



VI GOVERNO CONSTITUCIONAL

Government Decree No 19 / 2017

Of May 12

**APROVES THE TECHNICAL PROCEDURES FOR THE IMPLEMENTATION OF THE PARLIAMENTARY
ELECTION ABROAD**

AS AMENDED BY GOVERNMENT DECREE 4/2018 OF 7 MARCH (HIGHLIGHTED IN YELLOW)

**Chapter I
General provisions**

**Article 1
Subject and scope**

1. This decree approves the technical procedures that applicable for the out of country voting, for the National Parliament deputies.
2. It regulates in particular the process of establishing polling centers, counting of votes, initial tabulation of results, candidate agents and electoral observation, and news coverage of the process of out of country voting for the election of the National Parliament.

**Article 2
Right to vote**

1. Timorese citizens over seventeen years old have the right to vote.
2. Electoral registration is mandatory in order to exercise the right to vote.

**Chapter II
Organization of the electoral process**

**Section I
Polling centers and polling stations**

**Article 3
Polling center**

1. A polling centre is the place where the voter casts his/her ballot.
2. A polling centre may comprise one or more polling stations.

Article 4
Place of operation

Abroad, where the necessary conditions permit, at least one polling station shall function in each geographical unit of voter registration where at least 50 voters are registered.

Article 5
List of polling centers and polling stations

1. The number and location of polling centers and polling stations is released by STAE at least thirty days before election day, and may be amended until ten days before election day.
2. STAE sends a certified copy of the full list of the locations of polling centers and polling stations to the National Election Commission, hereinafter referred to as CNE, and to media for dissemination purposes.
3. The information provided in the preceding paragraphs shall be communicated to the Ministry of Foreign Affairs and Cooperation (MNEC) in order to be displayed at the diplomatic missions and consular offices where polling centers and polling stations will operate.

Article 6
Identification codes of the voting centres and the polling stations

1. Each polling center and polling station has a numerical identification code.
2. The code described in the preceding paragraph is a code with five digits and to each polling station is given a code with nine digits, where the first five represent the polling center code and the last four the number of the relevant polling station, thus allowing a unique identification of each polling center and polling station which have been coded.
3. The codes mentioned in the preceding paragraphs shall appear in the ballot boxes, the voters lists and the records concerning the operation, counting and tabulation of votes.

Article 7
Operating hours

1. On election day, polling centers and polling stations open at 7 am and close at 3 pm, operating without interruption within this time period.
2. After the closing time of the polling centers, referred to in the preceding paragraph, only voters already standing and waiting in queue to cast a ballot may vote, as verified by two queue controlling officials and communicated to the secretary of the polling station.

Article 8.º
Place where the voter exercises his or her right to vote

1. Abroad, each voter shall vote in the polling center that operates in the geographic unit of voter registration in which he or she is registered.

2. STAE shall send to the heads of diplomatic missions and consular offices of the geographical area where the establishment of polling centers is planned, no later than seven days after the expiration of the period established in article 5 paragraph 1, the list of voters registered to vote in such polling centers.

Article 9
Prohibited at the polling center

1. Voters visibly drunk or under the influence of drugs, carrying any type of firearms or blunt instruments or disturbing or planning to disturb, by any means, order and discipline around the area used for voting or nearby shall not be allowed inside polling centers and polling stations, without prejudice to potential criminal liability.
2. As well, voters who have already voted and are not duly accredited candidates' agents, media professionals or observers are not allowed inside the polling center or polling stations.

Article 10
Prohibition of electoral propaganda

1. During election day, it is forbidden to place any type of electoral propaganda inside the polling center or the polling station or within 25 meters from the polling center.
2. Electoral propaganda includes the display of stickers, shirts, leaflets, symbols, posters, pins, monograms, flags, among others, as well as activities promoting the candidate lists within the current electoral process.
3. Should there be electoral propaganda that clearly breaches paragraph 1 of this article, the president of the polling center shall request the removal of such propaganda.
4. The candidates' agents shall not, under any circumstances, present themselves at the polling center with any symbol or object that identifies them with any given political party or coalition.
5. In the case described in the preceding paragraph, the president of the polling center orders the agent to remove the identifying elements of the given political party or coalition and, if the agent does not comply with the order, the president of the polling center takes back his/her accreditation and ejects the agent from the polling center, recording the incident in the minutes of electoral operations.

Section II
Electoral Officials

Article 11
Electoral Officials

1. Electoral officials are national citizens who, after prior selection by STAE, ensure the operations of polling centers and polling stations during the electoral process.
2. On election day, and while their activity lasts, electoral officials who are civil servants, agents or workers of the Public Administration of the Democratic Republic of Timor-Leste, are exempt from attending their employment, without prejudice to their rights or benefits, including salary, as long as they produce evidence regarding their performance of duties through a document issued by STAE.

Article 12
Selection of electoral officials

1. Electoral officials are selected by STAE from among voters registered in the geographic electoral registration unit or the area of jurisdiction of the diplomatic mission or consular service.
2. Only citizens able to read and write and with basic arithmetic skills can be electoral officials.
3. The applicants for the positions of electoral officials are pre-selected by the head of the mission or consular service that functions in the geographic electoral registration unit for the area of residence of the candidates or the relevant consular district on the basis of an evaluation of each candidate.
4. After conclusion of the pre-selection process, the head of the diplomatic mission or consular service sends to the Director General of STAE, through the MNEC headquarters, a full list of the applicants deemed as fit to perform duties as an electoral official, together with their *Curriculum Vitae*.
5. Half of the selected applicants must be female.
6. Based on the information described at paragraph 4, the Director General of STAE, after consulting with CNE, appoints electoral officials and their substitutes to perform duties at the polling centers abroad and notifies MNEC.
7. The MNEC distributes the information referred to in the preceding paragraph from the STAE Director General to diplomatic missions and consular offices in the geographic areas where the polling centers abroad will operate.
8. No one can be obliged to perform duties as an electoral official against his/her own will
9. The selection of applicants to perform duties as electoral officials is supervised by CNE.
10. If an electoral official is absent or refuses to perform his/her duties, he/she will be replaced by the substitute designated for that purpose as described at paragraph 6.

Article 13
Training of electoral officials

1. The applicants selected by STAE to perform duties as electoral officials shall before commencing duty attend a training prepared and given by STAE, under the supervision of CNE.
2. Officials cannot start performing their duties before signing a declaration of confidentiality in which they declare to keep secret facts, information and electoral procedures they have learned during the performance of their duties.
3. The declaration of confidentiality is drafted by STAE and binds the electoral official until the end of the electoral process for which he/she performs duties.
4. Representatives and agents of candidates, as well as accredited national and international observers, may attend the training without the right to intervene.

Article 14
Obligations of electoral officers

1. While performing their duties, electoral officials must comply with the obligations below:
 - a) Attend the training provided by STAE;

- b) Be neutral and impartial towards all candidate lists;
 - c) Keep secret any confidential information they become aware of through the implementation of their duties;
 - d) Perform their duties with diligence until the electoral process is complete;
 - e) Report to their superior any irregularity found during the process of voting, counting and tabulation of results;
 - f) Strictly comply with guidelines from their superiors.
2. Non-compliance by electoral officials with their obligations makes them liable under the laws in force.

Article 15

Composition of the polling centres and polling stations

1. Each polling center and polling station is comprised of the following electoral officials:
 - a) A president of the polling center, responsible for the polling center and relevant polling stations;
 - b) A secretary of the polling station, responsible for the polling station, who coordinates the works performed by the officials of the polling station and reports directly to the president of the polling center;
 - c) Four identification checking officials;
 - d) One ballot paper controlling official;
 - e) One ballot box controlling official;
 - f) One indelible ink application controlling official;
 - g) Two queue controlling officials.
2. The polling station requires a minimum of 6 electoral officials to be operational.
3. If an electoral official is missing, a replacement shall be made in accordance with article 24.

Article 16

President of the polling centre

The president of the polling center must:

- a) Declare the polling station open and verify the identity and accreditation of the secretaries of the polling stations;
- b) Ensure the smooth functioning of the polling center in accordance with the laws and regulations in force;
- c) Order the display of the candidate lists at the entrance of the polling center;
- d) Provide information and working guidelines that ensure the smooth unfolding of electoral operations in the polling center over which he/she presides;
- e) Suspend electoral operations in case of disturbance, aggression or violence, either inside or near the polling center;
- f) Manage the vote counting and the initial tabulation of results in the polling center;
- g) Use his/her casting vote when necessary;
- h) Sign the minutes of the results of the vote count for the polling center;
- i) Organize the candidates' agents in the polling center to sign the final minutes of vote counting and tabulation of results;
- j) Direct the digitization of the minutes of the counting operations and results and ensure their electronic transmission to STAE's headquarters;
- k) Receive, and forward to the diplomatic or consular representative who is in charge of the geographic unit of voter registration where the polling center or polling station operates,

complaints or appeals that are addressed respectively to the CNE and the Supreme Court of Justice (STJ);

- l) Announce the results after counting and initial tabulation and display a copy in a visible location inside the polling center premises;
 - m) Ensure the packaging and delivery of all electoral material to a diplomatic or consular representative in charge of ensuring its transportation to Dili, so that the votes subject to claims, the complaints and the counting and tabulation minutes are delivered to the National Tabulation Center and the remaining electoral material to STAE;
 - n) Implement all other duties assigned to him/her by law, regulation or superior order which are not the responsibility of any other body.
2. The President of the Polling Center shall be appointed from among diplomats in accordance with Article 12.

Article 17 **Secretary of the polling station**

The secretary of the polling station must:

- a) Declare the polling station open and verify the identity and accreditation of electoral officials, candidates' agents performing duties at the polling station, observers and media professionals;
- b) Direct the verification procedure for the voting compartments and working documents of the polling station;
- c) Show the empty ballot boxes to the officials, candidates' agents, observers and voters present, requesting immediately afterwards that one of the identification checking officials and the ballot paper controlling official seal the ballot boxes, recording the relevant seal numbers;
- d) Order the display, in a visible place in the polling station, of a list with the members of the polling station staff;
- e) Ensure that all voters are free to cast a ballot in secret;
- f) Ensure and maintain order in the polling station so as to ensure the smooth functioning of electoral operations;
- g) Inform the president of the polling center if requirements are met to resume electoral operations previously interrupted due to unusual occurrence, natural disaster or civil disturbance;
- h) Order the departure from the polling station of citizens who cannot vote or who have already voted;
- i) Prevent access to the polling station by any voters who are clearly drunk or under the influence of drugs, who are acknowledged as mentally ill or who carry any type of blunt instrument;
- j) Forbid any type of propaganda inside the polling station or up to 25 meters from it, requesting police forces to enforce this;
- k) Authorize, as requested by the voter, the issue of a new ballot paper because he/she did a mistake while marking it or unintentionally damaged the ballot paper, recording this correctly in the minutes;
- l) Stamp the word "Cancelled" on the returned ballot paper, sign it and keep it in the relevant envelope;
- m) Provide necessary clarification to a voter, at his/her request and in the presence of officials, candidates' agents and electoral observers, regarding the voting process, without influencing the voter's choice;

- n) Ask candidates' agents if there are any claims to be filed;
- o) Receive objections and claims and sign them, together with all officials of the polling station;
- p) Implement all other duties assigned to him/her by law, regulation or superior order which are not the responsibility of any other body.

Article 18
Identification checking official

The identification checking official must:

- a) Identify the voter through examination of the current voter card and check if the voter data is included in the voters list corresponding to that geographic electoral registration unit;
 - b) In the absence of the voter card, identify the voter through examination of his/her ID card or Timorese passport and confirm if the voter's data is included in the voters list corresponding to that geographic electoral registration unit;
 - c) Verify if the voter is 17 or more years old on election day, as legally required;
 - d) Inspect the voter's hands in order to ensure that he/she has not already voted in the relevant election;
 - e) Inform the ballot paper controlling official if the voter is entitled to be issued a ballot paper;
 - f) Implement all other duties assigned to him/her by law, regulation or superior order which are not the responsibility of any other body.
2. For the purposes of sub-paragraph a) above, a current voter's card is one that is not punched and displays the symbols of the Democratic Republic of Timor-Leste approved by Law no. 2/2007, January 18.

Article 19
Ballot paper controlling official

The ballot paper controlling official must:

- a) Stamp and sign the back of the ballot paper;
- b) Issue the ballot paper to the voter;
- c) Provide to a voter who has a ballot paper, and in the presence of agents and observers at the polling station, information and clarification that he/she requests on how to exercise the right to vote, without stating any preference in terms of voting in favour of a specific candidate list;
- d) Direct and send the voter to the voting compartment;
- e) Issue a new ballot paper to the voter, at his/her request, if it has been damaged or if the voter made any mistake while marking it, as authorized by the secretary of the polling station;
- f) Implement all other duties assigned to him/her by law, regulation or superior order which are not the responsibility of any other body.

Article 20
Ballot box controlling official

The ballot box controlling official must:

- a) Ensure the security of the ballot box;
- b) Ensure that each voter places only one ballot in the ballot box;
- c) Implement all other duties assigned to him/her by law, regulation or superior order which are not the responsibility of any other body.

Article 21
Indelible ink application controlling official

The indelible ink application controlling official must:

- a) After the voter casts his/her ballot, mark the right-hand index finger of the voter, as far as the cuticle, with indelible ink and ensure that the ink is dry;
- b) If the voter does not have the right-hand index finger, mark with indelible ink, as far as the cuticle, any other finger of the same hand or, if the voter does not have a right hand, of the voter's left hand and ensure that the ink is dry;
- c) If the voter does not have either hand, mark with indelible ink the end of one of the voter's upper limbs;
- d) Ask the voter to leave the polling station after casting a ballot;
- e) Implement all other duties assigned to him/her by law, regulation or superior order which are not the responsibility of any other body.

Article 22
Queue controlling official

The queue controlling official must:

- a) Organize the voters waiting to vote in a queue, so that only authorized people may enter the polling station;
 - b) Ask the voter to have ready his/her current voter card or, in its absence, Timorese ID card or passport, in order to show it to the identification checking official;
 - c) Check at 3 pm on election day the last voter standing in the queue, preventing others after the last voter to vote, pursuant to law;
 - d) Request candidates' agents and electoral observers, to show their identification and accreditation issued by STAE, which allows them to monitor the on-going electoral process;
 - e) Request media professionals to show their identification and accreditation issued by STAE, which allows them to cover the on-going electoral process;
 - f) Implement all other duties assigned to him/her by law, regulation or superior order which are not the responsibility of any other body.
2. For the purposes of sub paragraph b) of the previous paragraph, a current voter's card is one that is not punched and displays the national symbols approved by Law no. 2/2007, January 18.

Article 23
Incompatibilities

1. The President of the Republic, Members of Parliament, members of the Government, civil servants, agents and workers of the Public Administration of the Democratic Republic of Timor-Leste, F-FDTL and PNTL members, judges and public prosecutors, religious authorities, CNE members, candidates and candidates' agents cannot be electoral officials.

(NOTE: For the presidential election this paragraph was followed by paragraph 2, reading: "The preceding paragraph does not include diplomats." This has been deleted.)

Article 24
Replacement of electoral officers

1. On election day if the electoral officials appointed by the Director General of STAE are not present no later than thirty minutes before the scheduled time to open the polling station, the president of the polling center summons substitute officers.
2. If the substitute officials summoned as per the preceding paragraph do not turn up, the president of the polling center replaces them with any voter who is suitable who is present, as agreed with the majority of the electoral officials present.
3. If the president of the polling center is absent, he/she shall be replaced by the secretary of the first polling station of the relevant polling center, who shall be replaced accordingly by an identification checking official, to be selected by the majority of the electoral officials of the relevant polling station;
4. After replacement, the appointment of the absent electoral officials shall be considered void, and the president of the polling center shall advise their names to STAE.
5. All replacements shall be explicitly recorded in the minutes.

Article 25
Maintenance of order and discipline

The president of each polling center and the secretary of each polling station, with the support of the electoral officials, shall take the necessary measures to maintain order and discipline during electoral operations in order to guarantee normal operation of the freedom to vote.

Section II
Ballot papers

Article 26
Definition

The ballot paper is rectangular, of a size sufficient to include all candidate lists and is printed on white, plain and non-transparent paper.

Article 27
Ballot paper elements

1. On each ballot paper are printed the names of the political parties or coalitions competing in the election, and their freely-chosen symbols in colour, arranged horizontally, in the order determined by the lottery, in accordance with the template proposed by STAE and approved by CNE.
2. The names of the political parties or coalitions competing in the election are horizontally arranged in the ballot paper, in accordance with the lottery held by STJ, with in front of each candidate list a square where the voter may mark his/her vote.

Article 28
Transport of the ballot papers

1. Ballot papers are transported to polling centers located abroad by diplomatic bag.
2. The Minister of Foreign Affairs and Cooperation shall, no later than fifteen days before the date scheduled for the election, forward to the Director General of STAE, and informing CNE, a nominal list of diplomats and consular officers who are in a position to ensure the transportation of the ballot papers to polling centers located abroad.
3. The Director General of STAE, in consultation with CNE, shall designate the diplomat or consular officer responsible for transporting ballot papers and other electoral material to the polling centers located abroad, based on the list sent to him by the MNEC after consultation with CNE.
4. When voting, counting and tabulation operations carried out abroad are completed, the officials designated in accordance with paragraph 3 shall ensure the transport from abroad to Dili of all documents relating to the electoral process, in particular the minutes of the polling stations and polling centers, the used and unused ballot papers and the complaints and appeals that may have been lodged.
5. The transport and allocation of materials mentioned in the preceding paragraph is supervised by CNE.

Chapter III

Voting process

Section I

General rules

Article 29

Right to vote

1. Any citizen seventeen or more years old has the right to vote and to stand for election.
2. The exercise of the right to vote is personal and constitutes a civic duty.
3. The right to vote is exercised directly, personally and with the physical presence of the voter.
4. Each voter can vote only once.
5. The exercise of the right to vote depends on prior electoral registration by the voter.

Article 30

Voters on duty

1. State officials and agents, working during election day for the electoral process, cast their ballots at the nearest polling center to the location where they are performing their duties.
2. No later than 20 days before the scheduled election day, MNEC sends to STAE a list of diplomats, diplomatic officials, consular officials and Timorese workers in the service of diplomatic missions or consular posts, that are performing their duties within the geographic areas of polling centers abroad.
3. At each polling center, a list is available of the voters registered in different geographic electoral registration units who can exercise their right to vote in that polling center, pursuant to the preceding paragraphs.

Article 31

Freedom and secrecy of vote

1. Voting is done freely, and no-one can be required to reveal, inside or outside the polling center or the polling station, for whom he/she has voted.
2. The voting compartment must be located in order to ensure the secrecy of the voter's vote.

Article 32
Voter who is blind or with a disability

1. A voter who is blind or has another disability and cannot vote on their own can exercise his/her right to vote accompanied by another voter chosen by him/her.
2. The companion is bound by secrecy regarding the vote of the voter who is blind or has another disability.
3. The secretary of the polling station, in the presence of the representatives of the political parties, must check if the companion was freely chosen by the voter to accompany him/her during the exercise of his/her right to vote.
4. Should it be concluded that the choice of the companion was not made freely, the secretary of the polling station facilitates the choice of another companion by the voter to accompany him/her in the exercise of his/her right to vote.
5. When the secretary of the polling station questions the true nature of the circumstances or facts referred to in paragraph 1, which enable the exercise of the right to vote with a companion, the secretary shall request the voter to provide a medical certificate stating the facts or circumstances that prevent the voter from exercising his/her right to vote on their own.

Article 33
Continuity of electoral operations

The voting takes place without interruption and in accordance with the hours of operation described in Article 7.

Article 34
Interruption of electoral operations

1. Voting cannot take place in any polling center or polling station if:
 - a) The polling center or polling station cannot be set up, if any riot occurs requiring the interruption of electoral operations for more than two hours or if any natural disaster happens during election day;
 - b) Any natural disaster occurs during the three days before election day.
2. The local delegate of CNE is advised that it is not possible to conduct the elections, after obtaining information about the occurrence of any fact referred to in the preceding paragraph.
3. The polling station is closed if voting is interrupted for more than two hours and the sealed ballot boxes, containing the ballots cast so far, are despatched to the national tabulation center.
4. In the cases described in sub-paragraph a) of paragraph 1, the voters are sent to the nearest polling center or polling station.

5. In the case described in sub-paragraph b) of paragraph 1, STAE, with the agreement of CNE's local delegate, transfers the polling center or polling station to a safer location.
6. When the situations referred to in paragraph 1 occur in a polling center or polling station established in a consular office or diplomatic mission abroad, the chief consular officer or the head of the diplomatic mission shall inform CNE immediately of the reasons that make it impossible to conduct the election.
7. In the cases described in the preceding paragraph, voting occurs on the seventh day after the initially scheduled election day that could not be implemented.

Section II
Voting preliminary operations

Article 35.
Location of polling centers

1. Polling centers and their respective polling stations are located in the geographic units established for voter registration.
2. The polling centers and polling stations are in a preferred location or in a place that is safe for this purpose.
3. The establishment of a polling center in any
 - a) Police unit;
 - b) Military unit;
 - c) Traditional leader's house;
 - d) Private residence;
 - e) Political party property;
 - f) Place of worship;
 - g) Hospitals or any building connected to health services.

is prohibited.

Article 36.
Working elements of the polling station

STAE ensures that each polling center and its polling stations are provided with the electoral materials needed to conduct the election, in accordance with Annex I to this regulation, which shall form an integral part thereof

Article 37
Preliminary operations

1. At 6 am on election day, the president of the polling center confirms the identity of the secretaries of the polling stations and the agents designated by the candidate lists for the National Parliament election to monitor electoral operations conducted in the polling center.
2. At 6.15 am, the secretaries of the polling stations proceed with the identification of the electoral officials of the relevant polling stations, as well as the agents for the candidate lists for the National Parliament election performing duties within the station.

3. At 6.30 am, the secretary of the polling station informs the president of the polling center about absent election officials in order to identify them and commence procedures.
4. At 6.35 am, the president of the polling center summons substitutes for the election officials who are missing, to perform their duties.
5. At 6.45 am, the secretary of the polling station and the election officials, in the presence of the candidate lists' agents and electoral observers, proceeds to:
 - a) Check the voting compartments;
 - b) Check and display the interior of the ballot boxes;
 - c) Seal the ballot boxes and read aloud the numbers of the security seals;
 - d) Record in the minutes of electoral operations the numbers of the security seals;
 - e) Count and check the stamps received;
 - f) Count the ballot papers received;
 - g) Record the number of ballot papers received in the electoral operations minutes;
 - h) Display the candidate lists standing in the election at the entrance door of the polling center;
 - i) Display the list of electoral officials working at the polling station;
 - j) Record in the electoral operations minutes any irregular occurrences or verified incidents, as well as any claims or objections filed against the preliminary operations and the decisions made by the electoral officials in relation to them.

Section III Voting operations

Article 38 Voting order

1. Without prejudice to the situations foreseen in Article 34, the president of the polling center declares the polling center open at 7 am on election day and the secretaries of the polling stations proceed likewise regarding these.
2. After the declaration described in the preceding paragraph, the electoral officials exercise their right to vote in the station where they perform their duties, in accordance with this regulation.
3. After concluding the voting process for electoral officials, other voters exercise their right to vote on a first-come, first-served basis.
4. In order to access the polling station to exercise the right to vote, voters stand in line, in accordance with the instructions given by the queue controlling officials.
5. The following voters have priority, according to the order of precedence below:
 - a) Pregnant voters;
 - b) Voters over sixty-five years old;
 - c) Voters with any kind of infirmity or physical disability;
 - d) Voters carrying children;
 - e) Officials and agents of public administration who are engaged in the organisation and conduct of the electoral process

Article 39 Voter identification procedure

1. When entering the polling station, the voter gives to the queue controlling official any image-capturing mobile devices in his/her possession.

2. After complying with the provision of the preceding paragraph, the voter goes to the identification checking official and shows his/her voter card or, or in its absence, his/her Timorese ID card or passport.
3. The identification checking official, after observing the formality foreseen in the preceding paragraph, verifies if the voter is already seventeen years old by election day, if he/she has the right-hand index finger marked with indelible ink and if his/her name is included in the voters list as registered in the geographic electoral registration unit corresponding to the polling center.
4. In the cases where the voter identifies himself/herself in accordance with paragraph 2, and his/her name is included in the list pursuant to paragraph 3, is seventeen years old and none of his upper limbs is marked with indelible ink, the identification checking official minutes the name of the voter by drawing a line on such name in the list and directs the voter to the ballot paper controlling official.
5. If the voter identifies himself/herself with a voter card on which it is stated that he/she is registered in the geographic electoral registration unit corresponding to the polling center, the identification checking official includes the voter's name in the additional list of voters.
6. The additional list of voters, as described in the preceding paragraph, includes the following information in relation to each voter:
 - a) The voter's name;
 - b) The voter card number;
 - c) Full address;
 - d) Signature of the voter.
7. If the voter is unable to produce evidence regarding his/her identity or registration in the geographic electoral registration unit corresponding to the polling center where he/she intends to exercise the right to vote, the identification checking official directs him/her to leave the polling station.

Article 40

Issue of ballot paper and voting procedure

1. After concluding the voter identification procedures pursuant to the preceding article and paragraph 6 is not applicable, the ballot paper controlling official issues the ballot paper to the voter.
2. The ballot paper is signed and stamped by the ballot paper controlling official prior to its issue to the voter.
3. After receiving the ballot paper, the voter shall go to an empty voting compartment and here exercises his/her right to vote.
4. The voter marks his choice by putting a mark or punching the white square in the same line as the candidate list for which he/she intends to vote.
5. Then the voter folds the ballot paper with the printed part turned inside, in order to insert it in the ballot box.
6. If the voter makes a mistake or damages the ballot paper:
 - a) The voter goes to the ballot paper controlling official and requests its replacement;
 - b) The ballot paper controlling official requests authorization from the secretary of the polling station prior to the replacement of the damaged ballot paper by a new ballot paper;
 - c) The secretary of the polling station authorizes the replacement of the damaged ballot paper by stamping it with the word "cancelled" and signing it;
 - d) After authorizing the replacement of the damaged ballot paper, the ballot paper controlling official issues a new ballot paper to the voter requesting the replacement

of the damaged ballot paper, who goes to an empty voting compartment to exercise his/her right to vote.

7. The ballot paper is inserted in the ballot box by the voter in the presence of the ballot box controlling official.
8. After the voter inserts the ballot paper in the ballot box, he/she goes to the indelible ink application controlling official, who applies it in accordance with article 21.
9. After having the indelible ink applied, the voter leaves the polling station, and any image-capturing mobile devices left in the care of the queue controlling official returns are returned.

Article 41

Questions, claims and objections

1. Any voter or candidate agent, during the operating hours of the polling station, can raise questions and file objections and claims regarding electoral operations.
2. The questions, claims and objections submitted during or after voting are immediately reviewed by the electoral officials, who may consult with STAE if needed.
3. The claims filed in accordance with the preceding paragraph are subject to voting by the electoral officials and are considered as accepted if at least six officials vote in favour.
4. The decisions are advised to the claimants, who can file a claim to CNE's representative at the same polling center or polling station where the question was raised, accompanied by all documentation in relation to this polling center.
5. For the purposes of the preceding paragraph, CNE makes its decision in seventy-two hours.
6. CNE's decisions can be subject to an appeal filed with STJ within forty-eight hours.
7. STJ makes a decision within forty-eight hours on an appeal filed.
8. Complaints and appeals to CNE and the STJ in relation to voting, counting of votes or tabulation of results from a polling center or polling station operating abroad, shall be presented to the highest ranking diplomatic representative or consular officer in the diplomatic mission or consular office where the polling center or polling station operates.
9. The CNE and the STJ shall create an e-mail account to receive, respectively, the complaints or appeals that are sent to them about voting, counting of votes and tabulation of results that take place abroad.
10. Likewise, the STJ establishes an e-mail account to receive the materials that are submitted to it in relation to voting, counting of votes and the tabulation of results that take place abroad.
11. The email addresses for the accounts described in the preceding paragraphs must be communicated to STAE no later than fifteen days before the day scheduled as election day.

Article 42

Closing voting

1. Voters in the queue to vote are admitted to the polling station until 3 pm on election day.
2. After 3 pm, only voters verified by the queue controlling official and reported to the secretary of the polling station as having been already standing in line and waiting to vote at the polling station can vote.

3. The secretary of the polling station closes the voting after every registered voter has voted or, after 3 pm, when every voter standing in the polling station queue at this time has voted.

Article 43

Closing of operations at a polling station

1. After voting is closed and questions, claims or objections are resolved, the secretary of the polling station proceeds with:
 - a) Counting the unused ballot papers, entering their number in the polling station minutes and rendering them useless by stamping them with the words “not used”, inserting them afterwards in the envelope for unused ballot papers;
 - b) Counting the cancelled ballot papers, entering their number in the polling station minutes and rendering them useless by stamping them with the word “cancelled”, inserting them afterwards in the envelope for cancelled ballot papers;
 - c) Counting the abandoned ballot papers, entering their number in the polling station minutes and rendering them useless by stamping them with the word “abandoned”, inserting them afterwards in the envelope for abandoned ballot papers;
 - d) Counting the number of voters marked off in the voters list and the additional list of voters that voted in that polling station, entering such numbers in the polling station minutes.
2. The secretary of the polling station, assisted by the other electoral officials, takes the ballot boxes, the polling station operations minutes and the material referred to in paragraph 1 of this article to the location chosen by the president of the polling center to proceed with the vote counting and the initial tabulation of results.
3. For the purposes described in the preceding paragraph, the president of the polling center chooses the most appropriate and spacious location within the polling center in order to ensure that the candidate lists’ agents, electoral observers and media professionals can follow the vote counting and the initial tabulation of electoral results.

Chapter IV

Counting process

Section I

Vote classification

Article 43

Vote classification

In terms of vote counting and tabulation of results, the votes are considered as:

- a) Valid, ballot papers taken out of the ballot box, duly stamped and signed by the ballot paper controlling official, which clearly and unequivocally express the choice of the voter without, however, revealing the identity of the voter;
- b) Blank, ballot papers taken out of the ballot box, duly stamped and signed by the ballot paper controlling official, which do not display any type of mark;
- c) Null and void, ballot papers taken out of the ballot box, duly stamped and signed by the ballot paper controlling official, which are marked or punched without being able however, to understand the choice made by the voter, or that allow the identification of the voter, or that indicate the choice of a candidate list which has withdrawn from

- the election, or on which any cut, drawing or erasure has been made or any word written;
- d) Rejected, ballot papers taken out from the ballot box that are not stamped and signed by the ballot paper controlling official;
 - e) Cancelled, ballot papers returned by the voter to the electoral officials to be replaced by another ballot paper, based on an error in marking the voter's choice or that have been unintentionally damaged by the voter;
 - f) Abandoned, ballot papers that have been found lost in the polling station.

Section II
Vote counting and tabulation of electoral results

Article 45
Collection and opening of ballot boxes

1. The ballot boxes are delivered by the secretary of the polling station, together with the remaining electoral officials, and collected by the president of the polling center at the previously selected location.
2. The president of the polling center, after collecting the ballot boxes, reads aloud the numbers of the security seals and asks the candidates' agents to confirm such numbers.
3. After confirming the numbers on the security seals, the president of the polling center, in the presence of electoral officials, candidate lists' agents, electoral observers, media professionals and other attending citizens, opens the ballot box.

Article 46
Vote counting

1. After opening the ballot box, the president of the polling center takes out the ballot papers, unfolds them and places them on the counting table, with the back side facing up and verifies if they are duly stamped and signed by the ballot paper controlling official.
2. The president of the polling center enters in the polling center results minutes the number of ballot papers inside the ballot box duly stamped and signed by the ballot paper controlling official.
3. The ballot papers inside the ballot box that are not stamped or signed by the ballot paper controlling official are separated from the remaining ballot papers, stamped as "rejected", read and counted aloud by the president of the polling center and the number of them is entered in the polling center results minutes.
4. The ballot papers inside the ballot box that are not stamped as "rejected" are mixed with other ballot papers with the same characteristics coming from the other polling stations, being subsequently grouped in batches of fifty each.
5. After concluding the action described in the preceding paragraph, the president of the polling center reads aloud the vote marked on each ballot paper and shows its front side to the people present, then grouping them in batches corresponding to each candidate list.
6. The ballot papers classified as blank or null and void are grouped in separate batches.
7. The ballot papers subject to claims are grouped in a separate batch.
8. The questions, objections, claims and appeals submitted during the counting and tabulation of results operations are governed by the provisions of article 41, as far as it applies.
9. The original claims are inserted together with the ballot papers subject to claims inside the envelope marked "ballot papers subject to claims".

10. The results of the vote counts and tabulations are immediately transmitted, by electronic means, to STAE, which advises them to CNE.

Article 47

Filling in the minutes

1. After counting and agreeing on the valid votes for candidate lists, the results are entered in the polling center results minutes and the ballot papers inserted in the envelopes identified as "valid votes", separated for each candidate list contesting the election.
2. After stamping, counting and agreeing on the blank votes, the results are entered in the polling center results minutes and the ballot papers inserted in the envelope marked "blank votes".
3. After stamping, counting and agreeing on the null and void votes, the results are entered in the polling center results minutes and the ballot papers inserted in the envelope marked "null and void votes".
4. After counting and agreeing on the votes subject to claim, if any, the results are entered in the polling center results minutes and the ballot papers, together with the claims and objections, inserted in the envelope marked "votes subject to claims".
5. After stamping, counting and agreeing on the rejected votes, if any, the results are entered in the polling center results minutes and the ballot papers inserted in the envelope marked "rejected votes".
6. After stamping, counting and agreeing on the cancelled ballot papers, if any, the results are entered in the polling center results minutes and the ballot papers inserted in the envelope marked "cancelled ballot papers".
7. After stamping, counting and agreeing on the abandoned ballot papers, if any, the results are entered in the polling center results minutes and the ballot papers inserted in the envelope marked "abandoned ballot papers".
8. After stamping, counting and agreeing on the unused ballot papers, the count results and serial numbers are entered in the polling center results minutes and the ballot papers inserted in the envelope marked "unused ballot papers".
9. The envelopes are closed and in them are split up the number of ballot papers they contain, the relevant polling center and polling stations and their corresponding codes and their geographic unit.
10. The minutes should also state the numbers of the security seals for each ballot box, the venue and code of each polling station, the opening and closing time of voting, the name of the electoral officials and candidate lists' agents, as well as objections and claims filed and the decisions taken.
11. After counting the claims forms filed, if any, the total number is entered in the polling center results minutes.
12. The minutes regarding counting and tabulation of out of country voting results as well as the ballot papers subject to claims are delivered, as hard copy, to the national tabulation center, within a maximum period of seventy-two hours from the end of their counting and tabulation of results.

Article 48

Closing of polling center operations

1. The results of the count are recorded in the minutes of electoral operations and must be signed by the president and the secretaries of the polling stations.

2. For each polling center, only one agent representing each candidate list, shall sign the electoral operations minutes.
3. For the purposes of the preceding paragraph, the lack of signature by one or more candidate lists' agents does not invalidate the minutes of electoral operations.
4. The number of votes contained in the following envelopes are read aloud, and inserted in the ballot box:
 - a) The envelopes with "Valid votes", "Null and void votes", "Votes subject to claims", "Rejected votes", "Unused ballot papers", "Cancelled ballot papers" and "Abandoned ballot papers";
 - b) The envelope with electoral operations minutes, the declarations of confidentiality, the electoral officials attendance list, remarks, the voters list, the additional list of voters and the list of voters on duty;
 - c) The used seals and stamps.
5. After inserting these materials, the ballot box is sealed and is under the control of the president of the polling center, who is responsible for coordinating with the highest ranked diplomatic or consular official, who shall ensure its delivery to STAE headquarters, pursuant to Article 28 of this Decree, under CNE's supervision.
6. After concluding the counting and tabulation of out of country voting results the president of the polling center scans the minutes and sends them by e-mail to the national tabulation center.
7. The minutes referred to in the preceding paragraph, together with the ballot papers subject to claims, are delivered as hard copy to the national tabulation center, within a maximum period of seventy-two hours from the end of counting and results tabulation operations.
8. An excerpt of the polling center results minutes, with the initial tabulation results, is signed by the president of the polling center and displayed visibly at the polling center premises.
9. The president of the polling center shall ensure that each accredited candidate list's agent performing duties in the polling center has access to a copy of the polling center results minutes stating the initial tabulation of results.

Article 49

National tabulation center

1. Within a maximum period of seventy-two hours after receiving the regional tabulation, municipal tabulation and out of country tabulation minutes, CNE proceeds with the national tabulation, checking the minutes and taking a final decision on ballot papers subject to claims have been made, if any, and other claims filed.
2. The verification of tabulation minutes in accordance with the preceding paragraph may include assessment and decisions on reasonable grounds regarding any inconsistency or mathematical error.
3. If, in accordance with the grounds and terms mentioned in the preceding paragraphs, the initial or interim tabulations are amended, a new copy of the relevant operations minutes is printed, with the amendments included and the grounds for justification attached to the amended minutes.
4. After concluding operations and within the period stated in paragraph 1 above, CNE drafts and displays at its headquarters a provisional tabulation of national results.
5. Copies of the provisional tabulation of national results are sent to STAE and the national media.

Article 50

Appeal

1. The provisional tabulation of national results published by CNE can be subject to appeal, filed within twenty-four hours from its publication, to the bench of the STJ, which immediately notifies the interested parties and gives its judgement within an equivalent time period.
2. If no appeal has been filed by the deadline, CNE sends to STJ the minutes of the tabulation of national results, together with the regional, municipal and out of country tabulation minutes, and any other documents deemed as important, making express reference to the absence of any appeal.

Article 51

Announcement of results and validation of election

1. STJ, after deciding any appeal in accordance with paragraph 1 of the preceding article or after the deadline to file an appeal where no appeal has been lodged, reviews the documentation sent by CNE, makes a ruling validating the election of political party or coalition and, through its president, announces the final results within a maximum period of seventy-two hours, with the mandatory announcement of the total number of registered voters and voters who voted, blank and null and void votes, the number and corresponding percentage of votes per candidate and the name of the elected political party or coalition *or the name of the two candidates taking part in the second round. (sic – apparently not deleted from the presidential election regulation template)*
2. The STJ ruling is sent for publication in the Official Gazette, with a copy sent to CNE and to STAE.

Chapter V

Monitoring of the electoral process

Section I

Electoral process oversight

Article 52

Requirement for accreditation as a candidate list's agent

1. Candidate lists which wish to appoint agents for the presidential election shall submit an application in writing to the Director General of STAE for the issue of their accreditation cards, without which they have no access to polling centers and polling stations.
2. The requirement referred to in the preceding paragraph shall be accompanied by a complete list of the agents, which shall include:
 - a. The full name of each agent;
 - b. The voter number of each agent
 - c. A photocopy of the identity card or the electoral card of each agent;
 - d. Two passport size photographs for each agent's accreditation;
3. The STAE Director General will decide on applications within 48 hours of their receipt

4. Accreditation will be issued within 5 days of the date set out in paragraph 1 above
5. An appeal against a decision to reject an application for accreditation can be filed with CNE within 24 hours of the decision.
6. After receiving STAE's response, which shall be submitted within a maximum period of twenty-four hours, CNE shall decide the appeal within forty-eight hours, and shall communicate its decision to the agent, the candidate list's representative and to STAE.

Article 53
Electoral Agent's Credential

1. The candidate lists agents' accreditation card contains the following information:
 - a) Full name of the agent;
 - b) Current photograph of the agent;
 - c) The agent's voter card number;
 - d) The date of issue of the credential;
 - e) The signature of the Director General of STAE;
 - f) The hologram with the emblem of STAE.
2. The template for the candidate list agent's accreditation card is included in Annex II to this decree, of which it is an integral part.

Article 54
Rights of electoral agents

Electoral agents have the right to:

- a) remain within the polling center or polling station for which they have been accredited;
- b) request clarifications from the electoral administration bodies on matters related to the electoral process and obtain, within a period of three days, the required clarifications;
- c) have access to official documentation on the electoral process;
- d) cooperate with other agents to ensure that the electoral process is conducted in a transparent and orderly manner;
- e) have access to and communicate with representatives of the media;
- f) make such statements as they deem appropriate to the mass media, as long as they do not jeopardize the electoral process;
- g) submit, in writing, complaints and appeals on decisions on compliance of electoral activities with the law.

Article 55
Duties of electoral agents

The duties of the candidates lists' agents are to:

- a) Respect the sovereignty of the Timorese State, the Constitution of the Democratic Republic of Timor-Leste and the laws in force;
- b) Study and know the legal system of the Democratic Republic of Timor-Leste;
- c) Exercise objective, responsible and conscientious monitoring;
- d) Report to the electoral administration bodies any irregularities, complaints or complaints verified during the electoral process;
- e) Not interfere, disturb or obstruct the development of ongoing electoral operations;

- f) Refrain from giving orders or instructions to electoral officials;
- g) Carry the accreditation card issued by STAE and identify themselves with this credential and their voter card whenever any authority or electoral official requests.

Article 56

Revocation of agent's accreditation

- 1 STAE revokes the accreditation of an agent who does not adhere to the laws in force in the Democratic Republic of Timor-Leste or violates the duties described in Article 55 of this decree, and communicates this decision to the agent in question and to the candidate list he/she represents.
- 2 An appeal against the decision to revoke accreditation can be filed with CNE within twenty-four hours.
- 3 After receiving STAE's response, which shall be submitted within a maximum period of twenty-four hours, CNE shall decide the appeal within forty-eight hours, and shall communicate its decision to the agent, the candidate list's representative and to STAE.

Article 57

Place where the candidates' agents vote

The candidates' agents vote in the polling center where they carry out their monitoring duties.

Section II

Observation of the Electoral Process

Article 58

Request for accreditation as an observer

1. National or international organizations with the purpose of implementing electoral observation missions, within or outside the national territory, must make a written request for the accreditation of their observers to the Director General of STAE.
2. The request referred to in the preceding paragraph shall be accompanied by an official document with the constitution and rules of the organization that proposes to carry out electoral observation activities and by a complete list of observers included in the mission and in which is stated the following information relevant to each proposed observer:
 - a) The full name of each observer;
 - b) The electoral number of the observer;
 - c) A photocopy of the identity card or elector card from the national observer;
 - d) A photocopy of the passport, when it's an international observer;
 - e) Two copies of a passport photograph of the observer.
3. After receiving the documents that inform the application process for accreditation of observers, the Director General of STAE decides on the issue of the respective credentials within forty-eight hours.

4. The credentials are issued within five days after the request compiled by the organization that requires the accreditation of its observers is received by STAE.
5. Appeals against a decision to reject can be filed with CNE within twenty-four hours from the notification of the decision.
6. After receiving STAE's response, which shall be submitted within a maximum period of twenty-four hours, CNE shall decide the appeal within twenty-four hours, and shall communicate its decision to the observer, the organization that the observer represents and to the Migration Department of the National Police of Timor-Leste.

Article 59.

Election observer credential

1. The election observer credential contains the following information:
 - a) The full name of the observer;
 - b) Current picture of the observer;
 - c) The electoral number of the observer, if a national observer;
 - d) Passport number if an international observer;
 - e) Name of organization represented by the observer;
 - f) Issue date of the credential;
 - g) Signature of STAE General Director.
 - h) Hologram with the emblem of STAE.
2. The observer credential template is included in Annex III to the present decree, of which it is an integral part.

Article 60

Rights of national and international observers

The rights of national and international observers are to:

- a) Obtain authorization to enter and stay in Timor-Leste, in the case of international observers;
- b) Be in all polling centers and polling stations throughout the national territory and abroad;
- c) Obtain necessary clarifications on the electoral framework of Timor-Leste;
- d) Request clarification from the electoral administration bodies on matters related to the electoral process and obtain, within a period of three days, the required clarifications;
- e) Have access to official documentation on the electoral process;
- f) Access and communicate with representatives of the media.

Article 61.

Duties of national and international observers

1. Election observers are obliged to:
 - a) Respect the existing legal-electoral framework;
 - b) Act with independence, transparency and neutrality;
 - c) Not interfere, disrupt or obstruct the development of ongoing electoral operations;
 - d) Refrain from giving orders or instructions to election officials;

- e) Prepare and send to the electoral administration organs a copy of the electoral observation report produced;
 - f) Communicate to the electoral administration bodies any situation that may create a conflict of interests with their duties.
2. The observer identifies himself to electoral authorities or officials, by presenting the accreditation card issued by STAE and his/her voter card or passport.

Article 62.

Revocation of observer's accreditation

1. STAE revokes the observer accreditation when one of the following situations occurs:
 - a) Violation of the laws and regulations in force in the Democratic Republic of Timor-Leste;
 - b) Infringement of the duties as provided for in Article 64 of this Regulation;
 - c) Pursuit of activities incompatible with observer status;
 - d) In other situations expressly foreseen in the law or in the present decree.
2. STAE communicates the revocation decision to the observer, the organization that he/she represents, and the Migration Department of the National Police of Timor-Leste.¹
3. After notice of the revocation decision, the observer shall return the credential issued within a maximum period of twenty-four hours.
4. In situations where the observer does not voluntarily return the credential, STAE notifies the revocation decision to the diplomatic mission or consular office for the geographic area within which the polling center operates.
5. The revocation decision may be appealed to the CNE, within twenty-four hours.
6. CNE decides the appeal within a maximum period of forty-eight hours from the time STAE's response is presented.
7. CNE decisions are notified to the observer, to the organization that he/she represents, to STAE and to the diplomatic mission or consular office for the geographic area within which the polling center operates.

Section III

Media coverage of the electoral process

Article 63

Media Professionals

Journalists and correspondents for the print or audiovisual media are considered media professionals.

Article 64

Accreditation of professional media bodies

The accreditation of media professionals is carried out in accordance with the provisions of the Government Decree that approves the technical procedures for conducting journalistic coverage activities of the Parliamentary Election.

¹ This appears to be irrelevant to observations outside the territory of Timor-Leste

Chapter VI
Final and transitional provisions

Article 65
Complaints and claims

1. A complaint is an act in relation to an irregularity detected but not yet decided by the relevant electoral administration body.
2. A claim is an act that contests the decision on an irregularity that has been raised and that aims for the repeal or replacement of the decision against which the claim has been made.

Article 66
Support to electoral process

1. Within the framework of the electoral process, Public Administration services and organizations shall provide due assistance to electoral administration bodies.
2. Diplomatic and consular staff shall provide the logistical and material support requested by the electoral administration bodies.

Article 67
Duty of secrecy

1. All those who directly or indirectly carry out functions related to or monitor the electoral process in polling centers and polling stations are subject to the duty of secrecy with regard to the processing of data, information and documents of which they are aware or to which they have access in the exercise of their functions.
2. All those covered by the preceding paragraph must sign a binding declaration of confidentiality before they commence their duties.

Article 68
Destination of ballot papers and minutes of electoral operations

1. The ballot papers and electoral operations minutes, in hard and soft copy, are maintained by STAE and available to the Court of Appeal for a year after the announcement of the final election results.
2. After the expiry of the period mentioned in the preceding paragraph and in the absence of a judicial ruling determining otherwise, STAE destroys the ballot papers, except for one example to be delivered with the electoral operations minutes to the National Archives of Timor-Leste for historic archiving purposes.

Article 69
Court of Appeal

Before the establishment of the Supreme Court of Justice, the powers conferred on it by this decree are exercised by the Court of Appeal

Article 70
Entry into force

This Government Decree shall enter into force on the day after its publication in the Official Gazette.

Approved at a meeting of the Council of Ministers on 11 May 2017.

To be published

The Prime Minister,

Dr. Rui Maria de Araújo

The Minister of State Administration,

Dionísio Babo Soares, PhD

UNOFFICIAL TRANSLATION

ANNEX I

List of electoral materials required for the operation of polling centers and polling stations abroad:

1. Ballot boxes with their respective identification codes;
2. Ballot papers;
3. Indelible ink;
4. Sufficient voting compartments;
5. Election operations minutes form;
6. Election results sheet;
7. Electoral officials attendance list;
8. Confidentiality declaration to be signed by electoral officials;
9. Remarks book;
10. Voters List;
11. List of additional voters;
12. List of voters on duty;
13. Tabulation of results form for public display;
14. Materials delivery form;
15. Polling station signs;
16. Advice sheet for the names of the electoral officials;
17. Large format copy of the ballot paper;
18. Claim and objection forms;
19. Labels for election officials, candidate lists' agents and observers;
20. Stamp with the word "CANCELED";
21. Stamp with the word "CLAIMED";
22. Stamp with the word "BLANK";
23. Stamp with the words "NULL AND VOID";
24. Stamp with the word "UNUSED";
25. Stamp with the word "REJECTED";
26. Stamp with the word "ABANDONED";
27. Stamp with the phrase "Parliamentary Election 2017";
28. Envelope for valid ballot papers;
29. Envelope for blank ballot papers;
30. Envelope for null and void ballot papers;
31. Envelope for the ballot papers subject to claims;
32. Envelope for cancelled ballot papers;
33. Envelope for unused ballot papers;
34. Envelope for rejected ballot papers;
35. Envelope for abandoned ballot papers;
36. Full list of all candidates competing in the presidential election;
37. Sufficient calculators;
38. Sufficient staplers, ballpoint pens and nails;
39. Adhesive tape.
40. Polling station minutes form;
41. Polling center results minutes form;
42. Form for delivery of ballot box from the polling center to the national tabulation center;

43. Claim and objection form;
44. Numbered security seals;
45. Ballots boxes for the transportation of minutes, and claims and votes subject to complaint, if any;
46. Other office supplies that may be necessary

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