

Approved by Decision 5/28 dated on June 05, 2013 of Central Election Commission of the Republic of Azerbaijan.

RULES
for the distribution (deliverance) of notifications on time and place of the voting to citizens in elections (referendum) conducted in the Republic of Azerbaijan

Relations on distributing (deliver) notifications on the place and time of the voting to voters shall be regulated by Election Code of the Republic of Azerbaijan and the Rules.

1. General provisions

1.1. A notification is a document that invites citizens with active suffrage to participate in elections. The document indicates the time of conducting the voting, provides methodical assistance to the person invited to the voting to implement his/her voting right and aids to determine the place of the polling station (voting) precisely.

1.2. As a means of informing voters, relevant election commissions shall carry responsibility for the preparation and distribution of notifications to citizens.

2. Preparation and distribution of the notifications to lower election commissions

2.1. Requirements for the format, number and preparation of notifications shall be approved by Central Election Commission of the Republic of Azerbaijan at least 40 days prior to the voting day and notifications shall be prepared at the publishing house in the defined form and number.

2.2. After getting notification forms from the publishing house, they shall be distributed upon the act by indicating their number and date of issue at the relevant Constituency Election Commission (Con.EC). This act shall be stamped and signed by chairpersons and secretaries of the Con.EC, head of the relevant structure sector of the Secretariat of Central Election Commission.

2.3. The number of the notifications provided to each Precinct Election Commission (PEC) shall be determined by the decision of the

Con.EC and provided to PECs by the Con.EC by compiling relevant act at least 15 days prior to the voting in the above-mentioned case.

3. Distributing notifications to voters and implementing distribution record

3.1. Precinct Election Commissions shall certainly ensure delivering notifications to voter up to the voting day. It is advisable to end delivering notifications to voters 7 days prior to the voting day. Besides members of the PECs, representatives of relevant organizations (communal-utilities on the area and etc.) can take part in the process of the distribution of notifications.

3.2. Notifications shall be distributed to voters personally on residences and working places. When the person himself/herself is absent in the residence or working place because of certain reasons, then the notification should be submitted to his/her family member at the mature age or the administration of the office, organization and institute where he/she works.

3.3. The magazine tied together, signed and made into pages by the Con.EC and submitted to the PEC should contain relevant notes on this.

3.4. Charging the persons not at the mature age, as well as schoolchildren with the submission of notifications to voters shall be prohibited.

3.5. Statistic information about the distribution of notifications shall be conveyed by the PEC to the Con.EC and Information Center of CEC Secretariat via e-mail.

3.6. By summarizing the information collected about this issue, the Con.EC shall ensure conveying of this information to Central Election Commission.

4. Final provisions

4.1. Since the enforcement of the Rules, the “Rules for the distribution (deliverance) of notifications on time and place of the voting to citizens in elections (referendum) conducted in the Republic of Azerbaijan” approved by Decision # 32/149 dated October 5, 2005 of the Central Election Commission shall be considered invalid.