

Approved by Decision 5/24 dated on June 5, 2013 of Central Election Commission of the Republic of Azerbaijan and amended by Decision # 3/12, dated May 26, 2017, Decision # 1/2, dated March 15, 2019 and Decisions # 3/8 and 3/9 dated 3 September 2021

Regulation on the control-inspection service of the Central Election Commission of the Republic of Azerbaijan

Determination of the rules for establishment of control-inspection service, legal state, duties and function shall be regulated by Article 97 of Election Code of the Republic of Azerbaijan (hereafter referred to as - Election Code) and this Regulation.

1. General provisions

1.1. Control-inspection service shall be established by Central Election Commission to ensure the activity defined by Election Code and this Regulation (with the aim of ensuring control of expenditure of funding allocated to election commissions, correct registration and use of election funds and sources of funding).

1.2. Control and inspection service shall be formed in term of office of the Central Election Commission.

1.3. Control-inspection service shall include members of Central Election Commission and officials of the Secretariat, as well as, representatives of the relevant state institutions upon the agreement of CEC Chairman (representatives of the Ministry of Finance of the Republic of Azerbaijan, State Tax Service under the Ministry of Economy of the Republic of Azerbaijan, Central Bank of the Republic of Azerbaijan, Chamber of Accounts of the Republic of Azerbaijan).

1.4. One of the members of Central Election Commission included in the control-inspection service shall be appointed the head of the service.

1.5. In its activity control and inspection service takes as a basic Election Code, this Regulation and other legislative acts adopted by Central Election Commission of the Republic of Azerbaijan.

1.6. Organizational, legal and logistical support to the control and inspection service shall be provided by Central Election Commission.

1.7. For official correspondence of the control and inspection service application forms of the Central Election Commission shall be used.

2. Rules of formulation of control and inspection service

2.1. Head of control and inspection service and representatives of Central Election Commission shall be appointed and dismissed by the decision of the Commission.

2.2. The representatives of other institutions involved in the control-inspection service shall be included in the service by the Chairman of Central Election Commission upon the agreement of the heads of these institutions.

2.3. Upon the official publication of the decision (order) on elections appointment, relevant institutions shall send specialists at the number defined by Central Election Commission to be included in the control-inspection service for the election period.

2.4. Members control and inspection service are temporarily released from their employment, their salaries and other payment will be preserved in their permanent working place and they are paid additional salary in accordance rules and amount defined by the Central Election Commission.

2.5. Specialists included in the composition of control and inspection service shall be send on the basic of the head of control and inspection service with the order of chairman of the Central Election Commission by the allocation of Central Election Commission to the business trip.

3. Duties of control and inspection service

3.1. Control-inspection service shall implement the following duties upon the instruction of Central Election Commission.

3.1.1. Inspects financial reports of Central Election Commission and lower election commissions;

3.1.2. Inspects financial reports of candidates, registered candidates, political parties and blocs of political parties, campaign group on referendum;

3.1.3. Obtains necessary information on issues concerning control and inspection service, and finance of elections from the executive authorities, municipalities, physical and legal entities;

3.1.4. Prepares documents on financial violation occurred during the finance of election in lower election commissions;

3.1.5. Involves experts for preparation expert opinions and conduct of inspection;

3.1.6. Inspects other issues related finance of elections according to the legislation;

3.1.7. Compiles an act and reference on results of inspection and submit it to the Chairman of the Central Election Commission;

3.1.8. To set a task before Central Election Commission on implementation of measures of accountability for the violation occurred during finance of election by physical and legal entities, candidates, registered candidates, political parties and blocks of political parties and referendum campaign groups.

4. Rights of control and inspection service

- 4.1. Control and inspection service shall have following rights:
- 4.1.1. To require information and reference related to their authority from the relevant subjects;
 - 4.1.2. to reply to the appeals within 10 days, 5 days prior to the voting day and immediately on the voting day;
 - 4.1.3. to ensure the control of inspection of funding allocated to election commissions for purposeful expenditure;
 - 4.1.4. to ensure control the receipt of funding to the election funds of candidates, registered candidates, political parties and blocs of political parties and referendum campaign groups, the registration of these funds and their purposeful expenditure;

Note: Requests of the control and inspection service should be answered by the executive authorities, municipalities, legal and physical entities within 10 days, or immediately if 5 days prior to or on voting day.

5. Duties and responsibilities of head of control and inspection service

- 5.1. Head of control and inspection service shall have following rights:
- 5.1.1. To make inquiry with relevant institutions and organizations and receive information;
 - 5.1.2. to instruct the persons included in the service and the specialists (experts) involved in the activity of this service.
- 5.2. Head of control-inspection service shall implement the following duties:
- 5.2.1. Organizes activity of control and inspection service and make report about activity to the Central Election Commission;
 - 5.2.2. Distributes responsibilities between persons included in the composition and specialists (experts) involved in the activity service, gives instructions to them and controls their fulfillment;
 - 5.2.3. Upon the instruction of Central Election Commission, experts shall be involved to hold inspections and prepare expert opinions.

6. Final provisions

6.1. Since the enforcement of this Regulation, the “Regulation for the control-inspection service under the Central Election Commission” approved by Decision # 3/11 dated June 21, 2003 of the Central Election Commission shall be considered invalid.