENTS AND ASSISTANT ELECTION AGENTS

The Election Agent will:

- a) Ensure that the Polling Agents and the Counting Agents possess the necessary credentials;
- b) Work toward ensuring that the Polling Agents and the Counting Agents have received the necessary training to make them effective and efficient functionaries within the electoral process;
- c) Inform the Returning Officer of any changes with respect to the appointment for Counting Agents or Polling Agents, stating the reasons for the changes together with the names and particulars of the persons who will assume the position; and
- d) Provide relevant stationery and other materials for the Counting Agents and Polling Agents on Election Day.

If the appointment of an Election Agent is revoked and no further appointment is made, the Representative of the List of Candidates shall be deemed to have been appointed to be the Election Agent of the List of Candidates presented to the CEO.

The Election Agent relates to the Chief Election Officer.

The Assistant Agent relates to the Returning Officer.

The Assistant Agent represents the Election Agent and performs duties similar to those of the Election Agent in their respective Districts.

5:3 POLLING AGENTS

Polling Agents are appointed to each Polling Station.

- a) The Polling Agent is permitted to be present during the entire polling process at the polling station to which he/she is appointed.
- b) Upon entering the polling station, he/she must present his/her credentials to the Presiding Officer who will verify same, supply him/her with a copy of the Official List of Electors together with identification badge and direct him/her to a suitable seat.
- c) The Polling Agent is permitted to inspect the empty ballot box and to affix his/her seal/signature on the ballot box, provided that he/she is present to do so before the box has been officially sealed by the Presiding Officer prior to the opening of Poll.
- d) The Polling Agent is entitled to be shown the photograph of each elector affixed on the Identification Card and be satisfied that the photograph represents each elector before him/her.
- e) The Polling Agent can cast his/her ballot at the polling station if his/her particulars are listed on the List of Electors for that place.
- f) For the sake of clarity, the Polling Agent can request the poll Clerk or the Presiding Officer to repeat information announced by either of them.
- g) The Polling Agent must regard himself/herself as part of the process and strive to enhance, rather than attempt to hamper or obstruct it.
- h) The Polling Agent can affix his/her signature or the seal of the political party on the ballot box after the Close of Poll.
- i) The Polling Agent may sign entries in the Poll Book attesting the commencement and closure of Poll.
- j) The Polling Agent may remain and witness the counting of the ballots on behalf of the contesting political party.
- k) The Polling Agent/Counting Agent or Duly Appointed Candidate present at the conclusion of count, must be given a copy of the Statement of Poll from the Presiding Officer after the counting is completed.
- l) Where necessary, he/she may object to the Presiding Officer/Counting Assistant awarded a ballot to a list of candidates which in his/her view, is questionable. (If the Presiding officer awards that ballot to a list of candidates the letter "Q" will be marked on the back of the ballot paper).
- m) The Polling Agent shall sign the Statement of Poll and witness the Statement of Poll being posted outside the Polling Station.
- n) The Polling Agent may accompany the ballot box after the count to the place identified for safe custody, provided there is space in the vehicle which is used for transporting the ballot box.
- o) Folios will be given to Party Agents.

THE POLLING AGENT SHOULD NOT:

- a) Attempt to influence any elector in the casting of his/her ballot;
- b) Interfere with the electoral process so as to cause disruption or frustration;
- c) Seek to determine for which list of candidates any elector has cast his/her ballot;
- d) Take possession of the marked list of electors with him whenever he/she is leaving the Polling Station/Place during the poll;
- e) Cause information to be given outside of the polling /station place and identifying electors who have voted and those who have not done so;
- f) Seek to create unrest if he/she is told that he/she cannot be accommodated in the vehicle transporting the ballot box because of the unavailability of space.

5:4 COUNTING AGENTS

One Counting Agent is appointed for District.

The Counting Agent can:

- a) Visit polling places within the area to which he/she is appointed during the counting of ballots;
- b) Witness the entire counting process or part of it if he/she so desires;
- c) Request from the Presiding Officer, a copy of the statement of poll if his/her contesting party is not already represented;
- d) Accompany ballot boxes after the count if his/her contesting party is not already represented; provided that space is available in the vehicle;

The Counting Agent Must Not:

Seek to influence the Presiding Officer/Counting Assistant in anyway so as to obtain favour for his/her contesting party.

5.5 CASTING OF NON-RESIDENT AND DISCIPLINED FORCES' VOTES

The Elections Commission shall in respect of each geographical constituency publish the names of Polling Stations in each Polling District where the sealed envelopes with the cast ballot shall be sent by the Returning Officer for the votes to be cast at such Polling Stations before the close of poll.

In the presence of the Polling Agents, the Presiding Officer shall verify and record the number of envelopes with the cast ballots before casting the ballots contained in the envelopes at each Polling Station.

The votes deemed to have been cast at the election in each station shall be counted by the respective Presiding Officer.

6:0 LIST OF CANDIDATES

Contesting parties can submit **three (3) separate lists on Nomination Day**. These Lists of Candidates are respect of:-

- i. Geographical Constituencies Lists
- ii. National Top-up Lists
- iii. Regional Democratic Council Lists

In accordance with the Proportional Representation Electoral System, in order to qualify for a seat in the National Assembly, contesting parties must contest for a minimum of **six (6) of the Geographical Constituencies- totaling to at least thirteen (13) seats for eligibility to contest and submit Geographical Constituencies list and National Top-up List**. This arrangement will provide for that qualified contesting party to submit on Nomination day, **two separate Lists of Candidates**.

Any contesting political party can contest the election of members of any of the ten Regional Democratic Councils. For this purpose, a **List of Candidates must be submitted on Nomination Day**.

The Elections Commission **shall by notice published in the Official Gazette, appoint the day being a day not later than the 32nd day before Election day on which Lists of Candidates may be submitted to the Chief Election Officer**. The Chief Election Officer will attend to receive the list and no list may be received at any other time or place.

7:0 REQUIREMENTS OF LISTS

7:1 GEOGRAPHICAL CONSTITUENCY LISTS

- 7.1.1 Contesting parties must contest a minimum of six of the ten geographical constituencies comprising at least thirteen of the twenty five seats.
- 7.1.2 Contesting political parties must submit a List of Candidates on Nomination Day.
- 7.1.3 A List of Candidates shall comprise registered electors who are eligible to be elected as members of the National Assembly.
- 7.1.4 A Lists of Candidates must be signed by **not less than one hundred and fifty** and not more than **one hundred and seventy five persons/nominators** for each geographical constituency.
- 7.1.5 **Two copies** of the lists must be submitted on Nomination day to the Chief Election Officer (a copy of the list will be posted in a conspicuous place outside the Chief Election Officer's Office).
- 7.1.6 A Lists of Candidates shall be in Form 2 which shall contain the following:
- i. Full Name;
 - ii. Address;
 - iii. Occupation;
 - iv. Gender.

and the submission (nominators or signatures) shall state the following:

- i. Name;
 - ii. Registration Record Number; (Identification Card No.)
 - iii. Signature.
- 7.1.7 A List is submitted in such order that each party may determine the surname and other names of at least such number of persons qualified to be elected to the National Assembly as per table.

- 7.1.8 Each List can be submitted with not less than the requirement as per the table and not more than two more names.
- 7.1.9 Each List of Candidates shall be accompanied by a Statutory Declaration in Form 3. Each person named as a candidate must consent before a Justice of the Peace or Commissioner of Oaths.
- 7.1.10 Each List must bear a title.
- 7.1.11 Candidates' names may be duplicated in a contesting party's Geographical Lists and on its National Top-Up Lists;
- 7.1.12 A Candidates' name can appear on only one Geographical Constituency List.
- 7.1.13 A person may be a signatory to a List of Candidates, notwithstanding that his/her is name therein as a candidate.
- 7.1.14 On submission of the List of Candidates, a Representative and Deputy Representative of the list (both of whom shall be candidates) must be named on the list.
- 7.1.15 Representative and Deputy Representative must submit an application in writing for the allocation of a symbol.
- 7.1.16 Representative and Deputy Representative must submit an application in writing for the appointment of an Election Agent.
- 7.1.17 The total number of females on each party's list for the Geographical Constituencies taken together, shall be at least one-third of the total number of persons on its List taken together for the Geographical Constituencies in which that party is contesting the elections.

7.2 NATIONAL TOP-UP LIST

- 7.2.1 The National List shall be designated "National Top-up list".
- 7.2.2 A contesting political party must submit a List of Candidates on Nomination day.
- 7.2.3 The List of Candidates shall comprise of registered voters who are eligible to be elected as members of the National Assembly.

- 7.2.4 The List of Candidates must be signed by not **less than three hundred and not more than three hundred and thirty persons/nominators**.
- 7.2.5 Two copies of the lists must be submitted on Nomination Day to the Chief Election Officer (a copy of the list will be posted in a conspicuous place outside the Chief Election Officer's Office).
- 7.2.6 A List of Candidates shall be in Form 2 which shall state the following:
- i. Full Name
 - ii. Address
 - iii. Occupation
 - iv. Gender
- and the submission (nominators or signature) shall state the following:
- i. Name
 - ii. Registration Record Number; (Identification Card No.)
 - iii. Signature
- 7.2.7 The List must be submitted in such order as each party may determine the surnames and other names of persons qualified to be elected to the National Assembly.
- 7.2.8 **Each List comprising the names of at least forty two (42) persons qualified to be elected as members of the National Assembly.**
- 7.2.9 Each List of Candidates shall accompanied by a statutory declaration in Form 3. Each person named as a candidate must consent to be nominated before a Justice of the Peace or Commissioner of Oaths.
- 7.2.10 Each List must bear a title.
- 7.2.11 Candidates' names may be duplicated on the National Top-up and the Geographical Lists;

- 7.2.12 A Candidate's name can appear on only one Party's List;
- 7.2.13 A person may be a signatory to a List of Candidates notwithstanding the inclusion of his/her name therein as a candidate.
- 7.2.14 On submission of the list of Candidates, a Representative and Deputy Representative of the list (both of whom shall be candidates) must be named on the list.
- 7.2.15 The Representative and Deputy Representative must make an application in writing for the allocation of a symbol.
- 7.2.16 The Representative and Deputy must make an application in writing for the appointment of an Election Agent.
- 7.2.17 The contesting party's Presidential Candidate shall be identified on and only on its National Top-up List.
- 7.2.18 The Presidential Candidate, notwithstanding filing Statutory Declaration in Form 3, will be required to make another Statutory Declaration on Form 3A.
- 7.2.19 The total number of females on each party's National Top-up List shall be not less than one third of the total number of persons named on that list.

7:3 REGIONAL DEMOCRATIC COUNCIL LISTS

- 7.3.1 A contesting party must submit a List of Candidates on Nomination Day.
- 7.3.2 Members of a Regional Democratic Council shall be elected by persons residing in that region and registered as electors.
- 7.3.3 The List of Candidates must be signed by not less than one hundred and fifty (150) and not more than one hundred and seventy five (175) electors for each list submitted.
 - 7.3.3.1 Nominators must reside in the respective region and registered as electors.
- 7.3.4 Two (2) copies of the list must be submitted on Nomination Day.

7.3.5 The List of Candidates shall be in Form 2 and shall state the following:

- i. Full Name
- ii. Address
- iii. Occupation

and the submission (nominators or signatures) shall state the following:

- i. Full Name
- ii. Registration Record Number (Identification Card No.)
- iii. Signature

7.3.6 Each List shall be accompanied by a Statutory Declaration in Form 3. Each person named as a Candidate must consent before a Justice of Peace or Commissioner of Oaths.

7.3.7 A Lists of Candidates shall set out the names one below the other, in the alphabetical order of the surnames of number of persons who are qualified to be elected to the Council.

7.3.8 Every Council shall consist of such number of members (including the Chairman and the Vice Chairman) being not less than twelve and not more than thirty six.

7.3.9 Each list bears a title.

7.3.10 A person shall be a candidate on only one Regional List.

7.3.11 A person can be a signatory to a List of Candidates notwithstanding he/she is named therein as a Candidate.

7.3.12 On submission of the List of Candidates, a Representative and Deputy Representative of the list (both of whom should be Candidates) must be named on the List.

7.3.13 The Representative and Deputy Representative must make an application in writing for the allocation of a symbol.

7.4 PRESIDENTIAL CANDIDATES

7.4.1 Each National Top-up list submitted in Form 2 is required to identify the Presidential Candidate.

7.4.2 The Presidential Candidates must submit a Statutory Declaration in Form 3A.

8.0 CANDIDATE LISTS

8.1 Examination of Lists of Candidates

8.1.1 April 7, 2015 is the day on which Lists of Candidates is be submitted to the Chief Election Officer;

8.1.2 No lists shall be received at any other time or place;

8.1.3 Examination of the lists will commence immediately after the time allocated, at the office of the Election Officer.

8.2 DEFECTIVE LISTS

8.2.1 If it appears to the Elections Commission that a List of Candidates is defective, that is to say, that the list or its submission does not comply in all respects with the requirements, the Chief Election Officer shall inform the Representative and the Deputy Representative accordingly of the list, specifying the defects. This must be done not later than *the 30th day before Election Day*.

8.2.2 If the List does not bear a title, the Election Commission, if it is considered proper to do so, will give an appropriate title to the list instead of treating the list as defective.

8.2.3 If the name of any person appears as a candidate on two or more Lists of Candidates, the Chief Election Officer shall:-

a) not later than the 30th day before Election Day, inform the Representative and the Deputy Representative of the lists concerned.

- b) delete the name of that person from any list on which the Commission is satisfied he did not consent to the inclusion of his name.
- c) delete his/her name from each list on which it appears if the Commission is satisfied that he/she consented to the inclusion of his/her name on more than one list.

8.2.4 If the name of any person appears as a signatory to the submission of more than one list, his/her signature shall be operative on any list other than the one first delivered to the Chief Election Officer; and the Chief Election Officer shall delete that name from every other list.

8.3 Corrections of Lists

The Chief Election Officer will inform all Representatives and Deputy Representatives of lists of any defects to their lists and every Representative and Deputy Representatives is required to submit to the Chief Election Officer corrections of any defects on the list, *not later than 29th day before Election Day*.

8.4 Approval of Lists

The Elections Commission notifies the Representative and the Deputy Representative that each list is or is not approved and publicly declares the title of the approved lists and the names of the candidates not later than the *28th day before Election Day*.

8.5 Application for Symbols

Representative and Deputy Representative submit their application in writing addressed to the Chief Election Officer *not later than the 32nd day before Election Day*, for the allocation of a symbol which shall be approved by the Commission.

Symbols are to be considered in the order in which they have been received by the Commission.

9.0 ELECTION RESULTS

9.1 Presiding officer prepares and certifies Statement of Poll

After the completion of counting, the Presiding Officer shall complete the Ballot Paper Account and Tendered Ballot Paper Account in Form 23, the Statement of Poll in Form 23A, and prepares and certify a sufficient number of copies for distribution.

The Statement of Poll prepared shall be posted in a conspicuous place outside the polling station as conclusive evidence of the result of the election for that polling station unless there is a recount of the votes.

9.2 Returning Officers publicly declares the votes recorded for each list of candidates

As soon as practicable after the receipt of all the ballot boxes and the envelopes and packets delivered to the Returning Officer, the Returning Officer shall, in the presence of such persons entitled to be present, ascertain the total votes cast in favour of each list in the district by adding up the votes recorded in favour of the list in accordance with the Statement of Poll, and thereupon publicly declare the votes recorded for each List of Candidates. If after the Returning Officer makes his/her declaration, the Counting Agent for a List of Candidates, requests a recount, the request must be made by 12 noon of the day following the declaration of the Returning Officer.

9.3 Chief Election Officer prepares Report for Commission

The Chief Election Officer shall, after calculating the total number of valid votes of electors which have been cast for each list of candidates, ascertain the result of the elections.

12.0 OBSERVING THE ELECTIONS

12.1 INTERNATIONAL OBSERVERS

After consultation with the Chairman of the Elections Commission in conformity with Section 3 (1) of the General Elections (Observers) Act No. 17 of 1990, the President of the Co-operative Republic of Guyana may invite number of international organizations and institutions to officially observe all aspects of the democratic process involved in the General and Regional Elections to be held in Guyana.

Observers may be in Guyana for a long term and short term periods.

12.2 LOCAL OBSERVERS

In pursuance of the powers conferred by section 20 of the Election Laws (Amendment) Act No. 15 of 2000, the organization or body of civic-minded citizens which wishes to observe all aspects of the democratic process involved in the General and Regional Elections may apply for identification as local observers.

12.3 GENERAL

Observers shall be free to observe the course of the campaigning for elections and all the process of the elections. It is necessary that all cooperate with observers and, where possible assist them in their work.

Observers will be issued with identification cards by the Chairman of the Elections Commission.

12.0 STATUTORY FORMS

For the election phase, it is necessary that contesting political parties understand, and have knowledge of the filling of relevant Statutory Forms.

The Statutory Forms to be used are:

1. Form 2 List of Candidates for National Top-Up, Regional Elections
2. Forms 3 Statutory Declaration of a Candidate named in a Candidates' List (Geographical Constituency, National Top-up and Regional Elections).
3. Forms 3A Statutory Declaration of President named in the National Top-Up List

In addition to the abovementioned Forms, it is expected that party agents will be conversant with:-

1. Form 13 Poll Book
2. Form 23A Statutory of Poll

Polling Agents will be required to affix their signatures to Form 13 and Form 23A at different periods on Polling Day and on the completion of the count.

FORM 2

**THE REPRESENTATION OF THE PEOPLE ACT
GENERAL ELECTION**

LIST OF CANDIDATES FOR NATIONAL TOP-UP

To the Chief Election Officer.

**We, whose signatures appear at Annex A, do hereby submit this, our list ofcandidates numbered serially and in
(NUMBER IN DIGITS)
such order as each party may determine, of the names of persons whose election to the National Assembly is sought.**

**The title of our list is
(NAME OF PARTY)**

**The candidate namedand numbered
(NAME IN BLOCK LETTERS) (SERIAL NUMBER)
hereunder is hereby designated as Presidential Candidate in accordance with Article 177 (1) of the Constitution. (See also Form 3A)**

CANDIDATES

FULL NAME (SURNAME FIRST)	ADDRESS	OCCUPATION	GENDER

We also nominate Mr/Ms of to be
 (NAME IN BLOCK LETTERS) (ADDRESS)
 representative of the list of and Mr/Ms of
 (NAME IN BLOCK LETTERS) (ADDRESS)
 to be deputy representative.

LIST OF SIGNATURES

**ANNEX A TO
FORM 2 (NATIONAL TOP-UP)**

NAME IN BLOCK LETTERS (SURNAME FIRST)	IDENTIFICATION CARD NUMBER	SIGNATURE

Received by me at hours this day of 2015

.....

Chief Election Officer

FORM 3

**THE REPRESENTATION OF THE PEOPLE ACT
GENERAL ELECTION**

FOR NATIONAL TOP-UP STATUTORY DECLARATION OF A CANDIDATE NAMED IN A CANDIDATES' LIST

Note: This form completed in respect of each candidate named in a list of candidates is to accompany the list of candidates submitted to the Chief Election Officer.

I of
(FULL NAME IN BLOCK LETTERS) **(ADDRESS)**

having been nominated as a candidate in the list of candidates for the
.....
(NAME OF PARTY)

party for election as members of the National Assembly at the General Election to be held on the day of
.....2015

Do solemnly and sincerely declare

- 1. That I consent to the inclusion of my name in the said list of candidates;**
- 2. That I am aware of the provisions of articles 53 and 155 of the Constitution with respect to the qualifications and disqualifications for election as a Member of the National Assembly;**
- 3. That I may, consistent with such provisions, be elected as a Member of the National Assembly at the election for which I have been nominated as aforesaid.**

I make this declaration conscientiously believing the same to be true and according to the Statutory Declarations Act.

Signed
(Declarant)

Declared before me **at**.....
(NAME IN BLOCK LETTERS) **(ADDRESS)**

On this **day of****2015**

Signed
**Justice of the Peace/
Commissioner of Oaths**

FORM 3

**THE REPRESENTATION OF THE PEOPLE ACT
GENERAL ELECTION**

GEOGRAPHICAL CONSTITUENCY

REGION NO.

**STATUTORY DECLARATION OF A CANDIDATE NAMED IN A
CANDIDATES' LIST**

Note: This form completed in respect of each candidate named in a list of candidates is to accompany the list of candidates submitted to the Chief Election Officer.

I, of

(FULL NAME IN BLOCK LETTERS)

(ADDRESS)

having been nominated as a candidate in the list of candidates for the

(NAME OF PARTY)

**party for election as Members of the National Assembly at the General Elections to be held on the day of
2015**

Do solemnly and sincerely declare

- 1. That I consent to the inclusion of my name in the said list of candidates;**
- 2. That I am aware of the provisions of articles 53 and 155 of the Constitution with respect to the qualifications and disqualifications for election as a Member of the National Assembly;**
- 3. That I may, consistent with such provisions, be elected as a Member of the National Assembly at the election for which I have been nominated as aforesaid.**

I make this declaration conscientiously believing the same to be true and according to the Statutory Declarations Act.

Signed
(Declarant)

Declared before me **at** **this**
(FULL NAME IN BLOCK LETTERS) **(ADDRESS)**

..... **day of** **2015.**

Signed
**Justice of the Peace/
Commissioner of Oath**

FORM 3 A

**THE REPRESENTATION OF THE PEOPLE ACT
GENERAL ELECTION**

**STATUTORY DECLARATION OF PRESIDENT NAMED IN THE
NATIONAL TOP-UP LIST**

**Note: This form is to accompany the List of Candidates for the
National Top-up List submitted to the Chief Election Officer.**

I,
(FULL NAME)

Of
(ADDRESS)

having been nominated as the Presidential Candidate in the list for the

.....
(NAME OF PARTY)

for election at the General Election to be held on the day of , 2015

do solemnly and sincerely declare:

- I. that I am a citizen of the Co-operative Republic of Guyana;**
- II. that I am a citizen of Guyana by birth of parentage;**
- III. that I am a resident of Guyana on the date of nomination for election;**

IV. that I am continuously residing in Guyana for a period of seven years immediately before election day;

V. that I am qualified to be elected as a member of the National Assembly.

.....

Presidential Candidate

Declared before me at
(NAME IN BLOCK LETTERS) (ADDRESS)

this day of , 2015

.....

**Justice of Peace/
Commissioner of Oaths**

FORM 3

**THE REPRESENTATION OF THE PEOPLE ACT
REGIONAL ELECTIONS**

STATUTORY DECLARATION OF A CANDIDATE NAMED IN A CANDIDATES' LIST

Note: This form completed in respect of each candidate named in a list of candidates is to accompany the list of candidates submitted to the Chief Election Officer.

I,of
(FULL NAME IN BLOCK LETTERS) (ADDRESS)
having been nominated as a candidate in the list of candidates for the
.....
(NAME OF PARTY)

party for election as Members of the Regional Democratic Council for Region No.....
at the Regional Elections to be held on the day of , 2015

Do solemnly and sincerely declare

- 1. That I consent to the inclusion of my name in the said list of candidates;**
- 2. That I am aware of the provisions of articles 53 and 155 of the Constitution with respect to the qualifications and disqualifications for election as a Member of the Regional Democratic Council;**
- 3. That I may, consistent with such provisions, be elected as a Member of the Regional Democratic Council for Region No. at the election for which I have been nominated as aforesaid.**

I make this declaration conscientiously believing the same to be true and according to the Statutory Declarations Act.

Signed
(Declarant)

Declared before meat.....
(NAME IN BLOCK LETTERS)
..... this day of2015
(ADDRESS)

Signed
Justice of the Peace/
Commissioner of Oaths

FORM 2

**THE REPRESENTATION OF THE PEOPLE ACT
REGIONAL ELECTIONS**

FOR REGION NO.....

LIST OF CANDIDATES

To the Chief Election Officer,

**We, whose signatures appear at Annex C, do hereby submit this, our list ofcandidates numbered serially and in
(NUMBER IN DIGITS)**

the alphabetical order of their surnames, whose election to the Regional Democratic Council for Region No. is sought.

**The title of our list is
(NAME OF PARTY)**

CANDIDATES

FULL NAME (SURNAME FIRST)	ADDRESS	OCCUPATION

We also nominate Mr/Ms ofto be
 (NAME IN BLOCK LETTERS) (ADDRESS)
 representative of the list of and Mr/Ms of to be deputy representative.
 (NAME IN BLOCK LETTERS) (ADDRESS)

LIST OF SIGNATURES

**ANNEX C TO
FORM 2 (REGIONAL ELECTIONS)**

NAME IN BLOCK LETTERS (SURNAME FIRST)	IDENTIFICATION CARD NUMBER	SIGNATURE

Received by me at hours this day of 2015

.....
Chief Election Officer

FORM 2

**THE REPRESENTATION OF THE PEOPLE ACT
GENERAL ELECTION**

GEOGRAPHICAL CONSTITUENCY

REGION NO.

LIST OF CANDIDATES

To the Chief Election Officer.

We, whose signatures appear at Annex B, do hereby submit this, our list of

(NUMBER IN DIGITS)

candidates numbered serially and in such order as each party may determine, of the names of persons whose election to the National Assembly is sought.

The title of our list is

(NAME OF PARTY)

CANDIDATES

FULL NAME (SURNAME FIRST)	ADDRESS	OCCUPATION	GENDER

We also nominate Mr/Ms of to be representative of the list of and Mr/Ms
 (NAME IN BLOCK LETTERS) (ADDRESS)

..... of to be deputy representative.
 (NAME IN BLOCK LETTERS) (ADDRESS)

LIST OF SIGNATURES

**ANNEX B TO FORM 2
(GEOGRAPHICAL CONSTITUENCY)**

NAME IN BLOCK LETTERS (SURNAME FIRST)	IDENTIFICATION CARD NUMBER	SIGNATURE

Received by me at hours this day of 2015

.....
Chief Election Officer

STATUTORY TIMEFRAME SCHEDULE FOR THE CONDUCT OF GENERAL AND REGIONAL ELECTIONS

NOT LATER THAN THE DAY BEFORE ELECTION DAY	ACTIVITY	REFERENCE CAP 1:03	PERSON (S) RESPONSIBLE
32	<ol style="list-style-type: none"> 1. Submission of Lists of Candidates to Chief Election Officer. 2. Receive written application for allocation of symbol. 3. Representative of each list of candidates to give Notice of Appointment of Election Agents. 	<p align="center">Section 9</p> <p align="center">Section 16 (1)</p> <p align="center">Section 23 (1)</p>	<p align="center">Representative or Deputy Representative of list.</p> <p align="center">Representative or Deputy Representative of list.</p> <p align="center">Representative</p>
31	Notice of death or withdrawal of a candidate	Section 21 (1)	Representative and deputy Representative.
30	Chief Election Officer to inform Representatives and Deputy Representatives of defects in list.	Section 14 (1)	Chief Election Officer
29	<ol style="list-style-type: none"> 1. Representative and Deputy Representative of a list of candidates to submit corrections of the list to the Chief Election Officer. 2. Withdrawal of list by notice in writing 	<p align="center">Section 15</p> <p align="center">Section 20</p>	<p align="center">Representative and Deputy Representative of list.</p> <p align="center">Representative of list</p>
28	<ol style="list-style-type: none"> 1. Commission to approve lists. 2. Commission to notify the Representative and Deputy representative of each list that the list is approved or disapproved 3. Commission to declare the titles of approved lists and names of candidates 	<p align="center">Section 17 (1)</p> <p align="center">Section 17 (3)</p> <p align="center">Section 17 (3)</p>	<p align="center">Elections Commission</p> <p align="center">Elections Commission</p> <p align="center">Elections Commission</p>

26	Representative and Deputy representative of the list to appeal to the High Court against refusal of Commission to approve list.	Section 18 (1)	Representative and Deputy Representative of list.
25	Representative and Deputy representative of each list to notify Chief Election Officer about joining two or more lists – combination of lists.	Section 22 (1)	Representative and Deputy Representative of list.
23	1. Commission to publish in Official Gazette, the titles and symbols of the lists approved by them or the High Court and the names of candidates on those lists.	Section 19	Elections Commission
	2. Elections Commission to publish in the Official Gazette, notification of combination of lists.	Section 22 (3)	Elections Commission
20	Publication in the Official Gazette of notices of appointment of Polling Places which is impracticable to be appointed in that division but small to be appointed in another division within the polling district.	Section 6 (5)	Chief Election Officer
	Returning Officers to give Notice of Poll [Form 9]	Section 34 (1)	Returning Officer
14	1. Returning Officer to cause to be affixed to one building in each division of his district a) Copy of Notice of Poll b) Copy of List of Candidates c) Notification of joiner of any such list; d) Copy of the Official List of Electors for that division.	Section 34 (2)	Returning Officer
	2. Returning Officer to cause to be affixed to each Polling place, a copy of such part of the Official List	Section 36	Returning Officer

	as has been allotted to that Polling Place.		
10	Application to Returning Officer for appointment of elector to vote as proxy [Form 5].	Section 31	Electors
	Notice of Cancellation of proxy to be sent to Returning Officer	Section 33	Electors
07	Election Agent to notify Returning Officer of appointment of Assistant Agent, Counting Agent and Polling Agent	Section 24 (2)	Election Agent
	Returning Officer to give public notice of name and address of persons so appointed	Section 24 (2)	Returning Officer
04	On request, Electors Agents are allowed to inspect and copy list of proxies in Form 7.	Section 32 (3)	Returning Officer
03	Supplying of Election Materials to Presiding Officer	Section 40	Returning Officer
01	Elector employed as an Election Officer member of the Police Force, Guyana Defence Force to obtain certificate to vote at Polling Places other than where his/her name is displayed on register.	Section 29 (4)	
	ELECTION DAY		
	Poll is conducted from 6:00 a.m. to 6:00 p.m. (12 consecutive hours)	Section 34 (3)	
After Election Day			
	Before noon, Counting Agent must make request for limited or final general count.	Section 84 (2)	
	Final count.	Section 84 (3)	

1	<p>Publicly declares the votes recycled for each List of Candidates</p> <p>Communication of results to Chief Election Officer</p> <p>Ascertainment of Election Results</p> <p>Declaration of the elected President</p> <p>Publicly declare the results of the Election and publish in the Official Gazette, a Notice</p> <p>Prepare Election Report and all Post Election activities.</p>	<p>Section 84 (4) Section 84 (5) Section 84 (6)</p> <p>Section 84 (1)</p> <p>Section 84 (11)</p> <p>Section 96</p> <p>Section 96 and 97 declare in conjunction with Act No. 2 of 2000</p> <p>Section 99</p> <p>Sections 99-102</p>	<p>Returning Officer</p> <p>Returning Officer</p> <p>Returning Officer</p> <p>Chief Election Officer</p> <p>Elections Commission</p> <p>99</p> <p>Chief Election Officer and Staff</p>
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APPENDIX

65 SEATS				
General Election National assembly Geographical Constituency	Candidates		Nominators	
	Not Less Than	Not More Than	Not Less Than	Not More Than
25 Seats ↓ No.1 No.2 No.3 No.4 No.5 No.6 No.7 No.8 No.9 No.10 ↓ National To-Up List 40 Seats	2	4	150	175
	2	4	150	175
	3	5	150	175
	7	9	150	175
	2	4	150	175
	3	5	150	175
	2	4	150	175
	1	3	150	175
	1	3	150	175
	2	4	150	175
	Candidates		Nominators	
	Not Less Than	Not More Than	Not Less Than	Not More Than
	Not Less Than	Not More Than	Not Less Than	Not More Than
	40	42	300	330

**APPENDIX
REGIONAL ELECTIONS**

REGIONAL COUNCILS	CANDIDATES		NOMINATORS	
	Not Less Than	Not More Than	Not Less Than	Not More Than
1. Barima/Waini Region No. 1	15	25	150	175
2. Pomeroon/Supernaam Region No. 2	17	27	150	175
3. Essequibo Islands/West Demerara Region No. 3	27	37	150	175
4. Demerara/Mahaica Region No. 4	35	45	150	175
5. Mahaica/Berbice Region No.5	18	28	150	175
6. East Berbice/Corentyne Region No. 6	30	40	150	175
7. Cuyuni/Mazaruni Region No. 7	15	25	150	175
8. Potaro/Siparuni Region No. 8	15	25	150	175
9. Upper Takutu/Upper Essequibo Region No.	15	25	150	175
10. Upper Demerara/Berbice Region No. 10	18	28	150	175