

### REPUBLIC OF ALBANIA

**CENTRAL ELECTION COMMISSION**

**DECISION**

**ON APPROVAL OF**

**MANUAL OF ADMINISTRATION COMMISSION OF ELECTORAL ZONE, PART ONE,**

**FOR ELECTIONS FOR LOCAL GOVERNMENT BODIES,**

**DATED 21 JUNE 2015**

Central Election Commission in its meeting datës16.03.2015, with the participation of:

Lefterije LUZI- Chair Woman

Denar BIBA- Deputy Chair

Edlira JORGAQI- Member

Gëzim VELESHNJA- Member

Hysen OSMANAJ- Member

Klement ZGURI- Member

Vera SHTJEFNI- Member

reviewed the case with

**OBJECT:** On approval of the MANUAL of the Commission of Electoral Administration Zone, the first part, for the elections to local government bodies, dated June 21, 2015.

**LEGAL BASIS:** Article 23, point 1, letter "a", the Law nr.10019, dated 29.12.2008 "The Electoral Code of the Republic of Albania", as amended, and the decision of the CEC No. 12, dated 01.21.2015 "On approval of training strategy election commissioners for the elections to local government bodies, dated 21 June 2015 ".

CEC after reviewing the submitted documentation and hearing the discussions of representatives of political parties,

### NOTES

Central Election Commission with decision nr 12, dated 12.01.2015, has approved the training strategy of electoral commissioners, for election for local governement bodies , dated 21 june 2015. In implementation of the training strategy,it is prepared the Manual of CEAZ, part one and the Work Book of CEAZ, part one.

The Manual of CEAZ(part one) clarifies the duties of CEAZ , from the moment of constitution until the preparation of the Ballot Counting. The manual aims to help the members of CEAZ for their activities in the electoral proces of administration on EAZ. Knowledge, understanding and appropriation of the procedures provided in this manual, will affect the:

* Raising the professional level of administration of CEAZ members;
* Solution with professinalism,impartialy,effectiveness by the commissioners of the CEAZ , for all the problems created while on duty;
* administration of the electoral process and the legal enforcement of their functional duties, in accordance with the principles and rules set by the Electoral Code of the Republic of Albania and the laws issued by the CEC, to achieve the standards.

**FOR THESE REASONS**

Based on Article 23 , point 1, letter "a", the Law no. 10019, dated 29.12.2009 "The Electoral Code of the Republic of Albania", amended, the Central Election Commission,

**D E C I D E D:**

1. To approve the Manual of the Commission of Electoral Administration Zone, the first part, for the elections to local government bodies, dated June 21, 2015, according to the material attached.
2. To approve the work book of CEAZ, first part, according to the attached material.
3. This Decision shall enter into force immediately.

**Lefterije LUZI - Chair Woman**

**Denar BIBA- Deputy Chair**

**Edlira JORGAQI- Member**

**Gëzim VELESHNJA- Member**

**Hysen OSMANAJ - Member**

**Klement ZGURI - Member**

**Vera SHTJEFNI - Member**