

*Approved by the decision # 2/5  
of the Central Election Commission  
of the Republic of Azerbaijan  
dated April 16, 2016*

## C A L E N D A R P L A N

### ON BASIC ACTIVITIES AND MEASURES FOR PREPARATION AND CONDUCT OF REPEAT ELECTIONS TO THE MILLI MAJLIS OF THE REPUBLIC OF AZERBAIJAN ON AGHDASH CON.EC 90

By Order of President of the Republic of Azerbaijan, dated April 12, 2016,  
the repeat Elections to the Milli Majlis of the Republic of Azerbaijan on Aghdash Con.EC # 90 are appointed  
to Saturday, June 18, 2016

#	Basic activities and measures	Executors	Timeframe	
			Established by the Election Code of the Republic of Azerbaijan	Recommended period
1	2	3	4	5
1	Nomination of candidates to deputy	Eligible citizens on their own initiatives, voters' initiative groups, political parties, blocs of political parties	After the official publication of the Order of President of the Republic of Azerbaijan on the appointment of elections  Articles: 3, 53, 54, 146	
2	Adoption of the substantiated decision on the approval or refusal from candidate nomination	Constituency Election Commission	Within 5 days after providing the election commission with relevant documents  Articles: 53.6, 54.9	

3	Submission of signature sheets to a candidate or his/her authorized representative, as well as, to authorized representatives of political parties and blocs of political parties	Constituency Election Commission	Since the day of making a decision on nomination of a candidate  Articles: 53.6, 54.9	
4	Collection of voters signatures in support of candidates	The citizen of the Republic of Azerbaijan aged 18 who have active suffrage , candidate, political parties, political party blocs	After the adoption of a decision of Constituency Election Commission on the approval of candidate nomination Articles: 56 , 57, 147	
5	Appeal to the Central Election Commission to conduct observation	On own initiative of a citizen of the Republic of Azerbaijan who has an active suffrage, or by the registered candidate, political party, political party bloc, as well as, non-governmental organization functioning in the field of elections; International (foreign) observers (with registration by the Central Election in accordance with the relevant invitation in a manner defined by law)	10 days prior to the conduct of elections since the day of declaring elections  Articles: 1.1.19, 1.1.20, 40.4 – 40.6, 44	Up to June 8, 2016
6	Submission of the applications on observation to the relevant Constituency Election Commission	On own initiative of a citizen of the Republic of Azerbaijan who has an active suffrage, or by the registered candidate, political party, political party bloc, as well as, non-governmental organization functioning in	5 days prior to the conduct of elections since the day of declaring elections  Articles: 1.1.19, 40.4, 40.5, 40.7	Up to June 13, 2016

		the field of elections		
7	Appeal to the Central Election Commission to get a specific permission to observe sessions of election commissions up to the voting day	On own initiative of a citizen of the Republic of Azerbaijan who has an active suffrage, or by the registered candidate, political party, political party bloc, as well as, non-governmental organization functioning in the field of elections	10 days prior to the conduct of elections since the day of declaring elections  Articles: 1.1.19, 40.4, 40.5, 40.13,	Up to June 8, 2016
8	Registration of observers and providing them with badges in a format designed by the Central Election Commission	Central Election Commission          Constituency Election Commissions	Within 3 days after the submission of the application to conduct observation to the Central Election Commission       And within 2 days by the Con.EC.  Articles: 25.2.20, 40.6, 40.7, 40.13, 44.4	

1	2	3	4	5
9	Organization of trainings for the awareness-raising of Con.EC and PEC members and implementation of other programs to increase their professional skills	CEC Training Groups, Information Centre of the CEC Secretariat	Articles: 25.2.7, 25.2.10	Regular
10	Comments on election legislation on TV programs and other broadcasting organizations, ensure the increase of law-based knowledge of election stakeholders (speeches, interviews, round tables), preparation and display of visual aids (video clips, posters, booklets and so on)	Central Election Commission	Articles: 25.2.7, 25.2.10	Regular
11	Opening special election accounts for the formation of election fund	A candidate or his/her authorized representative, authorized representatives of political parties, blocs of political parties	Within 5 days after submission of notification on nomination of a candidate to the Constituency Election Commission, at least 24 hours prior to the collection of voters' signatures as necessary for the registration  Articles: 91.1, 91.2, 157.1, 157.2	
12	Submission of the election documents necessary for the candidate registration	A candidate or his/her authorized representative, Authorized representatives of political parties, blocs of political parties	At most 50 and at least 30 days, till 18.00 prior to the voting day  Article 58.1	From April 29, 2016 to 18.00, May 19, 2016

13	First preliminary financial report	A candidate or his/her authorized representative, Authorized representatives on financial issues of political parties, blocs of political parties	By attaching the documents necessary for registration  Article 94.3.1	
14	Checking the accuracy of the information included in signature sheets and other documents submitted and the adoption of a decision on registration or refusal from registration of a candidate	Constituency Election Commission	Within 7 days after receipt of the documents  Articles: 60, 148.1	
15	Registration of agents appointed by the candidate, political party or bloc of political parties and providing them with badges	Constituency Election Commission	Within 3 days after receipt of the candidate's written application on the appointment of agents, or submission of the presentation by political party, bloc of political parties, as well as application on consent of a citizen to be an agent  Articles: 72.1, 72.2, 152	
16	Submission voters' lists to make voters familiar with and make updates	Precinct Election Commissions	At least 35 days prior to the voting day Article 48.1	Up to May 14, 2016
17	Posting voters' lists on the CEC website	Central Election Commission	After the approval in a manner defined by the Central Election Commission	

			Article 46.1	
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18	Approval of requirements for preparation rules and number of de-registration (voting) cards for voting	Central Election Commission	At least 45 days to the voting day  Article 101.1	Up to May 4, 2016
19	Delivery of de-registration (voting) cards from the Central Election Commission to Constituency Election Commissions	Central Election Commission	De-registration cards shall be delivered from the Central Election Commission to the Constituency Election Commissions not later than 45 days prior to voting day	Up to May 4, 2016

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20	Delivery of de-registration (voting) cards from Constituency Election commissions to Precinct Election Commissions	Constituency Election Commissions	De-registration cards shall be delivered from Constituency Election Commissions to Precinct Election Commissions – 25 days prior to the voting day	Up to May 24, 2016

			Articles: 101.1, 101.2	
21	Providing a registered candidate with a registration card	Constituency Election Commissions	After the registration  Article 60.7	
22	Publication of the registered candidates' list on election constituencies in periodicals	Central Election Commission	At least 20 days prior to the voting day  Article 148.5	Up to May 29, 2016
23	Conduct of pre-election campaign	Registered candidates, their authorized representatives and agents, political parties, blocs of political parties that have registered candidates, their authorized representatives and agents	Starts 23 days prior to the voting day and ends not later than 24 hours prior to start of voting day  Article 75	Starts on May 26, 2016, ends at 8.00 a.m. on June 17, 2016
24	Determination of relevant places to locate campaign materials within the polling stations	Local executive authority and municipalities upon the offer of the Con.EC	At least 30 days prior to the voting day  Article 87.6	Up to May 19, 2016
25	Determination of relevant places to conduct pre-election campaign	Local executive authority and municipalities upon the order of the Con.EC	Articles : 11, 86.3	

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26	Establishment of election precincts directly before the elections: a) in military units located outside of residential settlements;	Relevant executive authorities in the areas settled by voters (with the heads of Ministry of Interior Affairs, Ministry of Justice of the Republic of Azerbaijan and municipalities); Constituency Election Commissions;	At least 50 days prior to the voting day  Articles: 35.2, 35.5	Up to April 29, 2016
	b) in the same places in exceptional cases	Heads of relevant bodies in accordance with a decision of relevant Constituency Election Commission	At least 5 days prior to the voting day  Article 35.5	Up to June 13, 2016
27	Publication of the list of polling stations with numbers and boundaries indicated (if the polling station covers a part of the residence), the list of residences (if a polling station is established in several residences), as well as, information on the contact numbers and locations (addresses) of the voting rooms and precinct election commissions	Constituency Election Commission	At least 45 days prior to the voting day  Article 35.7 Information on election precincts established in exceptional cases indicated in Article 35.5 shall be published not later than 2 days after their establishment  Article 35.7	Up to May 4, 2016
28	Approval of the requirements for preparation, text, form and number of voting protocols of election commissions	Central Election Commission	At latest 45 days prior to the voting day  Articles: 100.1–100.6	Up to May 4, 2016



29	Issuing of de-registration (voting) cards to the voter by relevant Constituency or Precinct Election Commission	Constituency Election Commission  Precinct Election Commission	45-25 days prior to the voting day  24-3 days prior to the voting day  Articles: 101.2 – 101.4	From May 4, 2016 to May 24, 2016  From May 25, 2016 to June 15, 2016
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30	The approval of the requirements for the format, number and preparation of the notification on the place and date of the voting	Central Election Commission	At least 40 days prior to the voting day  Item # 2.1 of the “Rules for the distribution (delivery) of notifications on the place and date of the voting to voters in elections (referendum) of the Republic of Azerbaijan”	Up to May 9, 2016
31	Approval of requirements on text and layout, number and requirements for preparation of ballot papers	Central Election Commission	At least 35 days prior to the voting day  Articles: 99.1–99.4, 166	Up to May 14, 2016

32	<p>Update of the verified voters' lists on every polling station;</p> <p>a) Update of voters' lists for polling stations established in remote and distant places;</p> <p>b) Update of voters' lists on the polling stations established within the military units, investigative isolators, detention places (lists of military personnel of military units, family members of military personnel residing within the territory of the military unit, accused persons detained in investigative facilities, inmates in penitentiary establishments and other voters)</p>	<p>Constituency and Precinct Election Commissions</p> <p>Precinct Election Commissions basing on the submitted information about voters</p> <p>Precinct Election Commissions basing on the information about voters, submitted by the commanders of military units, heads of investigative isolators and detention places</p>	<p>At least 25 days prior to the voting day</p> <p>In exceptional cases 2 days after the establishment of the Precinct Election Commission Articles:46.1, 46.5</p> <p>At least 20 days prior to the voting day; Articles : 46.6</p>	<p>Up to May 24, 2016</p> <p>Up to May 29, 2016</p>
33	<p>Receiving the accreditation documents submitted by the organizations that intend to conduct "exit-poll"</p>	<p>Central Election Commission</p>	<p>At least 20 days prior to the voting day</p> <p>Item # 2.1 of the "Rules for the accreditation of the organizations conducting "exit-poll" in elections of the Republic of Azerbaijan</p>	<p>Up to May 29, 2016</p>
34	<p>Adoption of a decision on the accreditation of the organizations which have applied to conduct "exit-poll"</p>	<p>Central Election Commission</p>	<p>At least 10 days prior to the voting day</p> <p>Item # 2.3 of the "Rules for the accreditation of the organizations conducting "exit-poll" in elections of the Republic of Azerbaijan</p>	<p>Up to June 8, 2016</p>

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35	Preparation of voting protocols	Relevant printing office based on the decision of the Central Election Commission	At latest 30 days prior to the voting day Article 100.6	Up to May 19, 2016
36	Informing the voters about the date and place of elections on E-day through mass media or notice boards	Precinct Election Commissions	At least 25 days prior to the voting day Article 104.1	Up to May 24, 2016
37	Delivery of voting protocols from the Central Election Commission to Constituency Election Commissions	Central Election Commission	At least 20 days prior to the voting day  Article 100.8	Up to May 29, 2016

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38	Delivery of voting protocols from Constituency Election Commissions to Precinct Election Commissions	Constituency Election Commissions	At least 4 days prior to the voting day  Article 100.8	Up to June 14, 2016
39	Submission of second preliminary financial report	Registered candidate or his/her authorized representative, authorized representative on financial issues of political parties, blocs of political parties the	At earliest 20 and at latest 10 days prior to the voting day  Article 94.3.2	From May 29, 2016 to June 8, 2016

		candidate of which has been registered		
40	Preparation of ballot papers	Relevant printing house based on the decision of the Central Election Commission	At least 10 days prior to the voting day  Article 99.4	Up to June 8, 2016
41	Distribution of notifications with the date, time and place (address of the precinct election commission) of the voting to the voters	Precinct Election Commissions	7 days prior to the voting day  Item # 3.1 of 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"	Up to June 11, 2016

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42	Delivery of ballot papers from the Central Election Commission to Constituency Election Commissions	Central Election Commission	At least 5 days prior to the voting day  Article 99.6	Up to June 13, 2016
43	Delivery of ballot papers from Constituency Election Commissions to Precinct Election Commissions	Constituency Election Commissions	At least 3 days prior to the voting day  Article 99.6	Up to June 15, 2016
44	Conduct of voting:  a) Starting the preparational works for the voting in the polling station on that day; b) Declaring the polling stations open and	Precinct Election Commissions  a) Precinct Election Commission	Articles : 104, 105, 167	June 18, 2016  a) As usual, at 7.30 a.m.;

	locking ballot boxes; c) Announcement of starting the voting; d) Announcement of ending the entrance of voters into the polling station	b, c, d) – chairmen of the Precinct Election Commissions		b) at 7.50 a.m. c) at 8.00 a.m.; d) 7.00 p.m.
45	Providing preliminary information on the voting process, voters' turnout (5 times during the day)	Precinct and Constituency Election Commissions, Information Centre of CEC Secretariat	Articles : 110.5, 110.6	Election Day: 10.00 a.m. 12.00 a.m. 3.00 p.m. 5.00 p.m. 7.00 p.m.

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46	Posting information included in Con.EC and PEC final voting results protocols as the preliminary information on the CEC website	Information Centre of CEC Secretariat	Articles: 110.5, 110.6	After compilation of the protocol without delay
47	Sending the first copy of the PEC final voting results protocols together with the attached documents to the Con.EC	Precinct Election Commission	Immediately but not later than 24 hours after ending the vote counting  Article 106.7	
48	Posting the third copy of the PEC final protocol on the voting results on notice board	Precinct Election Commission	After the compilation of the protocol (displaying for 5 days)  Article 106.11	
49	Determination of voting results on the election constituency, compile of the Con.EC protocol	Constituency Election Commission	At latest 2 days since the voting day	No later than June 20, 2016

	and submission of the first copy of the protocol with the attached documents to the Central Election Commission		Articles: 107.1–107.4, 169	
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50	Posting the third copy of the Con.EC final protocol on the voting results and copies of the relevant PEC protocols on notice board	Constituency Election Commission	After the compilation of the protocol (displaying for 10 days) Article 107.7	
51	Publication of preliminary voting results in the form of a summarizing table on election constituencies and posting the information on the CEC website by the Central Election Commission	Central Election Commission	Immediately after the protocols on the voting results on election constituencies are submitted to CEC  Article 109.1	
52	Submission of the PEC financial report on receiving and spending of the funding allocated by state budget to the Con.EC	Precinct Election Commission	Within 5 days after the voting day  Article 96.6	Up to June 24, 2016
53	Submission of the Con.EC financial report on receiving and spending of the funding allocated by state budget to the Central Election Commission	Constituency Election Commission	Within 10 days after the voting day  Article 96.7	Up to June 29, 2016

54	Examination and finalization of the election returns and voting results of the repeat elections to the Milli Majlis of the Republic of Azerbaijan	Central Election Commission	At latest 20 days after the voting day  Article 171.2	Up to July 8, 2016
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55	Submission of the election returns and voting results to the Constitutional Court of the Republic of Azerbaijan for the verification	Central Election Commission	Within 24 hours after examining the protocols  Article 171.2	
56	Verification of the election returns and voting results of the repeat elections to the Milli Majlis of the Republic of Azerbaijan upon the examination	Constitutional Court of the Republic of Azerbaijan	Within 10 days after the Constitutional Court receives relevant documents (if the examination process requires, the period can be extended)  Articles: 171.1, 171.3, 171.4	
57	Submission of the final financial report (attaching the preliminary financial documents that verify on receiving and spending of the allowances in the election fund)	Registered candidate or his/her authorized representative, authorized representative on financial	At latest 10 days after the official publication of election returns	

		issues of political parties, blocs of political parties	Article 94.3.3	
58	Providing the person elected deputy of the Milli Majlis of the Republic of Azerbaijan with a deputy card	Central Election Commission	After the official publication of general election returns  Article 173.3	
59	Full publication of the information included in Con.EC voting results protocols (the information can be posted on the CEC website)	Central Election Commission	Within 45 days after the voting day  Articles : 109.2, 174	Up to August 3, 2016

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60	Submission of the information on the usage of budget allowances and spending of the election funds of candidates, registered candidates and funding of political parties, political party blocs to President of the Republic of Azerbaijan, Milli Majlis of the Republic of Azerbaijan and mass media  Publication of the foregoing financial report and information on the official CEC press office	Central Election Commission       Central Election Commission	Within 3 months after the official publication of general election returns  Article 96.9   Within a month since the submission of the reports and information to President of the Republic of Azerbaijan and Milli Majlis of the Republic of	



			Azerbaijan Article 96.9	
61	Full publication of the information included in PEC and Con.EC protocols on the CEC official edition	Central Election Commission	Within 6 months after the Election Day Article 109.5	Up to December 19, 2016