

DECISION

of the Central Election Commission of the Republic of Azerbaijan
on making amendments to “Regulation of the Central Election Commission
of the Republic of Azerbaijan”

The improvement of the structure and increasing the efficiency of the activity of the Secretariat of the Central Election Commission of the Republic of Azerbaijan (hereafter referred to as- CEC) necessitated making amendments to the “Regulation of the Central Election Commission of the Republic of Azerbaijan”.

Basing on the above-mentioned and pursuant to Articles 19.4, 19.14, 28.2, 28.4 and 28.5 of the Election Code of the Republic of Azerbaijan, the Central Election Commission of the Republic of Azerbaijan **decides**:

1. The “Regulation of the Central Election Commission of the Republic of Azerbaijan”, approved by the CEC decision # 1/4, dated 24 February 2012 shall be edited as follows:

1.1. Semi-item # 3.2.6, paragraphs 3.2.5.2 and 3.2.9.1, items # 4.14, 4.15 and 4.20 shall be annulled.

1.2. Semi-item # 3.2.5 shall be added the following paragraph:

“3.2.5.2-1. Sector of Human Resources;”.

1.3. The words “public relations” in the semi-item # 3.2.7 and item # 4.16 shall be replaced with the words “communication”.

1.4. The item # 3.2 shall be added the following paragraph:

“3.2.7-1. Department of Work with Political Parties and Public Organizations;

3.2.7-1.1. Sector of Work with Political Parties in Elections (referendum);

3.2.7-1.2. Sector of Work on Financial Reports of Political Parties;”.

1.5. Part 4 shall be added the following item:

“4.14-1. Sector of Human Resources

4.14-1.1. shall ensure the implementation of the relevant activity with personnel records and appropriate documents;

4.14-1.2. shall carry out the compilation, official recording and maintenance of labor contracts;

4.14-1.3. shall ensure the preparation of relevant documents and references;

4.14-1.4. shall implement other instructions by the administration.”.

1.6. Semi-item # 4.16.6 shall be regarded as semi-item # 4.16.10, semi-item # 4.16.7 shall be regarded as semi-item # 4.16.6 and semi-item # 4.16.8 shall be regarded as semi-item # 4.16.11;

1.6.1. The item # 4.16 shall be added the following semi-items:

“4.16.7. “shall arrange the effective and purposeful communication activity;

4.16.8. shall enlarge the communicational means with the interested parties and target groups;

4.16.9. shall implement educational activities with the aim of effective communication;”.

1.7. Part 4 shall be added the following items:

“4.16-1. Department of Work with Political Parties and Public Organizations

4.16-1.1. shall ensure building fruitful relationship with political parties and public organizations;

4.16-1.2. shall prepare suggestions for the development of the relationship with political parties and public organizations;

- 4.16-1.3. shall prepare suggestions for the conduct of educational activities on election right with the relevant organizations;
- 4.16-1.4. shall participate in the compilation of the CEC reports;
- 4.16-1.5. shall participate in the preparation of materials and recommendations to render methodical assistance to political parties and public organizations;
- 4.16-1.6. shall prepare analytical and timely information, opinions, references, response letters regarding the inquiries, appeals, applications and complaints sent to the Department by the Commission Chairman upon completion of the implementation of them;
- 4.16-1.7. shall fulfill other duties within their competence.
- 4.16-2. Sector of Work with Political Parties in Elections (referendum)
- 4.16-2.1. shall ensure building the relationship with political parties in elections (referendum);
- 4.16-2.2. shall fulfill other duties within their competence.
- 4.16-3. Sector of Work on Financial Reports of Political Parties
- 4.16-3.1. shall receive and examine annual financial reports of political parties;
- 4.16-3.2. shall implement relevant activities to publicize annual financial reports of political parties;
- 4.16-3.3. shall fulfill other duties within their competence.”.
- 1.8.** The item # 6.9 shall be added the words “senior operator”.
- 1.9.** Part 6 shall be added the following item:
- “6.10. Housekeeper
- 6.10.1. shall carry out cleanness works in service and subsidiary rooms;
- 6.10.2. shall execute other instructions by the head of the department.”.
- 2.** The Central Election Commission shall undertake the activities implied in the legislation for the official publication and enforcement of the Decision.

Chairman

Mazahir Panahov

CEC Secretary

Arifa Mukhtarova

CEC Secretary

Mikayil Rahimov