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NATIONAL ELECTIONS MANUAL



BASIC INFORMATION FOR ELECTION EDUCATION

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Message from the Chairman, Electoral Commission

As a Civic Educator and a person of integrity in your area, you have a vital role to play in helping Ugandans to exercise their right to vote as provided for in Chapter 5 of the constitution of the Republic of Uganda.

You are at the service of the voters and candidates contesting the elections whom you must treat with respect and without bias.

Being a person of high integrity you should remember that the success of the elections or referenda depends upon the efficiency with which you do your work and your strict compliance with the instructions pertaining to your work.

The Electoral Commission expects you to exercise your duty without fear or favour and you are expected to explain issues as clearly and soberly as you can.

Remember, if you exercise your functions faithfully and impartially, the commission will always stand by you and defend your lawful acts. However, you must note that there are offences you may commit as a civic educator for which you will be held personally responsible and hence liable to various forms of punishments under the Electoral Laws.

This manual will guide you on information to be imparted to the public regarding their constitutional obligations in as far as elections are concerned. You are therefore expected to play your role diligently and efficiently.

Hajji Aziz Kasujja.
CHAIRMAN
ELECTORAL COMMISSION
KAMPALA.

SECTION ONE: CIVIC EDUCATION

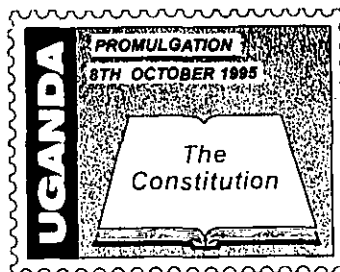
1. THE CONSTITUTION AND POWER OF THE PEOPLE

Uganda is now being governed by the New Constitution which was determined and passed by the Constituent Assembly on 22nd September, 1995 and came into force on 8th October, 1995.

The Constitution is the supreme Law of the land. All the Laws of the country must conform to it, and Institutions that make Laws or interpret and enforce Laws are governed by the Constitution. Everything done within this country must be in agreement with the Constitution.

According to this Constitution "*all power belongs to the people*". The people of Uganda have the right to determine how they should be governed and who should govern them. By electing delegates to the Constituent Assembly to represent their views on the Constitution, Ugandans exercised their right to determine how they should be governed.

The New Constitution has defined under what type of government this country should be run, and how people should be elected to make policies and Laws to govern the nation on behalf of the citizens.



It has made provisions for a President and Parliament to be elected by the citizens, and an independent Judiciary, each with clear functions: Parliament among other things, to enact Laws in accordance with the Constitution; the president to ensure that the country is run properly, and its and its territory protected; and the Judiciary to maintain Justice and to ensure that everything is done in accordance with the Constitution.

The constitution gives every Ugandan of 18 years and above the right to vote for a President Members of Parliament and Local Councils to govern the country. The President and Parliament are elected after every five years while Local Councils are elected every four years.

2. CITIZENSHIP

Who is a Ugandan?

Being born in Uganda, does not make you automatically a citizen of Uganda unless one of your parents or grandparents is /or was a member of an indigenous community existing and residing within the borders of Uganda as at 1st February, 1926 or if at the time of your birth one of your parents or grandparents was a citizen of Uganda by Birth.

You are therefore only a citizen of Uganda if you are a citizen by birth or if you have been registered as a citizen.

3. SOME BASIC RIGHTS AND FREEDOMS GUARANTEED BY THE CONSTITUTION

- Basic human rights and freedom are guaranteed in the Constitution. The Constitution endorses the notion that all human beings are entitled to live in freedom and dignity regardless of their status, birth, or affiliation. People should be protected from being treated in an inhuman or degrading manner.
- People are free to express their views and form or belong to groups and associations of their choice, provided in doing so, they do not break the Law or infringe upon the rights or freedoms of other people.
- If anyone feels his/ her right or freedom has been violated he/ she is entitled to seek redress in court.
- Anyone charged with an offence is entitled to fair public trial by a competent court or tribunal with out undue delay.
- According to the Constitution, everyone is equal under the Law in all spheres of life and will be protected by the law on equal terms.
- There shall be no discrimination against any person because of his or her sex, race, tribe, birth, belief or religion, social or economic status , Political views, or disability.
- Every one is entitled to life. No one has the right to take the life of another person. Unless a person is convicted and sentenced to death by a competent court after fair trial for a criminal offence and the conviction and sentence have been confirmed by the highest court of appeal.

Other important provisions of the constitution on the rights of people include

Women:- The right of women to be given full and equal respect, dignity and status with men, and be given equal opportunities in all spheres of life -political, economic and social;

Children:- The right of children to be cared for given basic education, food, shelter,health and to be protected from exploitation.

The disabled:- The right of disabled persons to enjoy due respect and human dignity. The disabled have the right to be accorded opportunity to develop and realize the full potential, mental as well as physical.

4 ELECTORAL COMMISSION (EC)

1. *Electoral Commission*

Article 60 of the Constitution provides for an Electoral Commission which shall consist of a Chairperson, a Deputy Chairperson and five other members appointed by the President with the approval of Parliament. Members of the Commission shall be persons of high moral character, proven integrity and who possess considerable experience and demonstrated competence in the conduct of public affairs. They shall hold office for seven years and their appointment may be renewed for one more term only.



Functions

- To ensure that regular, free and fair elections are held;
- To organize, conduct and supervise elections and referenda in accordance with the Constitution
- To demarcate constituencies in accordance with the provisions of the Constitution.
- To ascertain, publish and declare in writing under its seal the results of elections and referenda;
- To compile, maintain, revise and update the voters' register;
- To hear and determine election complaints arising before and during polling;
- To formulate and implement Civic education programmes relating to elections; and
- To perform such other functions as may be prescribed by Parliament by Law.

Subject to the Constitution, the Commission shall be Independent and shall, in the performance of its functions, not be subject to the direction or control of any person or authority. Parliament shall ensure that adequate resources and facilities are provided to the Commission to enable it perform its functions effectively.

2. *Presidential and Parliamentary Elections*

The Interim Electoral Commission, which was charged with the election responsibility, organized the 1996 Presidential and Parliamentary elections in which every Ugandan of voting age chose their leaders by exercising their right to vote.

FOLD

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PRESIDENTIAL ELECTIONS



THE REPUBLIC OF UGANDA

1996

(First read the instructions before marking the Ballot Paper)

1. Mark the box beside the Candidate of your choice with a tick or your thumbprint.
2. Fold the ballot paper only once (lengthwise).
3. Cast it into the ballot box.




BALLOT PAPER

Constituency

0000000

Polling Station

PRESIDENTIAL ELECTIONS, 1996

<p>KAGUTA Museveni Yoweri</p>		
<p>MAYANJA, Kibirige Muhammad</p>		
<p>SSEMOGERERE Paul Kawanga</p>		

FOLD

In the Presidential Elections held on 9 May 1996, three candidates namely Kaguta Museveni Yoweri, Kibirige Mayanja Mohammed and Kawanga Ssemwogerere Paul participated. Mr. Kaguta Museveni Yoweri, was declared the winner and was sworn in as the first directly elected President of Uganda.

The Commission further organized the election of Members of Parliament, country wide on June 27, 1996 for the directly elected members and also organized and supervised the election of special interest groups except the Youth Representatives

The Electoral Process

The Electoral Commission has outlined procedures to be followed for the smooth running of the elections, and to ensure that the elections are free and fair. The electoral process starts with registration of Voters through Display and Updating of the Register, Nomination of the candidates, candidates campaigns (to give voters the opportunity to assess candidates), to polling and Declaration of Results.

5. REPRESENTATION OF THE PEOPLE

5A 1. The Local Government

Synopsis:

The Local Government Act, 1997, which became operative on 24/03/97, gives full effect to Chapter 11 of the 1995 Constitution and the Provisions of Article 206(1). This law is yet another milestone in Uganda's democratization process.

Objectives

- (a) To give full effect to the decentralization of functions, powers, responsibilities and services at all levels of Local Government.,
- (b) To ensure democratic participation in and control of decision making by the people concerned.
- (c) To establish a democratic, political and gender sensitive administrative set up in the Local Governments and
- (d) To establish sources of revenue and financial accountability .

2. Local Government Council Election

The Local Government Act in Section 102 empowers the Electoral Commission (EC:) to organize Local Council Election and in order to ensure Successful LC Elections, the EC must put into place the following;

- (a) Appointment of Election Officials
- (b) Update of voters registers
- (c) Demarcation of Electoral Areas.

3. *Duties*

The Law has made a distinction between Local Government and Administrative Councils.

The Local Governments are District Councils and Sub-County Councils in the rural areas; and City, City Divisions, Municipal, Divisions and town Council in urban areas. These have a government character.

Administrative Units are the county, parish and village councils in rural areas and the parish / ward and village councils in rural areas.

4. *Status*

The District Chairperson shall be the political head of the district. He/ she and the Vice-Chairperson, together with the General Secretary shall be full time employees of the district.

The Chairperson and Vice-Chairperson of Municipal Councils and those of Sub-county, Town Council and City Division shall also be full time employees of their respective councils.

The Chairpersons of the City and Municipal Councils shall carry the title of Mayor.

5. *Voting Procedures*

Chairpersons of Sub-County Council and District Council as well as Municipal Council shall be elected by universal adult suffrage through secret ballot.

This means that registered voters will go to their polling stations on a day appointed by the Electoral Commission and vote for candidates of their choice.

Councillors for Municipal Council and District council (except those of Sub-County Council) shall also be elected by universal adult suffrage through secret ballot.

Councillors for Sub-county Council and Executive members of village Council and Parish Council shall be elected by voters lining up behind candidates of their choice or pictures/ agents of their candidates.

6. *Qualifications*

- (a) **Chairpersons** - A district chair person shall be one who is qualified to be Member of Parliament. He/she must be at least 30 years and not more than 75 years of age, and must be a person ordinarily resident in the district or has a written intention that he/ she shall become a resident of that area within the next six months.
- (b) **Councillors** - A person is qualified to be a member of a District, City, Division or Municipal Council other than the Chairperson if that person is a citizen of Uganda and is a registered voter.

7. *Special Interest Groups*

Women, Youth and People with Disabilities are collectively known as Special Interest Groups. The Uganda Constitution has accorded them a special status. They are supposed to be represented in parliament and in the Local Government Councils.

Women:

The election of Women Councilors of local Government Councils shall be by adult suffrage. During the election of Women representatives, the electorate shall line up behind the candidates.

Youth and the Disabled:

Youth Councillors and Councillors representing persons with Disabilities shall be elected by electoral colleges.

1. A Youth Councillor shall be elected by an electoral college consisting of in case of
 - (a) In case of a District Council
 - (i) all Sub-county Youth Councils, and
 - (ii) the District Youth Executive;
 - (b) in case of a City Council -
 - (i) all Division Youth Councils; and
 - (ii) the City Youth Executive;
 - (c) In the case of a Municipal Council
 - (i) All Parish or ward Youth Councils; and
 - (ii) the Municipal Youth Executive;
 - (d) In the case of a Sub-county, Town or Division Council
 - (a) all Parish or Ward Youth Councils; and
 - (b) the Sub-County, Town or Division Youth Executive as the case may be

2. A Councillor representing Persons with Disabilities shall be elected by the National Union of Disabled People of Uganda forming an electoral college as follows:-
 - (a) in the case of District, all members of the District Executive Committee and Sub-county Executive Committees;
 - (b) in the case of a City, all members of City Executive Committee and Division Executive Committees; and
 - (c) in the case of other Urban Councils and Sub-county Councils all members of the Division in Parish Executive Committees.

Composition of District Council

- (i) The District Chairperson.
- (ii) One Councillor directly elected to represent an electoral area of a District
- (iii) Two Councillors one of whom shall be a female youth representing the Youths in the District
- (iv) Two Councillors with disabilities one of whom shall be a female, representing persons with Disabilities; and
- (v) Women Councillors forming a third of every Council and at least one of the offices of Secretaries shall be held by a female.

Lower Local Government Council Executive Committee

The Council shall have an Executive Committee nominated by the Chairperson from among the members of the Council and shall be approved by simple majority of all members of the council voting. It shall consist of

- (a) the Chairperson;
- (b) the Vice Chairperson;
- (c) Such number of Secretaries not exceeding five as the Council may determine. At least one of such offices of Secretaries, shall be held by a female and the Chairperson shall assign one of the Secretaries to be responsible for health and children's welfare.

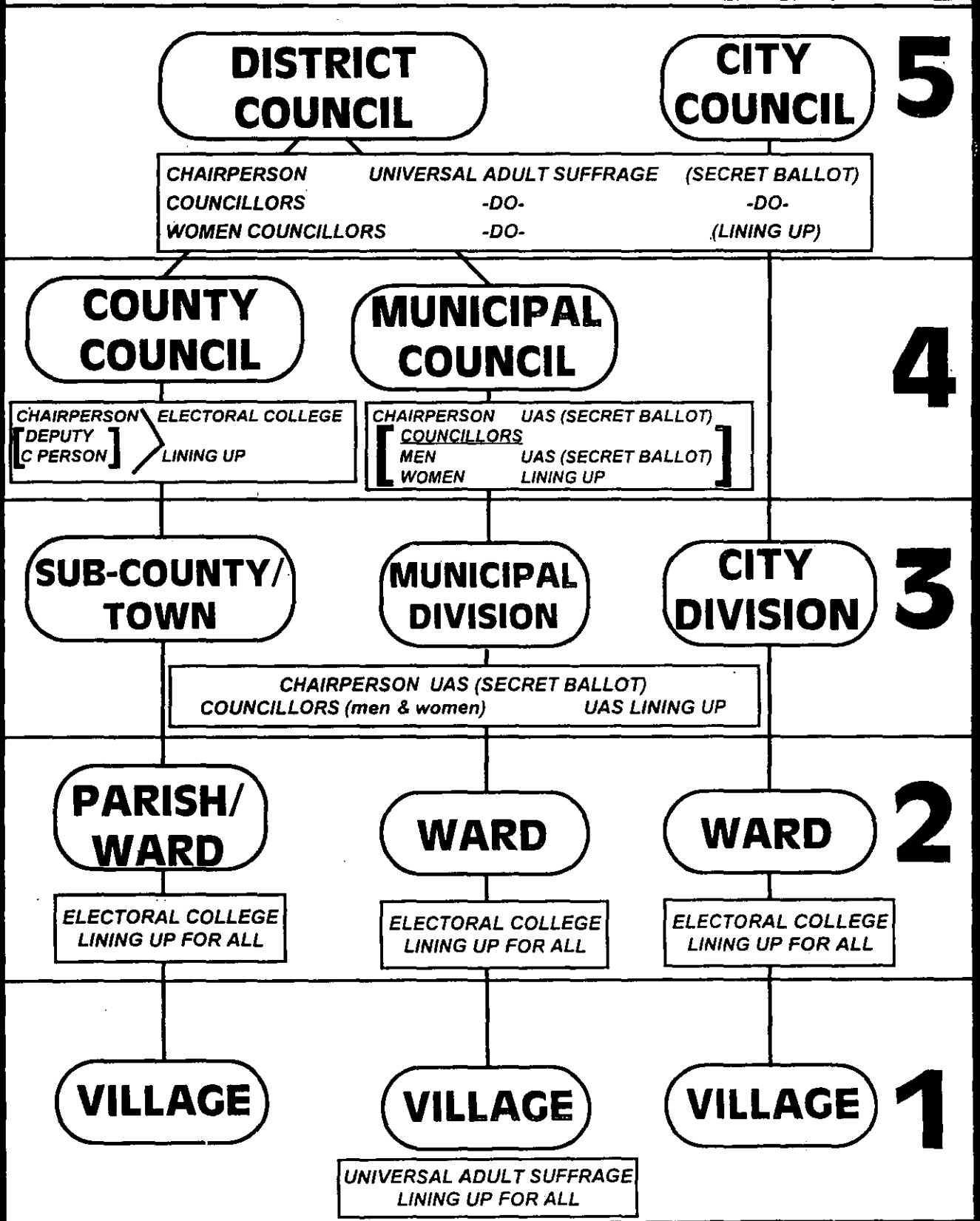
Composition of Lower Government Councils:

1. Sub-county Council shall consist of -
 - (a) A Chairperson elected by universal adult suffrage through secret ballot;
 - (b) One Councillor, representing each Parish in a Sub-county;
 - (c) Two Youth Councillors representing the Youth in the Sub-county, one of whom shall be a female youth;
 - (d) Two Councillors with disabilities, one of whom shall be a female, representing persons with disabilities in the Sub-county; and
 - (e) Women Councillors forming one third of the Council

The above Council composition is similar to the City Division Council and that of municipal Council.

The composition of the Municipal Division Council and that of Town Council is similar, but unlike those of City Division and the Municipal Council, these will have one Councillor directly elected to represent each Parish or Ward.

LOCAL GOVERNMENT UNITS



PARISH LEVEL:

Executives from the Villages form the Parish Councils and they elect Executive Committees from among themselves. Quorum is 1/3 of the Councillors. Therefore there must be a register for the Parish Councillors.

COUNTY LEVEL:

Sub-County Executives form the County Council at this 4th level, and elect the Chairperson and Vice Chairperson.

B. The Parliament: role , Composition and Tenure: Qualifications

The Constitution has established Parliament which is the highest law making body of the government. In addition to making laws, it levies taxes and determines how public funds should be spent and how the country should be run in accordance with the Constitution. **“ It has the power to make laws on any matter for the peace, order, development and good governance of Uganda”**

*Composition***Parliament shall consist of:**

- (a) directly elected members

The Law has demarcated the country into 214 constituencies.

Each of these constituencies shall elect through universal adult suffrage and by secret ballot a candidate who shall represent them in Parliament.

- (b) Special Interest Groups

The Constitution provides for various interest groups to be represented in Parliament.

Women: One from each district to be elected by electoral college made up of Women Councillors and all Sub-County Women Councillors of each district.

The Army: Ten (10) to be elected by the Uganda People’s Defense Forces

The Youth: Five (5) to be elected by the National Youth Council forming an electoral college.

The Workers: Five to be elected by the National Organisation of Trade Unions (NOTU) delegates conference.

The Disabled: Five (5) to be elected by the National Union of Disabled Peoples of Uganda forming an Electoral college.

The Vice President and Ministers , who, if not already elected Members of Parliament, shall be ex-officio Members of Parliament without the right to vote on any issue requiring a vote in Parliament.

- (a) **Who is Qualified to stand for Election to Parliament?**

Anyone Who-

- (i) is a citizen of Uganda
- (ii) Is a registered voter and
- (iii) Has completed a minimum formal education of Advanced Level Standard or its equivalent.

(b) Who is not Qualified?

A person is not qualified for election to Parliament if he/she

- (i) is of unsound mind;
- (ii) is involved in any way with the conduct of an election;
- (iii) is a traditional or cultural ruler;
- (iv) has been declared bankrupt by a competent court
- (v) has been sentenced to death, or is under a sentence of imprisonment for nine months or more without the option of a fine.

6. THE EXECUTIVE***President - Functions, Tenure and Qualifications and Cabinet***

Under the Constitution, the President is the leader of the Nation. Head of State, Head of Government and Commander-in-Chief of the Uganda People's Defence Forces and Fountain of Honour.

The **Executive** Authority of Uganda is vested in the President and shall be exercised in accordance with the Constitution and the Laws of Uganda.

Functions:

- (a) The President has the full authority to act on behalf of the people of Uganda in accordance with the Constitution and the laws of the Country.
- (b) He/ she has to make sure that the Constitution and all laws made under or adopted by the Constitution are maintained and enforced
- (c) It is the duty of the President to abide by the Constitution and laws of Uganda and protect them. It is also his duty to promote the welfare of the citizens and ensure protection of the territorial integrity of Uganda.

The President may do these functions directly or through officers and institutions in accordance with the Constitution. He/ she is assisted by the Vice-President, Ministers and other appointed officers to run the day to day affairs of the country.

Tenure of Office of the President

The term of office of the President is five years, after which there shall be fresh elections. The Constitution does not allow a President to have more than two terms of office.

Qualifications

- (a) a citizen of Uganda by Birth
- (b) not less than 35 years old
- (c) not more than 75 years old, and
- (d) be qualified to be a member of Parliament, (as described under “who is qualified to stand for election to Parliament” in 5B (a) above)

The Cabinet:

The Law has established a Cabinet which shall consist of the President, the Vice President and such number of Ministers as may appear to the President to be reasonably necessary for the efficient running of the State. The functions of the Cabinet shall be to determine, formulate and implement the policy of the Government and to perform such other functions as may be conferred by the Constitution or any other laws.

Cabinet Ministers shall be appointed by the President with the approval of Parliament from among Members of Parliament or persons qualified to be elected Members of Parliament. The President may, with the approval of Parliament, appoint other Ministers to assist Cabinet in the performance of their functions.

Ministers shall, individually be accountable to the President for the administration of their ministries and collectively be responsible for any decision made by the Cabinet.

7. THE JUDICIARY

Judicial power is derived from the people and shall be exercised by the Courts established under the Constitution in the name of the people and in conformity with law and with the values, norms and aspirations of the people.

The Judiciary safe guards the rights and freedom of people, and ensures that everyone is treated equally under the law, no matter his/her origin, status, or personal affiliations. It has the power to declare whether or not the president or parliament or any other person or authority has acted in accordance with the laws or the constitution, on any issue brought before the court.

The Judiciary is made of the Chief Justice, Judges and Magistrates who work through the court system to administer the laws or settle disputes.

Court:

The Judiciary works through;
 the Supreme Court (the highest),
 the Court of Appeal,
 the High Court, and
 the Magistrates Court in this descending order.

Right of Appeal:

People or institutions have the right to appeal to a higher court if they are dissatisfied with a ruling of a lower court.

1. Registration**(a) Who May Register to Vote**

Every Ugandan citizen who is 18 years old and above may register to vote.

(b) Why Register?

(i) You register because you are a Ugandan and have a right and duty to take part in making decisions that will affect all Ugandans.

(ii) You register in order to be able to vote and this means participating in choosing leaders to represent you in your area.

(iii) You register to receive your Voter's Card as your identification as a voter.

(iv) By registering as a voter, you show your civic responsibility by participating in elections.

(v) When you get registered your name enters the National Register and you are counted as one of the responsible citizens who care about the political future of your country.

(c) Where and When to Register

Registration of voters takes place in the Parish or Village at a time and place fixed by the Electoral Commission. One can therefore register where -

- one originates from, or
- resides; or
- works in gainful employment

(d) How to Register

(i) A Registration Officer is named from the community. He or she will be known to voters.

(ii) At the Registration centre, you are asked simple questions about who you are and where you live, your age etc. You should answer willingly. The questions are only to establish your identity and qualification to be a voter.

(iii) If you qualify to vote you are given a Voter's Card which you should keep carefully. If it is lost you can apply to the returning Officer who will ensure that it is replaced by a Duplicate Voter's Card. You cannot vote without a Voter's Card.

(e) Display of the Voters' Register

The Voters' Register is normally displayed at all Polling Station whenever there is an election exercise.

If you have already registered, it is your duty to go to your polling station and check to make sure your name is on the Register.

Objections

If your name is not on the register, inform the Parish Chief or your Parish .



If you see the name of any person on the Register whom you know is not qualified to be registered, it is your duty to report to the Chairman of your Village or the Parish Chief

The Chairman will report all such objections to the Returning Officer who will appoint a tribunal to take a decision on the objections- The tribunal will be made up of five members at least 3 Executive Committee members one of whom must be a woman; and a least one Elder and one Chief.

NB. Nobody can, object that his/ her name is not on the register if he/she failed to apply to register during the period of registration or when the register was last opened for registration and updating.

If you have registered and your name is on the Register but you have lost your Voter's Card inform the Display Officer. He will arrange for a Duplicate Voter's Card to be given to you.

Remember, you need to show your Voter's Card on Polling Day to be allowed to Vote. Without your Voter's Card, you will not be allowed to Vote. So, make sure you have one.

2. NOMINATION OF CANDIDATES AND CANDIDATES' CAMPAIGNS

A. *For the Presidential Elections*

To be nominated as a presidential candidate, a qualified person should:

- (i) sign a prescribed Nomination Form,
- (ii) be proposed by any two (2) registered voters, and
- (iii) supported by one hundred (100) registered voters from each of at least two thirds of all the districts of Uganda.
- (iv) deposit shs. 8 million.

Presidential Candidates Campaigns:

- (a) *Individual Campaign Meetings*
Presidential candidates may hold individual campaign meetings in any part of Uganda in accordance with any existing law on public campaigns. A candidate can do so only in accordance with a programme of meetings he/ she submits to the Electoral Commission in advance.
- (b) *Candidates' Meetings:*
The Commission may, after consultation with all the candidates or their agents organise one or more joint candidates' meetings for candidates who agree to participate
- (c) *Campaign Through the Media:*
All candidates shall be given equal time and space in the state-owned newspaper and on Radio and Television to present their programmes to the public.

B. *For Parliamentary Elections*

To be nominated as a Parliamentary Candidate a person:

- should be qualified to stand for parliament (see under parliament above)
- should fill a prescribed nomination form
- Pay a fee of Shs 200,000/=
- be nominated by 2 registered voters, and
- supported by 10 other registered voters of his/ her constituency.

Parliamentary Candidates' Campaigns:

The Parliamentary candidates will be able to go round the Constituency and speak to voters directly. The candidate may not hold rallies but they can speak to as many people face to face as they want.

Candidates' Meetings

The Candidates will also be able to meet the public at Candidates' meeting which will be held in each parish of their constituency.

The Returning officer will announce and post a programme of meetings where the Candidates will present themselves, and their political programmes to the electorate, in equal allotments of time. The Candidates will also be required to answer questions from the public. They will be required to refrain from attacking other candidates.

In each parish, the Candidates' Meetings shall be chaired by the Presiding Officer for that parish or by a person appointed by the Returning Officer for this purpose.

The Presiding Officer and the candidates may use the local language of the area.

Make sure you attend the candidates' meetings. This is your chance to assess the candidates and decide whom to vote for. Vote on polling day for the candidate who you think will do the best job for you in Parliament.

C Local Council Elections

(i) Chairpersons (District or City).

To be nominated as a District or City Chairperson the law requires that one:

- must be qualified to be elected a Member of Parliament (as above).
- is at least thirty five years and not more than seventy five years off age; and
- is ordinarily a resident in that district or has written intention to become a resident of that district or city within the coming SIX months.
- attaches to his or her nomination paper a list of names of 50 registered voters from at least two thirds of the electoral areas and each of the fifty shall have appended to that list his or her name, signature, physical address and voters registration number as specified in Form EC I and
- a nomination fee of 200,000/= payable in cash or bank-draft

(ii) Chairpersons (Municipality, Town, Division or Parish or Sub-county).

- For a person to qualify for election as Chairperson of a Municipality Town, Division or sub-county he/she should have the qualifications as in C (i) above and must attach to his or her nomination paper a list of names of twenty registered voters from each electoral area and each of these should have appended to that list his/her name; signature physical address and voters registration number as specified in Form EC I.
- A nomination of 100,000/= for a Municipality and 50,000/= for a city Division, a Town or a sub-county payable in cash or bankdraft.

(iii) Councillors

A person is qualified to be a member of a District, City, Division or Municipal Council if that person

- is a citizen of Uganda; and
- is a registered voter

(iv) A Village Council consists of all persons of eighteen years or above residing in the village. Nomination for candidates at village level will take place on the same day of the election.

Names of candidates will be proposed orally by an eligible voter and seconded by another voter who is present. As many nominations as are properly nominated and seconded, for each office.

No voter may second more than one candidate for the same office. Candidates' meetings will be held on the election day. The candidates nominated for each office will introduce themselves individually for five minutes, and then leave the gathering beyond a hearing distance.

The person nominating each candidate will then introduce the candidate to the electorate. The electorate is then allowed briefly to discuss the candidates after which the elections begin.

(v) Special Interest Groups Councillors

1. The election of women councillors shall be by adult suffrage, the electorate lining up behind the candidate, an agent or a portrait of the candidate of their choice.
2. The Youth Councillors shall be elected by an electoral college consisting of

- (a) In case of District Council:-
 - (i) All Sub-county Youth Councils; and
 - (ii) The District Youth Executive.
 - (b) In case of a City Council
 - (i) All Division Youth Councils; and
 - (ii) The City Youth Executive.
 - (c) In case of a Municipal Council:-
 - (i) At Parish or ward Youth Councils; and
 - (ii) The Municipal Youth Executive
 - (d) In case of a Sub-county, town or Division Council
 - (i) All Parish or Ward Youth councils and
 - (ii) The Sub-county, Town or Division Youth Executives,
3. A councillor representing persons with disabilities shall be elected by the National Union of Disabled People of Uganda forming an electoral college as follows:-
- (a) In the case of a District, all Members of the District Executive Committee and Sub-county Executive Committees;
 - (b) in the case of a City, all members of City Executive Committee and Division Executive Committees;
 - (c) In the case of the other Urban Councils and Sub-county Councils all Members of the Division or Parish Executive Committee.

Candidates' Meeting:

No candidate, shall organize, hold or address his or her own individual candidate's meeting. The Returning Officer shall, in consultation with all the candidates, prepare and conduct a candidates meeting in each parish or aggregated parishes in a given electoral area. At such a candidate's meeting the Chairperson and the candidates may use the local language of the area.

3. VOTING

In Uganda, the voting process is either by the adult suffrage using a secret ballot or by lining up behind a candidate of one's choice.

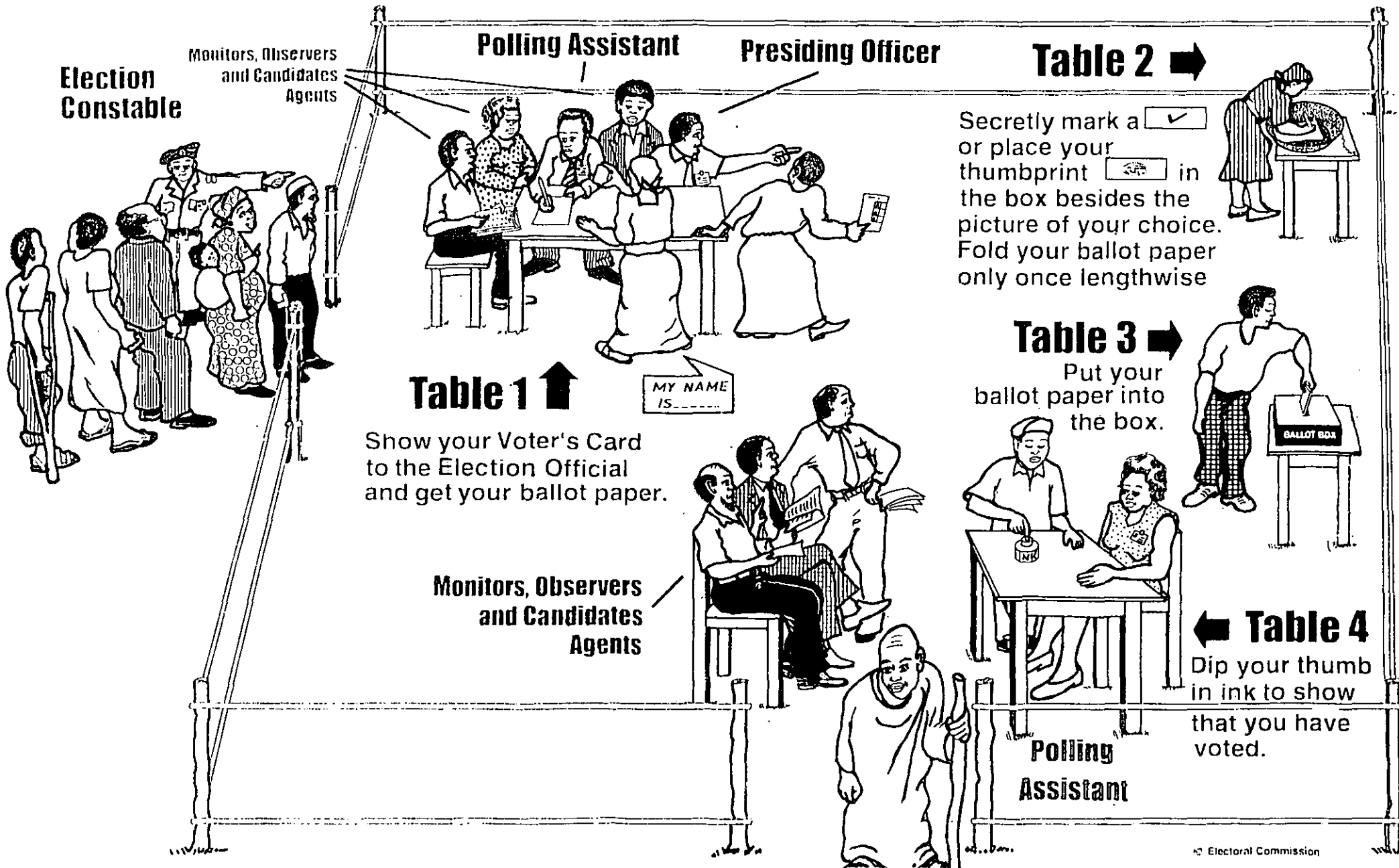
- (a) ***Who May Vote***
Only Ugandans who have registered to vote and hold valid voters card,
- (b) ***Where To Vote***
The Polling station in the Parish Village where you registered.
- (c) ***Time to Vote***

According to Law different time is set for different elections. For Parliamentary elections the time is 7a.m to 5 pm., while Women and Youth elections are conducted from 9am to 6pm and those of County, Parish or village Council is between 10a.m to 5p.m

(d) ***Before Voting Begins***

1. The Presiding Officer opens the ballot box and shows it to the public and candidates' agents by turning it upside down to make sure it is empty and then seals it.
2. The Presiding Officer shows the parcelled and sealed ballot papers indicating to all present that they have not been tampered with, and that they are genuine.

AT THE POLLING STATION



Election Constable

Monitors, Observers and Candidates Agents

Polling Assistant

Presiding Officer

Table 2 ➡


Secretly mark a or place your thumbprint  in the box besides the picture of your choice. Fold your ballot paper only once lengthwise



Table 1 ⬆

Show your Voter's Card to the Election Official and get your ballot paper.

MY NAME IS _____

Table 3 ➡

Put your ballot paper into the box.



Monitors, Observers and Candidates Agents

⬅ **Table 4**

Dip your thumb in ink to show that you have voted.





Polling Assistant

(e) Voting Procedure

- (i) On election day carry your own Voter's Card and go in person early to the polling station where you have your name register.
- (ii) Start or join the queue and wait for your turn to vote. Avoid struggling in the queue. Some people may be allowed to break the queue if they are infirm, in need of assistance because of children, very old, etc. Wait patiently. When it is your turn
- (iii) Go to table 1. There you will be required to say your name loudly and show your Voter's Card. The election officer will check your name in the Register and examine your fingers to verify whether you have not voted earlier. If everything is in order, you will be given a ballot paper and your Voter's Card will be returned to you.






HOW TO MARK

SAMPLE 1.

BALLOT PAPER		
ADYERI Joan Kayogooza		
KICONCHO Paul Willy		
LUBEGA Kanifa Mukasa		✓
LAKWONYERO Keneth Isimail		

THE BALLOT PAPER

SAMPLE 2

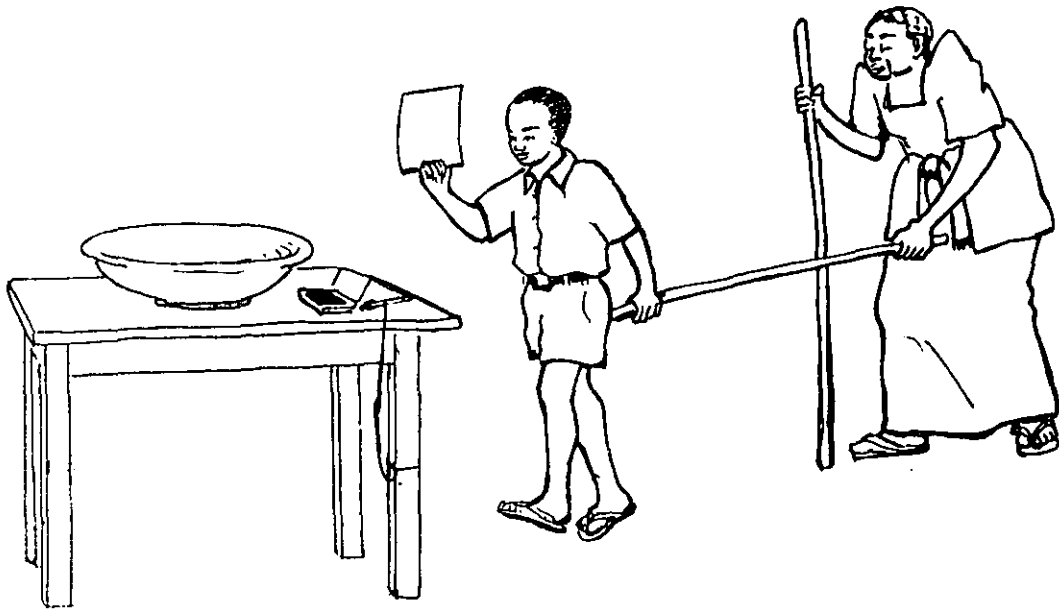
BALLOT PAPER		
ADYERI Joan Kayogooza		
KICONCHO Paul Willy		
LUBEGA Kanifa Mukasa		
LAKWONYERO Keneth Isimail		

- (iv) Carry the ballot to Table 2. There you will mark a tick or place your thumb print in the box beside the photograph of the candidate of your choice. Fold your ballot paper once, lengthwise.
- (v) Walk to Table 3 where one ballot box is situated. Put the folded ballot paper into the box through the slit on top. Be sure you do not put your Voter's card in the box. Only ballots go into the box.
- (vi) Walk to Table 4 and an Election Officer will help you dip your thumb in indelible ink to show you have voted.

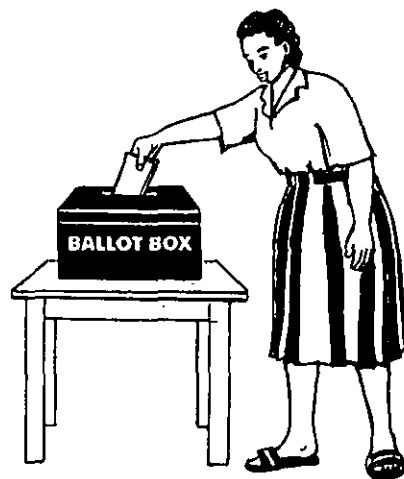
(f) Secrecy of the Vote

The voting is done in the open but your choice is secret



(g) Assisting Disabled, Illiterate, Aged

If you are blind, too old, or disabled in such a way that you cannot mark the ballot paper without help, you yourself should choose someone you can trust to help you. That person does not need to be 18 years old.

**NB:**

1. ***No Election Officer, Candidate's Agent, Monitor or Observer is allowed to help anyone to mark the Ballot Paper***
2. ***No person is allowed to assist any Voter to MARK the Ballot Paper unless the Voter voluntarily requests the Person to help him/her***
3. ***It is a crime to pretend to be Disabled in order to have someone else MARK your Ballot Paper for you or help you to mark it***

After the Presiding Officer has closed the poll, Votes at each polling station shall be counted at that station in the presence of the candidates' and counting agents, Observers and monitors in full view of members of the Public.

The Presiding Officer's will unseal the box at the close of the poll and empty the contents carefully. The ballots will then be sorted into piles for each candidate and spoiled ballots will be set aside. The Presiding Officer will reject ballot papers that do not bear the "Authorised Mark" of choice : that are marked more than once.

The number of ballots in the box will be checked against the number of ballots issued to voters, and when everyone is satisfied that the numbers tally, counting begins. No uncounted votes stay overnight. The Commission will provide lanterns for vote counting.

(i) *Ballots That will Not Be Counted*

The Presiding Officer shall reject a ballot paper as invalid during the counting in the presence of the polling assistants plus candidates agents if it:

- (i) does not have the authorised mark of choice ie a tick or a thumb print
- (ii) is empty and not bearing any voter's mark or thumb print;
- (iii) is marked by a voter more than once, or in such a way that the voter's choice is not clear.

The Presiding Officer shall announce the results -of the poll to everyone present. The Presiding Officer shall enter the number of votes received by each candidate at the polling station against his/her name on the Form DR. (Declaration of Results Form), and the form will be completed in triplicate and signed by the Presiding Officer in the presence of candidates' counting agents.

One copy will be put in the ballot box and the original and one other copy will be delivered to the Returning Officer by the Presiding Officer . The ballots and all materials are sealed and transported to a Central Place for safe keeping.

(j) *Declaration of Results*

(i) *For Presidential Election*

For presidential elections, the results from all polling stations throughout the country are tallied in respect of each candidate. Where there are more than two candidates, the candidate who receives more than fifty percent (50%) of all the valid votes cast will be declared the winner. If no candidate receives more than 50% of the votes, a second election will be held within 30 days from the close of the poll, involving only the two candidates with the highest number of votes. On that occasion the candidate who gets the majority of the votes will be declared the winner.

(ii) For Parliamentary Election

For each constituency, the Returning Officer will add up the number of valid votes cast for each candidate from all the polling stations of the constituency. The candidate who is confirmed to have received the highest number of votes will be declared the winner.

Where it is confirmed that two or more candidates have received the same number of votes, a second election will be held involving only the two candidates within 30 days of the main elections. The candidate who gets the majority of the votes will be declared the winner.

(k) Some Election Offences

It is an election offence:

- to vote or try to vote more than once;
- to forge a voter's Card or Ballot Paper;
- to vote in the name of another person, living or dead;
- to vote if you have not registered;
- to vote if you are not qualified to vote;

Voting is a serious responsibility. Anyone who tries to cheat will be caught and prosecuted.

