

**REPUBLIC OF ALBANIA**

**CENTRAL ELCTION COMMISSION**

**D E C I S I O N:**

**ON APPROVAL OF DECISIONS AND DOCUMENTATION TEMPLATES OF CEAZ FOR PARLIAMENTARY ELECTIONS OF JUNE 23, 2013**

The Central Election Commission in its meeting dated 28.01.2013, with the participation of:

Lefterije LLESHI (LUZI)- Chairwoman

Denar BIBA- Vice Chairman

Albana SHTYLLA - Member

Hysen OSMANAJ- Member

Ilirjan MUHO- Member

Jani JANI- Member

Vera SHTJEFNI- Member

reviewed the issue with :

**OBJECT:**  On approval of templates of CEAZ decisions and

documentation for Parliamentary elections of June 23,2013.

**LEGAL REFERENCE:** Article 21 paragraph 1 and 2, Article 29, paragraph 2, Article 33, letter b and c, Article 34, letter g, Article 39, Article 95, Article 115, paragraph 6 of Law 10019, dated 29.12.2008 "The Electoral Code of the Republic of Albania".

The Central Election Commission after examining the submitted documentation and hearing the discussions of the participants;

**NOTES:**

Pursuant to Article 21, paragraph 2, the CEC decides to unify electoral practices. In this context, the CEC approved templates of decisions to be taken by the CEAZ and templates of electoral documentation it uses to administer the process in Electoral Administration Zone.

According to Article 29, paragraph 2, Article 33, letter "b", Article 39 of the Electoral Code, it is the legal obligation of the CEAZ to nominate the chairman and deputy chairman of CEAZs, to appoint the chairman, secretary and members of the VCC, to appoint counting group members, to dismiss and discharge from duty the members of the VCC.

All of these procedures are presented respectively in: Model 01 V, on the proposal of Chairman of CEAZ, Model 02 V, on the proposal of Deputy Chairman of the CEAZ, Model 03 V "On appointment of members of VCC "Model 04 V "On appointment of the chairman and secretary of VCC's", Model 06 V, "On appointment of counting team members" Model 07 V "On discharge and appointment of VCC members", Model08 V "On dismissal of a VCC member" Model 09 V " On dismissal and the appointment of the chairman and / or secretary of the VCC.

According to Electoral Code in Article 95 paragraph 1, the CEAZs decide on establishing the counting teams. This decision is reflected in Model 05 V "establishing of counting teams."

According to Article 33 letter "c" of the Electoral Code, the CEAZ registers in Protocol Book of meetings and, when appropriate, verifies information or claims of electoral subjects in the zone, reflecting them in the protocol book. This book also reflects the daily meetings and activities of the CEAZ.

Article 34 of the Electoral Code, which provides for the duties of the CEAZ secretary, among other things, determines that the Secretary shall keep a register of decisions and protocols requests, complaints and reports sent to the CEAZ. As a result, the CEAZ keeps a record of correspondence in its daily job.

Also, the Secretary, at the voters’ request, issues certificates stating that the voters are/are not in the final list of the respective electoral administration.

Article 115, paragraph 6, of the Electoral Code, provides that CEAZ holds the record of findings, listing all irregularities in the process of receipt of ballot boxes from VCC to CEAZ and during the counting process in the BCC.

**FOR THESE REASONS**

The Central Election Commission based on Article 21 paragraph 1 and 2, Article 29, paragraph 2, Article 33, letter b and c, Article 34, letter g, Article 39, Article 95, Article 115 paragraph 6 of Law 10019, dated 29.12.2008 "The Electoral Code of the Republic of Albania, amended,

**DECIDED:**

1.To approve models of CEAZs decisions for Parliamentary elections of 23 June 2013, as follows:

a. Model 01 V: Decision on the proposal of chairman of the CEAZ;

b. Model 02 V: Decision on the proposal of the deputy chairman of the CEAZ;

c. Model 03 V: Decision on the appointment of members of the VCC;

d. Model 04 V: Decision on the appointment of chairman and secretary of the VCCs;

for. Model 05 V: Decision on appointment of ballot counting teams;

f. Model 06 V: Decision on the appointment of counting team members;

g. Model 07 V: Decision to dismiss and appoint of members of the VCC;

h. Model 08 V: Decision to dismiss a member of the VCC;

i. Model 09 V: Decision to dismiss and appoint the chairman and / or secretary of the VCC;

2.To approve the templates of CEAZ work documentation for 23 June 2013 parliamentary elections, as follows :

a. Model 01 R: the Meeting Records Book of CEAZ;

b. Model 02 R: Register of CEAZ decisions;

c. Model 03 R: Register of CEAZ correspondence;

d. Model 04 R: Records of Findings;

e. Model 05 R: Certification for voters who are on the final list of voters in the respective electoral administration;

f. Model 06 R: Certification for voters who are not on the final list of voters in the respective electoral administration;

3.This decision shall enter into force immediately.

Documentation templates

Work registers