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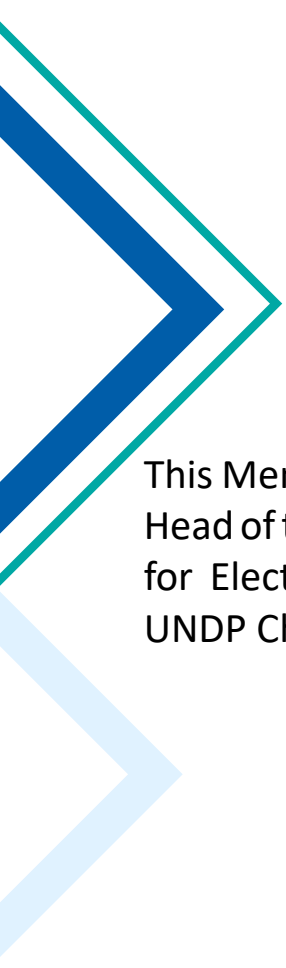
Schweizerische Eidgenossenschaft  
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# Brief guide for the International Observers at the elections of deputies of the Jogorku Kenesh of Kyrgyz Republic October 4, 2020



**ЖК** ШАЙЛОО  
ВЫБОРЫ  
ELECTIONS  
**2020**



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# 1

## The status of International observer

Electoral legislation regulates the activities of international observers during the elections and referenda.

During the meeting with election commissions of all levels and state authorities of the Kyrgyz Republic, other state bodies, and local self-government bodies, an international observer must wear an international observer's certificate issued by the Central Election Commission and should present an identity document, at the request of the organizers of elections and referenda.

### The rights of an international observer

- 1 an international observer has the right to move without restrictions and be present
- 2 has the right to be accompanied by interpreter at any polling station
- 3 publicly express his/her opinion on the preparation and conduct of elections
- 4 hold press conferences and address media representatives
- 5 take photos, videos, and audio recordings without violating the secrecy of voting
- 6 wear badges that do not contain signs of agitation indicating their status, surname, first name and patronymic, and the name of the organization they represent
- 7 monitor the formation of Election Commission members at any level
- 8 monitor the progress of the formation of voter lists
- 9 monitor the progress of voter registration
- 10 monitor information support for elections and referenda
- 11 meet with voters, candidates included in the list of candidates, political parties, and other election participants
- 12 attend meetings of election commissions and to familiarize with election documents
- 13 be present at polling stations, observe voting, including using technical means
- 14 observe the vote counting, tabulation of results and establishment of the election result
- 15 familiarize with the results of applications and complaints consideration
- 16 receive copies of electoral documents
- 17 provide a conclusion on the election results

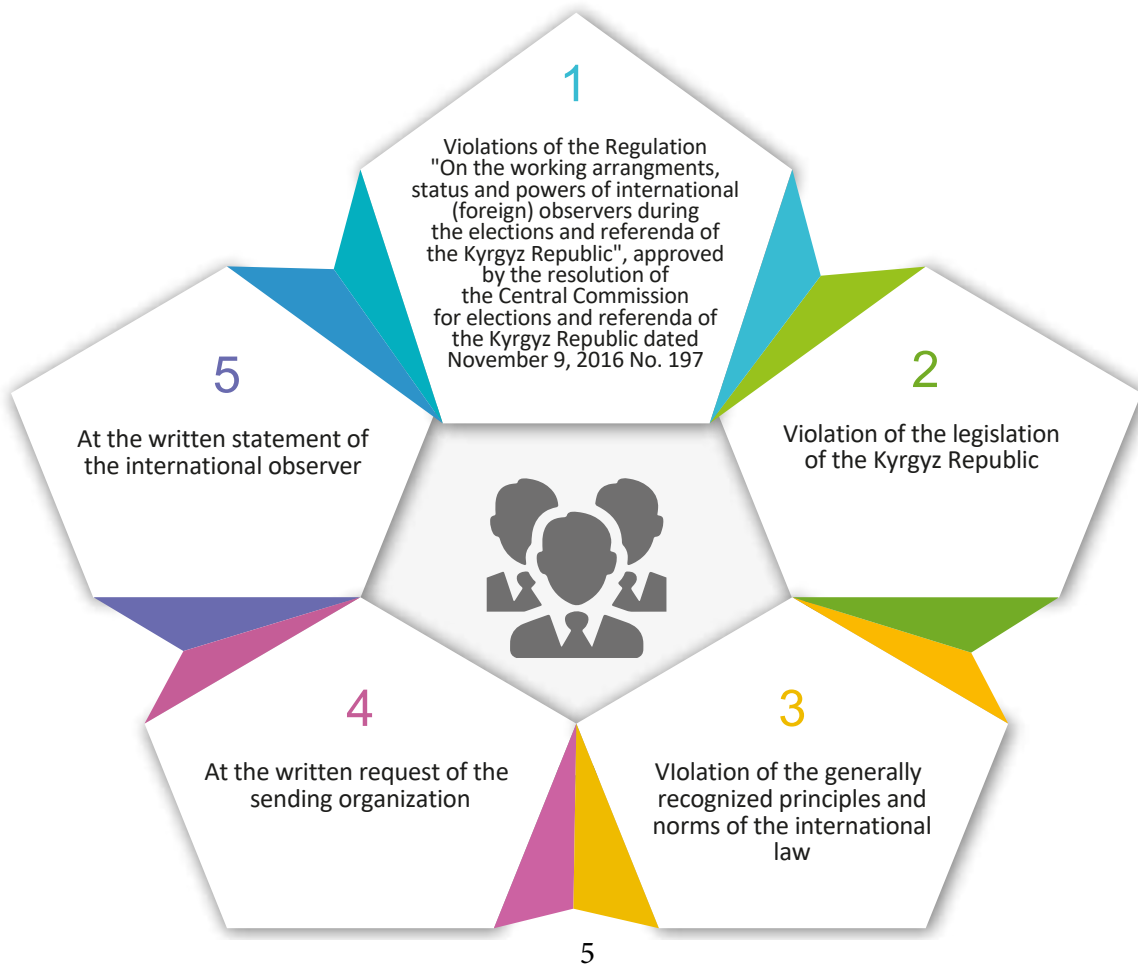
### **International observers are required:**

- 1** to comply with the Constitution and laws of the Kyrgyz Republic; international documents
- 2** to perform their functions in accordance with the principles of political neutrality, impartiality, respect for the national sovereignty of the Kyrgyz Republic, and refusal to express any preferences or assessments in relation to electoral bodies, state and other bodies, officials, participants in elections and referendums
- 3** to not interfere in the process at all stages of the election, including all stages after E-day
- 4** to base all his/her conclusions on observation and factual material
- 5** to refrain from making any assessments, comments, suggestions or recommendations in connection with his/her observations to the media and the public until the end of the voting



international observers have no right to use their status to carry out activities that are not related to monitoring the preparation and conduct of elections

**The Central Election Commission shall have the right to withdraw the accreditation of an international observer in the following cases:**



## 2 | Legislation on elections of deputies to the Jogorku Kenesh

The procedure for organizing and conducting elections of deputies of the Jogorku Kenesh of the Kyrgyz Republic is regulated:



The Constitution of the Kyrgyz Republic



The Law of the Kyrgyz Republic "On election commissions for conducting elections and referenda of the Kyrgyz Republic"



The Constitutional law of the Kyrgyz Republic "On elections of the President of the Kyrgyz Republic and deputies to the Jogorku Kenesh of the Kyrgyz Republic"

## 3 | Electoral system for the election of deputies to the Jogorku Kenesh



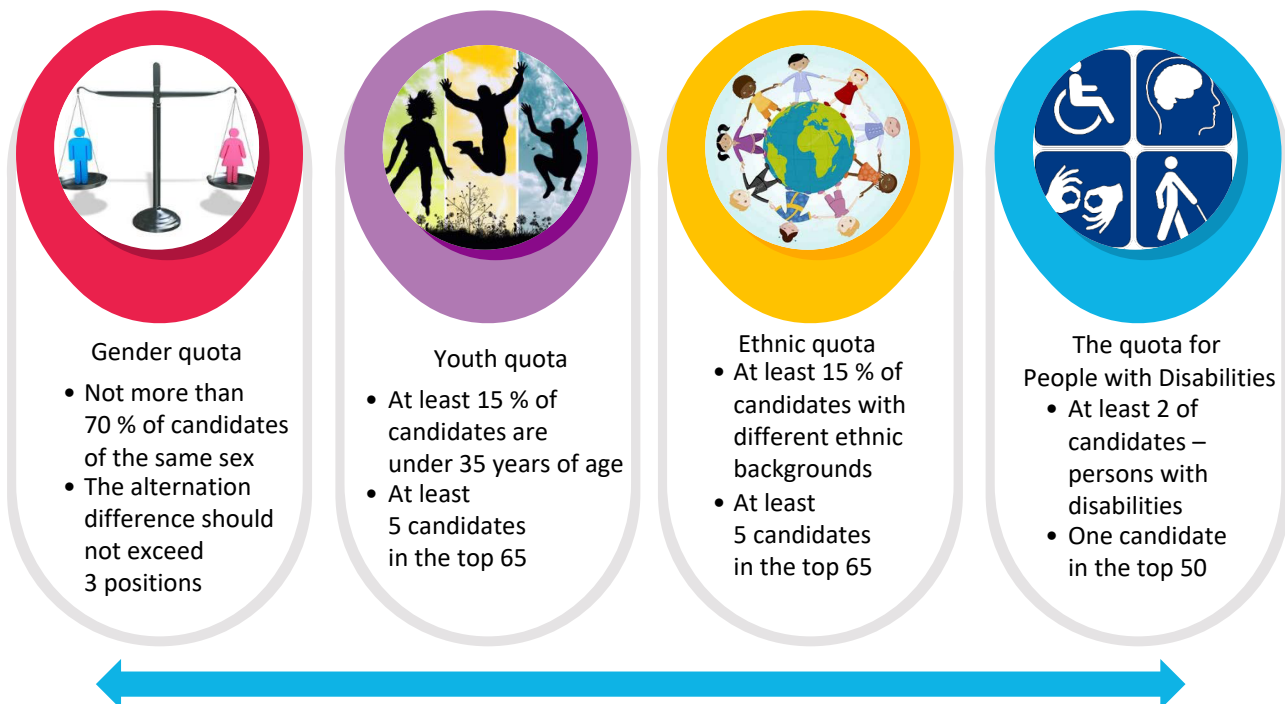
The Parliament of the Kyrgyz Republic – Jogorku Kenesh – is the supreme representative body that exercises legislative power and control functions within its powers in compliance with the principle of separation of state power.

The constitutional composition of the Jogorku Kenesh is represented by 120 deputies elected for a 5-year term. The deputies of the Jogorku Kenesh are elected on the proportional system where seats in Parliament are allocated in proportion to the number of votes that the party won the elections. Thus, in order to obtain the right to participate in distribution of mandates, the party must

receive at least 7 % of votes in the whole country and not less than 0.7 percent of the votes of voters who took part in the elections, for each oblast, cities of Bishkek and Osh.

Political parties registered no later than 6 months before the E-day have the right to nominate their lists of candidates for deputies to the Jogorku Kenesh.

The list of candidates should contain at least 75 and no more than 200 candidates. When determining the list of candidates, a political party must consider representation (article 60 of the constitutional law “On elections of the President of the Kyrgyz Republic and deputies of the Jogorku Kenesh of the Kyrgyz Republic»):



*Article 60 of the Constitutional law “On elections of the President of the Kyrgyz Republic and deputies to the Jogorku Kenesh of the Kyrgyz Republic”*

#### Candidate for the Deputy of Jogorku Kenesh

the citizen of the Kyrgyz Republic, who reach his or her 21 years (article 59 of the constitutional law of the Kyrgyz Republic "On elections of President of the Kyrgyz Republic and deputies of Jogorku Kenesh of the Kyrgyz Republic")

Persons whose criminal record has not been cancelled in accordance with the procedure established by law may not be elected to the position of deputies of the Jogorku Kenesh.

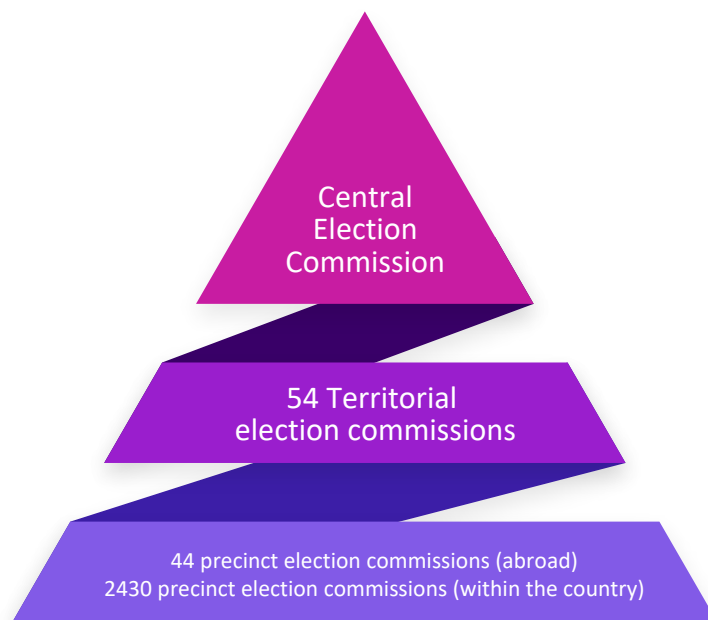
Citizens who have been declared incapable by a court or are held in places of deprivation of liberty under a court sentence that has entered into legal force may not be elected.

All citizens of the Kyrgyz Republic have the right to vote and be elected regardless of their origin, gender, race, ethnicity, disability, education, official and property status, religion, political or other beliefs.

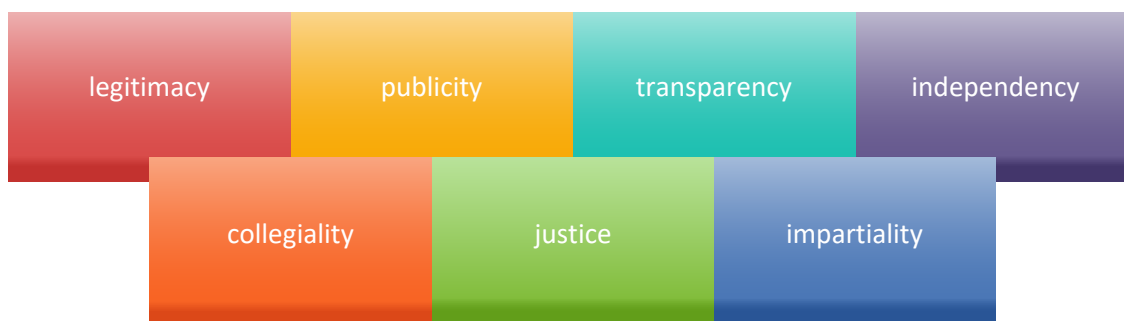
## 4 The system of election commissions

Election commissions organize the preparation and conduct of elections in the Kyrgyz Republic.

**A single system of election commissions is formed by:**



Election commissions operate on the following principles:



Based on the Law “On election commissions in the Kyrgyz Republic», the number of precinct election commissions depends on the number of voters registered at the polling stations:

Number of Voters	Number of members of the precinct election commission
from 0 to 500	no less than 7
from 501 to 1200	no less than 9
over 1201	no less than 11

As a general rule, all decisions of the Commission are made by a simple majority of votes from the total composition of the Commission:

Number of Voters	Number of members of the precinct election commission	Number of votes required to take a decision
from 0 to 500	no less than 7	no less than 4
from 501 to 1200	no less than 9	no less than 5
over 1201	no less than 11	no less than 6



Based on the law «On election commissions», decisions on financing the preparation and conduct of elections, as well as on the results of voting, must be made by at least two-thirds of the members of the Commission:

Number of Voters	Number of members of the precinct election commission	Number of votes required to take a decision on funding and voting results
from 0 to 500	no less than 7	no less than 5
from 501 to 1200	no less than 9	no less than 6
over 1201	no less than 11	no less than 8

If a member of the Commission does not agree with the decision, he or she may express his or her disagreement in writing, in the form of dissenting opinion, which will be attached to the meeting minutes and published along with the Commission’s decision in the TEC and CEC.

All decisions made based on the results of complaints consideration are subject to submission to the CEC within 24 hours for publication on the CEC’s official website.

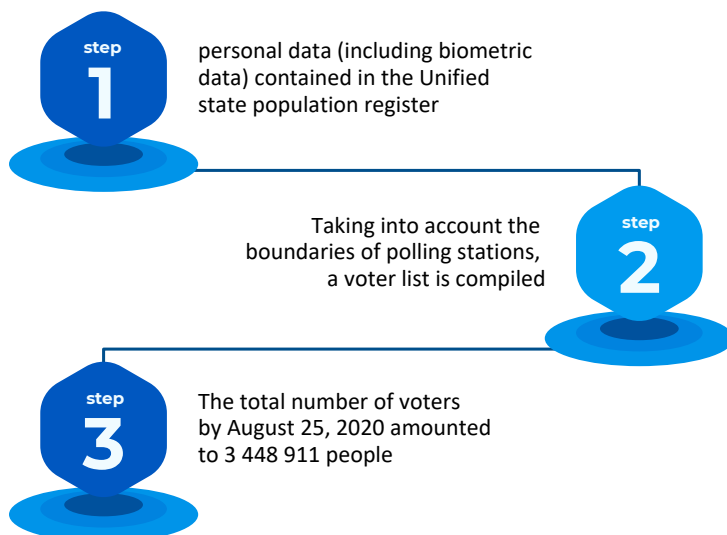
## 5 | Voter List

In order to realize and exercise the rights of voters, familiarize voters with their personal data, and conduct elections, a list of voters is compiled for each polling station.

The right to vote in the elections of deputies to the Jogorku Kenesh is given to



Citizens who have been declared incapable by a court or are held in places of deprivation of liberty under a court sentence that has entered into legal force do not have the right to vote or be elected.



The preliminary list of voters compiled for each polling station, district, and city was published on July 15, 2020 on the state portal <https://tizme.gov.kg>

Precinct election commissions have posted a preliminary list of voters until July 26, 2020 for review by voters residing and registered in the territory of the relevant polling station.

### **Familiarization with the voter list, correction of inaccuracies.**

#### **Electoral address:**

Until July 26th,  
2020

- The PEC is required to display a preliminary voter list

Until September  
4th, 2020

- The PEC is required to display a control voter list for public scrutiny
- The control list must not contain any other information than the last name, first name, patronymic of the voters included in the lists for the relevant precinct, as well as the number of the polling station

Until September  
19th, 2020

- If any error or inaccuracy is detected, or if he/she is not included in the preliminary list of voters, each voter has the right to apply to the corresponding PEC with the application (form 1) with the copies of supporting documents attached, and the voter passes biometric identification
- A voter also has the right to submit an application in electronic form via the "voter's account" service on the state portal with authorization in accordance with the procedure established by law
- A voter has the right to declare his/her intention to vote at the electoral address by submitting an application to the election Commission of the application form 1 with a copy of the passport of a citizen of the Kyrgyz Republic attached; in this case, the voter passes biometric identification

Until September  
24th, 2020

- The CEC sends the final lists of voters to the State Registry Service in electronic form for the preparation of sets of equipment

Until September  
28th, 2020

- The CEC prints out and provides the final list of voters numbered, laced and stamped by the CEC in two copies to the relevant PECs
- At the same time, the second paper list of the final voter list for each polling station, intended for displaying, must not contain information about the place of residence of the voters included in the final list
- At each polling station, PECs are required to display a second paper list of final voter list of the respective PEC

The acceptance of voters requests on the absence of their names in the voter list, or on the error or inaccuracy in the data, on their intention to vote at the electoral address is terminated 15 calendar days before the E-day. After processing the applications, the Central election Commission forms the final list of voters. At the same time, control and final voters list are subject to mandatory verification and updating with information in the Unified State Population Registry.

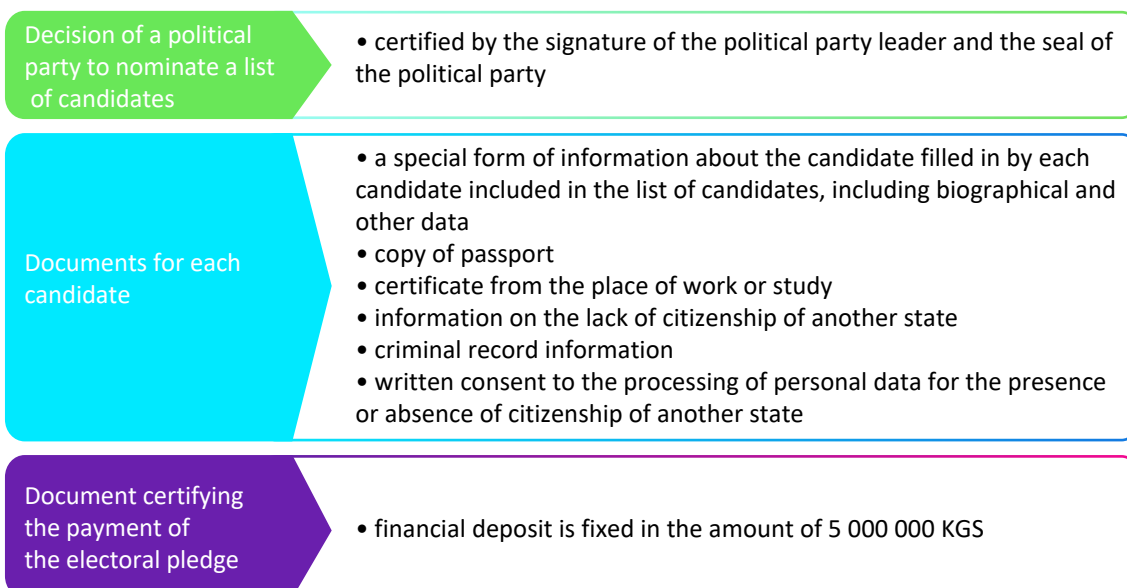
Disclosure of information with personal data contained in the final lists of voters, by means of transmission, copying, publication, entails liability stipulated by legislation.

## 6 | Registration of political parties

After the announcement of the start of the electoral process, 44 parties submitted a notification of their intention to participate in the parliamentary elections.

According to the Constitutional Law «On elections of the President of the Kyrgyz Republic and deputies of the Jogorku Kenesh of the Kyrgyz Republic», the nomination of lists of candidates for deputies of the Jogorku Kenesh begins from the date of election appointment and ends 45 calendar days before the election day, i.e. until August 19, 2020, inclusive. At the end of the nomination period, 23 parties held their own congresses and approved the lists of candidates, 10 political parties have verbally notified the CEC of the Kyrgyz Republic of their refusal to continue participating in the parliamentary elections, 9 parties have sent an official notification that they do not intend to continue participating in the elections, one party did not submit to the Central election Commission information on its intention to participate or not participate in the further election campaign.

According to the Constitutional law “On elections of President of the Kyrgyz Republic and deputies of Jogorku Kenesh of the Kyrgyz Republic”, authorized representatives of political parties who have declared their intention to participate in elections of deputies of the Jogorku Kenesh of the Kyrgyz Republic have to provide to CEC the relevant documents for registration of lists of candidates until 18:00 p.m. on 24th of August 2020:



17 political parties submitted documents for registration to the Central Election Commission for elections and referenda of the Kyrgyz Republic, and 16 political parties were registered, and their numbers in the ballot papers were determined by drawing lots, the text and the design of the ballot paper were approved by the CEC:

01	Democratic party "Birimdik" (Unity)	02	"Mekenchil"
03	Political party of justice and development "Yyman Nuru"	04	"Mekenim Kyrgyzstan"
05	"Reforma"	06	The socialist party "Ata Meken"
07	"Zamandash"	08	"Butun Kyrgyzstan"
09	"Sotsial Demokraty" (The Social Democrats)	10	"Meken Yntymagy"
11	"Political party of veterans of the war in Afghanistan and participants in other conflicts"	12	"Ordo"
13	"Political party of national unity and patriotism" Bir Bol"	14	"Respublika"
15	"Kyrgyzstan"	16	"Chon Kazat"

Detailed information on the lists of candidates from parties on the CEC website: [talapker.shailoo.gov.kg](http://talapker.shailoo.gov.kg)

## 7 Ensuring the accessibility of the electoral process

The Kyrgyz Republic undertakes step-by-step measures, which are aimed to remove legal and administrative barriers that hinder the voters with disabilities to participate in political life and free voting. The main vision of the CEC is to move from a substitute approach to the direct participation of people with disabilities in elections in the voting premises, as they like all other citizens, have the same equal rights.

The increased electoral participation of people with disabilities is provided through:

- ✓ ensuring the availability of premises before voting, equipping them with special assistance tools (call buttons, ramps)
- ✓ filling out a chart of the needs of voters on each PEC (the number of disabled people and their special needs for voting)
- ✓ Keeping a mandatory record of the actual number of voters with disabilities by category and by each polling station: authorized bodies are required to provide information twice a year on February 1 and August 1 for planning purposes

- ✓ informing the voters with disabilities by using special means (audio, sign language translation, subtitles, Braille)
- ✓ mandatory production of the campaign materials by parties in a special format for disabled people (at least 1% of campaign materials of parties must be produced in special formats)
- ✓ training members of TEC and PEC, representatives of state and local self-government bodies on ensuring that electoral rights of PWD
- ✓ campaigns on civic participation involvement of voters with disabilities in the elections
- ✓ increasing the representation of voters with disabilities in electoral bodies at the expense of quotas.



The voting premises must meet the requirements of voters with disabilities for unhindered entry and voting, including convenient access and pedestrian paths, and special parking spaces for personal vehicles. Voting rooms must be located on the first floors of buildings or in buildings where there is an elevator, the room must have wide door openings, ramps, decking, tactile signs, and sufficient lighting. If it is not possible to install a ramp, the room must be equipped with a help button.

The equipment in the voting room (tables, booths and ballot boxes), as well as information stands should be located taking into account the availability and the need to ensure the secrecy of voting. Voting booths must meet the parameters that allow voters using a wheelchair to enter freely, and be equipped with optical correction devices (magnifying glass or magnifying glass with illumination), additional lighting, a chair, and a special stencil.

In the voting room, the Election Commission will set up a stand where information materials about all political parties that have registered lists of candidates are placed, as well as samples of completed ballots made in large font and (or) using Braille to inform voters with visual disabilities.



## 8 Election campaign in the context of the coronavirus pandemic

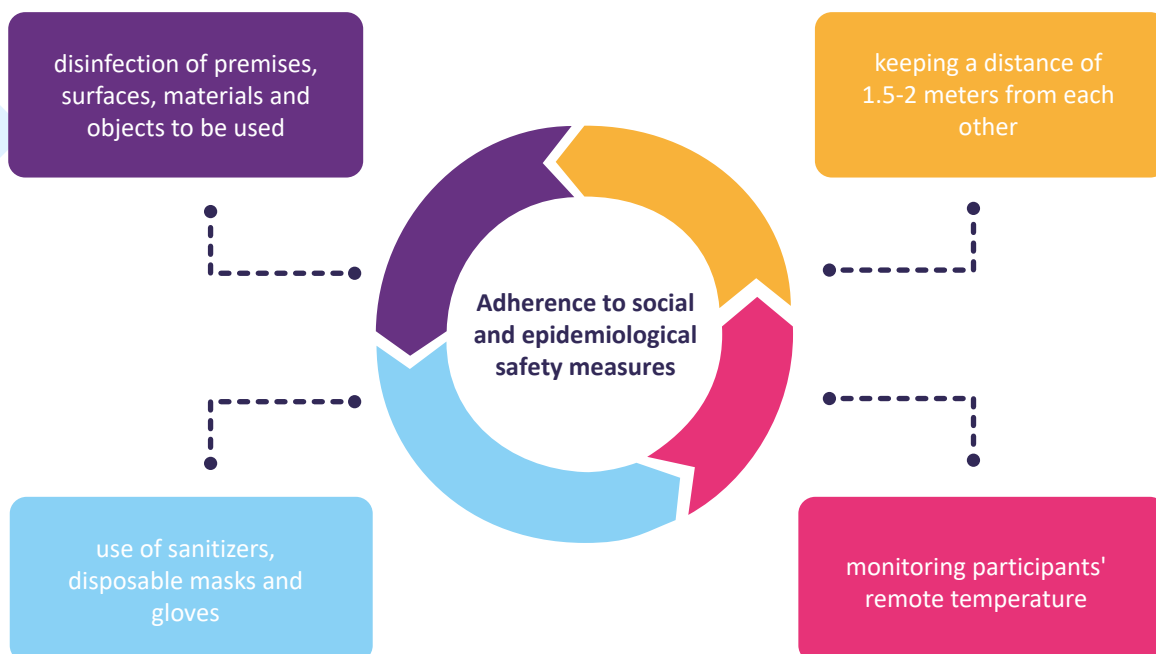
### Election campaign

Election campaign starts from the date of the deadline for registration of candidate lists – September 4, 2020



should end 24 hours before the start of voting (at 8.00 am on October 3, 2020)

In order to prevent the spread of coronavirus infection when organizing events (holding congresses, debates, meetings), the Central election Commission recommended that remote forms should be used as much as possible for their conduct, or that events should be held taking into account social and epidemiological security measures, in particular:



## 9 Legal Liability

Established by the Presidential decree as of 22nd of May 2013, the Working group on improvement of legislation on elections in the Kyrgyz Republic, developed a Strategy of improving the legislation of the Kyrgyz Republic on elections in 2018-2020. The strategy was approved at the VII meeting of the National Council for sustainable development of the Kyrgyz Republic on August 13th, of 2018. Within the Strategy implementation framework, the goal is to «Increase the effectiveness of mechanisms for preventing and suppressing violations of electoral legislation. Improving the protection of citizens "electoral rights", which should serve to strengthen the principles of free and democratic elections. Considering the need to take legislative measures aimed at improving the quality of election processes and introducing liability for violations of electoral legislation, the CEC initiated amendments to the legislation of the Kyrgyz Republic.

The amendments adoption, on July 28, 2020 was an important step in improving the electoral system and the state as a whole on the way to fair and democratic elections. The purpose of the changes was to prevent actions that distort the will of voters, as well as to create conditions for ensuring the imminence of punishment for violations of the electoral legislation.

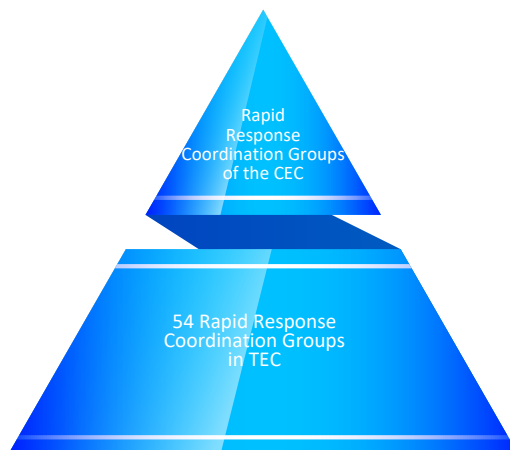
The following changes were incorporated:

- ✓ In the Code of the Kyrgyz Republic on misdemeanors-responsibility for acceptance by a voter (participant in a referendum) for himself or for a third person of funds and material values for the exercise of the electoral right, during the preparation of elections (referendum), or on the day of voting. If the voter voluntarily reported the distribution of funds and material assets for voting of the proposed candidate (Article # 873; voter is released from responsibility If he/she (participant of the referendum) accepts money and other material values.
- ✓ The article # 192 of the Criminal Code was revised to expand the list of subjects of criminal liability for vote-buying. These measures also made it possible to exclude the responsibility of candidates and political parties for the actions of persons who distribute material values on behalf of a candidate for provocative purposes.
- ✓ The Code of the Kyrgyz Republic about violations, contains a provision on liability for non-compliance with decisions and requirements of the Election Commission (The Code of the Kyrgyz Republic about violations. Article 42. Failure to comply with decisions and requirements of the election Commission).
- ✓ A range of measures have been taken to improve organizational measures (increasing the time for updating and clarifying the voter lists and expanding the application forms for changing the electoral address, clarifying the voter's information in the voter lists by means of electronically submitted applications through the «voter's office» on the national portal). In order to exclude the falsification of electoral documents, which include voter lists, the responsibility of citizens for providing deliberately false information when submitting an application to the Election Commission to change the electoral address has been introduced (The Code of the Kyrgyz Republic on violations. Article 422; Submitting by a voter (a participant of referendum) deliberately false information. At the same time, a citizen is personally responsible only for providing deliberately false information about himself or herself. Article 195 of the Criminal Code of the Kyrgyz Republic provides the liability for falsification of election documents by the authorized body.
- ✓ The analysis and nature of complaints about the "Use of administrative resources" by candidates during the pre-election campaign showed that the legislation did not have a real mechanism for bringing the perpetrators to justice. According to the 2016 joint recommendation of the OSCE / ODIHR and the Venice Commission on the prevention and resolution of abuse of administrative resources during electoral processes and the Final report of the OSCE observers Mission for the presidential election of the Kyrgyz Republic in 2017: «Legislation should establish a clear and predictable ban (on abuse of administrative resources). Sanctions for "misuse of administrative resources" should be followed and applied. In order to prevent abuse of administrative resources during elections and its influence that distorts the will of voters, responsibility for abuse of administrative resources has been introduced (Code of the Kyrgyz Republic on offenses, article 871 - Abuse of administrative resources).
- ✓ Article 195 of the Criminal Code of the Kyrgyz Republic establishes liability in the code of the Kyrgyz Republic on offenses for the submission by a candidate for President of the Kyrgyz Republic, for deputies of the Jogorku Kenesh of the Kyrgyz Republic, a local Kenesh, a candidate for the post of head of a local self-government body of deliberately false documents, as well as concealment of information about himself that hinders his registration and election, and for concealment of information about the presence of citizenship of another state.
- ✓ Article 191 of the Criminal Code of the Kyrgyz Republic has been amended to criminalize deliberate attempts to disrupt or falsify data from State information systems used in the electoral process.
- ✓ To improve the procedure for managing complaints on violations during elections, the procedure for resolving electoral disputes, increasing the transparency of the activities of election commissions and citizens confidence in the electoral system, the following specific deadlines were set: (harmonization) for submitting applications (complaints) for violations of the electoral rights of subjects of the

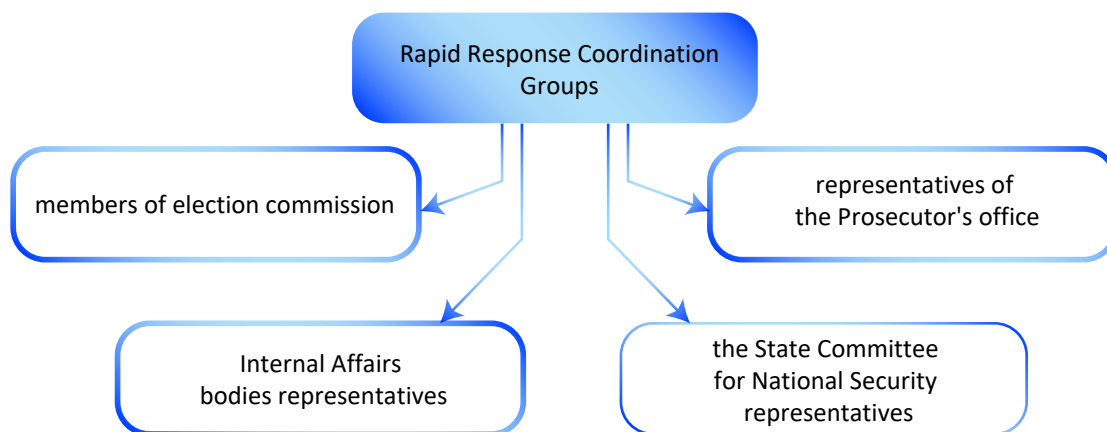
electoral process, for decisions, actions (inaction) of election commissions - a three-day appeal period. (Administrative Procedural Code of the Kyrgyz Republic, Article 201. Appealing the decisions and (or) actions (inaction) violating the suffrage rights of participants in the electoral process).

## 10 | Rapid Response Coordination Groups (RRCT)

Rapid Response Coordination Groups were formed at all levels of election commissions in accordance with part 4 of article 43 of the constitutional law of the Kyrgyz Republic «On elections of the President of the Kyrgyz Republic and deputies of the Jogorku Kenesh of the Kyrgyz Republic», in order to promptly respond to violations of electoral legislation and inform citizens about the measures taken:



**The members of Rapid Response Coordination Groups are:**



Algorithms of Rapid Response Coordination Groups action of the CEC and TEC for the period of preparation and conduct of elections of deputies of the Jogorku Kenesh have been developed, and the necessary conditions for the accessibility of citizens' appeals and information channels were organized.



## 11 | Out of country voting

To ensure the electoral rights of citizens of the Kyrgyz Republic who live or are temporarily reside outside of the country, for the election of Deputies to the Jogorku Kenesh of the Kyrgyz Republic 44 polling stations have been established in 28 countries (there were 37 PECs abroad in the 2017 election).

For the first time, polling stations were formed in such cities as Irkutsk, Yakutsk, Yuzhno-Sakhalinsk, Surgut, Rome, and Paris, in these cities foreign institutions of the Kyrgyz Republic have been established in 2020.

## 12 | Peculiarities of voting in the conditions of COVID-19

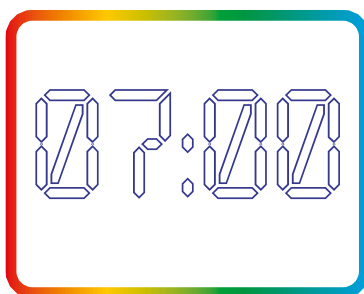
Social and epidemiological security measures will be observed at the polling stations in the context of an epidemic of coronavirus infection. Members of election commissions, observers, and media representatives must wear masks during their stay at the polling station and keep a distance of 1.5 meters from each other. They are also recommended to wear gloves. All voters will be provided with disposable masks and gloves.

Jointly with the Republican Headquarters, the Central election Commission has developed the following voting algorithm for voters:

- 1 complete disinfection of the voting premises, including all the surfaces;
- 2 establishment of the signs to maintain a distance of 1.5-2 meters between the voters in the electoral process;
- 3 at the entrance to the polling station, a person using the thermometer checks the body temperature of voters;
- 4 when entering a polling station, the voter must sanitize his/her hands and wear disposable gloves and a mask;
- 5 after the identification procedure, the voter processes the fingers with an alcohol napkin and puts on gloves;
- 6 all the further actions: receipt of the identification receipt, its exchange for the ballot, filling in the ballot and dropping it into the ballot box are performed by the voter in gloves;
- 7 after completing the voting procedure, the voter must throw disposable gloves in a specially installed trash bin and leave the polling station;
- 8 the voting room must be ventilated several times on election day, and surfaces (door handles, tables, office supplies, etc.) must be treated with disinfectants.

# 13

## A preparatory meeting of the PEC on the voting day



On E-day, members of the Precinct Election Commission must arrive at the polling station by 7 am to prepare it for voting before the arrival of voters and check whether there are any campaign materials in the voting room and in the building where the polling station is located. And also in order to distribute the functions and responsibilities during the E-day among themselves.

The distribution of functions is made by drawing lots. The Commission must determine the members of the Commission who will:

- 1 monitor the work of the operator on the day of voting and jointly identify citizens in the electronic list of voters
- 2 register citizens in the paper list of voters
- 3 issue ballot papers
- 4 monitor and control the passage of voters into the booths for secret voting, the placing of the ballots in the ballot boxes

Herewith, the Chairperson and Secretary of the Commission do not participate in the draw.

Actions of the Precinct Election Commission during the preparation for voting:

### Step 1

- A Chairperson of the Commission, in the presence of members of the Precinct Election Commission, representatives of political parties and observers, opens a sealed safe (or cabinet)

### Step 2

- A Chairperson takes out of the safe a paper list of voters and other necessary equipment with an electronic list of voters
- Announces the number of voters included in the list
- Provides an opportunity to visually review and compare the paper and electronic voter lists to those, who present

### Step 3

- A Chairperson passes the paper list of voters to the members of the Commission who are responsible for registering voters and completing the paper list of voters on the E-day

### Step 4

- The Commission records the results of voting in the Protocol and in its enlarged form the number of voters included in the list of voters at the polling station

### Step 5



- A Chairperson presents empty voting boxes to all present for inspection
- A control sheet must be inserted in the box, which indicates the number of the polling station, the time of placing the control sheet, the names of the Chairperson, Secretary and members of the Commission, as well as representatives of political parties and observers present, the control sheet must be signed, and stamped by the Commission
- The box is sealed

### Step 6



- A Chairperson announces the number of ballots received by the TEC, as well as the number of ballots issued for voting outside the premise
- PEC members count the ballots in front of all present and announce their number
- A Chairperson provides the ballots to all present for review and enters the figure in the Protocol on the results of voting and in its enlarged form

### Step 7



- A Chairperson hands over 100 ballots according to the list to the members of the Commission, who sign for their receipt and are responsible for issuing ballots

## Launch of biometric voter identification equipment

The set of equipment for biometric identification of voters includes: a laptop, a fingerprint scanner, a camera for scanning the MRZ zone of the passport and the voter's face (only on the server kit), a combined reader of the MRZ zone of the passport (only on the client laptop), a thermal printer, monitor (which is fixed to capture the maximum view for observers).

A member of the commission who controls the operator's work and jointly performs the process of identifying citizens in the electronic list of citizens, controls the launch of the voter identification system, which is performed by the operator.

After successful authorization, he/she sets the date and time on the server and prints the initial report, which has to be handed over to the Chairperson for keeping



## Launch of automatically reading Automatic Ballot Boxes (ABB)

The member of the Commission responsible for the passage of voters to the voting booth and passing the ballot through the automatic reading box sets up the automatic reading ballot box, inserts a smart card, enters the password and number of the Precinct Election Commission, sets the date and time, clicks the «Start voting» button, prints the required number of copies of the initial report of the automatic reading ballot box, which is issued to all observers and representatives of political parties

The member of the Commission responsible for the passage of voters to the voting booth and passing the ballot through the automatic reading box sets the equipment no more than 1.5 meters from the voting booth, so that no one recognizes the mark on the ballot, and so that observers can effectively observe the voting.



# 14

## Organization of voting at the polling station (voting premises)



Voting on election day is held from 8 a.m. to 20.00 p.m., at the polling station.

In order to vote, a voter must pass biometric identification. Herewith, the voter's consent for identification using biometric and personal data is not required.



The operator, responsible for identification, upon presentation of a citizen's passport, must perform a visual verification of the photo in the passport with the voter.

The identification operator scans the MRZ zone of the voter passport using a scanning camera on the server laptop or on the MRZ reader (combo reader) on the client laptop.

After reading the MRZ zone, an automatic search for a voter is launched in the electronic list of voters for this PEC.



In case of successful identification of the voter by passport, then the voter is identified by biometric data – by fingerprints, in case of unsuccessful identification by fingerprints, the voter is given 10 attempts.

After 10 unsuccessful attempts of fingerprint identification, the program will switch to face scan mode, which is given only one attempt. Identification by biometrics of a person is carried out by using a scanning camera, which compares the voter's face with a photo in the database.



In case of successful identification of a voter using biometric data, the following information is displayed on the laptop monitor and the overview monitor: photo, serial number in the list of voters, surname, first name, patronymic of the voter who passed the identification.



In case of successful voter identification, the thermal printer will automatically print out the “Voter Identification Receipt (cheque)”.

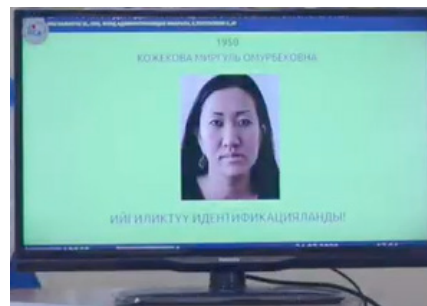
The receipt shall include:

- ✓ Date and time of identification of the voter,
- ✓ Sequential number of the receipt,
- ✓ Number of the Precinct Election Commission,
- ✓ Personal identification number (PIN) of the voter,
- ✓ Last name, first name and patronymic of the voter ,
- ✓ Serial number of the voter in the list of voters.



Herewith, the following information is displayed on a monitor, which is placed in a visible area for representatives of political parties and observers:

- ✓ total number of citizens included in the list of voters at this polling station.
- ✓ the number of voters who have been identified and received a receipt for identification at this polling station at the moment
- ✓ photo of a voter undergoing identification
- ✓ other information determined by the Central Election Commission



If all the repeated identification attempts have failed, the member of the election commission responsible for the identification process informs the Chairperson of the commission, and then compiles and issues an act of equipment failure in two copies. The act is signed by the member of the election commission responsible for monitoring the identification process, the operator, and the corresponding voter. One copy is handed to the voter, and the second copy remains with the election commission, which, after the official publication of the election results, sends these acts to the relevant state bodies for further action and measures. Herewith, the voter is not allowed to vote.

The voter presents an identity document to the member of the Precinct Election Commission determined by the drawing of lots for issuing ballots, who registers the voter in the paper list of voters. At the same time, he/she indicate the series and number of the voter's identity document, as well as signs the list, to confirm the issue of the ballot paper.

Herewith, each voter votes in person, voting instead of other voters is not allowed.

Voter identification documents include all types of national passports of a citizen of the Kyrgyz Republic established by the law:

## Passport of a citizen of the Kyrgyz Republic (ID card)

2004 year



2017 year



## Regular civil passport



The voter checks the accuracy of the record and signs the (hard copy) paper list of voters, then the voter receives a ballot in exchange for the receipt.

The ballot paper is filled out by the voter in a specially equipped booth or other specially equipped place where the presence of other persons is not allowed. The voter puts a corresponding mark on the ballot paper in the square box that refers to the political party in favor of which the choice is made, or in the square box «Against all».



If a voter considers that he / she made a mistake when filling out the ballot, he / she has the right to apply to the member of the precinct election Commission who issued the ballot, with a request to issue him / her a new ballot to replace the damaged one. A member of the precinct election Commission issues a new ballot to the candidate, making a corresponding mark in the list of voters opposite the name of the voter. The damaged ballot paper is considered void, and an act is drawn up.

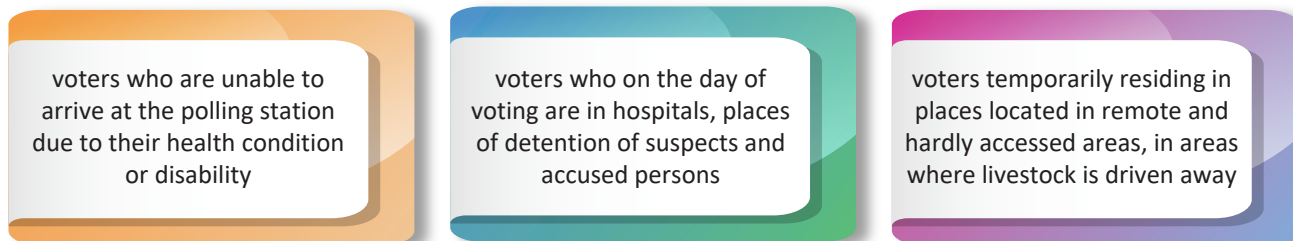
Filled and completed ballots are passed through an automatic counting ballot box.



# 15 | Organization of voting at the place of stay

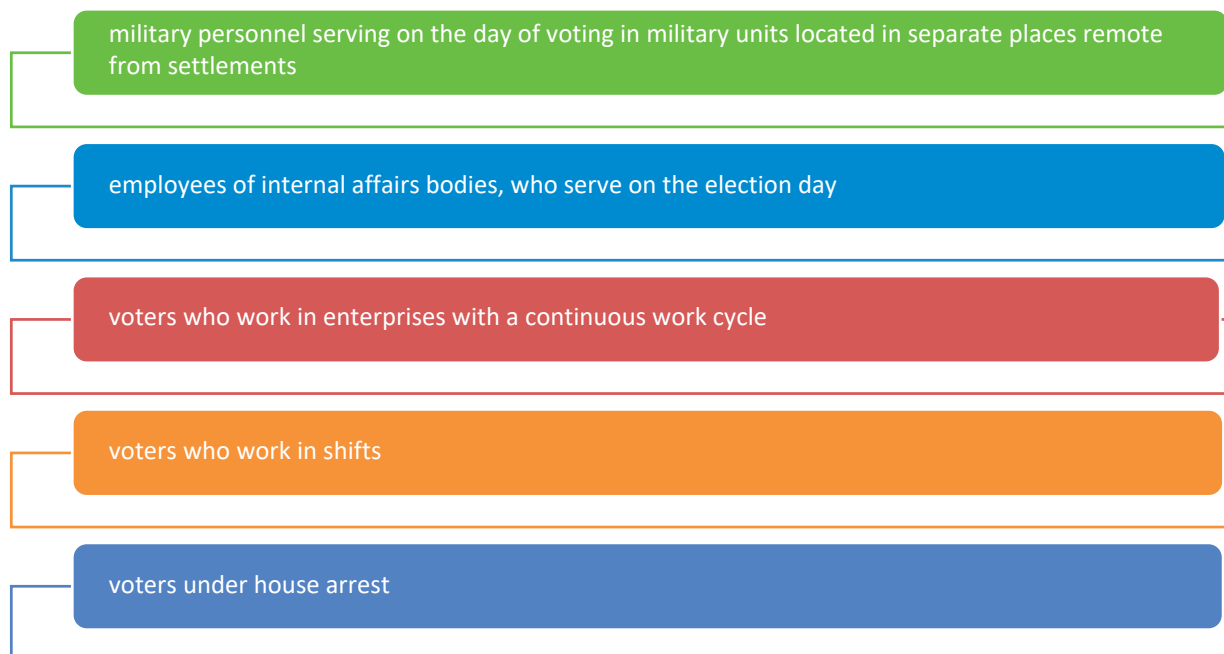
The electoral law considers the several categories of citizens who are included in the voter lists but not able come to the polling station to vote.

For this category of voters, the Precinct Election Commission organizes voting at their place of their residence. These are



All of them have the right to vote at their place of residence.

Also, in exceptional cases, by decision of the relevant Election Commission:



In order to vote at the place of residence, the voter must submit a Application to the Precinct Election Commission, indicating the reason why he cannot arrive at the voting premises, no later than 3 calendar days before the voting day (October 1). All applications are registered by the Precinct Election Commission in a special register.

The Precinct Election Commission, 2 days before voting (October 2), at its meeting, determines by drawing lots at least two members of the precinct election commission who will organize voting outside the voting premises, together with the biometric identification operator. The Chairperson and Secretary of the precinct election Commission do not participate in the drawing of lots, 2 days before the voting day (October 2), the precinct election commission is obliged to post the register of voters who have submitted a written application for granting them the opportunity to vote outside the polling station.

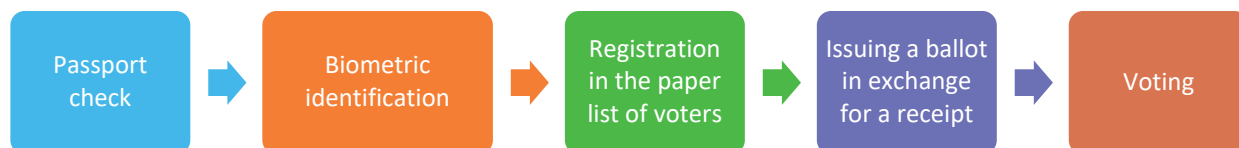




Voting outside the polling station is held only one calendar day before the voting day (October 3) within the period from 8 a.m. to 20 p.m.

Before voting begins, the Chairperson of the PEC presents an empty voting box to all present for inspection, after which it is necessary to omit a checklist confirming that this particular box was examined and that it was empty during the inspection.

Voting outside the voting premises is conducted in the presence of representatives of political parties, observers, and representatives of the mass media.



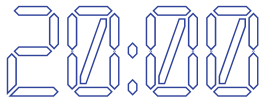
The voting procedure outside the voting room is identical to the voting procedure in the voting room. The ballot is filled in by the voter in a special place where the presence of other persons is not allowed, but with the possibility of control by members of the commission and observers over the actions of the voter.

If a voter is unable to sign for the receipt of ballots or fill out ballots on his own due to his limited health or health reasons, he has the right to use the assistance of another voter for this purpose.

Upon returning to the election station, the series and number of the passport or identity document of the voter who voted outside the voting premises are entered in the list of voters and at the same time the corresponding column of the list of voters is marked «Voted outside the voting premises».

At the end of voting outside the premises, the opening of the mobile ballot box is sealed (sealed) with a sheet of A4 paper signed by the Chairperson, secretary and other members of the precinct election commission, observers and certified with the seal of the precinct election commission. The portable box is stored in a safe (or in a cabinet), which is sealed (sealed) additionally. A report is drawn up on the end of voting outside the voting premises, a copy of which is issued to each person who was present when it was drawn up.





The voting is completed at 20.00 p.m., and the polling station is closed. The Chairperson of the Precinct Election Commission announces that only voters who are in the voting room, i.e. those who have entered the voting room before 20.00, can receive ballots and vote.

### **Cancellation of unused ballots and counting the number of voters.**

The members of the Precinct Election Commission, responsible for issuing ballots, count the remaining unused ballots on the tables and cancel them by cutting the lower right corner

Based on the list, pass them to the Chairperson of the PEC, and the handover act is compiled

In the same way, unused ballots remaining in the safe are cancelled

All cancelled ballots are counted and packed in a bag

The package is sealed with the seal of the PEC and the signatures of the PEC members

The package is marked "Cancelled ballots"

PEC members responsible for voter registration enter the total data for this page in each page of the voters list, which is determined by number of signatures

all pages are passed to the PEC Chairman

each page of the list is signed by a member of the PEC

The number of ballots issued to voters is additionally checked by counting checks

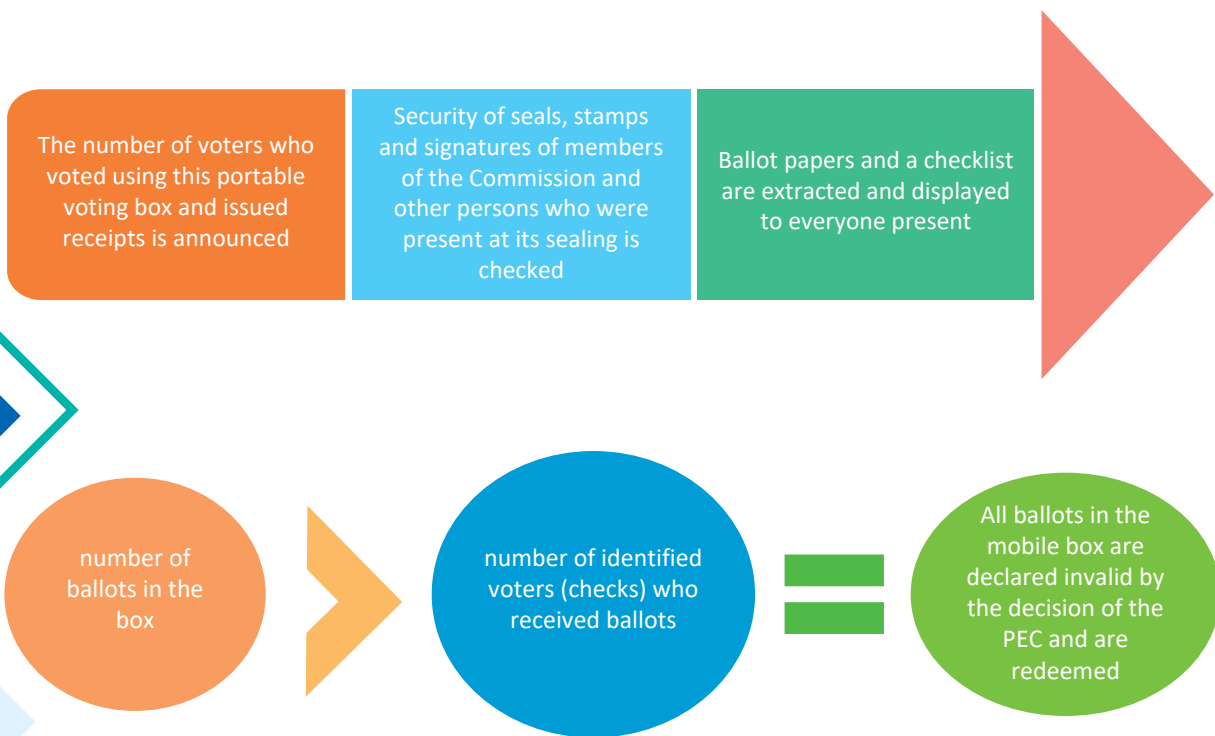
an act is drawn up on the number of ballots issued to voters

A copy of the act, certified by the signature of the Chairperson and the seal of the PEC, is issued to the representatives of political parties, mass media, and observers that were present

After working with the list of voters, the Chairperson of the Commission offers to visually examine it and then puts it in the safe

## The counting of ballots in the mobile ballot box.

Direct vote counting begins with mobile ballot boxes.



These invalid ballots are packed separately and sealed, and the package contains the number of the polling station, the number of the box, the number of ballots and the inscription: «Invalid ballots extracted from a mobile ballot box», the data is entered in the corresponding line Number 5B of the final Protocol and its enlarged form.

If the number of ballots in the portable box does not exceed the number of voter applications containing a note on the number of ballots received and checks issued, the ballots are passed through an automatic reading box.

### Report on the preliminary results of voting and the number of people who voted



Immediately after the end of voting, after 20.00 p.m., but no later than 21.00 p.m., the Precinct Election Commission prints out a sufficient number of preliminary reports on the results of voting from the automatically reading ballot box, After which the data is automatically sent to the CEC server and published on the website. The operator also prints the final report on voter identification. Reports are stamped by the Commission and issued to all representatives of political parties and observers in the voting room.

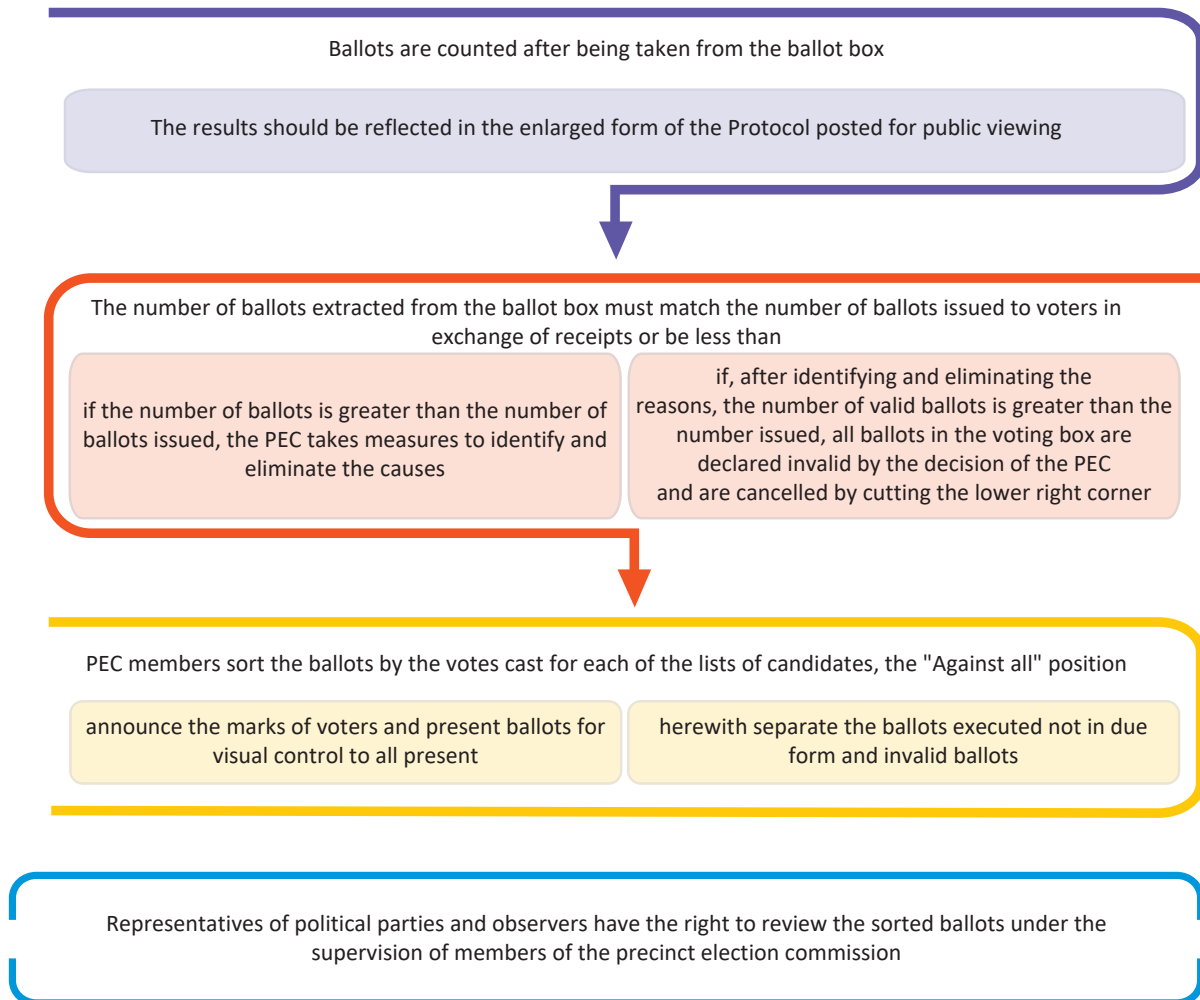
If it is impossible to transmit data from the automatic reading box due to communication problems, the PEC drafts a corresponding report, and the data is transmitted to the Central election Commission server at the TEC in the presence of representatives of the political party and observers.



## Manual counting of ballots

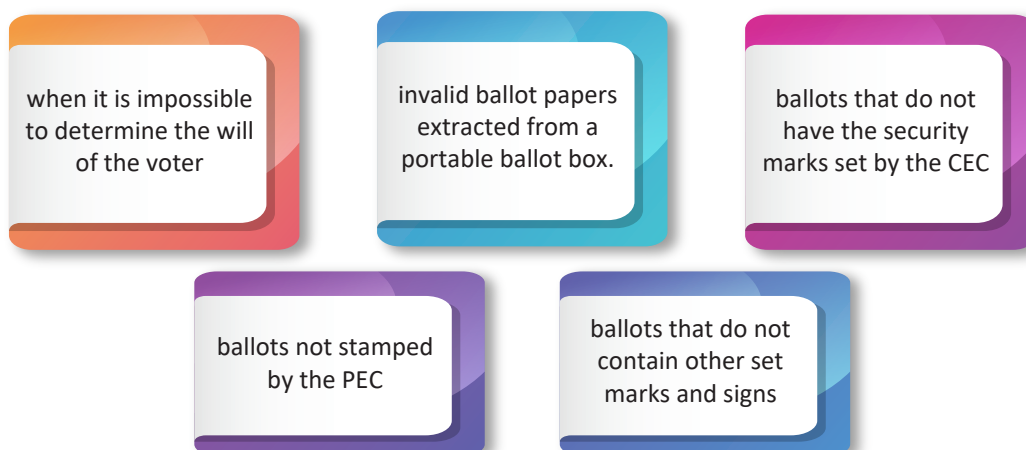
The counting of votes begins immediately after the end of voting and is carried out without interruption until the results of voting are established in the same room where the voting was conducted.

The place where the votes are directly counted must be equipped in such a way that all members of the Precinct Election Commission, representatives of political parties and observers can access it. At the same time, a full review of the actions of members of the Precinct Election Commission should be provided for all persons present at the counting.



Ballots of an unspecified form are considered to be ballots whose content and / or form do not correspond to the text and form of the ballot approved by the Central election Commission, such ballots are not taken into account during the vote count.

Invalid ballots are:



Such ballots are counted and added together separately.

Ballot papers containing marks, handwriting or other handwriting on the reverse side, regardless of their content, may not be declared invalid

In case of doubt about the recognition of a ballot as invalid the Precinct Election Commission decides the matter by vote, with on the reverse side of the ballot shall state the reasons for its invalidity, and this entry is confirmed by the signatures of the Chairperson and Secretary of the Precinct Election Commission, the seal of the Commission. An act is being compiled.

The total number of invalid ballots is entered in the Protocol on the results of voting in line 8 and in its enlarged form.

Then the votes are counted on the ballots of the established form separately for each party and the «Against all» position. The counting of sorted ballots is carried out aloud, by transferring them one by one from one bundle to another in such a way that the persons present at the counting can hear and see the voter's mark on the ballot.

Simultaneous counting of ballots from different bundles is not allowed

Data is entered in the Protocol on the results of voting and in its enlarged form.

All individuals present at the counting of votes can visually familiarize themselves with the ballots, subject to the control of the members of the PEC.

At the request of a representative of a political party or an observer to make a recount of votes, ballots are recounted with the direct participation of a representative of a political party or an observer and the possibility of visual control on their part. At the same time, ballots are counted aloud.

Voting results are determined based on the results of manual vote counting. After that, the control ratios of the data entered in the voting results Protocol are checked in accordance with the procedure approved by the Central election Commission.

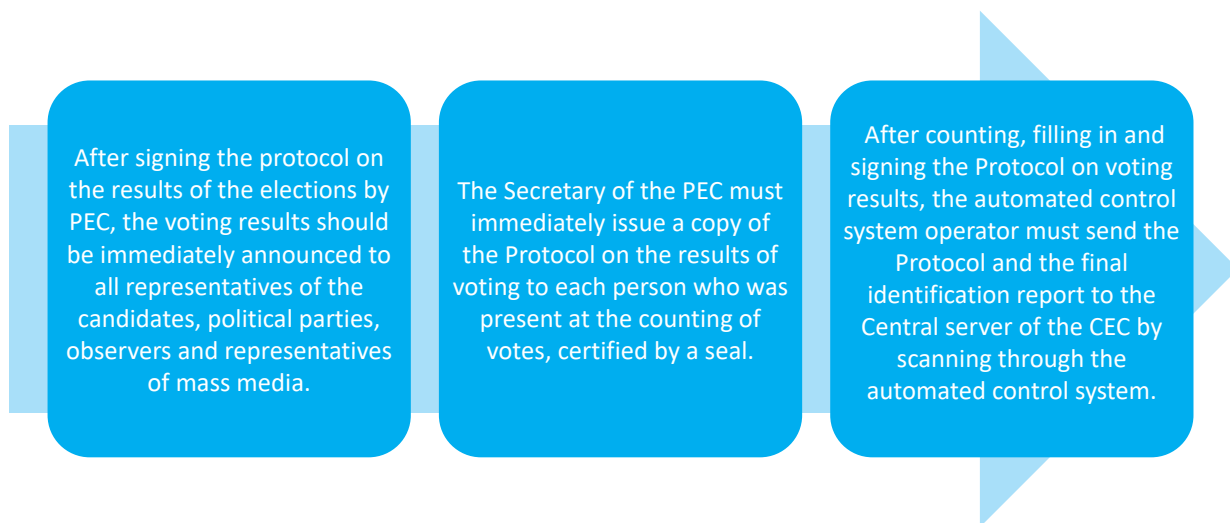


After manual vote counting, the PEC must hold a final meeting. At this meeting, the received applications (complaints) about violations during voting and counting of votes are considered, and decisions are made on each application (complaint).

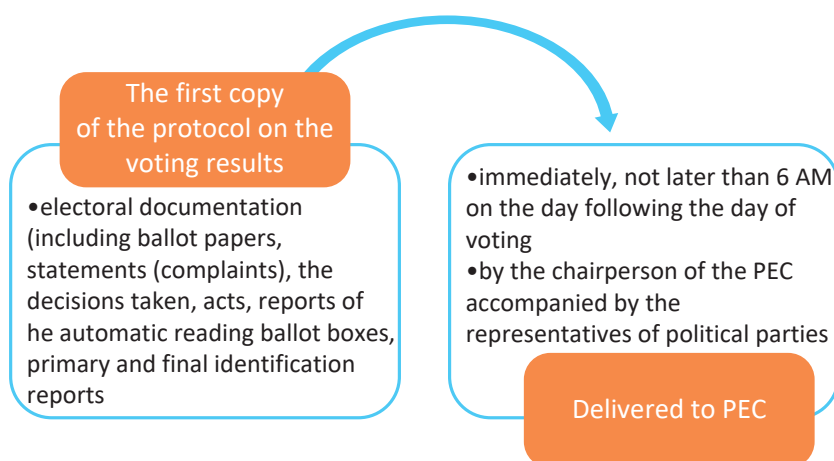
Then the PEC members and applicants who agree with the Commission's decisions, sign the minutes of the final meeting of the Precinct election Commission in two copies.

### **The Protocol on the voting results**

Voting results are recorded in the protocol. When signing the minutes of the final meeting, members of the precinct election Commission who do not agree with the content of the Protocol may attach a special opinion to it, and a corresponding entry is made in the Protocol.



Scanned copies of the protocols are published on the website of the Central Election Commission [protocol.shailoo.gov.kg](http://protocol.shailoo.gov.kg) and available for verification with a paper copy of the Protocol.



The second copy of the protocol and the seal of the PEC should be kept by the PEC Secretary who is responsible as prescribed by the law for their credibility and safety till the end of commission's work

Enlarged form of the protocol on the voting results is displayed for the public in the place determined by the PEC and is kept until end of PEC work

## 17 | Tabulation of the voting results at TEC and establishing the election results at CEC

The Territorial Election Commission accepts the first copies of protocols on voting results from the PEC by act and shall tabulate the voting results for the relevant territory by summarizing the data contained in the protocols.

Based on the voting results, the territorial election commission shall draw up a summary table and a protocol, in which the following data are recorded:

number of the precinct election commissions

number of received protocols which serve the basis for the protocol on voting results

summary data from the protocols of the precinct election commissions



Prior to the signing of a protocol on the results of voting on the relevant territory, the territorial election commission mandatorily holds a final meeting at which it considers statements (complaints) received by the commission in respect of the procedure of voting, the counting of votes and the preparation of protocols of the precinct election commissions.

The election commission shall make decisions on each statement (complaint), then the members of the election commission and applicants who agree with the decisions of the election commission on received statements (complaints) shall sign the minutes of the final meeting of the election commission.

After that the election commission signs the protocol of results of voting on the respective territory. The first copy of the protocol of the election commission is sent to the Central Election Commission immediately after signing along with the first copy of the summary table.

The election results are determined by the Central Election Commission on the basis of the protocols received directly from the territorial election commissions by way of adding up the data contained therein, this shall be done not later than 20 calendar days since the day of voting.



Official website of the CEC: <http://shailoo.gov.kg>

The portal provides information about current events, the election process, meetings, regulations, and the composition of the CEC of the Kyrgyz Republic

Electoral information system: <http://ess.shailoo.gov.kg/>

The resource provides information on the results of voting in past and current elections.



Website for graphical display of the manual vote counting Protocol and the final identification report: <http://protocol.shailoo.gov.kg/>

The resource allows you to get scanned protocols of automated control systems and manual counting of votes in past and current elections.

Portal “Tizme”: <https://tizme.gov.kg/>

Resource of the CEC of the Kyrgyz Republic containing information on voter lists by oblast, gender, and age group.



Map of polling stations: <https://shailoo.gov.kg/kg/map/>

Resource for complaints and requests: <https://shailoo.gov.kg/kg/registry/>  
CEC resource for getting acquainted with complaints and applications submitted to election commissions (CEC, TEC, PEC), decisions and judicial acts adopted on them.



The information resource “Talapker”: <http://talapker.shailoo.gov.kg/>

This resource contains information about political parties and candidates.



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## Contact phone numbers in case of emergency situations

Central Commission for Elections and Referenda of the Kyrgyz Republic

**Address:** 720040, # 50, Pushkin Street, Bishkek city, Kyrgyzstan

**Phone number:** 1255 (short number), reception +996 (312) 660240

**The communication and information department:** +996 (312) 665452, e-mail: [pressa@shailoo.gov.kg](mailto:pressa@shailoo.gov.kg),  
[pr.shailoo@gmail.com](mailto:pr.shailoo@gmail.com)

**Election management department:** +996 (312) 66-01-16, +996 (312) 62-35-69,

**Legal department:** +996 (312) 620184,

**Office management sector:** +996 (312) 620823, +996 (312) 626285, e-mail: [document@shailoo.gov.kg](mailto:document@shailoo.gov.kg)