



Republic of Liberia
National Elections Commission (NEC)



Guidelines for Representatives of Political Parties and Independent Candidates

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Part I.
GENERAL PROVISIONS

Section 1. Citation

These guidelines may be cited as the Guidelines for Representatives of Political Parties and Independent Candidates.

Section 2. Definitions

In these Guidelines, unless the context otherwise requires:

- (a) "Representative" means an individual representing a registered political party, or accredited coalition or alliance, or an independent candidate whose nomination has been accepted by the National Elections Commission and who is accredited by the National Elections Commission for the purpose of monitoring the conduct of electoral procedures by officials of the Commission during the registration exercise, polling, counting of the votes and announcement of election results;
- (b) "The Commission" means the National Elections Commission;
- (c) "Electoral process" means all electoral activities conducted by the Commission, including the registration of voters, polling, counting of ballots and announcement of results;
- (d) "The Election Law" means the 1986 New Elections Law, as amended; and
- (e) "Monitor" means the right of a representative of a political party or an independent candidate to observe and bring to the attention of the election official concerned any procedural or other irregularity occurring at a registration center, exhibition centers, determination of objections, nomination proceedings, polling place or counting center, and announcement of results, without interfering in or obstructing the electoral process.

Section 3. Representatives of political parties and of independent candidates

- (1) Registered political parties, including accredited coalitions or alliances, shall be entitled to nominate representatives who shall monitor the electoral process.
- (2) Independent candidates who have appeared on the Final List of Candidates issued by the Commission shall be entitled to nominate representatives to monitor the electoral process.

Section 4. Monitoring by representatives of political parties and of independent candidates

- (1) The right of representatives of political parties and of independent candidates to monitor the electoral process in the electoral districts which they are contesting is safeguarded by law (Section 4.9 of the 1986 New Elections Law).
- (2) Every registered political party or independent candidate shall be entitled to nominate not more than two representatives in connection with the registration and election exercises at every registration center, polling place, counting center and at the Office of the Magistrate of Elections.
- (3) Only one representative from each political party and from each independent candidate, as referred to in sub-guideline 4(2), shall be allowed inside the registration center, polling place, ~~counting center~~ ^{ballot center} and at the Office of the Magistrate of Elections while the registration and election exercises are underway.
- (4) A registered political party or independent candidate may, at any time and with written notice to the Magistrate of Elections, revoke the nomination of any representative and replace that person with another.

Part II:

ACCREDITATION OF REPRESENTATIVES

Section 5. Request for accreditation of representatives of political parties and independent candidates

- (1) Each political party and independent candidate shall request accreditation of its representatives using Form PPCR 001.
- (2) The request for accreditation of representatives shall be accompanied by:
 - (a) List of Nominated Representatives, Form PPCR 002; and
 - (b) Declaration of Representative, Form PPCR 003.
- (3) The political party or independent candidate shall also furnish such further information or documentation as may be required by the Commission.
- (4) The request for accreditation shall be submitted to the Magistrate of Elections in the county concerned.
- (5) Forms to request accreditation shall be available at the headquarters of the Commission in Monrovia, at the Liaison Office, and at offices of the Magistrates for Elections and shall be free of charge.
- (6) A request for accreditation shall be submitted to the Magistrate of Elections no later than two (2) weeks before elections day.

- (7) As soon as practicable, the Magistrate of Elections shall inform the political party / independent candidate that its request has been received.

Section 6. Decision of Commission on accreditation

- (1) If the Magistrate of Elections finds that the application for accreditation of representatives from a political party or independent candidate complies with the requirements set out herein, he/she shall accredit the representatives for the purpose of these guidelines and notify the applicant within seven (7) days of receipt.
- (2) If the Magistrate of Elections finds that the application for accreditation of representatives from a political party or independent candidate does not comply with the requirements set out herein, he/she shall notify the applicant in writing of the decision and reasons. Deficiencies in the application may be rectified by the applicant, without prejudice to the deadline of submitting requests for accreditation.
- (3) An applicant whose application for accreditation has been rejected by the Magistrate of Elections shall have the right to appeal to the Commission within three (3) days.
- (4) The Commission shall determine the appeal within three (3) days of receipt.
- (5) Decisions of the Commission with regard to applications are final.

Section 7. Accreditation of representatives

- (1) Following the accreditation of the representatives of a political party or independent candidate by the Magistrate of Elections, the Magistrate shall immediately issue to the political party / independent candidate such number of representative identification cards as accredited representatives.
- (2) The representative identification card shall include the logo of the Commission and the signature of the authorized official of the Commission.
- (3) The political party / independent candidate shall issue the accredited representatives with the representative identification cards authorized by the Commission.
- (4) The political party / independent candidate shall also issue the Code of Conduct for Representatives of Political Parties and Independent Candidates to the representatives.

Part III.
OTHER PROVISIONS

Section 8. Rights and obligations of representatives

- (1) Every accredited representative is entitled to attend and monitor at any time the electoral process at registration centers, exhibition centers, nomination places, polling places, counting centers and at other premises used for the electoral process by the Commission or its officials.

- (2) Every accredited representative shall abide by the Election Law, regulations and guidelines issued by the Commission, the Code of Conduct for Political Parties and the Guidelines and Code of Conduct for Representatives of Political Parties and Independent Candidates.
- (3) Every accredited representative shall be familiar with the electoral procedures and the Code of Conduct for Representatives of Political Parties and Independent Candidates.
- (4) No representative shall disrupt electoral activities.
- (5) No representative shall make any remark aimed at influencing other persons on the premises where electoral activities are being conducted.
- (6) Representatives shall, while observing electoral activities, visibly display their identification cards and any other documentation required by the Commission. If requested by a Magistrate of Elections or registration official, the representative shall also produce a copy of the letter of his/her nomination by the political party or independent candidate.
- (7) Representatives shall not display anything which identifies them as a representative of a particular political party or candidate.
- (8) The Registrar, Presiding Officer, Magistrate of Elections or other official of the Commission may, notwithstanding any provisions to the contrary contained in these guidelines, order any political party representative or representative of an independent candidate to leave the registration center, polling place, counting center, office of the Magistrate of Elections, or location where electoral activities are being conducted until such time as the representative consents to comply with his/her duties and obligations pursuant to these Guidelines.

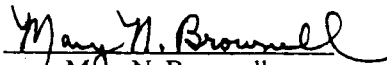
Section 9. Revocation of accreditation

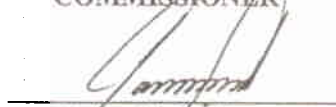
- (1) The Commission may revoke the accreditation of a representative of a political party or independent candidate upon a determination that the individual has:
 - (a) failed to comply with a lawful instruction, direction or order issued by or on behalf of the Commission;
 - (b) hindered or obstructed any official of the Commission in the conduct of his or her duties; or
 - (c) infringed the Guidelines or Code of Conduct for Representatives of Political Parties and Independent Candidates.

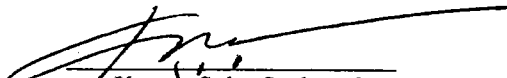
Approval of Guidelines for Representatives of Political Parties and Independent Candidates:

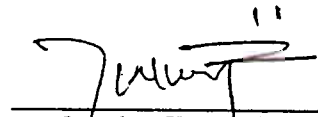
DONE UNDER OUR HANDS AND SEAL OF THE
NATIONAL ELECTIONS COMMISSION (NEC)
THIS ____ DAY OF APRIL A.D. 2005

Signed:


Mary N. Broynell
COMMISSIONER


James K. Chelley
COMMISSIONER


Karmó Soko Sackor, Sr.
COMMISSIONER


Jonathan K. Weedor
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Elizabeth J. Boyenneh
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Clr. Frances Johnson-Morris
CHAIRMAN



Republic of Liberia
National Elections Commission (NEC)



Guidelines on the Establishment of Electoral Districts in Liberia

16 May 2005

PREAMBLE

WHEREAS, Article 89 of the January 6, 1986 Constitution of the Republic of Liberia established the Elections Commission as an autonomous public Commission;

WHEREAS, Section 9, Chapter 2 of the 1986 Elections Law empowers the Elections Commission to formulate and enforce electoral guidelines;

WHEREAS, the National Elections Commission successor to the Elections Commission, was reconstituted by the Comprehensive Peace Agreement signed in Accra, Ghana, on 18th August 2003;

WHEREAS, the Comprehensive Peace Agreement mandates that the electoral system in Liberia be reformed in order to ensure that the rights and interests of all Liberians are guaranteed, and that the elections are organized in a manner that is acceptable to all;

WHEREAS, Section 5 (y) of the Electoral Reform Law of 2004 establishes Electoral Districts as the amalgamation of voting precincts by the National Elections Commission for the purpose of electing members of the House of Representatives;

WHEREAS, the National Elections Commission shall define and publish the number of Electoral Districts for each county on or before 15 July 2005;

NOW THEREFORE:

The National Elections Commission hereby promulgates the following guidelines pertaining to the creation of Electoral Districts in Liberia for the sole purpose of the October 2005 elections:

Part I: GENERAL

These guidelines may be cited as the Guidelines on the Establishment of Electoral Districts in Liberia.

In these guidelines, unless the context otherwise requires:

- (a) "Electoral District" means one of 64 units comprised of the amalgamated Voter Registration Centers for the purposes of the House of Representatives within a given county;
- (b) "The Commission" means the National Elections Commission;
- (c) "Amalgamation" means the combination of Voter Registration Centers to form Electoral Districts;
- (d) "The Reform Law" means the Electoral Reform Law of 2004;
- (e) "Criteria" means those factors to be considered in the establishment of the amalgamation of Voter Registration Centers to form Electoral Districts;
- (f) "Population Quota" means the total number of registered voters across all counties divided by 64, the total number of House seats; and
- (g) "Contiguous" in the establishment of Electoral Districts means wholly contained within one area.

Part II: Context

The Electoral Reform Law stipulates that Liberia adopt a first past the post electoral system that relies exclusively on single-member Electoral Districts to elect members by simple majority to the House of Representatives, therefore, it is necessary to allocate seats accordingly.

Furthermore, pursuant to Section 4 of the Electoral Reform Law, the sixty-four (64) seats shall be distributed among the 15 counties on the basis of the number of registered voters in each county, provided no county receives less than 2 seats.

Additionally, no Electoral District shall cross a county boundary, and Electoral Districts shall be contiguous as far as is practicable.

Part III: Seat Allocation

After the number of registered voters in each county has been tabulated, the total number of registered voters for all the counties and the population quota can be established.

Two (2) seats are hereby automatically allocated to each of Liberia's fifteen (15) counties irrespective of the number of registered voters in the county. Thirty (30) of the total number of sixty-four (64) House seats shall be so allocated.

The remaining thirty-four (34) seats shall be allocated to the counties on the basis of the relative number of registered voters in each county. Only counties that have the requisite quota of registered voters, based on the balance of total number of registered voters, may be awarded any of these 34 seats each time a county achieves the quota.

Part IV: Establishment of Electoral Districts

The Commission shall establish 64 Electoral Districts to represent amalgamated units of Voter Registration Centers for the purpose of the House of Representatives elections.

The primary criterion for the establishment of the Electoral Districts is the total number of registered voters in a given county. An Electoral District will be established according to the registered voter population quota for a given county. The Voter Registration Centers will be amalgamated to form Electoral Districts based on the tabulated number of persons registered to vote at each center.

When amalgamating Voter Registration Centers to form Electoral Districts, the Commission shall endeavour, as much as is practicable, to have relatively equal number of registered voters represented within each Electoral District, notwithstanding the deviations that result from the 2 seat minimum per county.

Additional criteria guiding the establishment of Electoral Districts may include, as much as practicable, contiguity, geographic features, the existing administrative district and tribal/chiefdom boundaries and communities of interest.

Part V: Publication

The Commission shall publish the final Electoral Districts on or before 15 July 2005.

Hon. Mary N. Brownell
COMMISSIONER

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Hon James K. Chelley, Sr
COMMISSIONER

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