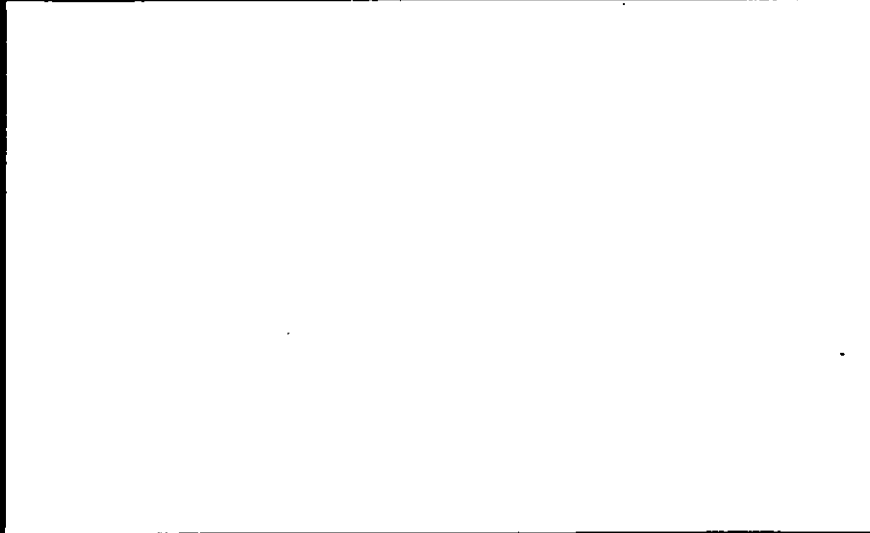


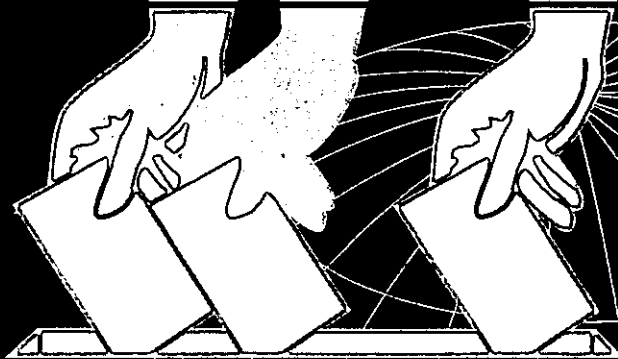
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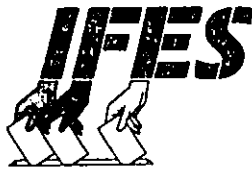


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FINAL REPORT

Conference of the Association of Central and Eastern European Election Officials

November 25-27, 1998
Vilnius, Lithuania

Hosted by:

*Association of Central and Eastern European Election Officials (ACEEEO)
Central Electoral Committee of the Republic of Lithuania (CEC)
International Foundation for Election Systems (IFES)*

F. Clifton White Resource Center
International Foundation
for Election Systems
1101 15th Street, NW
Washington, DC 20005

Funding for this event was provided by the United States Agency for International Development (USAID), the Charles Stewart Mott Foundation, the Association of Central and Eastern European Election Officials, and several private corporate sponsors. For more information about the Association and its activities, visit the ACEEEO website: www.ifes.org/aceeeo.html; or visit the 1998 conference website: www.lrs.lt/rinkimai/conf98.

BOARD OF DIRECTORS		Judy A. Black	Lesley Israel	William R. Sweeney, Jr.	DIRECTORS EMERITI
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					Mrs. F. Clifton White

In the past, democratic development assistance in Central and Eastern Europe has been mostly supported by western institutions. In November 1999, however, with the support of the International Foundation for Election Systems (IFES) and the Association for Central and Eastern European Election Officials (ACEEEO), election officials from Central and Eastern Europe committed themselves to expanding their own cooperative efforts to further develop sound democratic and electoral processes throughout the region.

Officials representing twelve countries formalized this commitment last November by signing a new Charter of the ACEEEO at the Association's annual conference in Lithuania. The Vice-Chair of the IFES Board of Directors, Patricia Hutar, also signed the Charter allowing IFES to formally join the Association for the first time as a member-supporter. The new Charter, which replaces the 1991 version, will help create an institutionally sound Association, fully committed to regional democracy-building efforts. "The ACEEEO is now in a position to be the bridge over which information-sharing and professional development can take place between all countries in Central and Eastern Europe," stated Dr. Zoltan Toth of Hungary, Secretary General of the ACEEEO.



IFES Vice-Chair Patricia Hutar signs the Charter as ACEEEO Secretary General Dr. Zoltan Toth looks on.

The conference, which took place from November 25-27, 1999 at the *Seimas* (Parliament) in Vilnius, Lithuania was successful in many other ways as well. Through its annual conferences, the ACEEEO has developed from a group of chief election officials committed to a common goal into a functioning and effective association with an ever increasing capacity to support the needs of its members. Through a combination of networking and information exchange, election technology promotion, and skills-based professional development training this year's event set high standards for future Association activities. As the 21st century approaches, IFES looks forward to working closely with the ACEEEO as a partner in its initiatives throughout Central and Eastern Europe and the Newly Independent States.

What is the ACEEEO?

In August 1991, senior election officials, civic education leaders, academics, and government leaders gathered in Budapest, Hungary for the Central European Electoral Systems Symposium. As a result of this historic meeting, participants from six countries signed a formal protocol to establish a regional association to promote the institutionalization of democratic processes and procedures. The Association of Central and Eastern European Election Officials (ACEEEO) was formally chartered at the inaugural meeting in November 1991. Dr. Zoltan Toth, Director of Elections for Hungary, was selected in 1991 as Secretary General to the ACEEEO, a position he continues to hold. The Association also voted to establish an Election Documentation Center in Budapest designed to provide information to all Association members in such areas as electoral law, constitutions,

electoral systems, election results, voter education, and general election administration.

As envisioned in the initial meeting, the ACEEEO has met nearly every year since its inception, focussing on current topics and regional issues relevant to its membership. These meetings, held in Budapest, Kiev, Siofok (Hungary), Moscow, and Vilnius continued to develop an increased exchange of ideas and information among professional election administrators who are faced with managing, administering, and mediating electoral events in challenging circumstances. Topics for these conferences included establishing permanent election commissions, utilizing electoral technology and encouraging campaign finance reform. Future conferences are scheduled for Slovakia (1999), Poland (2000), and Croatia (2001).

What began as a series of annual conferences producing unique networking and information-sharing opportunities for its members has grown into an association conducting targeted professional development seminars, organizing election observation missions, and collecting election-related materials in its Hungary-based Documentation Center. For example, ACEEEO member country delegations have participated in election observer missions to Bosnia, Estonia, Poland, Germany, Romania, Ukraine, Hungary, and the European Parliamentary Elections. Material development also became a hallmark of the ACEEEO with the release of the 1995 Election Law Compendium of Central and Eastern Europe (ISBN 5-7707-8407-5), which was published as the official collection of regional laws for international organizations, election commissions, and legal advisors. It is now required reading in several American universities.

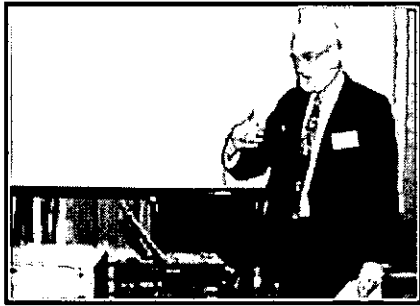
The Association has witnessed significant changes as the former Soviet Union, Yugoslavia, and Czechoslovakia have split into several new countries increasing the number of member states. A newly revised charter, which was formally signed by 12 members in November 1998, includes a graduated membership structure, specific membership fees, and clear rules for participation. Its growth notwithstanding, the ACEEEO continues to be a vehicle for addressing common issues by introducing new election technologies, and sharing innovative ways to counter election fraud and increase the overall transparency of the election process.

The 1998 Conference Addresses Voters With Special Needs

Lithuanian President Valdas Adamkus opened the historic three-day conference which was hosted jointly by the Central Electoral Committee of the Republic of Lithuania (CEC), the ACEEEO, and IFES. Election officials, experts, and guests from 28 countries came to Lithuania at the invitation of Zenonas Vaigauskas, Chairman of the CEC and President of the Association's Executive Board. Explaining why he had proposed that this annual event take place in Vilnius, Vaigauskas stated that "Lithuania is committed to ensuring that sustainable democratic systems take root throughout the region, and around the world."



Lithuanian President Valdas Adamkus, flanked by IFES Vice-Chair Patricia Hutar and CEC Chairman Zenonas Vaigauskas in the Background Delivers Opening Address



IFES Voter Education Expert Henry Valentino
Conducts Professional Development Workshop

The central topic of his year's event, *Promoting Access and Integrity in the Electoral Process*, was selected to reinforce the basic tenet of democracy - participation by all eligible citizens - while maintaining effective and professional election administration. The agenda incorporated training through two professional development workshops titled *Targeting Voter Education and Mobilization Campaigns for Voters With Special Needs* and *Increasing Accessibility for Voters With Special Needs*.

The workshops were complemented by expert panels. These panels included election commission chairs and guest speakers from around the world such as Jose Luis de la Peza, Electoral Tribunal of the Judicial Power of the Federation (Mexico); Rafael Lopez Pintor, Autonomous University of Madrid (Spain); Therese Laanela, International IDEA (Sweden); and Luc Dumont, SHL Systemhouse (Canada).

The IFES delegation was headed by Patricia Hutar, Vice-Chair of the IFES Board of Directors. Other members of the team included Scott Lansell, Deputy Director for Europe & Asia; Jeffrey Carlson, Program Officer; Torie Keller, Public Information Officer; Emily Nolte, Logistics Coordinator; and Matthew Curtis, Program Assistant. The IFES delegation was joined by voter education and election administration experts Henry Valentino, IFES consultant and David Earl, IFES/Ukraine Project Director who led the professional development workshops.

Through these training workshops, presentations, and numerous pages of training materials, conference participants addressed issues such as targeting voter education and increasing access for voters with special needs; reaching voters with disabilities; maintaining the integrity of the process; and considering mechanisms for preventing electoral fraud.

IFES-Organized Exhibition Attracts Parliamentary Chairman

An exhibition of vendors of election-related equipment, a very popular perennial feature at Association conferences, also highlighted a commitment to seeking out and utilizing election technology to promote more efficient and transparent elections. Such exhibitions also provide an important source of private funding through vendor contributions. Opened by the Chairman of the *Seimas* (Lithuania's Parliament) Professor Vytautas Landsbergis, the exhibition drew significant attention from Lithuanian parliamentarians and government officials, as well as conference participants. Vendors from Belgium, Hungary, Japan, Lithuania, and the United States demonstrated the latest in election equipment ranging from ballot scanning devices to secure voter identification cards. Over time, the Association hopes to incorporate more vendors from Central and Eastern Europe into its activities as a step toward supporting the sustainable development of the election systems in the region.

ACEEEO Members Look to the Future

The Association concluded the conference by electing two new members to its Executive Board, Kazimierz Czaplicki from Poland and Mikhailo Ryabets from Ukraine. They will join Alexander Ivanchenko from Russia, Livia Skultetyova from Slovakia, and Zenonas Vaigauskas from Lithuania. The full Board plans to meet in the Spring in Latvia to consider plans for 1999, which include broadening the Association's membership, organizing and conducting more regional election observation missions, establishing an election official training center, and fortifying the Association's Documentation Center based in Budapest. The Center will continue to work with the members of the Association to collect election laws and other materials, and coordinate dissemination of the information.

Conference Achieves Immediate Success...

Although IFES expects to witness impact from the training sessions, panel discussions, meetings of Association members and conference materials over the course of 1999, the following immediate results were achieved at the conference:

- Under pressure from her colleagues and as a condition for attaining ACEEEO membership, the Chairwoman from Belarus officially promised unfettered access by international observers to the upcoming elections;
- ACEEEO members committed to increasing support for the democratic development in various countries in the Central and Eastern European region, most notably through increased election observation activities;
- Representatives of 12 state level electoral authorities signed the new Charter. The Association's basic document increases the level of ownership in the Association by its members and takes steps to increase the financial self-sustainability with the introduction of membership dues;
- IFES/ACEEEO training seminars and expert panels gave participants important skills and knowledge that could be used in their own countries. Less than a month after the conference, a representative from Bosnia and Herzegovina used her experience to conduct a working group of local election commissioners on how to address voters with special needs in that country; and
- IFES/ACEEEO training and informational materials were designed so they may be easily tailored for use in other countries. For example, Russian-language training manuals from the event have been sent to each of Russia's country's 89 regions, thereby multiplying the impact of the conference.

...While Encouraging Long-Term Impact

IFES support for the ACEEEO also helped the Association as it undertook other independently funded activities. Participation by the ACEEEO in initiatives such as those listed below demonstrate the Association's commitment to providing democracy-related support to countries in Central and Eastern Europe. They also promote the establishment of independent networks of well-trained and technically competent election professionals who are capable of conducting elections on a non-partisan basis. The following two projects typify the kinds of activities in which the ACEEEO is engaged:

- In September 1998 the Association sent more than 100 election professionals to observe the elections in Bosnia-Herzegovina; and
- Following the Vilnius conference in December 1998, with the support of IFES and the OSCE, ACEEEO countries identified and sent trainers to a major conference in Bosnia-Herzegovina. This event attracted around 250 participants from throughout the country. The trainers provided international comparative experiences, emphasized election official training, and helped local election commissioners initiate their own state-wide professional association.

Training and informational materials produced for the conference not only provide a lasting resource for the participants of the conference but also for their colleagues and other election professionals in their countries. Other materials provide a model from which the Association can build on and use to conduct future events. The event produced the following informational documents, training manuals, and other written materials in both electronic and hard copy:



IFES Program Assistant Matthew Curtis prepares training materials for distribution in the conference secretariat

- CD-Rom of Speeches and Presentations at the 1998 Conference of the ACEEEO (English, Original Language);
- Website of the 1998 Annual Conference of the ACEEEO in Vilnius, Lithuania -- www.lrs.lt/rinkimai/conf98 (English, Lithuanian).
- Conference Program (Lithuanian, English, Russian);
- Training Manual for Workshop I: *Targeting Voter Education and Mobilization Campaigns for Voters With Special Needs* with attachments, power point presentation, and questionnaire (English, Lithuanian, Russian);
- Special Assessment for Workshop I: *Targeting Voter Education and Mobilization Campaigns for Voters With Special Needs* (English);

- Training Manual for Workshop II: *Increasing Accessibility for Voters With Special Needs* with attachments, power point presentation, and questionnaire (English, Lithuanian, Russian);
- Power Point Presentation for Expert Panel: *Including Voters with Disabilities* (English, Russian, Lithuanian);
- Charter of the Association of Central and Eastern European Election Officials (English, Lithuanian, Russian);
- Press Releases (English, Russian, Lithuanian); and
- Contact List of Participants (English).

Conclusion: Looking forward to the next century

The 1998 Vilnius conference was made possible by funding provided by the United States Agency for International Development, the Charles Stewart Mott Foundation, ACEEEO, and several private corporate sponsors. The planning and conduct of the event was bolstered by broad support from the host government. The CEC allotted considerable time and resources to ensure its success, including direct financial support and in-kind services. The ACEEEO itself directly funded several key aspects of the training conference, such as the travel of speakers, translation, and event costs through a grant from the Mott Foundation - the first of its kind given directly to the Association.

The diversity of funding and the commitment shown by the ACEEEO/Secretariat and the Association's members represents an important step in the development of the organization. The Association's Budapest-based secretariat also receives financial and in-kind support from the government of Hungary. The ACEEEO, however, faces new challenges on the road ahead as traditional funders such as USAID reduce their support and new and innovative financial support will be required to sustain the organization. In addition to increasing its traditional scope of activities, the Association has already scheduled conferences in Slovakia and Poland. IFES is committed to working with the ACEEEO/Secretariat to identify new sources of funding, develop joint initiatives, and increase the Association's capacity to conduct independent program initiatives.

List of Attachments

- Conference Program
- Power Point Presentation for Expert Presentation: *Including Voters with Disabilities*
- Training Manual for Workshop I: *Targeting Voter Education and Mobilization Campaigns for Voters With Special Needs*
- Attachments for Workshop I: *Targeting Voter Education and Mobilization Campaigns for Voters With Special Needs*
- Power Point Presentation for Workshop I: *Targeting Voter Education and Mobilization Campaigns for Voters With Special Needs*

- Questionnaire for Workshop I: *Targeting Voter Education and Mobilization Campaigns for Voters With Special Needs*
- Special Assessment for Workshop I: *Targeting Voter Education and Mobilization Campaigns for Voters With Special Needs*
- Training Manual for Workshop II: *Increasing Accessibility for Voters With Special Needs*
- Attachments for Workshop II: *Increasing Accessibility for Voters With Special Needs*
- Power Point Presentation for Workshop II: *Increasing Accessibility for Voters With Special Needs*
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- Press Releases
- Contact List of Participants

**Conference of the
Association of Central and Eastern European Election Officials**

**November 25-27, 1998
Vilnius, Lithuania**

Attachments

**Conference of the
Association of Central and Eastern European Election Officials**

**November 25-27, 1998
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Conference Program

***Viešumas ir teisingumas
rinkimų procese***

Vilnius, Lietuva
1998 m. lapkričio 25-27 d.

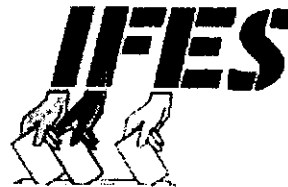


***Promoting
Access and Integrity in the
Electoral Process***

Vilnius, Lithuania
25-27 November 1998

***Обеспечение
целостности и доступности
избирательного процесса***

Вильнюс, Литва
25-27 ноября 1998 года



Vidurio ir Rytų Europos rinkimų vadovų asociacija

Association of Central and Eastern European Election Officials

Ассоциация Организаторов Выборов Стран Центральной и
Восточной Европы

Viešumas ir teisingumas rinkimų procese

Vidurio ir Rytų Europos rinkimų vadovų asociacijos konferencija

1998 m. lapkričio 25-27 d.

Vilnius, Lietuva

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Vieta

Konferencija rengiama Lietuvos Respublikos Seime, Gedimino pr. 53, LT-2002, Vilnius, Lietuva. Telefonas (370-2) 31-37-38. Faksas (370-2) 22-76-83.

Apgyvandinimas

Konferencijos dalyviai yra apsistoję viešbutyje "Naujasis Vilnius", Ukmergės 14, 2005 Vilnius, telefonas (370-2) 72-67-50, faksas (370-2) 72-31-61; arba viešbutyje "Lietuva", Ukmergės 20, 2005 Vilnius, telefonas (370-2) 72-60-92, faksas (370-2) 72-21-30.

VIDURIO IR RYTŲ EUROPOS RINKIMŲ VADOVŲ ASOCIACIJA

1991 m. rugpjūčio mėn. vyriausieji rinkimų pareigūnai, pilietinio ugdymo vadovai, akademikai ir valdžios atstovai susirinko Vengrijos sostinėje Budapešte į Vidurio Europos rinkimų sistemų simpoziumą. Po šio istorinio susitikimo šešių valstybių dalyviai pasirašė oficialų protokolą, kuriuo įsteigė regioninę asociaciją, siekdami sustiprinti demokratinę raidą ir tvarką. Oficialiai Vidurio ir Rytų Europos rinkimų vadovų asociacija (ACEEEO) buvo įsteigta per inauguracinį posėdį 1991 m. lapkričio mėn. 1991 m. ACEEEO Generaliniu Sekretoriumi buvo išrinktas Vengrijos rinkimų komisijos direktorius dr. Zoltan Toth, kuris iki šiol užima šias pareigas. Asociacija taip pat balsavo už Rinkimų dokumentacijos centro įsteigimą Budapešte, kurio paskirtis - teikti visoms Asociacijos narėms informaciją tokiomis temomis, kaip rinkimų įstatymai, konstitucijos, rinkimų sistemos, rinkimų rezultatai ir bendras rinkimų organizavimas.

Kaip ir buvo numatyta per steigiamąjį posėdį, po įkūrimo ACEEEO susitinka beveik kasmet, daugiausiai dėmesio skirdama einamiesiems reikalams ir regioniniams klausimams, aktualiems jos narėms. Šie posėdžiai, vykę Budapešte, Kijeve, Siofoke (Vengrijoje) ir Maskvoje, padeda profesionaliems rinkimų vadovams, kurie vadovauja, organizuoja ir tarpininkauja rinkimuose ypatingomis aplinkybėmis, pagilinti profesines žinias ir leidžia dažniau pasikeisti mintimis bei informacija. Konferencijose buvo aptariamos tokios temos, kaip nuolatinių rinkimų komisijų steigimas, rinkimų technologijų naudojimas ir rinkiminių kampanijų finansavimo reformos skatinimas. Per konferenciją Maskvoje 1997 m. rugsėjo mėn. pirmąsyk buvo surengtas profesinio mokymo seminaras. Šių metų konferencijoje Vilniuje, Lietuvoje, bus panaudota ankstesnės Asociacijos veiklos patirtis. Kitos konferencijos yra numatytos Slovakijoje (1999 m.) ir Varšuvoje (2000 m.).

Metinės konferencijos, suteikiančios savo narėms unikalias bendravimo ir pasidalijimo informacija galimybes, peraugo į asociaciją, rengiančią tikslinius profesinio mokymo seminarus, organizuojančią rinkimų stebėjimo misijas ir kaupiančią medžiagą apie rinkimus Vengrijoje įkurtame Dokumentacijos centre. Pavyzdžiui, ACEEEO valstybių narių delegacijos dalyvavo rinkimų stebėjimo misijose Bosnijoje, Estijoje, Lenkijoje, Vokietijoje, Rumunijoje, Ukrainoje, Vengrijoje ir rinkimuose į Europos Parlamentą. Medžiagos parengimas taip pat tapo svarbia ACEEEO veiklos sritimi, išleidus 1995 m. Vidurio ir Rytų Europos rinkimų įstatymų santrauką (ISBN 5-7707-8407-5), t.y. oficialų regioninių įstatymų rinkinį, skirtą tarptautinėms organizacijoms, rinkimų komisijoms ir teisininkams. Dabar jis įtrauktas į privalomas literatūros sąrašą keliuose Amerikos universitetuose.

Asociacija ženkliai pasikeitė po to, kai suskilo buvusios Sovietų Sąjunga, Jugoslavija ir Čekoslovakija, ir todėl išaugo valstybių narių skaičius. Naujas dalyvavimo asociacijoje taisyklės nustato nauja Chartijos redakcija, kurioje, be kita ko, numatyta narių priėmimo tvarka ir nustatyti mokesčiai. Nepaisant to, kad ji nuolat plečiasi, ACEEEO tebėra organizacija, kuri padeda spręsti bendrus klausimus, pasitelkiant naujas rinkimų technologijas bei naujoviškus kovos su rinkimų klastojimu ir bendro rinkimų proceso viešumo didinimo būdus.





LIETUVOS RESPUBLIKA
VYRIAUSIOJI RINKIMŲ KOMISIJA



Gerbiamieji konferencijos dalyviai,

Man didelė garbė, kad Lietuvos Respublikos Vyriausiosios rinkimų komisijos vardu galiu pasveikinti Vidurio ir Rytų Europos rinkimų vadovų asociacijos metinės konferencijos dalyvius Vilniuje. Asociacijos sprendimą surengti konferenciją Lietuvoje mes vertiname kaip mūsų valstybės, jos piliečių ir visų politinių jėgų pastangų kurti demokratiją pripažinimą. Po to, kai 1990 m. kovo 11 d. buvo atkurta Lietuvos nepriklausomybė, valdžia mūsų šalyje keitėsi keletą kartų. Visada tai vyko tik kaip visuotinių rinkimų pasekmė. Visada buvo rinkimai, kurie buvo pripažinti tiek Lietuvoje, tiek užsienyje kaip laisvi, sąžiningi ir nepriklausomi.

1992 m. spalio mėn. Seimo rinkimus laimėjo Lietuvos demokratinė darbo partija. 1993 m. Respublikos Prezidentu buvo išrinktas Algirdas Brazauskas. 1996 m. Seimo rinkimus laimėjo Tėvynės sąjunga (Lietuvos konservatoriai). 1998 m. pradžioje Respublikos Prezidentu buvo išrinktas Valdas Adamkus. 1995 m. ir 1997 m. vyko savivaldybių tarybų rinkimai. Man labai malonu konstatuoti, ypač reikšmingą rinkimų organizatoriams tendenciją, kad po kiekvienų rinkimų ginčų dėl rinkimų agitacijos, nusiskundimų dėl nusižengimų rinkimų įstatymui būdavo vis mažiau ir mažiau. Augo politinių partijų, rinkėjų pasitikėjimas rinkimų komisijų objektyvumu ir skelbiamais rezultatais. Be abejo, šią tendenciją lėmė auganti politinė kultūra, bendros šalies politinių jėgų pastangos kurti demokratiją. Neįkainojama ir kitų demokratiškas valstybių, tarptautinių organizacijų įtaka, galimybė susipažinti kaip kitose šalyse funkcionuoja rinkimų sistemos, kaip sprendžiamos konkrečios rinkimų organizavimo problemos: kaip sudaromi ir tikslinami rinkėjų sąrašai, spausdinami biuleteniai, skaičiuojami, skelbiami rezultatai, susipažinta su rinkimų organizavimo įranga ir gausybe kitų, su rinkimais susijusių praktinių dalykų. Negalime pamiršti ir tokių svarbių dalykų kaip rinkimų agitacija, rinkimų ginčai ir naujo rinkimų aspekto, kuris sulaukia vis daugiau dėmesio, - rinkimų kampanijų finansavimo.

Mūsų naujų demokratiškas valstybių rinkimų vadovams labai svarbu plėtoti mūsų asociacijos veiklą. Tikiuosi, kad naujos redakcijos Asociacijos įstatai padės spręsti uždavinius, bendrus mūsų regiono rinkimų komisijoms ir administratoriams.

Surengti šią konferenciją, taip pat ją lydinčią techninę parodą tapo įmanoma geranoriškai padedant Tarptautiniam rinkimų fondui (JAV).

Linkiu sėkmingo konferencijos darbo.

Dr. Zenonas Vaigauskas
Vyriausiosios rinkimų komisijos pirmininkas





ASSOCIATION OF CENTRAL AND EASTERN EUROPEAN
ELECTION OFFICIALS

Budapest II, Kerekes, Pálta u. 9. 1150 Budapest, P. O. ☐ Tel. +361-391-3648. Fax +361-391-3648. E-mail: jozt@vutaz.asztvz.laszlo.h-u.hu

Gerbiami konferencijos dalyviai ir svečiai!

Man, kaip Vidurio ir Rytų Europos rinkimų vadovų asociacijos Generaliniam sekretoriui, didelė garbė pasveikinti jus, susirinkusius į metinę Asociacijos konferenciją Lietuvos sostinėje Vilniuje, turinčiame turtingas istorines tradicijas.

Mūsų Asociacija, kurią prieš septynerius metus įkūrė Vidurio ir Rytų Europos regiono rinkimų specialistai, sustiprėjo ne tik todėl, kad į Asociacijos veiklą įsijungia vis daugiau rinkimų žinovų, bet ir todėl, kad mes išplėtėme bendradarbiavimą su panašių tikslų siekiančiomis Azijos ir Afrikos asociacijomis, o taip pat autoritetingomis rinkimų institucijomis ir specialistais Vakarų Europoje.

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Siekiant plėtoti rinkėjų galimybes ir rinkimų vientisumą, į Vilniaus konferencijos darbotvarkę įtraukta daug klausimų, susijusių su rinkimų įstatymais ir organizavimu. Ant XXI amžiaus slenksčio abu šie klausimai kelia daug uždavinių rinkimų specialistams. Veiksmingai ir teisingai šiuos uždavinius išspręsti reikia tam, kad užtikrintume rinkimų proceso teisingumą ir teisėtumą.

Per konferenciją jūs turėsite galimybę pasidalyti nuomonėmis ir patirtimi apie rinkimus, kurie vyko šio regiono valstybėse 1997 ir 1998 metais. Jūs taip pat turėsite progą aptarti nepartinį rinkėjų rengimą bei mobilizavimą ir dalyvauti profesinio mokymo seminaruose. Be to, konferencijoje mes aptarsime ir pasirašysime naują Asociacijos Chartiją.

Nekantariai laikiu susitikimo su jumis konferencijoje. Norėčiau išreikšti savo nuoširdžiausią padėką Tarptautiniam rinkimų fondui, kartu organizavusiam konferenciją, ir mūsų šeimininkams, Lietuvos Respublikos Vyriausiajai rinkimų komisijai.

Dėkoju jums už dalyvavimą.

Nuoširdžiai.

Dr. Zoltan Toth

ACEEEO Generalinis Sekretorius





International Foundation for Election Systems

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Kiekvienais metais mes susirenkame pasikeisti mintimis apie rinkimų reformą ir rinkimų organizavimą. Ir kiekvienais metais vieni iš kitų pasimokome ir susirandame naujų draugų. Šiame Asociacija pakvietė svarbiausius rinkimų vadovus ir žymiausias tarptautinius ekspertus bei svečius iš viso pasaulio tam, kad nustatytų, kaip padidinti visų balsuotojų galimybes dalyvauti rinkimuose, nesumažinant rinkimų saugumo ir veiksmingumo. Per pastaruosius septynerius metus Asociacija rėmė demokratijos plėtrą Vidurio ir Rytų Europoje, ir net Vidurinėje Azijoje. Šiais metais pasirašysime naująją Chartiją, su kuria Asociacija įžengs į XXI amžių, būdama puiki demokratijos plėtros visame regione priemonė ir sėkmingas pavyzdys.

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Esu įsitikinęs, kad per kitas tris dienas susipažinsite su savo kolegų patirtimi bei ją pasinaudosite, ir grįšite į savo valstybes, pasisėmę naujų jėgų iš žinių, kurias čia gavote, ir žmonių, kuriuos sutikote. IFES yra didelė garbė būti su jumis. Žinau, kad dėsitate daug pastangų, kad sustiprintumėte ir sutvirtintumėte demokratijos principus - patį svarbiausią rinkimų proceso elementą. Sveikinu visus ACEEEO narius.

Nuoširdžiai,

Richard W. Soudriette
Prezidentas





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Prezidentas



PADĖKOS

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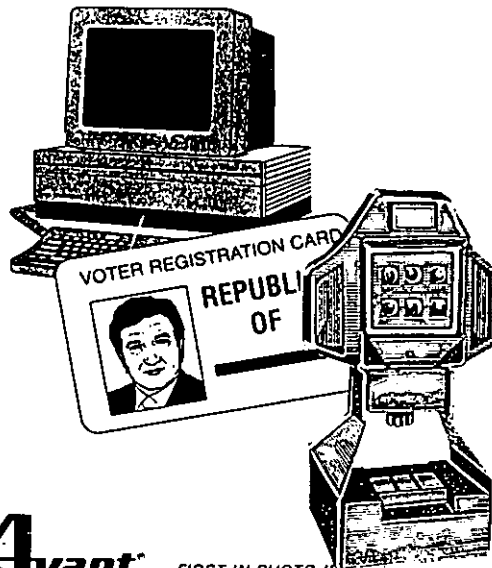
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Viešumas ir teisingumas rinkimų procese

Vidurio ir Rytų Europos rinkimų vadovų
asociacijos konferencija

1998 m. lapkričio 25-27 d.
Vilnius, Lietuva

Rengėjai:

*Vidurio ir Rytų Europos rinkimų vadovų asociacija (ACEEEO)
Lietuvos Respublikos Vyriausioji rinkimų komisija (VRK)
Tarptautinis rinkimų fondas (IFES)*

lapkričio 25 d., trečiadienis

- 9:00-9:30 **Spaudos konferencija**
Seimo II rūmai. Spaudos konferencijų salė
- Dr. Zoltan Toth, ACEEEO generalinis sekretorius
 - Dr. Zenonas Vaigauskas, VRK pirmininkas
 - Patricia Hutar, IFES direktorių tarybos pirmininko pavaduotoja
- 9:30-10:30 **ACEEEO tarybos posėdis**
Seimo I rūmai, Konstitucinė salė
- 10:00-11:00 **Konferencijos dalyvių ir svečių registracija**
Seimo III rūmai, Konferencijų salė
- 11:00-12:00 **Konferencijos atidarymas**
Seimo III rūmai, Konferencijų salė
- J.E. Valdas Adamkus, Lietuvos Respublikos Prezidentas
- J.E. prof. Vytautas Landsbergis, Lietuvos Respublikos Seimo Pirmininkas
- Dr. Zenonas Vaigauskas, VRK pirmininkas
Dr. Zoltan Toth, ACEEEO generalinis sekretorius
Patricia Hutar, IFES Direktorių tarybos pirmininko pavaduotoja
- 12:00-13:00 **Iškilmingas rinkimų technologijų ir įrangos parodos atidarymas**
Seimo I rūmų fojė
- 13:00-14:30 Pietūs
Seimo restoranas

14:30-16:30

Plenarinis posėdis

Seimo III rūmai, Konferencijų salė

Pirmininkauja dr. Aleksandr Ivančenko, Rusijos Federacijos Centrinės rinkimų komisijos pirmininkas

1997-1998 m. rinkimai

“1997 m. rinkimai Lietuvos Respublikoje”

- Dr. Zenonas Vaigauskas, VRK pirmininkas

“1998 m. rinkimai Latvijos Respublikoje”

- Arnis Cimdars, Latvijos Respublikos Centrinės rinkimų komisijos pirmininkas

Klausimai ir atsakymai

ACEEEO rinkimų stebėjimo misija Bosnijoje-Hercogovinoje

“ACEEEO vaidmuo bendrai stebint rinkimus”

- Zsolt Szolnoki, Vengrijos centrinės rinkimų komisijos skyriaus vedėjas

“Bosnijos-Hercogovinos laikinosios rinkimų komisijos (LRK) pastabos dėl rinkimų stebėjimo misijos”

- Vedran Milisav, Bosnijos-Hercogovinos LRK atsakingas sekretorius

Klausimai ir atsakymai

16:30-16:45

Rinkimų technologijų ir įrangos parodos pristatymas

- Takayoshi Miyagawa, Japonijos elektroninių balsavimo sistemų rengimo grupės prezidentas
- Lynda Nye, Anglijos firmos “Unitek” rinkimų sistemų projektų direktorė

16:45-17:15

Kavos pertrauka

Seimo I rūmų fojė, Rinkimų technologijų ir įrangos paroda

17:15-18:30

Plenarinis posėdis

Seimo III rūmai, Konferencijų salė

Pirmininkauja dr. Zenonas Vaigauskas, VRK pirmininkas

Pranešimas

“Rusijos rinkimų organizatorių darbo metodai, užtikrinant viešumą ir teisingumą rinkimuose”

- Dr. Aleksandr Ivančenko, Rusijos Federacijos Centrinės rinkimų komisijos pirmininkas

Generalinio sekretoriaus pranešimas

“ACEEEO raida ir veiklos planai bei naujosios ACEEEO chartijos pristatymas”

- Dr. Zoltan Toth, ACEEEO generalinis sekretorius

Klausimai ir atsakymai

20:00-21:30

Priėmimas Lietuvos Respublikos Vyriausiosios rinkimų komisijos kvietimū



lapkričio 26 d., ketvirtadienis

9:00-13:00

Profesinio mokymo seminaras

Rinkėjų su negalia galimybių didinimas

Seimo III rūmai, Konferencijų salė

Diskusijas veda Patricia Hutar, IFES Direktorių tarybos pirmininko pavaduotoja

“Rinkėjų su negalia dalyvavimas rinkimuose”

- Luc Dumont, Kanados firmos “SHL Systemhouse” vyriausiasis projektų vadovas

“Aklųjų, kurčiųjų ir kitų neįgalių balsuotojų dalyvavimas rinkimuose”

- Alo Heinsalu, Estijos Respublikos Riigikogu (parlamento) kanceliarijos rinkimų skyriaus vadovas

Klausimai ir atsakymai

Profesinio mokymo seminarai, vykstantys tuo pačiu metu

Pasirinkite vieną iš nurodytų seminarų

1. Rinkėjų švietimas

Seimo I rūmai, Konstitucinė salė

“Rinkėjų švietimas ir rinkėjų su specialiais poreikiais mobilizavimas”

- Hank Valentino, IFES tarptautinis rinkėjų švietimo ekspertas

2. Rinkimų organizavimas

Seimo I rūmai, 209 kab.

“Rinkėjų su specialiais poreikiais galimybių dalyvauti rinkimuose didinimas”

- David Earl, IFES projektų Ukrainoje vadovas

13:00-14:00

Pietūs

Seimo restoranas

14:00-15:00

Profesinio mokymo seminaras (tęsinys)

Rinkėjų su specialiais poreikiais galimybių plėtojimas

Seimo III rūmai, Konferencijų salė

Diskusijas veda Patricia Hutar, IFES Direktorių tarybos pirmininko pavaduotoja

Profesinio mokymo seminarų aptarimas

- Hank Valentino, IFES tarptautinis rinkėjų švietimo ekspertas
- David Earl, IFES projekto Ukrainoje vadovas
- Luc Dumont, Kanados firmos “SHL Systemhouse” vyriausiasis projektų vadovas

Klausimai ir atsakymai

15:00-16:00

Rinkimų technologijų ir įrangos parodos apžiūra

Kavos pertrauka



18:00-20:30 **Baletas "Vasarvidžio nakties sapnas" ir "Karmen"**
Lietuvos Respublikos Vyriausiosios rinkimų komisijos kvietimu

21:00-22:00 **Vakarienė**
Viešbučio "Naujasis Vilnius" restoranas

lapkričio 27 d., penktadienis

9:00-11:00 **Ekskursija po Vilnių**

11:00-12:00 **Diskusijos rinkimų teisingumo skatinimo tema**
Seimo III rūmai, Konferencijų salė
Diskusijas veda Marta Deszo, ACEEEO Dokumentacijos centro vedėja

"Rinkimų organizavimo organai kaip valdymo institucijos"

- Rafael Lopez Pintor, Madrido autonominio universiteto sociologijos profesorius, Ispanija

"Rinkimų rezultatų klastojimas: tarptautinė patirtis"

- Dr. Zoltan Toth, ACEEEO generalinis sekretorius

"Rinkimų teismų vaidmuo"

- Jose Luis de la Peza, Meksikos Federacijos teisminės valdžios rinkimų tribunolo pirmininkas

Klausimai ir atsakymai



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- 12:00-13:00 **Specialus pristatymas**
Seimo III rūmai, Konferencijų salė
- Bendras IFES, JT, tarptautinio IDEA instituto rinkimų organizavimo ir išlaidų projektas*
- Scott Lansell, IFES direktoriaus pavaduotojas Azijos ir Europos regionui
 - Therese Laanela, tarptautinio IDEA instituto programų vadovė
- 13:00-14:30 Pietūs
Seimo restoranas
- 14:30-15:00 **ACEEEO naujosios chartijos pasirašymo ceremonija**
Seimo I rūmai, Konstitucinė salė
- 15:00-16:30 **ACEEEO narių posėdis**
Seimo I rūmai, Konstitucinė salė
- Darbotvarkė*
- ACEEEO tarybos posėdžio Gyore, Vengrijoje, rezultatai
 - 1999 m. ACEEEO konferencija
 - ACEEEO tarybos narių rinkimai
- 15:00-17:00 **Rinkimų technologijų ir įrangos parodos apžiūra**
Kavos pertrauka
- 17:00-17:30 **Posėdžio uždarymas**
Seimo III rūmai, Konferencijų salė
- Baigiamasis žodis*
- Dr. Zoltan Toth, ACEEEO generalinis sekretorius
 - Dr. Zenonas Vaigauskas, VRK pirmininkas
 - Patricia Hutar, IFES Direktorių tarybos pirmininko pavaduotoja
- 18:00-20:00 **Priėmimas Vidurio ir Rytų Europos rinkimų vadovų asociacijos kvietimu**

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Lapkričio 26 d., ketvirtadienis	15:00 – 16:00
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Pirmininkas

Viktoras Rinkevičius
Vicepirmininkas

Edvinas Menčikovas
Sekretorius

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Živilė Verbylaitė
Erika Vilimienė
Rimantas Voldemaras

Personalas

Lina Petronienė, konsultantė
Roma Rimavičiūtė, archyvarė
Irma Stirblienė, vyriausioji finansininkė
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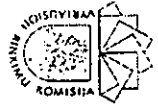
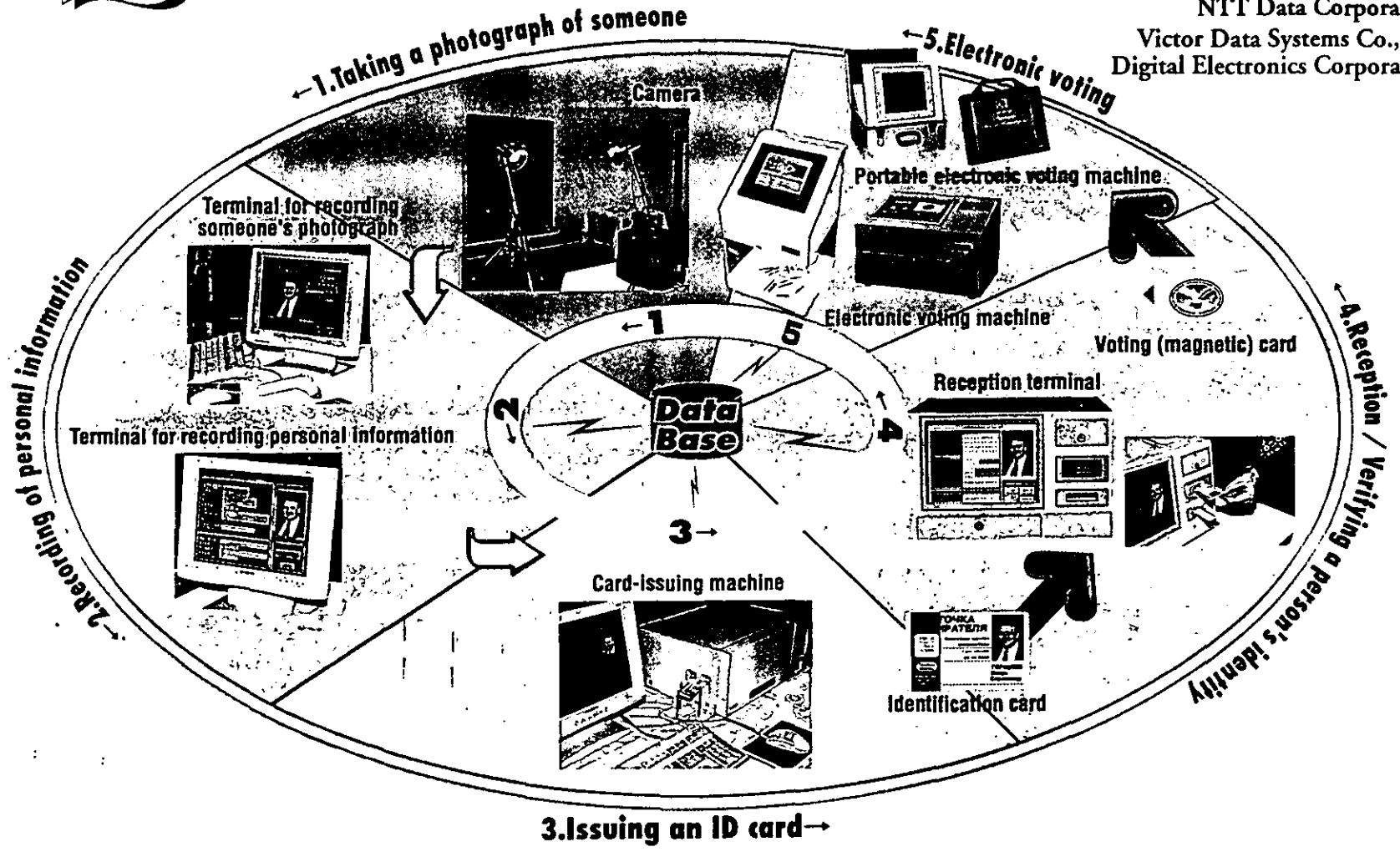
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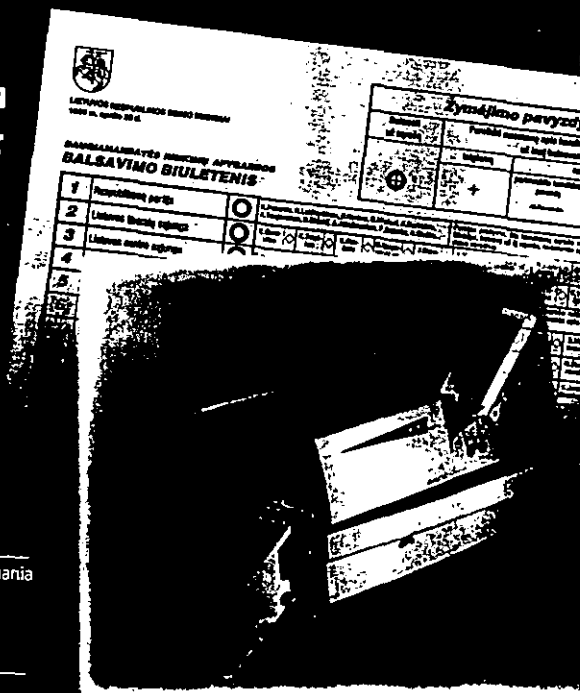
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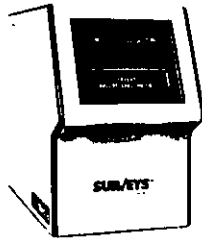
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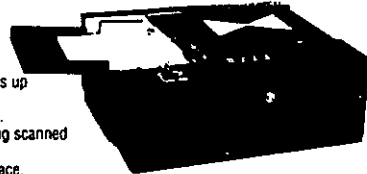
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Tarptautinis rinkimų fondas (IFES) - tai privati, ne pelno siekianti organizacija, kuri teikia su rinkimais susijusią techninę pagalbą, rengia piliečių ir rinkėjų programas, organizuoja rinkimų stebėjimo grupes ir remia pilietinės visuomenės plėtrą besivystančiose ir išsivysčiusiose demokratinėse valstybėse. Fondas taip pat renka ir platina informaciją apie rinkimus ir politinius procesus visame pasaulyje. IFES dirbo virš šimto pasaulio valstybių ir neseniai atšventė savo dešimtmetį. — —

IFES, kurio būstinė yra įsikūrusi Vašingtone, o padaliniai įsteigti dvidešimt penkiose valstybėse, vykdo įvairius projektus šiose penkiose srityse: rinkimai ir politiniai procesai; pilietinės visuomenės stiprinimas; nuomonių tyrimas; valdymas; profesinio mokymo ir informacijos teikimas.

IFES padeda sukurti ilgalaikes demokratines sistemas, atsižvelgiant į ypatingus socialinius, kultūrinius ir išorinius veiksnius kiekvienoje valstybėje. Fondas pripažįsta, kad demokratija – tai dinamiškas procesas, kuriam įgyvendinti vieno modelio nėra. IFES pagalba visuomet teikiama, remiantis nepartinium, daugiapartinium ir tarpdisciplininiu principu.





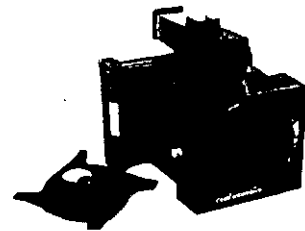
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Promoting Access and Integrity in the Electoral Process

Conference of the Association of Central and
Eastern European Election Officials

25 - 27 November 1998
Vilnius, Lithuania

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GENERAL INFORMATION

Venue

The Conference is being held at the Seimas of the Republic of Lithuania at
53 Gediminas Ave., LT-2002 Vilnius, Lithuania.
Telephone: (370-2) 31-37-31 Fax: (370-2) 22-76-83.

Accommodation

Conference participants are staying at either Naujasis Vilnius at Ukmerges 14, 2005 Vilnius.
Telephone: (370-2) 72-67-50 Fax: (370-2) 72-31-61 or Lietuva Hotel at Ukmerges 20, 2005
Vilnius. Telephone: (370-2) 72-60-92 Fax: (370-2) 72-21-30.



ASSOCIATION OF CENTRAL AND EASTERN EUROPEAN ELECTION OFFICIALS

In August 1991, senior election officials, civic education leaders, academics, and government leaders gathered in Budapest, Hungary for the Central European Electoral Systems Symposium. As a result of this historic meeting, participants from six countries signed a formal protocol to establish a regional association to promote the institutionalization of democratic processes and procedures. The Association of Central and Eastern European Election Officials (ACEEEO) was formally chartered at the inaugural meeting in November 1991. Dr. Zoltan Toth, Director of Elections for Hungary, was selected in 1991 as Secretary General to the ACEEEO, a position he continues to hold. The Association also voted to establish an Election Documentation Center in Budapest designed to provide information to all Association members in such areas as electoral law, constitutions, electoral systems, election results, and general election administration.

As envisioned in the initial meeting, the ACEEEO has met nearly every year since its inception, focusing on current topics and regional issues relevant to its membership. These meetings, held in Budapest, Kiev, Siofok (Hungary), and Moscow, continued to a greater understanding and an increased exchange of ideas and information among professional election administrators who are faced with managing, administering, and mediating electoral events in challenging circumstances. Topics for these conferences included establishing permanent election commissions, utilizing electoral technology and encouraging campaign finance reform. The September 1997 Moscow Conference introduced the use of professional training seminars. This year's conference in Vilnius, Lithuania promises to build on the experiences of previous Association activities. Future conferences are scheduled for Slovakia (1999) and Warsaw (2000).

What began as a series of annual conferences producing unique networking and information-sharing opportunities for its members has grown into an association conducting targeted professional development seminars, organizing election observation missions, and collecting election-related materials in its Hungary-based Documentation Center. For example, ACEEEO member country delegations have participated in election observer missions to Bosnia, Estonia, Poland, Germany, Romania, Ukraine, Hungary, and the European Parliamentary Elections. Material development also became a hallmark of the ACEEEO with the release of the 1995 Election Law Compendium of Central and Eastern Europe (ISBN 5-7707-8407-5), which was published as the official collection of regional laws for international organizations, election commissions, and legal advisors. It is now required reading in several American universities.

The Association has witnessed significant changes as the former Soviet Union, Yugoslavia, and Czechoslovakia have split apart, increasing the number of member states. A newly revised charter, which includes a graduated membership structure and specifies fees, now establishes clear rules for participation. Its growth notwithstanding, the ACEEEO continues to be a vehicle for addressing common issues by introducing new election technologies, and sharing innovative ways to counter election fraud and increase the overall transparency of the election process.





LIETUVOS RESPUBLIKA
VYRIAUSIOJI RINKIMŲ KOMISIJA



Dear participants of the conference,

I am honoured to welcome the participants of the annual conference of the Association of the Central and Eastern Europe Election Officials in Vilnius on behalf of the Central Electoral Committee of the Republic of Lithuania. We view the decision of the Association to hold the conference in Lithuania as recognising the efforts of our state, its citizens, and all political powers to establish a modern democracy. After the restoration of Lithuania's independence on 11 March 1990, political power changed in our country several times. These changes were determined by general elections. All of these elections were recognised as free, transparent and independent both in Lithuania and abroad.

In October 1992, the Democratic Labour Party won the elections to the Seimas. In 1993, Mr Algirdas Brazauskas was elected president of the Republic of Lithuania. In 1996, the elections to the Seimas were won by the Homeland Union (Lithuanian Conservatives). At the beginning of 1998, Mr Valdas Adamkus was elected president of the Republic of Lithuania. Elections to local government councils took place in 1995 and 1997, respectively. I am particularly happy to single out developments which are very important for election administrators - election after election, complaints regarding campaigning and violations of the law on elections tend to decrease in number. Moreover, trust of political parties and voters in the objectivity of the electoral committee and the unquestionable relationship between the results announced and the will of the voters have grown. No doubt this tendency has been enhanced by a growing political culture and by joint efforts by the political powers in the country to build a modern democracy. In view of this, other democracies and international organisations make their influence by offering possibilities to become acquainted with electoral systems in these countries and solutions to practical problems that are faced while administering elections. These include completing and correcting the voter lists, publishing ballot-papers, establishing and publicising results, election equipment and a number of other election-related practical issues. We should not forget such important matters as election campaigns, complaints and another important aspect that draws more and more attention, the financing of election campaigns.

Being election officials of new democracies, we are very much concerned with the development of the activities of our Association. I hope that the new wording of the Charter of the Association will assist in solving common problems for the election administrators in the region.

The possibility of holding this conference and also the technical exhibition has been thanks to the generous support of the International Foundation for Election Systems (USA).

In conclusion, allow me to wish successful work to the conference.

Dr. Zenonas Vaigauskas
Chairman, Central Electoral Committee





ASSOCIATION OF CENTRAL AND EASTERN EUROPEAN
ELECTION OFFICIALS

Budapest II, Kereket, Pajfary u. 9. Sz. 1450 Budapest, P. H. ☎ Tel. +361-391-3648, ☎ Fax +361-391-3648, Email: jtoth@valtas.konyvkozisg.h.u.n

Dear Conference Participants and Guests!

As Secretary General of the Association of Central and Eastern European Election Officials, it is a great honour for me to welcome you to the Association's annual conference in Vilnius. Lithuania's capital city has a rich historical tradition.

Our Association, founded seven years ago by election experts of the Central and Eastern European region, has become stronger not only because more and more election experts are becoming involved in its activities, but also because we are increasing our co-operation with similar associations in Asia and Africa as well as respected election organs and experts in Western Europe.

The traditional scope of the Association's activities include organising observation missions to national and local elections in member countries, and creating and realising bilateral agreements.

There are many issues connected to election law and administration on the agenda of the Vilnius conference aimed at promoting access and integrity in the electoral process. These issues, representing challenges facing election experts at the threshold of the 21st century, need to be addressed effectively and fairly in order to ensure the fairness and legitimacy of the process.

During the conference you will have the opportunity to share your opinions and experience concerning elections that were held in the countries of the region in 1997 and 1998. You will also have the chance to discuss non-partisan preparation and mobilisation of voters and to participate in professional development workshops. We will also discuss and sign the Association's new Charter.

I look forward to meeting you at the conference. I would like to express my deepest appreciation to the International Foundation for Election Systems, the co-organiser of the conference and to our host, the Central Election Commission of the Republic of Lithuania.

Thank you very much for your participation.

Sincerely,

Dr. Zoltán Tóth

Secretary General of the ACEEEO





International Foundation for Election Systems

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Dear Friends of IFES:

On behalf of the International Foundation for Election Systems (IFES), it is my pleasure to welcome you to the 1998 annual meeting of the Association of Central and Eastern European Election Officials (ACEEEO). It is a great honor for me to welcome you to this important historic meeting of the ACEEEO in Vilnius. Since 1987, IFES has been providing support to emerging and established democracies around the world. It is only fitting for all of you to meet in Lithuania, a true leader in the development of democracy throughout the region, to share our experiences.

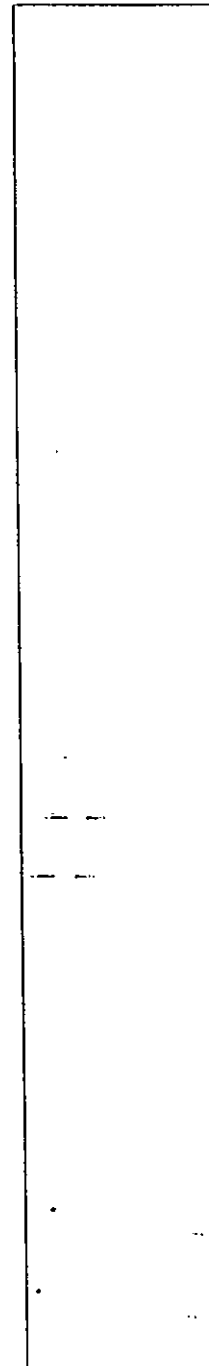
Each year, we have met to exchange ideas about election reform and election administration. And each year, we have learned from one another and made new friends. This year, the Association has brought together key election officials and distinguished international experts and guests from all over the world to identify ways to promote access to the election process for *all* voters, while maintaining a secure and effective process. For the last seven years, the Association has supported the development of democracy in Central and Eastern Europe, and as far away as Central Asia. This year's signing of a new Charter will launch the Association into the 21st Century as an established vehicle for democratic growth throughout the region, and as an example for others to follow.

IFES very much appreciates the support of the Central Electoral Committee of the Republic of Lithuania and its chairman, Dr. Zenonas Vaigauskas. Dr. Vaigauskas is not only hosting this tremendous event, but also heads the ACEEEO as President of its Executive Board. We also appreciate the strong support that ACEEEO Secretary General, Dr. Zoltan Toth has given and the leadership he has shown in developing the Association since its inception in 1991. And of course we are grateful to our funders and supporters, who have generously offered assistance for this excellent event.

I am sure that in the course of the next three days all of you will benefit from one another's experiences, and return to your respective countries energized by what you learned and the people you met. It is a privilege for IFES to be here. I support your hard work to strengthen and cement democratic principles as the most crucial element in the electoral process. I salute all the members of the ACEEEO.

Sincerely,

Richard W. Soudriette
President



ACKNOWLEDGEMENTS

The Association of Central and Eastern European Election Officials gratefully acknowledges the generous support of the following organizations for making this conference possible

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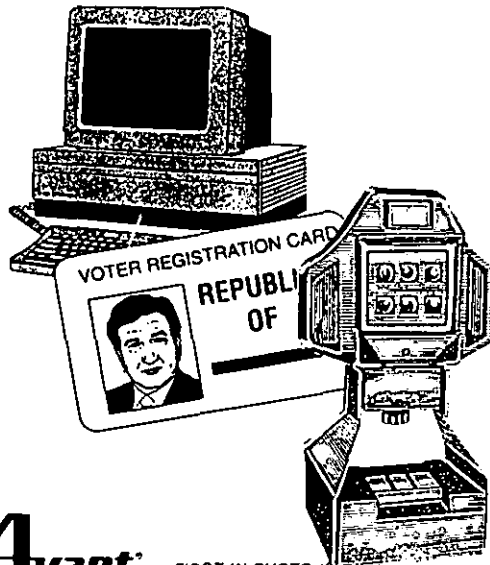
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Promoting Access and Integrity in the Electoral Process

Conference of the Association of Central and
Eastern European Election Officials

25 - 27 November 1998
Vilnius, Lithuania

Hosted by:

*Association of Central and Eastern European Election Officials (ACEEEO)
Central Electoral Committee of the Republic of Lithuania (CEC RL)
International Foundation for Election Systems (IFES)*

Wednesday, 25 November

9:00 - 9:30

Press Conference

Location: Press Hall, Building II, Seimas

- Dr. Zoltan Toth, Secretary General, ACEEEO
- Dr. Zenonas Vaigauskas, Chairman, CEC RL
- Patricia Hutar, Vice Chair, Board of Directors, IFES

9:30 - 10:30

Meeting of the Executive Board of the ACEEEO

Location: Constitutional Hall, Building I, Seimas

10:00 - 11:00

Registration of the Participants and Guests to the Conference

Location: Conference Hall, Building III, Seimas

11:00 - 12:00

Opening Session

Location: Conference Hall, Building III, Seimas

H. E. Valdas Adamkus, President of the Republic of Lithuania

H. E. Prof. Vytautas Landsbergis, Chairman, Seimas (Parliament)
of the Republic of Lithuania

Dr. Zenonas Vaigauskas, Chairman, CEC RL

Dr. Zoltan Toth, Secretary General, ACEEEO

Patricia Hutar, Vice Chair, Board of Directors, IFES

12:00 - 13:00

Grand Opening of the Election Equipment and Services Exhibition

Location: Exhibition Hall, Building I, Seimas

13:00 - 14:30

Lunch.

Location: Restaurant, Seimas



14:30 - 16:30

Plenary Session

Location: Conference Hall, Building III, Seimas

Chair: Alexander Ivanchenko, Chairman, CEC, Russian Federation

Select 1997-1998 Elections

"1997 Elections in the Republic of Lithuania"

- Dr. Zenonas Vaigauskas, Chairman, CEC RL

"1998 Elections in the Republic of Latvia"

- Arnis Cimdars, Chairman, CEC Republic of Latvia

Question and Answer Period

ACEEEO Election Supervisory Mission to Bosnia-Herzegovina

"Role of the ACEEEO in the Overall Supervisory Effort"

- Zsolt Szolnoki, Head of Department, Central Election Office, Hungary

"Remarks by the Provisional Election Commission (PEC) of Bosnia-Herzegovina on the Supervisory Mission"

- Vedran Milisav, Executive Secretary, PEC

Question and Answer Period

16:30 - 16:45

Presentation of Election Equipment and Services Exhibitioners

- Takayoshi Miyagawa, President, Electronic Voting System Development Group of Japan
- Lynda Nye, Projects Director, Unitek Electoral Systems, United Kingdom

16:45 - 17:15

Break - Refreshments Served

Location: Election Equipment and Services Exhibition

17:15 - 18:30

Plenary Session

Location: Conference Hall, Building III, Seimas

Chair: Dr. Zenonas Vaigauskas, Chairman, CEC RL

Special Presentation

"Methods Employed by Russian Election Officials in Promoting Transparency and Accessibility in the Electoral Process"

- Dr. Alexander Ivanchenko, Chairman, CEC, Russian Federation

Secretary General's Report

"Development and Future Activities of the ACEEEO and Presentation of the New ACEEEO Charter"

- Dr. Zoltan Toth, Secretary General, ACEEEO

Question and answer period

20:00 - 21:30

Reception - Hosted by the Central Electoral Committee of the Republic of Lithuania



Thursday, 26 November

9:00 - 13:00

Professional Development Seminar

Promoting Access for Voters with Disabilities

Location: Conference Hall, Building III, Seimas

Moderator: Patricia Hutar, Vice Chair, Board of Directors, IFES

"Including Voters with Disabilities in the Electoral Process"

- Luc Dumont, Senior Project Manager, SHL Systemhouse, Canada

"Reaching Blind, Deaf, and Other Voters with Disabilities"

- Alo Heinsalu, Head of Elections Department, Riigikogu Chancellery, Estonia

Question and Answer Period

Simultaneous Professional Development Workshops

Please choose one of the following workshops to attend

I. Voter Education

Location: Constitutional Hall, Building I, Seimas

"Targeting Voter Education and Mobilization Campaigns for Voters With Special Needs"

- Hank Valentino, International Voter Education Specialist, IFES

II. Election Administration

Location: Room 209, Building I, Seimas

"Increasing Accessibility of Voters with Special Needs"

- David Earl, Project Director for Ukraine, IFES

13:00 - 14:00

Lunch

Location: Restaurant, Seimas

14:00 - 15:00

Professional Development Seminar (Continued)

Promoting Access for Voters with Special Needs

Location: Conference Hall, Building III, Seimas

Moderator: Patricia Hutar, Vice Chair, Board of Directors, IFES

Comments on Professional Development Workshops

- Hank Valentino, International Voter Education Specialist, IFES
- David Earl, Project Director for Ukraine, IFES
- Luc Dumont, Senior Project Manager, SHL Systemhouse, Canada

Question and Answer Period

15:00 - 16:00

Election Equipment and Services Exhibition Special Viewing
Refreshments Served



18:00 - 20:30 **A Night of Ballet: "A Midsummer-Night's Dream" and "Carmen"**
Hosted by the Central Electoral Committee of the Republic of Lithuania

21:00 - 22:00 **Dinner**
Location: Naujasis Vilnius Hotel Restaurant

Friday, 27 November

9:00 - 11:00 **Guided Tour of Vilnius**

11:00 - 12:00 **Panel: Promoting the Integrity of the Process**
Location: Conference Hall, Building III, Seimas
Moderator: Marta Deszo, Head of Documentation Center, ACEEEO

"Electoral Management Bodies as Institutions of Governance"

- Rafael Lopez Pintor, Professor of Sociology, Autonomous University of Madrid, Spain

"International Experiences of Election Fraud"

- Dr. Zoltan Toth, Secretary General, ACEEEO

"The Role of Electoral Courts"

- Jose Luis de la Peza, Presiding Magistrate, Electoral Tribunal of the Judicial Power of the Federation, Mexico

Question and Answer Period



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- 12:00 - 13:00 **Special Presentation**
 Location: Conference Hall, Building III, Seimas
The Administration and Cost of Elections (ACE) - a joint IFES, UN, International IDEA Project
- Scott Lansell, Deputy Director, Europe & Asia, IFES
 - Therese Laanela, Programme Officer, International IDEA
- 13:00 - 14:30 **Lunch**
 Location: Restaurant, Seimas
- 14:30 - 15:00 **Signing Ceremony for the New Charter of the ACEEEO**
 Location: Constitutional Hall, Building I, Seimas
- 15:00 - 16:30 **ACEEEO Member's Meeting**
 Location: Constitutional Hall, Building I, Seimas
- Agenda*
- Results of the ACEEEO Executive Board Meeting in Gyor, Hungary
 - 1999 Conference of the ACEEEO
 - Election to the ACEEEO Executive Board
- 15:00 - 17:00 **Election Equipment and Services Exhibition Final Viewing**
 Refreshments Served
- 17:00 - 17:30 **Closing Session**
 Location: Conference Hall, Building III, Seimas
- Remarks*
- Dr. Zoltan Toth, Secretary General, ACEEEO
 - Dr. Zenonas Vaigauskas, Chairman, CEC RL
 - Patricia Hutar, Vice Chair, Board of Directors, IFES
- 18:00 - 20:00 **Reception – Hosted by the Association of Central and Eastern European Election Officials**

ELECTION EQUIPMENT AND SERVICES EXHIBITION HOURS

Wednesday, 25 November 12:00 - 13:00

16:45 - 17:15

Thursday, 26 November 15:00 - 16:00

Friday, 27 November 15:00 - 17:00

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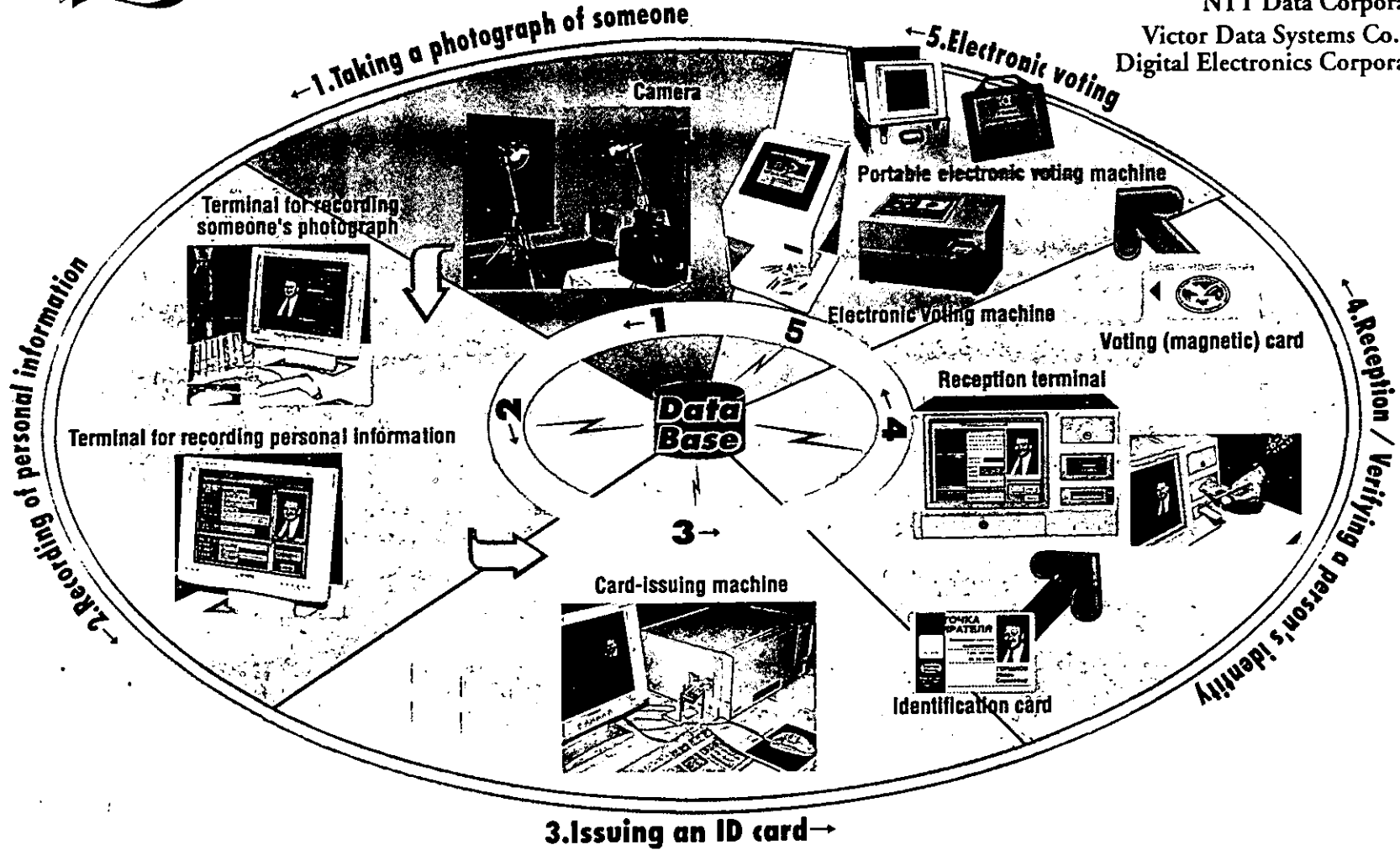
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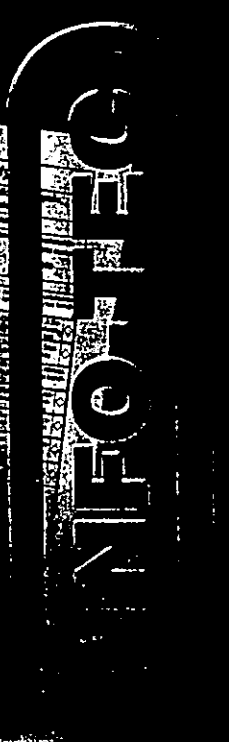
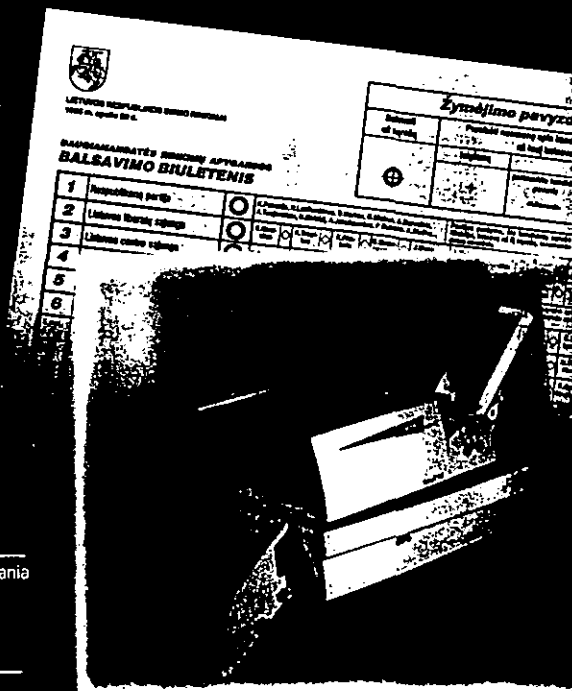
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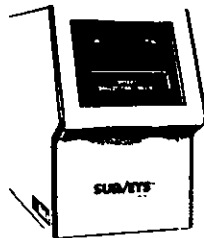
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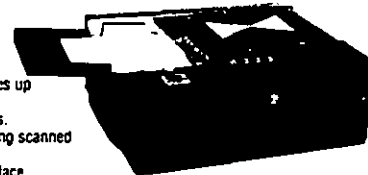
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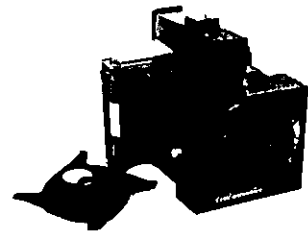
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25 - 27 ноября 1998 г.
Вильнюс, Литва

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Участники конференции размещены в отеле Науясис Вильнюс (ул. Укмергес, 14, 2005, Вильнюс, тел (370-2) 72-67-50, факс (370-2) 72-31-61), либо в отеле Литва (ул. Укмергес, 20, 2005, Вильнюс, тел (370-2) 72-60-92, факс (370-2) 72-21-30)



Ассоциация организаторов выборов стран Центральной и Восточной Европы

В августе 1991 г. высокопоставленные лица, ответственные за организацию и проведение выборов, руководители организаций, занимающихся проблемами гражданского образования, ученые, а также государственные деятели собрались в венгерской столице, Будапеште, на симпозиум по вопросам избирательных систем стран Центральной Европы. В результате этого исторического мероприятия участники симпозиума из шести стран подписали официальный протокол о намерении учредить региональную ассоциацию, целью деятельности которой является укрепление демократических процессов и процедур. Ассоциация организаторов выборов стран Центральной и Восточной Европы (АОВЦВЕ) была официально создана на собрании учредителей в ноябре 1991 г. Доктор Золтан Тот, директор департамента МВД по выборам (Венгрия), был избран в 1991 г. Генеральным секретарем АОВЦВЕ и занимает данный пост по настоящее время. Организация также приняла решение учредить в Будапеште Центр документации по выборам для информационного обеспечения всех членов Ассоциации по таким вопросам, как: избирательное право, конституции, избирательные системы, результаты выборов и общие вопросы организации и проведения выборов.

Как было задумано на первом заседании, собрания АОВЦВЕ проводятся регулярно, приблизительно один раз в год. На таких встречах рассматриваются как вопросы текущей деятельности, так и общерегиональные, вопросы, связанные с членством в Ассоциации. Такие собрания, проведенные в Будапеште, Киеве, Шиофоке (Венгрия) и Москве, содействовали достижению лучшего взаимопонимания участников и плодотворному обмену мнениями и опытом между организаторами выборов, которым в сложных условиях приходится решать вопросы подготовки, организации и проведения выборов, а также выполнять посреднические функции в мероприятиях, связанных с выборами. Вопросы повестки дня таких конференций включали, например, учреждение действующих на постоянной основе избирательных комиссий, применение избирательных технологий, а также проведение и поддержка реформы вопросов финансирования избирательных кампаний. В сентябре 1997 г. в Москве прошла конференция, на которой были рассмотрены вопросы проведения учебных семинаров с тем, кто профессионально занимается организацией и проведением выборов. Конференция в этом году в Вильнюсе, Литве, обещает воспользоваться опытом предыдущей деятельности Ассоциации. Планируется проведение следующих конференций: Словакии (1999 г.) и Варшаве (2000 г.).

То, что началось с ряда ежегодных конференций, на которых участникам была предоставлена уникальная возможность создать сеть организаций и обменяться своим опытом и знаниями, выросло в Ассоциацию, способную проводить целевые семинары по повышению профессионального мастерства организаторов выборов, организовывать миссии наблюдателей на выборах и осуществлять сбор связанной с выборами информации в Центре документации в Венгрии. Например, делегации стран-членов АОВЦВЕ принимали участие в качестве наблюдателей на выборах в Боснии, Эстонии, Польше, Германии, Румынии, Украине, Венгрии, а также на выборах в Европейский парламент. Разработка материалов также является основным направлением работы АОВЦВЕ. Здесь необходимо вспомнить сборник законов о выборах стран Центральной и Восточной Европы, который был опубликован в 1995 году, содержал подборку законов стран региона и предназначался для международных организаций, избирательных комиссий и консультантов по правовым вопросам. В настоящее время этот сборник был затребован целым рядом американских университетов.

После распада Советского Союза, Югославии и Чехословакии Ассоциация претерпела существенные изменения, поскольку в ее состав вошел целый ряд новых стран. Вновь пересмотренный устав, учитывающий разросшуюся организационную структуру и предусматривающий членские взносы, теперь закрепляет четкие и ясные требования в отношении членства. Невзирая на рост рядов, АОВЦВЕ продолжает оставаться эффективным средством решения общих вопросов за счет внедрения новых избирательных технологий и разработки творческих подходов к вопросам борьбы с различного рода правонарушениями в ходе выборов в целях повышения общей прозрачности и открытости избирательного процесса.





LIETUVOS RESPUBLIKA
VYRIAUSIOJI RINKIMŲ KOMISIJA



Уважаемые участники конференции!

Мне выпала огромная честь от имени Центральной избирательной комиссии Литовской Республики приветствовать в Вильнюсе участников ежегодной конференции Ассоциации организаторов выборов Центральной и Восточной Европы. Решение Ассоциации по организации конференции в Литве мы оцениваем как признание усилий нашего государства, его граждан и всех политических сил, направленные на создание современной демократии. После того как 11 марта 1990 года была восстановлена независимость Литвы, власть в нашей стране сменилась несколько раз. Всегда это происходило в результате всеобщих выборов. Всегда это были выборы, которые признавались свободными, честными и независимыми как в Литве, так и зарубежом.

В октябре 1992 года на выборах в Сейм победу одержала Демократическая партия труда Литвы. В 1993 году Президентом Республики был избран Альгирдас Бразаускас. На выборах в Сейм 1996 года победу одержал Союз отечества (Консерваторы Литвы). В начале 1998 года Президентом Республики был избран Валдас Адамкус. В 1995 и 1997 гг. состоялись выборы в советы самоуправлений. Мне очень приятно отметить ту, особенно значимую для нас тенденцию, что от выборов к выборам поступало все меньше и меньше жалоб по поводу нарушений закона о выборах, меньше споров по поводу предвыборной агитации. Возрастала вера политических партий, избирателей в объективность избирательных комиссий, в то, что опубликованные результаты отражают волю избирателей. Конечно, появление этой тенденции обусловлено возрастающей политической культурой, совместными усилиями политических сил страны по созданию современной демократии. Огромное значение сыграло влияние и других демократических государств, международных организаций, возможность на практике познакомиться с функционированием избирательных систем других стран, со способами решения конкретных проблем по организации выборов на практике: составлением и уточнением списков избирателей, печатанием бюллетеней, подсчетом результатов, обнародованием, оборудованиием для организации выборов и множеством других необходимых при проведении выборов практических вопросов. Нельзя забывать и о таких важных аспектах как предвыборная агитация, предвыборные споры, а также о новом аспекте в организации выборов, вызывающий все больший интерес, - финансировании избирательной кампании.

Для организаторов выборов наших молодых демократических государств очень важно расширение деятельности нашей Ассоциации. Я надеюсь, что новая редакция Устава Ассоциации будет способствовать решению общих задач, возникающих перед избирательными комиссиями и администраторами нашего региона.

Возможность организовать эту конференцию, а также выставку техники - результат доброжелательной поддержки Международного фонда выборов (США).

Разрешите пожелать конференции успешной работы.

Зенонас Вайгаускас

Председатель, Центральная Избирательная Комиссия





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Уважаемые участники конференции и гости!

Мне, как Генеральному секретарю Ассоциации организаторов выборов стран Центральной и Восточной Европы, выпала особая честь приветствовать вас на очередной ежегодной конференции Ассоциации в Вильнюсе. Столица Литвы – город с богатыми историческими традициями.

Наша Ассоциация, учрежденная семь лет назад деятелями, отвечающими за организацию и проведение выборов в странах Центральной и Восточной Европы, окрепла не только потому, что все большее количество членов вливается в ее ряды, но также потому, что крепнет наше сотрудничество с аналогичными ассоциациями в странах Азии и Африки, а также с соответствующими органами и лицами, ответственными за организацию и проведение выборов в Западной Европе.

Традиционно деятельность Ассоциации включала такие вопросы, как: организация миссий наблюдателей на общенациональные и местные выборы в странах-членах АОВЦЕ, разработка и реализация двухсторонних соглашений.

В повестке дня конференции в Вильнюсе, направленной на обеспечение доступа избирателей и укрепление целостности избирательного процесса, существует огромное количество вопросов, связанных с избирательным правом, организацией и проведением выборов. Эти вопросы, отражающие сложные проблемы, стоящие перед организаторами выборов на пороге XXI века, должны найти эффективное и честное разрешение для обеспечения справедливости и законности избирательного процесса.

В ходе конференции у вас будет возможность поделиться своими взглядами и опытом по вопросам выборов, которые были проведены в странах региона ответственности АОВЦЕ в 1997 и 1998 гг. У вас будет возможность обсудить вопросы, связанные с подготовкой и привлечением избирателей на нейтральной непартийной основе, а также принять участие в семинарских занятиях, направленных на повышение профессионального мастерства организаторов выборов. Нам также предстоит обсудить и подписать новый Устав Ассоциации.

Я с нетерпением жду возможности встретиться и переговорить с вами на конференции. Я бы хотел выразить свою глубочайшую благодарность Международному фонду избирательных систем, соучредителю конференции, а также нашему гостеприимному хозяину, Центральной избирательной комиссии Литовской Республики.

Сердечно благодарю вас за то, что вы нашли время и возможность принять участие в конференции.

Искренне Ваш.

Д-р Золтан Тот

Генеральный секретарь АОВЦЕ





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Уважаемые друзья МФИС!

Мне выпала честь от имени Международного фонда избирательных систем (МФИС) приветствовать вас на очередном ежегодном собрании Ассоциации организаторов выборов стран Центральной и Восточной Европы (АОВЦВЕ). Для меня чрезвычайно важно принять участие в этом важном историческом мероприятии, проводимом АОВЦВЕ в Вильнюсе. С 1987 г. МФИС поддерживал вновь появляющиеся и уже сложившиеся демократии во всем мире. Для всех вас Литва – особое и очень удобное место сбора, поскольку она является подлинным лидером развития демократии в регионе. Здесь вы можете обменяться своими знаниями и опытом.

Каждый год мы встречаемся для того, чтобы поделиться мыслями по вопросам избирательной реформы и организации и проведения выборов, и каждый год мы узнаем друг от друга много нового и находим новых друзей. В этом году Ассоциация собрала ведущих деятелей, ответственных за организацию и проведение выборов, а также общепризнанных международных экспертов и гостей со всего мира для того, чтобы определить пути обеспечения доступа всем избирателям к избирательному процессу, при этом обеспечивая безопасность и эффективность самого процесса. В течение последних семи лет ассоциация поддерживала развитие демократии не только в странах Центральной и Восточной Европы, но даже в далекой Центральной Азии. Этот год – год, когда подписывается новый Устав, с которым Ассоциация войдет в XXI в. как сложившаяся организация, содействующая демократическому росту в регионе, и служащая примером для подражания другим организациям.

МФИС выражает особую признательность Центральной избирательной комиссии Литовской Республики и ее Председателю, доктору Зенонасу Вайгаускасу, за оказанную поддержку. Доктор Вайгаускас является не только хозяином этого выдающегося мероприятия, но также возглавляет АОВЦВЕ как Председатель Исполнительного совета. Мы также выражаем свою благодарность доктору Золтану Тоту, Генеральному секретарю АОВЦВЕ, за ту всестороннюю поддержку, а также за умелое руководство ассоциацией в ходе ее становления и развития со времени учреждения в 1991 г. И, конечно, мы благодарны всем нашим спонсорам и сторонникам, которые оказали огромное содействие при организации этого выдающегося события.

Я уверен, что в течение следующих трех дней все вы получите огромную пользу от обмена мнениями и вернетесь к себе домой полными энергии и вдохновенными полученными знаниями, встречами и новыми знакомыми и друзьями. МФИС считает большой честью участвовать в этом мероприятии. Я знаю, что вы упорно работаете над укреплением демократических принципов, и это является основополагающим элементом избирательного процесса.

Приветствую всех членов АОВЦВЕ.

Искренне Ваш,

Ричард В. Судриетт,
Президент МФИС



ПРИЗНАТЕЛЬНОСТЬ

Ассоциация организаторов выборов стран Центральной и Восточной Европы выражает признательность следующим организациям за великодушную поддержку в проведении этой конференции

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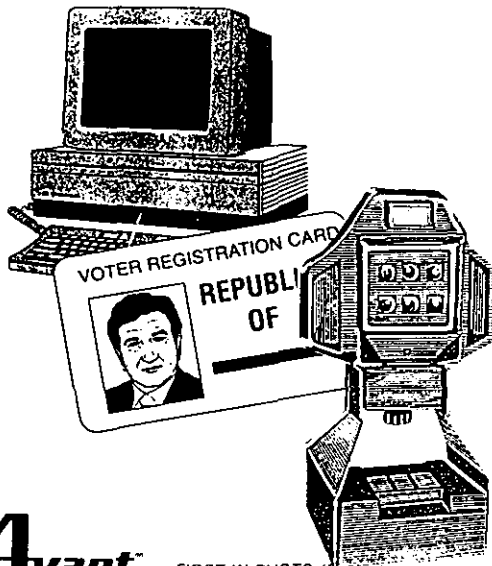
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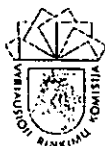
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Вильнюс, Литва

*Ассоциация организаторов выборов стран Центральной и Восточной Европы (АОВЦВЕ)
Центральная избирательная комиссия Литовской Республики (ЦИК ЛР)
Международный фонд избирательных систем (МФИС)*

25 ноября, среда

- 9:00-9:30 Пресс-конференция
II-ое здание Сейма, Зал пресс-конференций
- Д-р Золтан Тот, Генеральный секретарь АОВЦВЕ
 - Д-р Зенонас Вайгаускас, Председатель Центральной избирательной комиссии
 - Патриция Хьютар, Вице-председатель Совета директоров МФИС
- 9:30-10:30 Заседание Правления АОВЦВЕ
I-ое здание Сейма, Зал Конституции
- 10:00-11:00 Регистрация участников и гостей конференции
III-ее здание Сейма, Зал конференций
- 11:00-12:00 Открытие конференции
III-ее здание Сейма, Зал конференций
- Е.П. Президент Литовской Республики Валдас Адамкус
- Е. П. проф. Витаутас Ландсбергис, Председатель Сейма Литовской Республики
- Д-р Зенонас Вайгаускас, Председатель Центральной избирательной комиссии Литовской Республики
Д-р Золтан Тот, Генеральный секретарь АОВЦВЕ
Патриция Хьютар, Вице-председатель Совета директоров МФИС
- 12:00-13:00 Торжественная церемония открытия выставки технологий и оборудования для проведения выборов
Фойе 1-ого здания Сейма
- 13:00-14:30 Обед
Ресторан Сейма

- 14:30-16:30 Пленарное заседание
III-ее здание Сейма, Зал конференций
Председательствующий: д-р Александр Иванченко, Председатель
Центральной избирательной комиссии Российской Федерации
- Выборы 1997-1998
- «Выборы 1997 г. в Литовской Республике»
- Д-р Зенонас Вайгаускас, Председатель ЦИК ЛР
- «Выборы 1998 г. в Латвийской Республике»
- Арнис Симдарс, Председатель Центральной избирательной комиссии Латвийской Республики
- Вопросы и ответы
- Миссия АОВЦВЕ по наблюдению за выборами в Боснии-Герцоговине
- «Роль АОВЦВЕ в процессе наблюдения за ходом выборов»
- Жолт Жолноки, Начальник отдела, Центральный отдел по выборам
- «Замечания Временной избирательной комиссии (ВИК) Боснии-Герцоговины о наблюдательной миссии»
- Ведран Милисав, исполнительный секретарь ВИК
- Вопросы и ответы
- 16:30-16:45 Презентация участников выставки технологий и оборудования для организации выборов
- Такайоши Миягава, Президент группы создания электронных систем для голосования, Япония
 - Линда Ние, Директор проектов создания избирательных систем «ЮНИТЕК»
- 16:45-17:15 Кофе
Выставка технологий и оборудования для проведения выборов
фойе I-ого здания Сейма
- 17:15-18:30 Пленарное заседание
III-ее здание Сейма, Зал конференций
Председательствующий: Д-р Зенонас Вайгаускас, Председатель
ГИК ЛР
- Доклад
- «Формы и методы работы российских организаторов выборов по обеспечению целостности и доступности избирательного процесса»
- Д-р Александр Иванченко, Председатель главной избирательной комиссии Российской Федерации
- Доклад генерального секретаря
- «Развитие АОВЦВЕ и планы деятельности
представление новой хартии АОВЦВЕ»
- Д-р Золтан Тот, Генеральный секретарь АОВЦВЕ
- Вопросы и ответы
- 20:00-21:30 Прием от имени Главной избирательной комиссии Литовской Республики



26 ноября, четверг

- 9:00-13:00 Семинар по повышению профессионального уровня
Повышение возможностей участия в выборах избирателей-инвалидов
III-ее здание Сейма, Зал конференций
Ведущий: Патриция Хьютар, вице-председатель Совета директоров МФИС
- «*Включение физически недееспособных избирателей в избирательный процесс*»
- Люк Дюмон, Старший менеджер СХЛ Системсхаус, Канада
- «*Повышение участия в выборах слепых, глухих и других физически недееспособных избирателей*»
- Ало Хейнсалу, Руководитель отдела по вопросам выборов канцелярии Рийгикогу Эстонской Республики
- Вопросы и ответы
- Одновременные занятия по повышению профессионального уровня
Выбирайте один из указанных семинаров
- 1. Просветительская работа с избирателями*
I-ое здание Сейма, Зал Конституции
- «*Уделение внимания просвещению избирателей и кампании по сплочению избирателей со специальными потребностями*»
- Хэнк Валентино, Международный эксперт по работе с избирателями, МФИС
- 2. Организация и проведение выборов*
I-ое здание Сейма, 209 кабинет
- «*Повышение доступности для избирателей с особыми потребностями*»
- Дэвид Эрл, Директор проектов на Украине, МФИС
- 13:00-14:00 Обед
Ресторан Сейма
- 14:00-15:00 Продолжение семинара
Расширение возможностей избирателей с особыми потребностями
III-ее здание Сейма, Зал конференций
Ведущий: Патриция Хьютар, вице-председатель Совета директоров МФИС
- Обсуждение результатов работы семинаров*
- Хэнк Валентино, Международный эксперт по работе с избирателями, МФИС
 - Дэвид Эрл, Директор проектов на Украине, МФИС
 - Люк Дюмон, Старший менеджер СХЛ Системсхаус, Канада
- Вопросы и ответы
- 15:00-16:00 Осмотр выставки технологий и оборудования
Кофе



18:00-20:30 Балет "Кармэн" и "Сон в летнюю ночь"
По приглашению Центральной избирательной комиссии ЛР

21:00-22:00 Ужин
Ресторан гостиницы "Науясис Вильнюс"

27 ноября, пятница

9:00-11:00 Экскурсия по Вильнюсу

11:00-12:00 Дискуссия: Поощрение целостности выборов
III-ее здание Сейма, Зал конференций
Ведущий: Марта Дежо, Директор Центра документации АОВЦВЕ

«Органы организации выборов - структуры управления»

- Проф. Рафаэль Лопез Пинтор, профессор социологии, автономный университет Мадрида

«Фальсифицирование результатов выборов: международный опыт»

- Д-р Золтан Тот, Генеральный секретарь АОВЦВЕ

«Роль избирательных судов»

- Хосе Луис де ла Песа, Председатель Избирательного трибунала судебной власти Федерации Мексики

Вопросы и ответы



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Email: andresim@netscape.net



- 12:00-13:00 Специальная презентация
 III-ее здание Сейма, Зал конференций
- Проведение выборов и их стоимость. Проект МФИС, ООН, Международного института IDEA*
- Скотт Ланселл, Заместитель Директора по вопросам регионов Азии и Европы, МФИС
 - Тереза Лаанела, руководитель программ международного института IDEA
- 13:00-14:30 Обед
 Ресторан Сейма
- 14:30-15:00 Церемония подписания новой хартии АОВЦВЕ
 I-ое здание Сейма, Зал Конституции
- 15:00-16:30 Заседание членов АОВЦВЕ
 I-ое здание Сейма, Зал Конституции
- Повестка дня.*
- Результаты заседания Правления АОВЦВЕ в Гиоре, Венгрия
 - Конференция АОВЦВЕ в 1999 г.
 - Выборы членов Правления
- 15:00-17:00 Заключительный осмотр выставки технологий и оборудования для проведения выборов
 Кофе
- 17:00-17:30 Заключительное заседание
 III-ее здание Сейма, Зал Конференций
- Заключительные выступления*
- Д-р Золтан Тот, Генеральный секретарь АОВЦВЕ
 - Д-р Зенонас Вайгаускас, Председатель ГИК ЛР
 - Патриция Хьютар, вице-председатель Совета директоров МФИС
- 18:00-20:00 Прием по приглашению АОВЦВЕ

**Время посещения выставки Технологий и оборудования
 для проведения выборов**

25 ноября, среда	12:00 – 13:00 16:45 – 17:15
26 ноября, четверг	15:00 – 16:00
27 ноября, пятница	15:00 – 17:00

Приглашаем посетить выставку, пообщаться с ее участниками и познакомиться с технологиями и оборудованием для проведения выборов

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Зенонас Вайгаускас
Председатель

Викторас Ринкявичюс
Вице-председатель

Эдвинас Менчиковас
Секретарь

Члены комиссии

Гяновайте Бабахинайте

Гинтарас Года

Витаутас Йогела

Исаакас Каганас

Саулюс Катюока

Альгимантас Сапиега

Живиле Вярбилайте

Эрика Вилимиене

Римантас Вождямарас

Персонал

Лина Петронене, консультант

Гене Швогжлене, бухгалтер

Рома Римавичюте, архиварнус

Витаутас Виткаускас, ассистент

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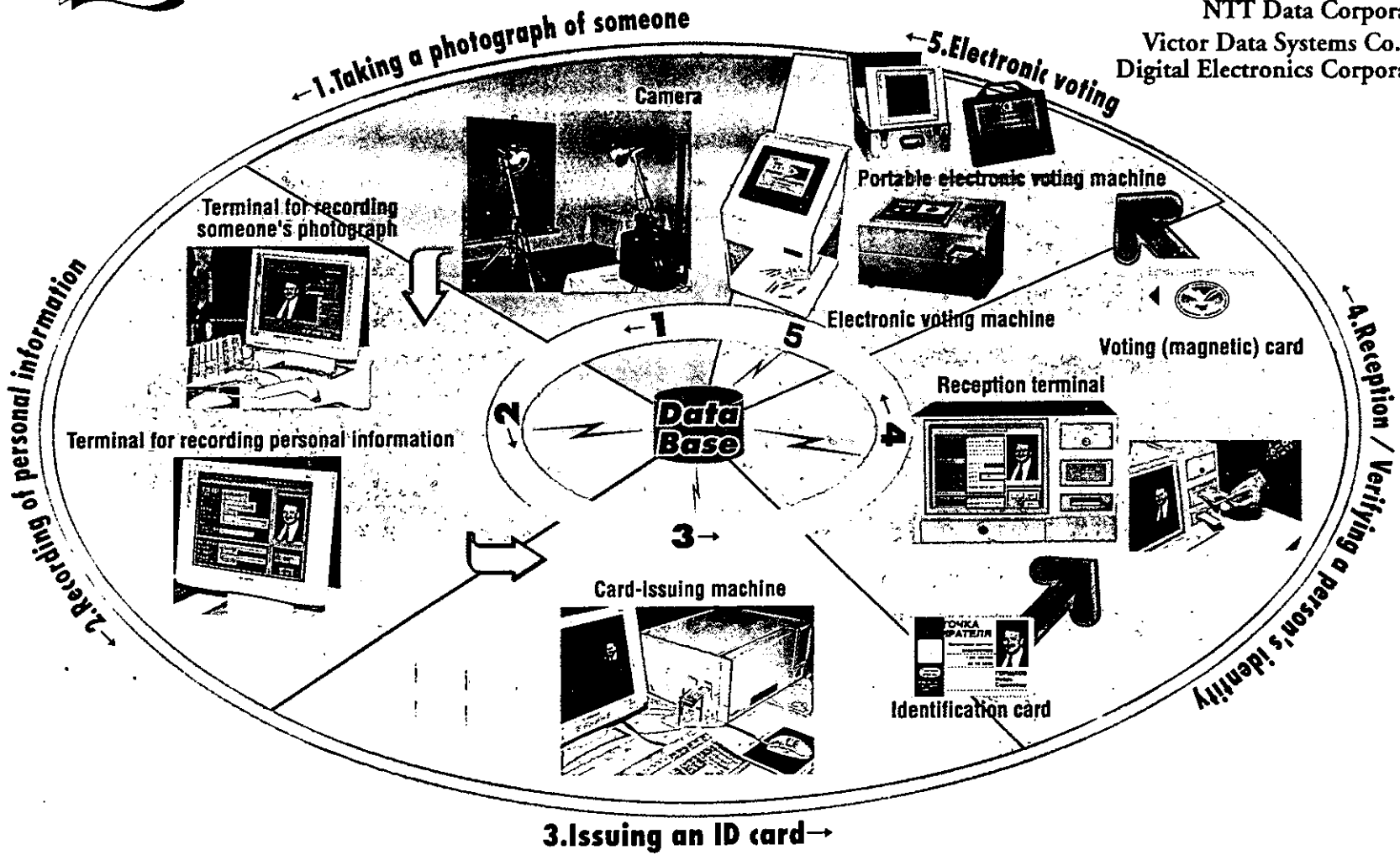
<p>Албания Кристак Кюмэ Председатель Центральная избирательная комиссия по национальным выборам</p>	<p>Андрас Винше Эксперт Центральный отдел по выборам</p>
<p>Давер Кано Председатель Центральная избирательная комиссия по местным выборам</p>	<p>Иштван Жюффа Бывший государственный секретарь по государственному правлению Министерство внутренних дел</p>
<p>Болгария Лена Петрова Джелепова Президент Центральная избирательная комиссия</p>	<p>Латвия Арнис Симдарс Председатель Центральная избирательная комиссия</p>
<p>Иво Георгиев Тжонков Государственный советник</p>	<p>Молдова Тамара Хиска Член комиссии Центральная избирательная комиссия</p>
<p>Хорватия Иван Мрконжич Президент Избирательная комиссия</p>	<p>Польша Казимеж Чаплицки Глава отдела Национальный отдел по выборам</p>
<p>Бранко Хрватин Ассистент Президента Избирательная комиссия</p>	<p>Хенрик Бельски Консультант Национальный отдел по выборам</p>
<p>Чешская Республика Эмил Андел Центральная избирательная комиссия</p>	<p>Румыния Лорета Валерия Обрейя Государственный эксперт Отдел местной государственной администрации</p>
<p>Эстония Ало Хейнсау Руководитель отдела Канцелярия Риигикогу</p>	<p>Российская Федерация Александр Владимирович Иванецко Председатель Центральная избирательная комиссия</p>
<p>Микель Пилвинг Секретарь Таллинская городская избирательная комиссия</p>	<p>Андрей Анатольевич Давыдов Начальник управления международных связей Центральная избирательная комиссия</p>
<p>Венгрия Золтан Тот Комиссар министерии Министерство внутренних дел Генеральный секретарь АОВЦВЕ</p>	<p>Владимир Александрович Лавров Начальник отдела международных связей Центральная избирательная комиссия</p>
<p>Жолт Жолноки Начальник отдела Центральный отдел по выборам</p>	<p>Вадим Огестович Соколов Эксперт Центральная избирательная комиссия</p>

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Министерство внутренних дел

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Михаил Михайлович Рябец
Председатель
Центральная избирательная комиссия

Руслан Петрович Князевич
Заместитель Председателя
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Секретарь
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Лидия Михайловна Ермошина
Председатель
Центральная комиссия по выборам и проведению
республиканских референдумов

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Златко Диждаревич
Временная избирательная комиссия

Ведран Милисав
Исполнительный секретарь ВИК
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Езеро

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Бузим

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Служащая избирательной комиссии
Травник

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Кыргызстан
Сулейман Иманбаев
Председатель
Центральная комиссия по выборам и референдумам

Мексика
Хосе Луис де ла Песа
Председатель
Избирательный трибунал судебной власти
Федерации Мексики

Хосе де Хесус Ороско Энрикес
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Республиканская избирательная комиссия Сербии

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Министерство иностранных дел

Александр Сукибан
Ассистент/переводчик

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Терез Лаанела
Ответственная за программы

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Советник

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Вадим Жданович
Советник по выборам
Отдел демократических институтов и прав человека

Программа Развития Объединенных Наций

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Соединенные Штаты



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Генеральный секретарь

Марта Дешо
Ди ректор Центра документации

Ильдико Варади
Администратор

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Заместитель директора по странам Европы и Азии

Джеффри Карлсон
Ответственный за программы в странах Европы и Азии

Мэтт Кергис
Ответственный помощник за программы по странам Европы и Азии

Тори Келлер
Ответственная за общественное информирование

Эмили Бет Нолт
Ответственная за МТО/ Координатор конференции

Юдита Акромене
Координатор, ответственный за МТО

Александр Викторович Юрин
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The advertisement features a large image of a ballot paper from Lithuania, titled "BALSAVIMO BIULETENIS". The ballot includes a table with columns for "Parties" and "Candidates" and rows for "1", "2", "3", and "4". To the right of the ballot is a vertical logo for "INFOTEC". Below the ballot is an image of a scanner device.



УЧАСТНИКИ ВЫСТАВКИ ОБОРУДОВАНИЯ И УСЛУГ ДЛЯ ВЫБОРОВ

Авант Инкорпорейтед (США)

Роджер Дж. Кунс

Президент

БЕЛПРО Лимитед (Великобритания)

Лилиан Фонсека

Консультант

Дирк де Вилд

Консультант

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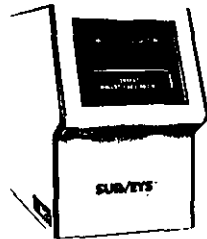


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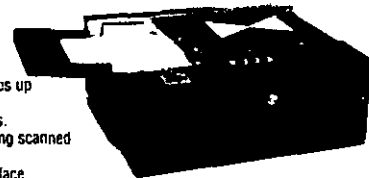
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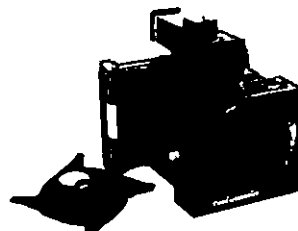
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**Conference of the
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**November 25-27, 1998
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Expert Presentation

Power Point Presentation

Including Voters with Disabilities in the Electoral Process

**Luc Dumont
Senior Project Manager, SHL Systemhouse, Canada**

Including Voters with Disabilities in the Electoral Process

Luc Dumont
SHL Systemhouse

ACEEEO Conference
November 26, 1998

Summary

- Handicapped vs Disabled Voters
- Universal accessibility: why ?
- Where to look for obstacles ?
- Obstacles: how should we remove them ?
- What measures can be taken ?
- Possible solutions
- At what cost ?
- Conclusion

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A word about terminology

- Handicapped ?
 - A handicap is a hindrance, an environmental or attitudinal barrier that limits the opportunity of a person to participate
 - Can be found in attitudes, buildings, legislation, procedures, geography
- Disabled ?
 - A disability is a functional limitation or a restriction of an individual's ability to perform an activity
 - Can be found on people or individuals

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Universal accessibility: why ?

- Inclusiveness: Citizens in their full rights
- Address problems shared by non-disabled electors
- Number of people affected
- Dignity
- Integration

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Where to look for obstacles ?

- People
- Legislation
- Procedures and instruction
- Architecture
- Geography

Obstacles: how should we remove them ?

- By identifying the obstacles
- By involving:
 - Election administrators
 - Legislators
 - Advocacy groups
 - Field Election officials
 - Community groups

Accessibility: what measures can be taken ?

- Consultation
- Planning
- Design
- Implementation
- Information
- Evaluation

Possible solutions

- Building temporary ramps at polling stations
- Information about which polling stations are accessible
- Ballot template for blind voters
- Universal Accessibility Awareness component in election official training
- Mail-In ballot

Possible solutions (cont'd)

- Non-partisan assistance at polling stations
- Information in alternate formats (cassette, large print, Braille)
- Possibility to vote at other accessible polling stations
- Sign-language interpreters for deaf voters
- Mobile polls

Accessibility: at what cost ?

- Low-cost solutions do exist
 - Accessible polling stations vs modified polling stations
 - While reviewing or re-writing existing materials for the next election
 - once the initial effort is made, costs will go down
- The Canadian case

Final thoughts

- Accessibility increases the legitimacy of the democratic process by allowing the participation of all citizens, regardless their physical or mental condition.
- Universal Accessibility must not be treated as an administrative after-thought
- Strong commitment from senior management prerequisite to success
- Benchmark your organisation against other electoral management bodies

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Workshop I:

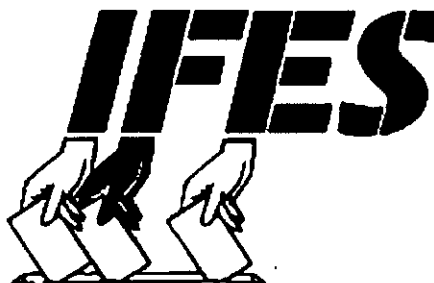
Training Manual

**Targeting Voter Education and Mobilization Campaigns for Voters
With Special Needs**

**Hank Valentino
IFES International Voter Education Specialist**

Targeting Voter Education Programs

Henry Valentino



The writing of this manual was made possible by funding from the United States Agency for International Development (USAID). The opinions expressed in this manual do not necessarily reflect the opinions of USAID or the International Foundation for Election Systems (IFES).



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Targeting Voter Education Programs

Campaigns for Voters with Special Needs

This manual will show you how to make the maximum use of your resources by targeting your voter education programs. You will learn and be able to use the basic techniques to develop and target messages designed for specific segments of your voters. You will be able to achieve high impact results with a limited budget. You will also learn how to select the right medium for the right audience. This manual also shows how to evaluate the results of your efforts so that your next campaign can be even more effective.



Chapter I

Effective Programs

An effective voter information and education program will enable you to communicate the desired information to intended audiences by efficient use of resources. A multi-media campaign using quality-produced materials targeted to selected segments of the voting public is the most effective and efficient way to conduct a comprehensive voter education program. By targeting materials, you are able to design the message for the intended audience.

The information you release and the materials you prepare should enhance the integrity of the electoral process and give citizens confidence in their system of elections. Citizens who understand and believe in the electoral process will accept the results and will help institutionalize the process for future generations.

Why Target Campaigns for Voters with Special Needs?

The results of elections in a democracy should reflect the will of its citizens who have the freedom and ability to be informed voters and cast their ballots. It is not sufficient to have just a high turnout. It is possible to have a high turnout and the results not reflect the will of the entire electorate. If voters are asked to vote without regard to party platforms, issues or candidate qualifications because the information is not made available, are the election results truly representative or do they reflect the will of a controlled majority or coalition of controlled minorities?

Assuming the electoral law ensures all eligible voters have the opportunity to vote in free and fair elections, voters must have the opportunity to be informed and have freedom of choice. Some segments of the voting population may have special needs.

- **Minorities/Different Language**

For example, if minorities do not participate in the electoral process by not registering to vote or not fielding candidates or not voting, they may become or remain under-represented. They may believe they have no opportunity or role in the elected government, and in their view, the elected government is not representative of the entire electorate. It may also be necessary to provide information designed for them in a different language.

- **Youth**

According to general statistics, in most countries young citizens who are eligible to vote are the least likely to vote. This segment of the voting population usually should have special information about the registration and voting processes and the importance of participation in the electoral process.

- **Women in Rural Areas**

This segment of the voting population may not be very concerned about the political processes. Frequently, they are too busy with more than normal household chores. They may believe that politics does not impact on their daily lives. Usually, in rural and remote areas the methods and techniques of communicating information are different than in urban areas. Broadcast media may be limited. Print media may not be available on a timely basis. Literacy rates of people in rural areas may be lower than average. Average education levels may also be different and must be taken into consideration when preparing materials for them.

- **Elderly**
This segment of potential voters continues to increase in size as medical treatments and advancements increase life expectancy in most countries. They tend to resist change more than younger citizens do. This group usually has a very high rate of voting participation. Motivation is usually not needed, but information about changes is needed. Communicating information to this segment can be challenging, as this group may also be a part of other special interest groups such as physically impaired or minorities with different language requirements.
- **Physically Impaired**
Physical impairments can affect access to polling places as well as access to ballots. Voting procedures for this segment may be different. For example, what are the provisions for allowing a blind person to vote? Written information while not suitable or practical for a blind person may be acceptable for the hearing impaired. Those with physical impairments require different methods of communicating information.
- **Under-Educated**
This is a multi-segmented group that could be covered under more than one segment of voters with special needs. This segment requires special methods of communications as well as special content of materials.
- **Other Groups**
Based on demographic statistics there may be other segments that should be considered. For example, citizens who reside outside the country but may be eligible to vote either in person or absentee, or eligible citizens in military service or fishermen, etc. If there are sufficient citizens in these categories, then serious consideration should be given to targeting voter education and information materials for them.

Chapter II

Set Goals and Objectives

Voters

Generally goals and objectives will be to inform, educate and motivate voters about the electoral process. Be sure to include all the segments of voter categories that apply to your situation.

Candidates and Parties

But what about the Parties and candidates? Are their qualification or selection processes different? Should there be a goal or objective to communicate special information to candidates and political parties? Should a secondary goal or objective focus on their needs?

NGOs

Are there Non-Government Organizations (NGOs) that are supporting the electoral process either through their own or cooperative programs that may be of assistance? Perhaps another secondary goal or objective should be to provide information to them.

International Community

Don't overlook setting goals for this important segment of special interest groups. Even if you believe there is no outside interest in your elections, consider the "spillover" effect of the information and education materials you release. At a minimum set a goal to keep the international community informed by the release of selected materials that will also reach them.

Chapter III

Situation Analysis

Review Previous Elections

This is a very important part of the planning process. First review the results of previous elections, regardless of when they were held. Who voted; who didn't; why?

Check the demographics

Know the makeup of your voters. What is the ratio and percentage of male and female voters? Do their voting habits vary? What is the breakout of urban and rural voters? How do their voting habits differ? It is most important to know the number or percentage of voters in different age groups. Younger voters usually have different characteristics and certainly different interests than older voters. Determine the number or percentage of voters in the identifiable segments of the voting population as mentioned in Chapter I.

What's new or different?

What's new in the process? Will different style ballots be used? Have polling locations changed? Is election day(s) on the same day of the week? Are polling hours the same? Is there a new electoral law in effect? Are there any differences in the registration process? Don't forget the counting process. Will the counting and reporting of results be the same? All of these differences and others should be listed so that you can determine the subjects of information and education materials.

Surveys

- **Formal**

Surveys are valuable tools in preparing effective voter information and education programs. If possible, surveys should be conducted before, during and after the electoral process. A pre-election survey will give you a better understanding of voters so that you can prepare your messages accordingly. A survey midway through the electoral process will allow you to make adjustments to your media campaign and make more effective use of available resources. Post-election surveys are very important to help prepare for the next election and determine what changes, if any, should be made to the electoral process.

- **Informal**

While formal surveys are the most reliable means for gathering important information, informal surveys can be useful if formal surveys are not feasible or possible. You cannot plan an effective voter information or education program without some knowledge of the voters. Basic, reliable, background information is essential for planning and executing a voter information and education campaign that makes effective use of available resources.

Qualify Success

Now that you know all about your voters, the problems of previous elections, the anticipated differences between this election and others, what are the determinants for a successful program? If you meet or exceed previous voter turnout, will that mean you conducted a successful voter information and education program? It is very likely that many items will determine whether you conducted a successful and effective program. Most important is will the voters comprehend the information disseminated? Did you accomplish your goals and objectives? Will your program enhance and contribute to institutionalizing the electoral process?

Determine Your Resources

- **Financial**
How much financial support do you realistically believe you can commit to the program? Once you have determined a basic amount try to allocate most of that amount for production of materials. As you will see later, it may be possible to get the Private and Religious Sectors, NGOs and Media to provide support through distribution of materials or “in-kind” services.
- **Production**
What facilities or resources are available in order to produce the materials you need? Include other government agencies as possible sources of production support. If you are able to obtain support for distribution or dissemination of your materials, most of your budget should be for the production of materials so that other agencies or organizations can reproduce and distribute the materials. Don’t overlook new or small production companies that are willing to be flexible in scheduling and in costs.
- **Media**
Contact the various media outlets to review their coverage areas or the audiences they reach and their availability for scheduling your materials. Determine which media outlets will agree to use the materials you produce without charging for broadcast time or print space. In some instances you may be able to structure an arrangement for combination production and broadcast or use of your completed materials. The combination could be that you only pay for production of the materials by a TV or radio station and they agree to broadcast the materials without additional cost.

How to Minimize Failure

Make a list of everything you believe could go wrong with your program, including items within your control and those over which you have no control. Develop a contingency plan to counteract those problems that could have a major impact on your program and then those that would have little impact. Then evaluate your contingency plan to include additional options in the event your initial response fails. Be prepared and plan for the worst situations. Good planning will minimize the possibility of failure.

Chapter IV

Targets for Materials

Primary

This is where you use the information you obtained from analyzing the situation and problem areas from previous elections and survey results. Based on that analysis, you can easily determine your primary targets for your information and education materials.

For example, one of your primary targets may be all eligible voters. However because of changes in the law, you may need to have parallel information going to candidates or political parties. So they would also be a primary target even though you do not use all the media or resources available to you to reach this audience. The same may be true for voters with special needs.

Secondary

Again, using the data extracted from your research, you can easily determine secondary targets for information. Your research may have shown that young voters, between the ages of 18 and 25, living in urban areas, are not inclined or interested in participating in the electoral process. You may want to target materials to that audience. The same research may indicate women living in rural areas are not likely to vote. Other materials should be targeted to that audience. By carefully reviewing the results of your research, it should become apparent where your information materials should be directed.

Spillover

Don't overlook the opportunity to reach a larger audience with the same basic materials. For example, all the materials you distribute will be of interest to NGOs and some of the international community. Also, some materials that you may prepare for specific targeted groups, such as women in rural areas, may also be applicable, with minor modifications, to women in urban areas. This is a very effective way to maximize the use of available resources and minimize the impact on your budget.

Chapter V

Media Responsibility

While there may be some concern about responsible media, it should be understood that as the democratic process becomes institutionalized so will the responsibilities of the media in a democratic society. Freedom of expression by the media, radio, television and print, are a symbol of democracy. The manner in which the media use their freedom carries an obligation to serve the society and public as a whole. Because of this need to serve the public, the media inherit a public trust. The media have a responsibility to conduct their operations at all times in a professional manner and to exercise critical and discerning judgment that respects and advances the rights and dignity of all people and maintains standards of good taste as reflected by the society and public served. The media must enrich the daily life of the people they serve through information, education and entertainment; they must provide for the fair discussion of matters of public concern; engage in works directed toward the common good; and volunteer aid and comfort in times of stress and emergency.

The media have a responsibility to support the official voter information and education program on a *pro-bono* basis with regard to broadcast time on radio and television and print space in newspapers and magazines. Arrangements should be made with appropriate representatives of the media to implement this policy during the electoral process.

Marketing & Media Strategy

- **General**

In planning your marketing and media strategy you want to use all of your resources so that you will achieve the greatest impact in the most cost-effective manner and still accomplish your goals and objectives. In order to do this you must ensure all your materials are focused on the objectives. Develop a theme for your program and ensure all your materials are linked with this theme. For example: a theme for elections could be, "Vote! Your future is in your hands." A sample theme for registration could be, "If you don't register, you can't vote." Make your materials creative and entertaining and informative. Keep the message simple for each of your materials. This is most important when using media to communicate complex information usually associated with the electoral process. Review each subject area and if necessary, release multiple simple messages. Since you will be using more than one medium for your materials, you should be sure the materials complement and support each other. It is also important to coordinate the release of your materials in order to achieve maximum impact.

- **Television**

Television can be the most effective of the media to communicate a message. However, it will probably be the most expensive to use. Therefore you should evaluate its potential effectiveness before committing your limited resources to this medium. How much of the target audience will it reach? What are the viewing habits of the target audience? What are the capabilities of the production facilities available? If this medium will reach a significant portion of your target audience and the resources are available for its use, TV should be the primary medium for your program.

- ***TV Materials***
Plan to use a combination of types of materials. The most effective are a variety of short spot announcements used in combination with in-depth programs and with support from other media. Remember that with the broadcast media, repetition is essential to creating an understanding of the message. The message must be simple. For maximum effectiveness, it should be delivered in a creative manner. When possible, avoid the “talking head”—a person standing before the camera reading a message.
- ***Collateral Use of Materials***
When producing television materials, remember that many of the products used in the production may also be used in other media. For example, graphics can be used in newspapers, print media and posters. The audio from television may be used on the radio and other audio outlets. In-depth TV programs can also be broadcast by radio. Where possible involve the audience in live television call-in programs. Usually materials produced for the media can also be used or adapted for training.
- **Radio**
Usually one of the broadcast media will be the dominant or primary medium to reach the target audiences. However, if both broadcast media are available, they should be coordinated for maximum impact. If radio reaches 95% of the target audience and TV only reaches 70%, then radio should be the dominant medium. But if there is less than a 15% difference in the coverage of these media, then television should be the dominant medium for your program. However, radio’s capability should not be underestimated. It can be very effective if used properly, particularly in those areas where television coverage is not available. Be sure to take advantage of the differences between radio and television.
- **Newspapers**
As with the broadcast media, you need to know the coverage of the various newspapers. Find out who reads which newspapers. Know the distribution of each newspaper. Determine which target audiences can be reached with the newspapers. Keep the focus of your campaign by coordinating the use of the materials so that newspapers lead in target areas where they are the primary medium, and at the same time the newspapers should complement and support the broadcast media.
- ***Materials***
Most election laws require publication of official notices in newspapers. These legal notices are usually very technical and should be considered as additional exposure for the information and education program. Display ads and banners can use some of the graphics from television materials. Do not overlook the use of regular news stories or articles, based on press releases you make, to support your program. Carry your theme through the newspaper materials as well.

Other Print Media

There are a variety of other print media, including magazines, that can be used successfully in an effective voter information and education program. By coordinating and planning for the use of these materials, you can expand the reach of your program.

- **Posters**
Usually you should plan for both motivational and informational posters. Use the materials from display ads where possible. In some cases the reverse should be used. Create the poster

first, then use it for display ads in the newspapers and magazines and in the background for TV spots or programs.

- **Poster Contest**

There are several inexpensive ways to get fresh ideas and involve citizens in the electoral process. One way is to involve a college or university with an art and design curriculum. Ask the school to assign a class project to design motivational and informational posters for your program. Select one or more of the student's designs. Schools are usually eager to expose their students to the commercial world and students would like to have practical commercial experience in their portfolios. Also, students use modern techniques to communicate information with the result very appealing to young audiences. The creators of the selected posters should be given at least a certificate of appreciation or other formal recognition for their work in addition to credit on the poster.

The poster program can be expanded by conducting a slogan contest for the general public. Arrangements could be made with a newspaper or other medium to solicit slogans from the public for the posters and voter information media campaign. The newspaper or other medium could publish the selected slogan of the day or week and give credit to the person submitting the winning entry. You can then select the slogan(s) you want to use in your information and education program. You have now involved the general public in the electoral process and received considerable favorable publicity in support of the effort. You must allow sufficient time for the contest and development of the poster. This should be done three to six months before the elections. This same contest can be used in conjunction with the Private or Religious Sectors or with NGOs. This requires proper planning and lead-time.

- **Flyers**

Flyers are a good way to reach small groups of a target audience. For example, one way to reach women in rural areas would be to distribute flyers at markets frequented by them. Flyers can be designed as "keepers" or "throw-aways." For "keepers" you want the recipient to keep the flyer for future reference, while "throw-aways" are intended to be read and possibly passed to another person, but most likely discarded. Informational flyers should be "keepers." Motivational flyers could be simple reproductions of posters.

- **Letterhead & Stationery**

This is a no-cost and often overlooked opportunity to enhance your voter information and education program. Every letter or official correspondence issued by the government or at a minimum your agency should have a slogan or message printed or typed at the bottom of the first page of the document. The slogan or message can also be printed or typed on the envelope. This same effort can be expanded to the Private and Religious Sectors and NGOs.

- **Unusual Print Media**

Coasters distributed in cafes and bars can be very effective with messages designed for voters who frequent those places. Paper place-mats frequently used in fast food restaurants can also be used to carry a motivational or informational message in support of your program. Shopping bags, either plastic or paper are another opportunity for unusual exposure. If these items are not within your budget, perhaps the Private Sector can be of assistance.

Cinemas

Determine what audience you can reach through this medium. Then evaluate if the production costs would justify the anticipated results. In some cases, cinemas may agree to handle the

formatting of your materials at no additional cost. Most cinemas have the capability to use slides during breaks between movies. Some of the graphic materials used for television or display ads in newspapers can be converted to slides and used by cinemas. Some cinemas may use film clips that can be attached to previews shown between movies. This is more expensive than producing a spot for television, but if the budget permits and the TV spot can be filmed instead of taped, you will have dual use of the finished production. The cinemas are also an ideal location for posters since they routinely use posters to promote coming attractions. Materials for the cinemas can be either motivational or informational.

Sound Trucks or Vehicles

These should be considered for areas where mass media are not adequate or available. They can fill the gaps in regular media coverage. These can be very effective in small towns or villages. It is possible to use the audio from radio spots supplemented with local announcements. Informational and motivational messages can be used in this medium. The messages have to be very short. Usually this medium is most effective when used just a few days prior to the event. Extended use is not recommended.

Press Briefings & Releases

It is important that your information and education program be conducted in an open and transparent manner with equal and free access to the press and media. However there are certain steps you should take to be sure your program is "proactive" and not "reactive."

First, establish a process of review and approval for all materials produced and released. Designate one person to be the official spokesperson for your office. Ensure that person knows the law and electoral process and is fully informed of all policies and events.

Schedule press briefings or conferences on a regular basis and maintain a system of routine press releases. Ensure the releases are distributed to all the media. Schedule interviews by representatives of the media with key officials in your office. Increase the frequency of release of information before each particular electoral event occurs.

Other

Some areas have very routine but different methods of communicating local information. For example, Bell Criers may walk through some villages announcing important local information.

Set up discussion or support groups or seminars for political parties and candidates, local community organizations, unions and labor organizations, activists and NGOs. Create special events where the public is invited such as "Town Hall" or other local type meetings. Increase the exposure of key officials in the Elections' Offices.

- **Hotline**

If the technical facilities exist, establish a national hotline to respond to inquiries from the public. If possible, this should be a "toll free" telephone number that can be accessed throughout the country. If a national hotline is not possible, setup a designated local number as a hotline for each municipality or local community. Where possible, automate the service to respond to the most frequently asked questions. The automated process can be a simple telephone answering machine with a recording of responses to the most frequently asked questions.

Chapter VI

Private Sector

It is in the long-term interests of all citizens, and in particular the business community and the private sector, to instill further the foundation of democratic principles. This will stabilize and enhance business and community development. Democracy is not a spectator sport, citizens and public and private sectors must be involved to make it work. Citizens and the business community will benefit from even the smallest element of support. The following are examples of support the Private Sector and business community can provide for a voter information and education program. Most of this support can be provided at no additional cost to the business or private organization.

Internal

- **Pay or Earning Statements**
Print the official theme or slogan on employee pay or earnings statements to alert them of the various steps occurring in the electoral process. Example: "Registration ends (day) (month), Register now to vote!" "If you don't register now, you can't vote."
- **Newsletters**
Place articles in internal company newsletters to encourage employees to register and vote. The election authorities should provide background information or draft articles.
- **Company Meetings**
Become a more visible, non-partisan supporter of the electoral process. Mention the importance of being registered and voting at group meetings with employees. Encourage employees to review the candidates, party platforms and issues so they can be informed voters.
- **Slogan/Poster Contest**
Initiate a slogan/poster contest among employees to encourage voter participation. Form a committee to select the winners or have employees vote for winning entry. Give recognition or award a small prize to the winning entry and post it on company bulletin boards. Consider publishing the winning entry in one of the public advertisements of the business. Issue a press release about the program and the winner.

Associations or organizations of business groups, such as the equivalent of a Chamber of Commerce, could extend the slogan/poster contest further by having each business member submit their winning entry for competition among all members. An award could be given to the winning business.

External

- **Tag Advertisements**
Include "tags" in all advertising, TV, radio, newspaper, banners, etc. The "tags" should encourage citizens to participate in the electoral processes.

Add a "tag" or slogan on materials normally printed or distributed by the company—examples: beer coasters, place-mats for fast food restaurants, wrappers for products, corporate letterhead, mail indicia placed on envelopes by postal meters.

- **Public Service Support**

Sponsor (pay for) specific public service messages in the media encouraging citizens to participate in the electoral process. The “tag” at the end of these sponsored announcements could say, “This message was brought to you as a public service by Company XYZ.” By doing this, the business receives additional publicity through name recognition, and the citizens benefit because they have received an informative message.

Chapter VII

Religious Sector

Support from this sector is not possible in every country. However, do not overlook this potential source of support. Before enlisting this support, meet with the religious leaders to ensure there is no misunderstanding that you are soliciting support for informing and educating citizens about the electoral process. This support should be “non-partisan.” The following are examples the type of supports that could be given by the Religious Sector.

- **Bulletin Boards**
Place a slogan or flyer on bulletin boards to encourage eligible citizens to participate in the electoral process. Emphasize particular electoral events as they occur. Example: “Vote your choice on (day) (month), Vote for your Future!”
- **Publications**
Include articles in weekly church bulletins or other publications to encourage all eligible citizens to participate in the electoral process. The elections authority should provide background information or draft articles.
- **Tag Materials**
Add a “tag” or a slogan that encourages or informs citizens of the electoral process to materials normally printed or distributed by the religious community—examples: Weekly Bulletins, notices of community events read at weekly church services, letterhead, mail indicia placed on envelopes by postal meters.
- **Meetings**
Be a non-partisan supporter of the electoral process. Mention the importance of participating in the electoral process at meetings of parishioners.
- **Slogan/Poster Contest**
Initiate a slogan/poster contest among the youth or other organizations of the church to encourage voter participation. Form a committee to select the winners or have parishioners vote for winning entry. Give recognition or award a small prize to the winning entry and post it on bulletin boards or in internal publications. Issue a press release about the program and the winner.

The slogan contest could be extended further by having each parish submit its winning entry for competition among all parishes in a diocese. Develop an award that could be given to the winning parish.

Chapter VIII

NGOs

Non-Government Organizations (NGOs) are a good, inexpensive outlet for many of your materials. These are usually not-for-profit organizations that receive funding support from a variety of foundations, organizations or other government aid projects. They usually have a reliable network of supporters in-country. Meet with the heads of these organizations to see what specific support they can give you. At a minimum, they should be willing to reproduce and distribute the materials you produce for your voter information and education program.

- **Special Training and Seminars**
Plan special training and education programs or seminars for NGOs. This will help ensure they understand what you are trying to accomplish with your voter information and education program and help ensure that the information they prepare and disseminate is accurate.
- **Source for Feedback**
Maintain a regular strategy of briefing NGOs on your plans and programs. Also, use them as a source for feedback about your program. Solicit suggestions for improvements or changes.

Chapter IX

Internet

An official Web site should be established for the electoral process on the Internet. If the in-country technology to support this effort is not available, the official site can be established and maintained by any service provider in the world. It is desirable but not essential that it be located in-country.

- **Access**
The Internet site should be considered as an official source of information about the entire electoral process. Most colleges and universities have access to the Internet. It is another good way to reach students and the academic community. It is also an effective way to communicate information to the media. A very important additional benefit is the impact it can have on the international community. This is an opportunity to disseminate “unfiltered” information to the world about your electoral process.
- **Content**
The site should provide the complete text of the Election laws, and Rules and Regulations. It should provide current information about the election process. All press releases and other news releases should be posted on the site. A special domain name should be registered for the site as a further indication of the official status of the site. Copies of all forms and applications should be available on the Internet. A list of all the candidates including biographical information can be posted. Audio and video clips of the voter information and education program should also be available. The election returns should also be posted. There should be an email address so interested citizens can submit questions.
- **Integrate Electoral Process**
It is also possible to post the list of registered voters so citizens can check their names on the list. While there may be a limited number of citizens who would have direct access to the Internet, it could be used by an NGO or international agency to provide the assistance to the citizens.

In the not too distant future, voting via the Internet will be one way elections are conducted.

Chapter X

Creative Strategy

General

There should be a central theme for all materials used by the media. The media should be coordinated and complement each other. The materials should be launched (released) in waves (phases) to coincide with electoral events. The launch dates may vary by media and should depend on the content of the message and intended targets. The scheduled launch dates should also consider the variables of media access to geographic areas.

Repetition of messages is necessary to create an impact. However, you must be careful not to overexpose the messages.

Keep all messages simple and make them creative and entertaining. If possible, test the messages with focus groups before production.

Prepare contingency plans in the event changes are required in the program or messages.

Motivational

The motivational messages should be designed to create an emotional appeal that will motivate the target audience to perform the desired result

There should be specific messages for each target audience.

There should also be general messages for all target audiences.

Depending upon availability of funds and length of the campaign, the messages should create variety and interest. All messages should create excitement.

Informational

The informational messages should explain the facts and emphasize how the facts relate to the individual voters.

Ensure the target audience can understand the message.

Specify dates for each activity in the electoral process. Do not overlook the need for post-election information and education. Ensure citizens understand the counting and reporting process.

Educational

- **Short Term**

Coordinate with schools and institutions of higher learning to make students aware of the electoral process. Discuss the various aspects of the electoral process in appropriate classes.

- **Long Term**

Include a program of voter education in the social studies or civics curriculum of the schools. Develop discussions about the democratization process.

Institutionalize the electoral process.

Appendix I

Model I & E Program Electoral Process

Creative Strategy

Registration

- Motivate to register and check the Provisional Voters' List (PVL).
- Use all media, public and private sector, meetings and discussions.
- Focus on the importance of registration in democratic process—"if you don't register, you can't vote."
- Emphasize the limited period of registration and the need to act within that time frame.
- Statutory publication requirements for notices
- Launch 7 days before Registration begins

Claims & Objections

- Part of democratic process ensuring right to vote.
- Opportunity to verify and make any changes to PVL.
- Emphasize limited time available to do this.
- Statutory requirements for publication of notices.
- Launch 7 days before period begins.

Election

- This is democracy in action.
- Responsibility of all eligible citizens to participate.
- Mention "first's" i.e.
 - First democratic election
 - First election of new parliament
- Importance of government as it affects individuals and communities.
- Statutory requirements for publication of notices.
- Launch 35 days before election.

Creative Materials

Registration

- Produced by production company.
- Approval by Elections Commission.
- Three 30 second TV spots.
- Four 30 second Radio spots.
- One Display ad for Newspapers.

- Three Press Releases.
- Press Kit for media.
- One Slide for Cinemas.
- One informational flyer/poster/calendar.
- Radio/TV interview with Chairman.
- Speeches and seminars by Commissioners.
- Sound trucks 3 days before registration ends.

Claims & Objections

- Produced by production company.
- Approval by Elections Commission.
- One 30 second TV spot.
- One 30 second Radio spot.
- Press release.

Election

- Produced by production company.
- Approval by Elections Commission.
- Three 30 second TV spots.
- Five 30 second Radio spots.
- Two display ads for Newspapers.
- Five Press Releases.
- Press Kit for Media
- One slide for Cinemas.
- One informational flyer/poster.
- Radio/TV debate or interviews with candidates.
- Speeches and seminars by Commissioners.
- Sound trucks 3 days before election.

Counting Process

- Produced by production company.
- Approval by Elections Commission.
- One TV infomercial—approximately 2 – 3 minutes.
- One Radio infomercial.
- TV and Radio interview with Chairman.
- Press Releases.

Appendix II

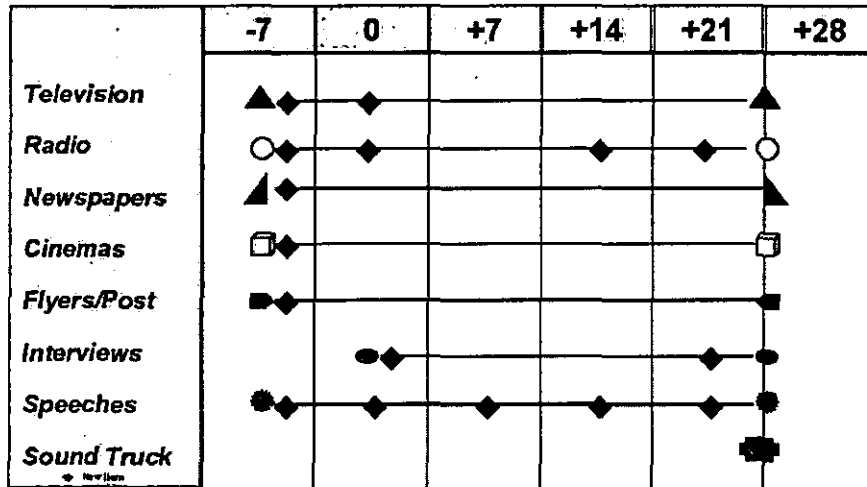
Model Media Schedule Launch Dates

Electoral Process

Days →	MONTH 1					MONTH 2			MONTH 3				
	-7	1	15	22	29	36	43	50	57	64	71	78	85
<i>Registration</i>	◁ 35 Day Campaign ▷												
<i>Claims & Obj</i>			▲ 10 Days ▲										
<i>Elections</i>								▲	◁ 15 Days ▷			▲	

Model Media Schedule Launch Dates

Registration



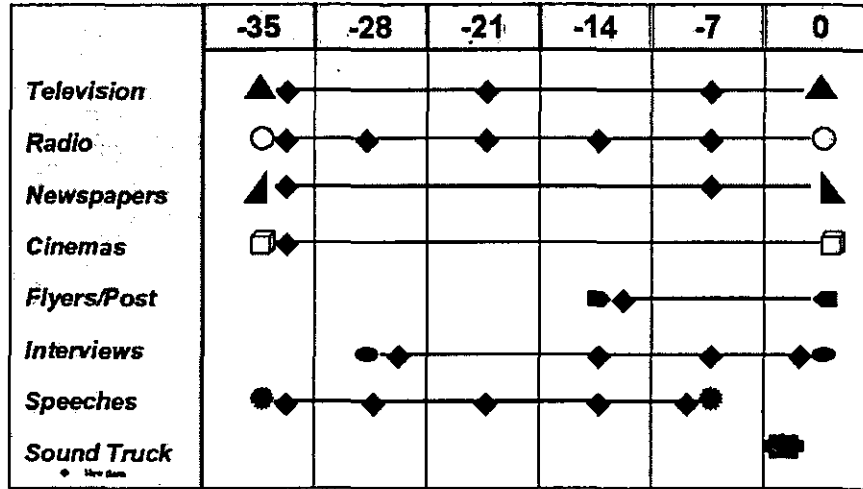
Model Media Schedule Launch Dates

Claims and Objections

	1	2	3	4	5	6	7
<i>Television</i>	▲						▲
<i>Radio</i>	○						○
<i>Newspapers</i>	▲						▲

Model Media Schedule Launch Dates

Election



Appendix III

Exhibits

Sample Proposal for Private Sector Support

Background:

The Commission on Elections has a responsibility to inform and educate citizens about the electoral process. Some recent changes to the electoral law impact all potential voters in the upcoming elections. The Commission has limited resources to carry out a comprehensive Voter Education Program.

The Commission on Elections has established the following priorities for Voter Education:

- Encouraging all political parties to register for participation in the elections. The deadline for this registration is (date). This is targeted to organizations that might qualify for participation.
- Notifying citizens of the need to obtain a new photo IDs in order to vote in the upcoming elections. The deadline for this is (date).
- Notifying citizens of the opportunity to check the Voters' List to see if their pertinent information is correct.

Current election law allows citizens to verify the accuracy of the Voters' List. There is a limited period of time for citizens to check the List before the elections.

It is in the long-term interests of all citizens, and in particular the business community and the private sector, to instill further the foundation of democratic principles that in turn will stabilize and enhance business and community development. Democracy is not a spectator sport, citizens and public and private sectors must be involved to make it work.

Proposal:

Large and small businesses have an opportunity to help the democratization process by participation and support in a non-partisan manner of the Commission on Elections' Voter Education Program. In most instances this can be done at no additional cost to corporations trying to help. Because private sector employees and most consumers are the same persons the Commission is trying to reach with voter information, there are numerous opportunities for assistance and participation.

The following are examples of assistance that would be extremely beneficial:

- Place a slogan on employee pay/earnings statements that encourages eligible citizens to check the Voters' List—"Check your pertinent information on the Voters' List Today" or place a slogan encouraging citizens to vote—"Vote for your future!"
- Include articles in internal company newsletters to encourage employees to check the Voters' List and vote. The Commission can provide background information or draft articles.
- Include tags in all advertising, TV, radio, newspaper, banners, etc. that encourage citizens to vote.

- Add a slogan that encourages citizens to check the Voters' List and to vote to materials normally printed or distributed by the company—examples: beer coasters, place-mats for fast food restaurants, wrappers for products, corporate letterhead, mail indicia placed on envelopes by postal meters.
- Become a more visible, non-partisan supporter of the electoral process. Mention the importance of learning about the candidates and their platforms and voting at group meetings with employees.
- Initiate a slogan/poster contest among employees to encourage voter participation. Form a committee to select the winners or have employees vote for winning entry. Give recognition or award a small prize to the winning entry and post it on company bulletin boards. Consider publishing the winning entry in one of the public advertisements of the business. Issue a press release about the program and the winner.
- Associations or organizations of business groups could extend the slogan/poster contest further by having each business member submit their winning entry for competition among all members. Develop an award that could be given to the winning business.

There may be other areas that could be identified by individual businesses or their advertising agencies where this type of public service support could be expanded.

The following are examples of placing the message in existing advertising and postage meters.

Appendix IV
 Sample of Private Ads with Voting Tag

power

evian. **Vote for your future!**

'97 HYUNDAI TIBURON
\$2,500 CASH BACK

If you want to save BIG when buying your next car, you'll need to hurry. Because right now, Hyundai has an incredible sale happening on all the cars you see here. You can get up to \$2,500 cash back, but only for a limited time. So, come in for a quick test drive, because these are the cars you've got to drive to believe!

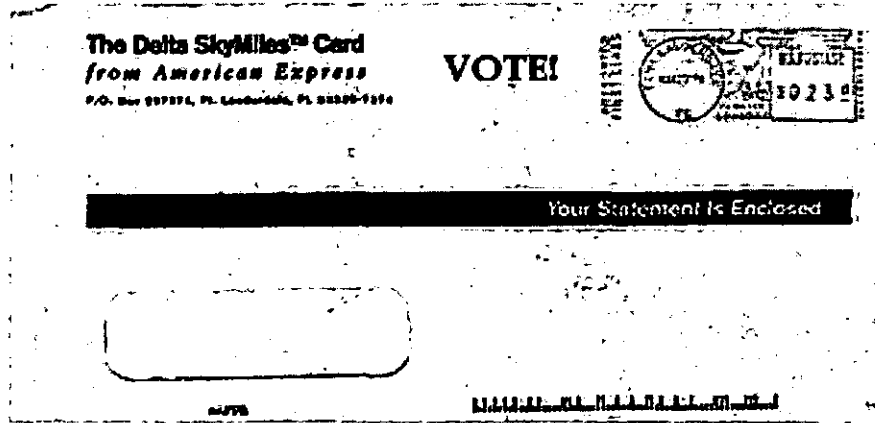
1-800-826-CARS HYUNDAI www.hyundaiUSA.com

Ponderosa Motors Hyundai
 1177 Highway 2 East, Kalispell
 756-6535

Vote for Your Future

Missoula Hyundai
 2715 Brooks, Missoula
 549-6178

Sample of Metered Mail with Voting Message



Most postage meters have a space where messages can be placed. This example shows the placement in the center while others will allow placement within the actual stamp area.

Appendix V

Sample Article for Business Community Newsletter

The Elections are Coming There's a Role for the Business Community

In a democracy, elections are the business of its citizens. Elections have some impact, directly or indirectly, on everybody. Each time a free and fair election is held, it instills further the foundation of democratic principles that in turn stabilize and enhance business and community development. Business and community leaders alike have a responsibility to support the democratic electoral processes. There have been numerous occasions during the last few years where many business and community leaders stood shoulder-to-shoulder and made that commitment and more.

It is time again for the business community to step forward and help inform citizens of their rights and responsibilities. Some recent changes to the electoral law impact all potential voters in the upcoming elections. The Commission on Elections has limited resources to carry out a comprehensive Voter Education Program. The Commission has asked for *non-partisan* support from the business community by using existing resources to reach potential voters. We agree.

The Commission on Elections has established several priorities for Voter Education:

- Encouraging Parties and organizations to register for participation in the elections. Registration deadline is (date). This is targeted only to organizations that might qualify for registration or certification.
- Notifying citizens of the need to obtain a new photo ID in order to vote in the upcoming elections.
- Notifying citizens of the need to check the Voters' List before (date).

Here are some ways your business can help:

- Place a slogan on employee pay/earnings statements that encourages citizens to check the Voters' List before (date) in order to vote—"Check the Voters' List before (date)" "If your name is not on the List of eligible voters, you can't vote."
- Include articles in internal company newsletters to encourage employees to check the Voters' List and vote. The Commission can provide background information or draft articles.
- Include tags in all advertising, TV, radio, newspaper, banners, etc. that encourage citizens to vote.
- Add a slogan that encourages citizens to check the Voters' List to materials normally printed or distributed by your company—examples: beer coasters, place-mats for fast food restaurants, wrappers for products, corporate letterhead, cancellation indicia placed on envelopes by postal meters.
- Become a more visible, non-partisan supporter of the electoral process. Mention the importance of being voting at group meetings with employees.

- Initiate a slogan/poster contest among employees to encourage voter participation. Form a committee to select the winners or have employees vote for winning entry. Give recognition or award a small prize to the winning entry and post it on company bulletin boards. Consider publishing the winning entry in one of the public advertisements of your business. Issue a press release about the program and the winner.

There may be other areas that you or your advertising agencies can identify where this type of public service support could be expanded. Use your imagination and be creative. Large and small businesses have the opportunity to help. Citizens and the business community will benefit from even the smallest element of support.

“The Business Community supports and endorses non-partisan Voter Education efforts by the business community. Each business, large and small, should do everything it can to participate. This is the type of public service effort that can benefit each business, each citizen and our country,” said (name), Chairman of Business Community. “These elections, and the non-partisan programs of support from the business community, will help us build a better future.”

Appendix VI .

Sample Proposal for Religious Sector Support

Background:

The Commission on Elections has a responsibility to inform and educate citizens about the electoral process. Some recent changes to the electoral law impact all potential voters in the upcoming elections. The Commission has limited resources to carry out a comprehensive Voter Education Program.

The Commission on Elections has established the following priorities for Voter Education:

- Encouraging all political parties to register for participation in the elections. The deadline for this registration is (date). This is targeted to organizations that might qualify for participation.
- Notifying citizens of the need to obtain a new photo IDs in order to vote in the upcoming elections. The deadline for this is (date).
- Notifying citizens of the opportunity to check the Voters' List to see if their pertinent information is correct.

Current election law allows citizens to verify the accuracy of the Voters' List. There is a limited period of time for citizens to check the List before the elections.

It is in the long-term interests of all citizens, including the religious community and business community and the private sector, to instill further the foundation of democratic principles that in turn will stabilize and enhance business and community development. Democracy is not a spectator sport, citizens and public and private sectors must be involved to make it work.

Proposal:

The religious community in the RP has an opportunity to help the democratization process by participation and support in a non-partisan manner of the COMELEC Voter Education Program. In most instances this can be done at no additional cost. Because citizens and potential voters are the same persons the COMELEC is trying to reach with voter information, there are numerous opportunities for assistance and participation.

The following are examples of non-partisan assistance that would be extremely beneficial:

- Place a slogan or flyer on bulletin boards to encourage eligible citizens to register before December 22 in order to vote—"Registration ends December 22, Register now to vote!" "If you don't register now, you can't vote in May."
- Include articles in Sunday church bulletins or other publications to encourage all eligible citizens to register and vote. COMELEC can provide background information or draft articles.
- Add a slogan that encourages citizens to register by December 22 to materials normally printed or distributed by the religious community—examples: Sunday Bulletins, notices of community events read at weekly church services, letterhead, mail indicia placed on envelopes by postal meters.

- Be a non-partisan supporter of the electoral process. Mention the importance of being registered and voting at meetings of parishioners.
- Initiate a slogan/poster contest among the youth or other organizations of the church to encourage voter participation. Form a committee to select the winners or have parishioners vote for winning entry. Give recognition or award a small prize to the winning entry and post it on bulletin boards on in internal publications. Issue a press release about the program and the winner.
- The slogan contest could be extended further by having each parish submit its winning entry for competition among all parishes in a diocese. Develop an award that could be given to the winning parish.

Appendix VII .

Glossary

Broadcast media: The combined mass media of radio and television.

Formal surveys: Planned survey or surveys, conducted by professionals skilled in obtaining public opinions of selected or general audiences with statistically reliable results.

In-depth program: A planned program covering the entire program of activity, such as the electoral process from registration through counting and certification of results, that uses all available resources to accomplish its goals and objectives usually through a combination of media and materials.

Informal surveys: An ad hoc effort to obtain information or feedback from selected or general audiences with not necessarily statistically reliable results. An example would be to ask opinions of friends, family or other persons you might meet such as taxi drivers. Other members of the staff could do the same thing and the results of these discussions could be compared.

Informational: A term used to categorize materials that contain specific details about the subject, such as a poster with the date(s) of the election and the opening and closing polling hours, or a newspaper ad with the locations of polling places. These materials usually contain only information about a particular subject(s) and do not encourage the individual to do anything.

Mass media or medium: A medium or combination of media that automatically make their materials available to the public either free or for nominal charge, such as radio, television, newspapers and magazines.

Motivational: A term used to categorize materials that are designed to encourage or motivate a person to do a particular act. In many cases these materials contain emotional appeals for a specific action. An example is a poster with a child depicted as being hungry with a message, "Give to the needy children fund."

Non-Governmental Organizations (NGOs): Not for profit organizations that sometimes provide advice or assistance to government agencies or other not for profit organizations to improve their activities or operations through training or other support so they can accomplish their objectives.

Private sector: Individuals, organizations, corporations or other entities usually engaged in profit making activities not under the direct control or management of the government.

Religious sector: That part of society including individuals, organizations or other entities that are controlled or strongly influenced by religious leaders or religions.

Short spot announcement: A radio or television advertisement of less than 30 seconds.

Sound trucks or vehicles: Trucks or vehicles equipped with loud speaker systems to amplify speech or sounds to persons in the immediate proximity of the vehicle. Candidates frequently use them to deliver campaign messages as they are driven through the streets.

Special interest groups: Usually an organized group of people who have common interests and advocate particular objectives, such as unions, business organizations.

Spillover effect: Usually an additional action or reaction, positive or negative, caused by a specific action taken. For example, a radio broadcast intended for children may also be heard by anyone in the coverage area tuned to the radio station at that time. These other listeners are the “spillover” effect of the radio broadcast for children.

Target audience: A designated segment of the general public intended to receive specific information or materials.

**Conference of the
Association of Central and Eastern European Election Officials**

**November 25-27, 1998
Vilnius, Lithuania**

Workshop I:

Attachments

**Targeting Voter Education and Mobilization Campaigns for Voters
With Special Needs**

**Hank Valentino
IFES International Voter Education Specialist**

Training Exercises

Develop a Voter Education and Information media campaign based on the model

campaign in the Manual using the criteria outlined in the **Assumptions** paragraph below.

Include at least three groups to target in the campaign.

Use all media considered to be reasonably available.

Specify the subject areas to be covered.

Determine the quantity and types of materials for each subject area.

Schedule each phase of the campaign.

Develop a series of three television or radio spot announcements, approximately one minute each, for use in a media campaign based on the criteria outlined in the

Assumptions paragraph below. The sample television spot announcements included in the Manual should be used as a guide for the format of the spot announcements.

Each spot announcement should target potential voters with special needs.

Each spot announcement should cover a different aspect of the electoral process—example: registration, voting process, counting process.

Assume professional television and radio production facilities are available.

Assumptions:

You are a member of the Central Elections Commission of a fictional country of your choice. You are responsible for the Voter Education and Information program. It is approximately six months before the national and local elections. The elections will be held simultaneously on the same day.

The national offices contested in the elections include the President and one-third of the members of the upper chamber and all of the members of the lower chamber of the Parliament.

The local/municipal offices contested are mayor and members of the municipal council.

Each voter will receive three ballots—one ballot for the office of the President, one for members of the Parliament and one for local/municipal offices.

A new election law is being implemented. The major changes in the election law provide for national and local elections to be held simultaneously, a requirement for new registration and issuance of new voter identification cards, a period to publish the Provisional Voters List (PVL), a period to request changes or corrections to the PVL, the use of a Final Voters List for each polling place. The law allows voters to cast their vote by selecting a specific candidate or a political party/coalition for each of the offices contested. Every voter must vote in person. Proxy voting is not allowed. Physically disabled voters may bring a trusted friend to assist them in voting. The elderly and ill persons may request a portable ballot box be brought to their residence

in order to vote.

Voter participation in the previous national elections was 72%.

58% of the voters were female

42% of the voters were male

Demographic information:

There are 20 million citizens of voting age or otherwise eligible to register to vote.

52% female, 48% male

25% age 18 to 25

25% age 26 to 35

20% age 36 to 50

20% age 51 to 65

10% over 65

There are 200 municipalities

There are 10 large cities with an average population of 1,000,000 each

70% of eligible citizens live in urban areas

25% of eligible citizens live in rural areas

5% of eligible citizens live in remote areas

20% of eligible citizens are ethnic minority "A" with their own language

5% of eligible citizens are ethnic minority "B" with their own language

Literacy rate is 90%

10% have only primary school education

45% have at least a secondary education

35% have college/university education

5% have some kind of physical disability

Media Background:

All media are available

Television covers 85% of the population

There are two TV networks—one government, one private

There are also independent, private TV stations in each large city

Radio covers 100% of the population

There are two Radio networks—one government, one private

There are also independent, private TV stations in each large city

There are two national newspapers that reach 75% of the population

There are at least two local newspapers in each major city.

There is one weekly news magazine with national circulation.

Palestine Elections TV # 4

(CAFE)

VIDEO

AUDIO

(Cafe Scene--Two young women, in their twenties, seated at table having tea and in animated conversation.) (Camera shots must appear to be eavesdropping on conversation between the two young women.)

Music: (Soft western ballad playing in background.)

Sound Effects: (Cafe scene--background noise of people talking and glasses clinking, etc. Note: The conversation must flow naturally.)

MEDIUM SHOT of both women.

1st Woman: (On Camera) I m very excited about the upcoming elections on January 20.

CUT to CLOSE UP of 2nd Woman

2nd Woman: (On Camera) So am I... Everybody s talking about it. It s our first chance to elect the President of our democracy and the members of our Council.

CUT to CLOSE UP of 1st Woman

1st Woman: (On Camera) I have dreamed about this opportunity for a long time and it is finally happening here.

CUT TO MS of both Women

2nd Woman: (On Camera) Yes, and we have so many candidates from which to choose.

CUT to CU of 1st Woman

1st Woman: (On Camera) That s true democracy in action.

CUT to CU of 2nd Woman

2nd Woman: (On Camera) I also have waited a long time for this. I want to help decide my future by choosing my leaders.

CUT to MS of both Women as they continue in animated conversation

1st Woman: (On Camera) Me too.

SUPER GRAPHIC--"VOTE on 20 January"

Anncr: (Off Camera Voice Over) Together we build our future. Be sure to cast your ballot on January 20.

FADE to black.



Organisation for Security and Co-operation in Europe

Mission to Bosnia and Herzegovina

Voter Education Information Program

TV Script

Updated 16 April, 1997—Approved 18/4/97

Note: This spot requires different actors for each language.

I-8VD Youth

#	VIDEO	AUDIO
1	<p>(The scene is in a narrow alley or passage-way. It is late afternoon; the alley is in shadows, without direct sunlight. Several OSCE registration posters are on the wall of the alley but are not identifiable or visible in the opening scene. Camera is positioned in the alley facing the entrance to the alley. (Note: Ensure no identifiable vehicles, signs or other visuals are in the scenes that could place the location of the alley or passage-way within either Entity.) Opening shot is a LONG SHOT (LS) that frames both walls of the alley on each side of the picture. After one second, an attractive young man and woman, aged 18 or 19, enter the frame. The man is leading the woman by the hand into the alley. Both are laughing and happy. As soon as they get in the shadows, they stop walking, and he embraces her. As they embrace he turns her so her back is next to the wall. Camera ZOOMS IN slowly to MEDIUM SHOT (MS) side view of couple.</p>	<p><u>Music</u>: Full orchestra playing romantic type music in background.. <u>SFX</u>: Vehicular traffic, street sounds low to enhance live background sound. <u>Sound</u>: Live audio from scene for background. Man & Woman: (Both laughing and smiling.) Man: (As he starts to lead woman into alley.) "QUICK, LET'S GO IN HERE."</p>

2	<p>SLOW DISSOLVE TO reverse angle (MS) side view of couple as he begins to kiss her first on her neck then attempts to kiss her on her lips. (Note: The kiss on the neck should not be passionate so as to be objectionable, but should be sufficient so as to indicate this is not the first time they have kissed.) She responds by putting both arms around his neck. (Note: The woman must be wearing a wristwatch on the wrist nearest the camera so that it is visible in the scene.) ZOOM IN slowly to CLOSE UP (CU) of couple.</p>	<p><u>Music:</u> Continues in background. <u>SFX:</u> Vehicular continues to augment background. <u>Sound:</u> Live audio from scene for background.</p> <p><u>SFX:</u> Wristwatch alarm.</p>
3	<p>The wristwatch alarm sounds just before their lips touch and girl breaks attempt to kiss and pushes the man back slightly and quickly touches wristwatch to simulate turning off alarm. She says, "I'm sorry, I forgot I have to go register so I can vote." CUT TO MS of couple as alarm sounds and before she pushes the man back. Girl runs out of picture; camera stays on man.</p>	<p><u>Music:</u> Continues <u>SFX:</u> Wristwatch alarm off in sync with motion of woman turning it off. Vehicular continues to augment background. <u>Sound:</u> Live audio from scene for background. Woman: "I'M SORRY, I FORGOT, I HAVE TO GO REGISTER SO I CAN VOTE."</p>
4	<p>ZOOM IN SLOWLY to MS and frame man and three posters that are now visible on the wall. Man looks astonished and says, "Wait!"</p>	<p><u>Music:</u> Continues in background. <u>SFX:</u> Vehicular continues to augment background. <u>Man:</u> (Astonished) "WHAT??...WAIT!"</p>
5	<p>Man is flustered. He notices posters for first time, reads center one quickly and removes it from the wall. He holds the poster up and says, "Wait, wait for me...I want to register too!" Man runs out of picture.</p>	<p><u>Music:</u> Continues in background. <u>SFX:</u> Vehicular continues to augment background. <u>Man:</u> (Calling after woman.) "WAIT, WAIT FOR ME...I WANT TO REGISTER TOO!"</p>
6	<p>CUT to CU of poster on the wall, frame width of poster for full screen, TILT DOWN SLOWLY as camera reads the poster.</p>	<p><u>Music:</u> Changes to match scene. <u>V.O.</u> "IF YOU WILL BE 18 YEARS OF AGE OR OLDER BY ELECTION DAY, REGISTER NOW SO YOU CAN VOTE...REGISTRATION IS EASY."</p>

TV Spot I-8VD, Youth

7	Slide in from left, title: <i>Registration, the way to elections</i>	<u>V.O.</u> - "REGISTRATION, THE WAY TO ELECTIONS"
8	Slide in from right, title: <i>Elections, the way to your tomorrow</i>	<u>V.O.</u> - "ELECTIONS, THE WAY TO YOUR TOMORROW" <u>Music:</u> Fade out
9	DISSOLVE to animation of logo Fade to Black	<u>EFX:</u> Audio logo

The Future of Kyrgyzstan is in Your Hands
(STREET SCENE--30 Sec.)

VIDEO

LONG SHOT of two men walking on sidewalk toward camera. These are the same men as in FAMILY spot. Men are dressed as average blue-collar workers. They are in animated conversation.

ZOOM IN to MS as men approach street corner and stop. Pick up audio at this point.

CUT TO CU of Host Male as he speaks.

CUT TO CU of Nicholi as he speaks.

CUT TO MS of both men.

DISSOLVE to GRAPHIC--"VOTE on 5 February"

FADE to black.

AUDIO

Host Male: (On Camera) You know Nicholi, I've been thinking about what you said about the elections. You're right, in a democracy the people must be involved. This election is going to be different.

Nicholi: (On Camera) I told you. The people we elect for this new Parliament will represent your family and mine and all the people in our district. They will be our voice in the government. This is a most important step for us.

Host Male: (On Camera) Yes, this step will lead us further on the path of democracy. We never had this opportunity before and I'm going to be sure to vote. Sasha already told me she will not miss this opportunity. She is going to vote too.

Anncr: (Off Camera Voice Over) Be sure to cast your ballot on February 5 .

The Future of Kyrgyzstan is in your hands.
VOTE on February 5.

Palestine Elections TV # 4

(CAFE)

VIDEO

(Cafe Scene--Two young women, in their twenties, seated at table having tea and in animated conversation.) (Camera shots must appear to be eavesdropping on conversation between the two young women.)

MEDIUM SHOT of both women.

CUT to CLOSE UP of 2nd Woman

CUT to CLOSE UP of 1st Woman

CUT TO MS of both Women

CUT to CU of 1st Woman

CUT to CU of 2nd Woman

CUT to MS of both Women as they continue in animated conversation

SUPER GRAPHIC--"VOTE on 20 January"

FADE to black.

AUDIO

Music: (Soft western ballad playing in background.)

Sound Effects: (Cafe scene--background noise of people talking and glasses clinking, etc. Note: The conversation must flow naturally.)

1st Woman: (On Camera) I m very excited about the upcoming elections on January 20.

2nd Woman: (On Camera) So am I... Everybody s talking about it. It s our first chance to elect the President of our democracy and the members of our Council.

1st Woman: (On Camera) I have dreamed about this oppportunity for a long time and it is finally happening here.

2nd Woman: (On Camera) Yes, and we have so many candidates from which to choose.

1st Woman: (On Camera) That s true democracy in action.

2nd Woman: (On Camera) I also have waited a long time for this. I want to help decide my future by choosing my leaders.

1st Woman: (On Camera) Me too.

Anncr: (Off Camera Voice Over) Together we build our future. Be sure to cast your ballot on January 20.

**Conference of the
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Workshop I:

Power Point Presentation

**Targeting Voter Education and Mobilization Campaigns for Voters
With Special Needs**

**Hank Valentino
IFES International Voter Education Specialist**

Targeting

Voter Education

Campaigns

Why Target Voters with Special Needs?

- z• Minorities
- z• Youth
- z• Women
- z• Elderly
- z• Physically Impaired
- z• Under-Educated
- z• Other Groups
 - Out of Country
 - Military

Determine Goals & Objectives

- z• What is the main objective?
- z• What is the secondary objective?
- z• What will be the spillover effect?

Situation Analysis

- z• What do the survey results show?
- z• What are the facts?
 - Demographics
 - Legal
- z• What will affect the objective?
- z• Will the situation change during the campaign?

Situation Analysis (continued)

- ☛ How will I qualify success?
- ☛ What resources are available?
 - Financial
 - Production
 - Media
- ☛ How much time do I have?
- ☛ What can go wrong?
 - How do I minimize failure?

Target Audience

- ☛ Primary
 - Identify primary targets
 - May be more than one
 - Identify media sources
- ☛ Secondary
 - Identify Secondary targets
 - Identify media sources
- ☛ Spillover
 - Include International

Measurement Criteria

- ☛ Is there a basis for measurement?
- ☛ Formal!
 - Surveys
 - Focus Groups
- ☛ Informal
- ☛ Before, During, and After

Marketing & Media Strategy

General

- ☛ Utilize all available resources to achieve maximum impact in most cost effective manner and accomplish goals & objectives
- ☛ Ensure all materials and announcements focus on objective
- ☛ Positive or negative or both
- ☛ Determine primary medium for target
- ☛ Ensure all media support objective
- ☛ Start dates may vary but will be coordinated
- ☛ Make it creative and entertaining
- ☛ Keep it simple

Media & Marketing Strategy

Television

- How do I utilize it effectively?
- Can it carry the basic messages?
- What coverage can I expect?
 - Urban
 - Rural
- What types of materials are needed?
 - Spot announcements
 - In-depth programs
 - Combination or Other
- What collateral's can be produced?
 - Training materials
 - Graphics for print media
 - Audio for radio and related media
- What lead time is required?

Media & Marketing Strategy

Radio

- What kind of penetration or coverage can you expect?
- What is its audience?
- Will it supplement TV, or will it be primary?
- What types of materials are needed?
 - Spot announcements
 - In-depth programs
 - Combination
- What original materials are needed?
 - Take advantage of differences between radio and other media
- What lead time is required?

Media & Marketing Strategy

Newspapers

- What kind of coverage can be expected?
- What is its audience?
- What types of materials are needed?
 - Display ads
 - Formal notices
 - Articles
- Who reads the newspapers?
- How do I reinforce broadcast messages?
- What lead time is required?

Media & Marketing Strategy

Other Print Media

- Posters
 - Motivational
 - Informational
- Flyers
 - These should primarily provide information with a tie to the overall media theme
 - Make them keepers or throw aways?
- Letterhead of all government correspondence
- Coasters, shopping bags, place mats, etc.



Media & Marketing Strategy Cinemas

- ☛ Film clips of video materials
 - Requires budget and advance planning
 - Run with previews
- ☛ Slides
 - Should have basic information and could be motivational
- ☛ Posters
 - Use both motivational and informational

Media & Marketing Strategy Sound Trucks

- ☛ Are these available to fill in gaps in media coverage?
- ☛ Can I use audio spots for motivation support?
- ☛ Should also provide information
- ☛ Launch dates should be closer to action dates

Media & Marketing Strategy Other

- | | |
|---|---|
| ☛ Bell Crier | ☛ Hotline |
| ☛ Mail and franking indicia | ☛ Create special events |
| ☛ Discussion, Support Groups and Seminars <ul style="list-style-type: none"> • Political Parties • NGO's, Community Organizations • Unions, Labor Organizations • Activists | ☛ Direct one-to-one contacts |
| | ☛ Schedule public meetings and similar events |



Media & Marketing Strategy Private Sector

- ≈ **Include organizations and associations**
- ≈ **Should be non-partisan and supportive of official Elections Commission campaign**
- ≈ **Internal**
 - Motivational and informational messages in pay stubs, publications and bulletin boards
 - Indicate top level management support for participation in elections at meetings and other internal forums
- ≈ **External**
 - Include tags supporting participation in elections in all advertising with simple messages such as "Register" or "Vote"
 - Distribute posters and other printed materials
 - Community involvement programs and contests
 - Special Public Service--coasters, mats, etc.
 - Internet sites

Private Sector Support



Private Sector Support



If you want to save BIG when buying your next car, you'll need to hurry. Because right now, Hyundai has an incredible sale happening on all the cars you see here. You can get up to \$2,500 cash back, but only for a limited time. So come in for a quick test drive, because these are the cars you've got to drive to believe!

1-800-826-CARS

HYUNDAI

www.hyundaiUSA.com

Pasadena Motors Hyundai
1177 Highway 3 East, Killeen
767-6625

Vote for
Your Future

Missouri Hyundai
2715 Brocka, St. Louis
636-6178

Private Sector Support

The Delta SkyMiles™ Card
from American Express

VOTE!

Your Statement Is Enclosed

Media & Marketing Strategy Religious Sector

- Include organizations and associations
- Should be non-partisan and supportive of official Elections Commission campaign
- Include in publications and bulletin boards
- Indicate support for participation in elections at meetings, religious services and other forums
- Distribute posters and other printed materials
- Community involvement programs and contests

Media & Marketing Strategy Press Briefings & Releases

- How do I maintain posture of complete access to press?
 - Press conferences
 - Press releases
 - Interviews
- How do I insure single spokesperson or message?
 - Set-up procedures for release of information
 - Coordination and approval process

Media & Marketing Strategy

Internet

- Effective method to deliver unfiltered messages
- Good way to reach international community
- Mirror and repository of all materials developed
- Consider for use to support elections
- Design for press updates
- Provide opportunity for feedback
- Spillover for local citizens at home and abroad

Philippine Internet Site

Bosnia Internet Site

Creative Strategy

General

- Themes used by all media should be supportive and complementary
- Waves will be launched to coincide with key events
- Schedule will consider variables of media access to geographic areas

Creative Strategy

General (continued)

• Motivational

- Create an emotional appeal that will motivate target audience to perform the desired result
- Have specific messages for each target audience
- Have general messages for all
- Depending upon budget and length of campaign, create variety and interest
- Create excitement

Creative Strategy

General (continued)

• Educational

- Short term
- Long term

Creative Strategy

General (continued)

• Informational

- Explain the facts
- Emphasize relationship to individual
- Ensure understanding of the message
- Include information in social studies curriculum of schools
- Specify dates for each activity
- Explain expected results

Sample Creative Strategy

Registration

- Motivate to register and check the PVL
- Use all media, public and private sector, meetings and discussions
- Focus on importance of registration in democratic process--if you don't register, you can't vote
- Emphasize limited period of registration and the need to act within that time frame
- Statutory publication requirements for notices
- Launch 7 days before Registration begins

Sample Creative Strategy Claims & Objections

- Part of democratic process ensuring right to vote
- Opportunity to verify and make any changes to PVL
- Emphasize limited time available to do this
- Statutory requirements for publication of notices
- Launch 7 days before period begins

Sample Creative Materials Registration

- Produced by production company
- Approval by Elections Commission
- Three 30 second TV spots
- Four 30 second Radio spots
- One Display ad for Newspapers
- Three Press Releases
- One Slide for Cinemas
- One informational flyer/poster/calendar
- Radio/TV interview with Chairman
- Speeches and seminars by Commissioners
- Sound trucks 3 days before registration ends

Sample Creative Strategy Election

- This is democracy in action
- Responsibility of all eligible citizens to participate
- Mention "first's" i.e.
 - First democratic election
 - First election of new parliament
- Importance of government as it affects individuals and communities
- Statutory requirements for publication of notices
- Launch 35 days before election

Sample Creative Materials Claims & Objections

- Produced by production company
- Approval by Elections Commission
- One 30 second TV spot
- One 30 second Radio spot
- Press release

Sample Creative Materials Election

- ☛ Produced by production company
- ☛ Approval by Elections Commission
- ☛ Three 30 second TV spots
- ☛ Five 30 second Radio spots
- ☛ Two display ads for Newspapers
- ☛ Five Press Releases
- ☛ One slide for Cinemas
- ☛ One informational flyer/poster
- ☛ Radio/TV interviews with candidates
- ☛ Speeches and seminars by Commissioners
- ☛ Sound trucks 3 days before election

Media Schedule Launch Dates

Days →	MONTH 1					MONTH 2			MONTH 3				
	-7	1	15	22	29	36	43	50	57	64	71	78	85
Registration	◁ 35 Day Campaign ▷												
Claims & Obj				△ 7 Days △									
Elections								△ 35 Days △					

Registration Launch Dates

(preliminary)

	-7	0	+7	+14	+21	+28
Television	▲◆	◆	◆	◆	◆	▲
Radio	○◆	◆	◆	◆	◆	○
Newspapers	▲◆	◆	◆	◆	◆	▲
Cinemas	□◆	◆	◆	◆	◆	□
Flyers/Post	◆◆	◆	◆	◆	◆	◆
Interviews		●◆	◆	◆	◆	●
Speeches	●◆	◆	◆	◆	◆	●
Sound Truck						🚚

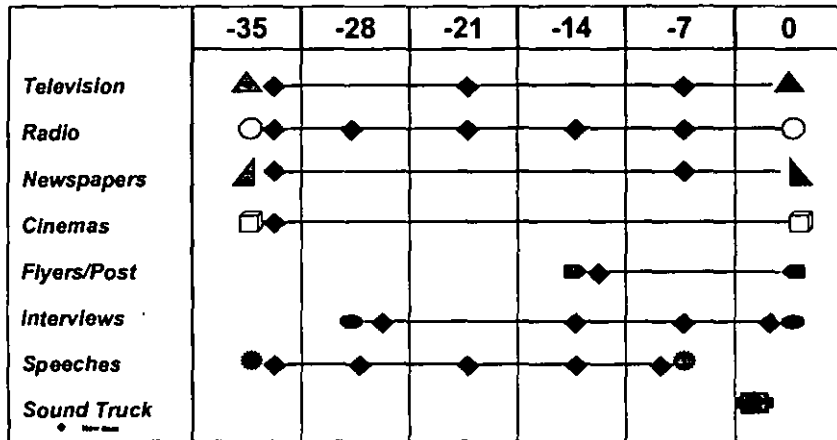
Claims & Obj. Launch Dates

(to be determined)

	1	2	3	4	5	6	7
Television	▲						▲
Radio	○						○
Newspapers	▲						▲

Election Launch Dates

(preliminary)



**Conference of the
Association of Central and Eastern European Election Officials**

**November 25-27, 1998
Vilnius, Lithuania**

Workshop I:

Questionnaire

**Targeting Voter Education and Mobilization Campaigns for Voters
With Special Needs**

**Hank Valentino
IFES International Voter Education Specialist**

EVALUATION FORM: Hank Valentino

The following questions ask your opinion of the presentation and content of the information discussed. Your comments will help us improve the presentation and program.

1. Was the presentation informative?

Yes _____ No _____

2. Will you use this information to help train your staff?

Yes _____ No _____

How? _____

3. What in the presentation or subject matter was the most helpful to you?

4. What in the presentation or subject matter was the least helpful to you?

5. What other subject areas would you like discussed?

6. What suggestions do you have to improve the content or format of this presentation?

7. Overall, how would you rate this session?

_____ Excellent _____ Good _____ Fair _____ Poor

8. Other Comments: _____

**Conference of the
Association of Central and Eastern European Election Officials**

**November 25-27, 1998
Vilnius, Lithuania**

Workshop I:

Special Assessment

**Targeting Voter Education and Mobilization Campaigns for Voters
With Special Needs**

**Hank Valentino
IFES International Voter Education Specialist**

ACEEEO Conference Vilnius, Lithuania 25 – 27 November 1998

Introduction

The annual conference of the Association of Central and Eastern Europe Election Officials (ACEEEO) was held in Vilnius, Lithuania on 25 – 27 November 1998. The conference theme was “Promoting Access and Integrity in the Electoral Process.” The conference was hosted by the ACEEEO, the Central Electoral Committee of the Republic of Lithuania (CEC RL) and the International Foundation for Election Systems (IFES).

Representatives from 28 countries and organizations attended the conference with approximately 100 persons attending.

In addition to the business and plenary sessions, professional development workshops and seminar were held on Voter Education and Election Administration. This report addresses the Voter Education Professional Development Workshop and Seminar.

Voter Education

Purpose

The subject of the Voter Education workshop was “Targeting Voter Education and Mobilization Campaigns for Voters with Special Needs.” Election officials frequently have the problem of conducting voter education programs with limited resources and with limited time. As a result, voters who need the information the most, such as those with special needs, are the ones that do not receive it.

Many voter education/information programs are not targeted to any specific group. The information is disseminated to the general public and all citizens are expected to receive and understand the information.

The attendees of the workshop were senior members and staff of election commissions and organizations. This workshop was designed to give the attendees an understanding of the need for

preparing voter education materials for voters with special needs. It included training exercises on how to conduct such programs. In addition a manual was provided so that attendees could take the knowledge gained from the workshop and train other staff members in the techniques of targeting voter education programs.

Procedure

The workshop format encouraged attendees to interact with each other and with the lecturer. A “U” shaped arrangement of the tables was used. Simultaneous translation of the session was available. The presentation used computer-generated slides interspersed with video examples of actual spot announcements used to target voters with special needs.

After the presentation, the participants were arbitrarily divided into four small groups with approximately six persons in each group. Facilitators were assigned to work with each group. Two of the groups worked on the first part of a training exercise to develop a voter education and information media campaign based on the model in the manual. The other two groups worked on the second part of the training exercise to develop a series of three television and radio one-minute spot announcements targeted at voters with special needs.

Observations

The attendees were very interested in the presentation and in particular the video examples of targeted voter education spots. Many of the attendees had never considered groups such as “women” or “youth” as voters with special needs. They thought only disadvantaged voters who may be blind or otherwise physically disabled fit into the category of those with special needs. They began to see the broader implication of voters with special needs as we discussed each segment of the voting population and how they receive and process basic information.

This led into a discussion of why materials were targeted to specific groups rather than just producing materials for the general public. On the surface it would appear that a general message on voter information would be less expensive than messages targeted to different groups. From a strictly financial point of view that may be true, however from a cost-effective point of view the targeted messages should have more impact and greater results.

After viewing the video examples of messages targeted to women and discussing the “spillover” effect of reaching other voters, they could see that the impact of these messages is greater for the targeted audience than a generic message for all audiences. They also understood the economic value of targeting messages for

greater impact rather than broadcasting general messages for all to receive. It is more cost-effective to target messages and achieve results than to broadcast general messages with little or no results.

The participants were also shown how to use formal and informal surveys to develop messages and to determine the needs of a particular segment of the audience. One of the representatives asked how to prepare a message and materials when you had a public that did not want an election and did not believe an election would help the current situation. Further, there was no support from any sector for the election. It was explained that in this situation no single message or material would change opinions, but rather a long term civic education program should be undertaken and examples of the materials developed for Bosnia elections were discussed. If there were no other options than to conduct the election with extreme adverse public opinion, then the materials produced should emphasize the positive results expected by holding the election.

The participants learned how to develop a marketing and media strategy so that all of the materials produced would be coordinated and would support and complement each other by reinforcing the basic messages. They saw examples of how to be creative and entertaining, while keeping the message simple. They also saw examples of how to select media to reach the intended audience.

Proper planning and suggested lead time for each message and medium were discussed with specific examples reviewed. Strategies for use of alternative methods of communicating information that might be unique to targeted audiences or geographic areas were reviewed. The participants were able to include these lessons in their workgroup sessions.

Two of the groups were gave a presentation to a plenary session of the conference so all could see and hear the results of their workshop.

General Conclusions

- The workshop participants were pleased with the presentation and materials. They considered it a positive learning experience and gave the practice sessions a very high rating.
- The different languages spoken by the participants made it difficult for some of the breakout groups to achieve interaction between the members. In future conferences it would be better to consider language spoken by the participants in setting up the breakout sessions. There should also be sufficient interpreters to handle all the groups simultaneously rather than moving from group to group.
- Sufficient facilitators should be available to work with each group. The facilitators should be familiar with the presentation and subject matter.
- The participants enjoyed the examples of the TV spot announcements the most. Consideration should be given to devoting a complete session to examples of TV spots developed for voter education with an analysis of the effectiveness of each spot. Also it would be helpful to have a video tape copy of the spots for each participant to take with them.
- There should be more time devoted to this type of session. Two hours were not sufficient. A minimum of three and preferably four hours should be devoted to this subject. That way more examples could be used and the participants would have more time to ask questions.

**Conference of the
Association of Central and Eastern European Election Officials**

**November 25-27, 1998
Vilnius, Lithuania**

Workshop II:

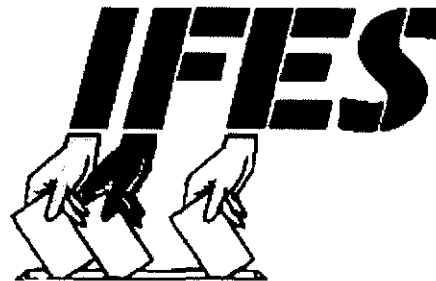
Training Manual

Increasing Accessibility for Voters with Special Needs

David Earl
IFES Project Director for Ukraine

Increasing Accessibility to Voters with Special Needs

David Earl



The writing of this manual was made possible by funding from the United States Agency for International Development (USAID). The opinions expressed in this manual do not necessarily reflect the opinions of USAID or the International Foundation for Election Systems (IFES).

Increasing Accessibility to Voters with Special Needs

Objective: To provide an overview to members of Electoral Commissions on the importance of identifying voters with special needs during an election period to ensure that every person who is eligible to vote has the opportunity to exercise his/her franchise at that electoral event.

Professional Development Objective:

At the conclusion of this manual, the reader will know and understand:

1. The content of their training program
2. What is expected of him/her as the representative of the Electoral Commission providing the training
3. How to target voters with special needs
4. How to increase accessibility to the ballot without compromising the integrity of the electoral process

Introduction:

- Much of the information in this manual is based upon elections conducted under the Australian Constitutional requirements. Australia is very fortunate to have an Electoral Commission that is autonomous from Political Party influences.
- Electoral Commissions have a responsibility to conduct periodic elections in a free and fair manner in order to elect members of government-who will administer the affairs of the their particular country.
- The suggestions made in this document have been informed by the Australian process and may not necessarily be achievable in every country. However, the suggestions do provide a working foundation from which countries can develop options for increasing voter accessibility in their electoral process.
- Voting accessibility is of increasing concern in this modern age and it is suggested that Election Commission staff to pay attention to the following issues to enable a higher voter turn out.

Addressing the Issue:

What new or existing methods should be focussed on to achieve the objective of **accessibility to voters with special needs**? The Election Commission must:

- Guarantee the integrity of the vote
- Identify methods of voting
- Educate ethnic minority groups
- Consider the needs of isolated communities
- Assist the elderly and members of the community who suffer from poor health
- Educate youth to have responsibility for having their say in their future of their country

Methods of Voting to Increase Accessibility for Voters with Special Needs:

While trying to implement new strategies for increasing voter turnout, in particular among those persons with special needs, it is of the utmost importance that the integrity of the vote is not compromised in any way.

Security measures must be put in place to ensure that the votes which have been cast are those of the voters' choice (freedom of speech). Seals should be placed on all equipment while it is being transported, and security measures should be arranged for the storage of materials prior to the counting of votes.

All political parties and individual candidates must be afforded the opportunity to provide information to their constituents which promotes their political platforms. However, it is important that they do not interfere with the voters' choice during the course of voting.

The objective in conducting transparent elections is to allow the voters an opportunity to elect governments in a free and fair manner to represent their interests in political affairs.

- **Ordinary Voting**

This provision applies to the majority of voters who will vote in the election. In most cases this refers to those persons who live in the District where the vote is taking place.

All voting stations should be situated in buildings familiar to the community. For example: School Building, Community Hall, Basketball Stadium, or Sporting club rooms.

- *Type of Building*

Whichever type is used, the Election Commission must consider the accessibility of the building.

Voters must be able to enter the facility whether they are an able-bodied person or one who may have a disability.

The building must be large enough to enable Voting Station Staff to plan their location and set it out in accordance with the local Election Commission directions.

It is necessary for Election Commission Staff to estimate the number of voters who will be expected to attend each voting station. This will enable the Election Commission to select the most appropriate building.

- *Facilities*

Each Voting Station should have the following facilities available at the time of voting. Although this may not always be possible to achieve, the facilities should always be considered.

A room sufficient in size to enable Staff to set up their Voting Station in order to enable easy access and clear visibility of all associated equipment.

Tables and Chairs: there should be sufficient numbers available and any excess should be relocated away from the Voting Station. This will eliminate the use by voters who may not wish to use the voting screens, etc.

Where possible, access to a telephone can be very important, should there be an emergency, or in transmitting election results or requesting more ballot papers if there is an unforeseen high volume of voters.

Election Commission Staff should visit each location and plan a layout that would best suite the location. This should then be provided to the Officer in Charge of the Voting Station as a guide.

- **Pre-Poll Voting**

Pre-poll voting may be a new concept among many election officials. This method is one which allows a larger number of people to cast a vote in an election. In many cases, this service could be provided before voting day.

Those persons who are able to satisfy the following criteria may visit the Electoral Commission office and lodge a pre-poll vote. Here are some examples of possible qualifications:

- Travelling under conditions which will preclude them from voting
- Travelling or living overseas
- Approaching maternity
- Ill health either at home or in hospital
- Living in a nursing home
- Religious grounds
- Reason of employment

- **Postal Voting**

Conditions which apply to Pre-Poll voting also apply to Postal Voting. However, they are treated as two separate types of voting and will be counted to the overall total of votes cast for the election.

Persons wishing to vote by mail may submit an application to the Electoral Commission, which will then forward ballot paper materials provided the application meets one of the following criteria (the examples are the same as those that were described under Pre-Poll voting):

- Travelling under conditions which will preclude them from voting
- Travelling or living overseas
- Approaching maternity
- Ill health either at home or in hospital
- Living in a nursing home
- Religious grounds
- Reason of employment

Voting by mail is a very popular method of voting and provides convenience for many persons who may normally be unable to vote at an election.

For postal voting to be effective, it is essential that there are reliable postal facilities available with regular deliveries to all communities.

- **Absentee Voting**

When a country has been divided into electoral districts and there are separate candidates for each district, difficulty can occur for people who are temporarily outside of their respective district.

Absentee voting provides a means for persons away from their home district to lodge a vote at any voting booth in the country. This requires a lot of work to ensure that all voting stations have a complete list of candidates and either "open" or "pre-printed" voting papers.

"OPEN" voting papers are blank and require electoral staff to write the names of candidates in the exact order that they would appear on a voting paper in their district.

"PRE-PRINTED" voting papers are produced and distributed to each voting station prior to the election.

Voting papers used in Absentee Voting situations are identified by the words "Absentee" at the top of the form and includes the name of the Voting District that the voting paper represents.

These voting papers are placed separately in an envelope with the voter's information for identification purposes, and then placed in a separate ballot box. These votes are then returned to their respective District for counting purposes.

- **Mobile Voting**

Provisions should be made for voting to reach persons who are incapacitated or imprisoned and unable to vote at a voting station.

This form of voting requires special attention as it involves different situations and staff must show a great deal of compassion and understanding, especially to the elderly.

Hospitals and Nursing Homes

As a rule, Election Commissions determine which hospitals and nursing homes in their District should be provided with Mobile Voting. It is normal practice to set a minimum number of patients

expected to be capable of voting, this figure is between 10 – 15 at each institution.

Once a particular hospital/nursing home has been identified, it is essential to contact the Administrator to arrange a meeting to clearly explain the process of voting to be provided to patients.

Mobile voting teams consist of two persons who should visit the institution within the 10 days before voting day.

Political parties and independent candidates must be fully informed of all activities of mobile voting, they must be given prior opportunity to visit such locations to enable them to provide voting materials, such as how-to-vote cards and general information about their campaign for the election. This should take place in the period before a mobile voting team commences work at a hospital or nursing home. Political parties and independent candidates should not be permitted to be present during voting.

Each team should be provided with a mobile ballot box and voting screen along with all stationary items and ballot papers required to carry out voting.

After having marked the voting register and established the eligibility of the voter, he/she should be provided with a ballot paper. The voter should mark their ballot paper in secret with the Election Commission staff observing from a distance so as to not be in a position of identifying how the person has voted. The vote is then folded and placed in the ballot box before the team moves to the next patient.

All materials and ballot boxes must be returned daily to the Electoral Commission Office for security purposes. If this is not possible, arrangements should be made to store the equipment at a police station or bank vault until the voting has been completed and all ballots are returned to the Electoral Commission.

Prisons

The same principals apply for persons who are isolated in prisons, though it is essential that during the visitation period a prison official accompanies the election staff through the various dormitories for security purposes.

- **Remote Mobile Voting**

This is a form of voting that will assist those people wishing to vote but due to their isolated location would otherwise be disenfranchised.

By way of example, there are communities in the central region of Australia that are totally isolated due to distance, lack of roads, weather conditions, etc. Most of these communities are only accessible by air.

A Remote Mobile Voting team consists of two persons who travel to many locations in the 10 days before Voting. Voting stations are arranged by the Electoral Commission staff in coordination with an administrator or person of high standing in these locations. It is very important that contacts in remote areas are responsible and able to act on behalf of the Election Commission. They will be responsible to ensure that all time schedules are met and that facilities are available for voting. They should also ensure that the local community is aware of the activities of the Electoral Commission in order to ensure the highest possible turnout.

Conclusion of Methods of Voting

The various methods of voting which have been discussed are suggestions for consideration to improving voter accessibility at the ballot box. It is necessary for Electoral Laws to be established which allow implementation into the electoral system.

- **TARGET AREAS**

- **Ethnic Minority Groups**

Today many countries experience a high volume of immigration. This will create added pressures for the Electoral Commission as it plans for an election. There may be ethnic communities that have formed in districts throughout any given country.

Electoral Commissions have a responsibility to ensure that these communities are educated in the electoral processes of the country. There are several ways this may be carried out.

Most community groups, whether they be ethnic groups or not, generally have arranged meetings from time to time. This is a good opportunity to offer assistance and education to a large number of people by making a representative of the Electoral Commission available as a guest speaker to

attend one of these meetings. If language is a problem then the use of interpreters will be essential to ensure that the message is being understood.

The most successful means of education that has been found in Australia is through the school system. Being in a country with many thousands of immigrants, Australian schools have large numbers of children from different countries with varying degrees of understanding of the Australian electoral process. The Electoral Commission has committed resources and staff to present sessions at schools, which have now become an integral part of the school curriculum. Subjects discussed are: how Governments are formed and their responsibilities, democracy, voting systems, nomination procedures to become a candidate, funding and disclosure, etc.

It is a known fact that children have become educators themselves in the family home, either by informing parents of their activities at school or assisting parents in understanding the electoral process. If parents are unable to read literature received through the post or other means, it is normally a child in the house who will interpret this information.

- **Wheel Chair Access**

If a person is isolated to a wheel chair then there should be access via a ramp to enable this person to cast his/her vote. If at all possible a table should be provided with a portable voting screen to be used by a person in a wheelchair, allowing them to vote in secret.

- **Service Men and Women (Army, Navy, Airforce)**

Service men and women have the same rights and responsibilities as other citizens of our communities. They should be able to vote in the normal manner by attending the voting station and casting their vote.

If they are in a situation of being away during the election period they should have access to all the facilities which have been spoken about previously.

It is recommended that voting stations are only arranged in camps or service bases if there are no other alternatives available. This will then allow each person to have their say without influence from other sources.

The Electoral Commission must always remember that it is vital to maintain the integrity of the process of voting.

- **Visually Impaired or Persons with Hearing Loss**

Information services provided to members of the public can be made available to persons who have a visual or hearing deficiency. Many countries have organizations for handicapped persons that cater specifically to the needs of these people by providing materials either in written form (Braille), or on pre-recorded cassette tapes.

There is a great opportunity for electoral commissions to improve upon the services which are currently in place and assist the confidence of people who have the same rights and responsibilities as others but who unfortunately suffer from a disability.

Provisions could be made to assist these people in the voting station when casting their vote, such as by providing assistance from either a nominated person of the voters' choice or an electoral official.

- **Preparing for a Session**

It will be necessary for the Electoral Commission to design programs that are suited to the audience that is being addressed.

If it is a group of school children, for example, the Electoral Commission should establish the subject and the particular level that it will address. This principle is applied to whichever type of presentation is being carried out.

- **The responsibilities and skills of the Electoral Commission:**

- a. Prepare each session to suit the client base
- b. Be able to clearly deliver prepared topic(s)
- c. Be sure to encourage and manage group participation
- d. Be punctual and allow sufficient time to prepare
- e. Encourage group interaction and participation
- f. Where possible provide sessions with scenarios
- g. At the conclusion provide feedback to participants

Development of new systems or improving existing systems will allow more opportunities for those people with special needs to have greater accessibility in having a say in their future.

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**November 25-27, 1998
Vilnius, Lithuania**

Workshop II:

Attachments

Increasing Accessibility for Voters with Special Needs

David Earl
IFES Project Director for Ukraine

**Accessibility Standards for
Polling Places**

AN ACCESSIBILITY CHECKLIST FOR MEETINGS AND HEARINGS

<p>Have meeting notices been published in several formats so that those with communication disabilities (i.e. individuals who are deaf or hard of hearing, are blind or visually impaired) know about the meeting?</p>	
<p>Are TDD or relay numbers on all written material to facilitate communication with individuals who are hearing impaired and/or deaf?</p>	
<p>Have all meeting notices, press releases, brochures indicated that reasonable accommodations will be made to ensure the full and active participation of individuals with disabilities?</p>	
<p>Has all published material been made available in a timely manner in alternative media: large print, taped and/or braille or can it be made available if a request is received?</p>	
<p>Have arrangements been made for transportation for individuals with disabilities using available fixed route and paratransit vehicles?</p>	
<p>Have extra parking spaces for persons with disabilities been set aside at available lots or garages? Are there parking spaces which will accommodate vans, especially those with a side lift?</p>	
<p>Are there curb cuts or ramps at the sidewalks to the building/facility?</p>	
<p>Are the primary entrances to the meeting place accessible, not requiring individuals with disabilities to use rear doors or circuitous routes? If inaccessible entrances to the meeting place exist, is there signage directing individuals with disabilities to an accessible entrance?</p>	
<p>Have sign language translators and oral interpreters been engaged to make the proceedings accessible to persons with hearing impairments?</p>	

<p>Are sound amplification systems such as FM amplifiers and receivers and induction loops available to improve the quality of verbal communication?</p>	
<p>If there is fixed seating in the meeting place, is there sufficient space throughout and particularly near the front of the room, for persons using wheelchairs?</p>	
<p>Is the air circulation systems in the meeting place adequate to reduce the effects that foreign substances may have on persons with environmental illnesses?</p>	
<p>If microphones are being used, are they at appropriate heights for both individuals using wheelchairs and ambulatory individuals?</p>	
<p>Are drinking fountains, restroom facilities and public telephones accessible to individuals using wheelchairs?</p>	
<p>Are public telephones accessible to individuals who use wheelchairs and those with hearing impairments: are an adequate number of phones amplified and is at least one phone equipped with a TDD?</p>	

QUESTIONS TO ASK REGARDING ACCESSIBILITY OF A FACILITY

There are many issues to consider when choosing a facility in which to hold an event that will not pose barriers to individuals with disabilities. The Americans with Disabilities Act (ADA) requires that public accommodations remove barriers that prevent individuals with disabilities from entering their facility and participating in what is offered within the facility.

Organizations who hold events in public accommodations have a responsibility to ensure that these facilities are accessible, and can be vulnerable if a suit or complaint is filed. By asking the following questions, you will be able to determine if a facility you're considering is truly accessible to individuals with disabilities and should prevent unnecessary and unpleasant surprises at the scene.

Exterior**Parking**

- a) do you offer parking?
- b) if so, are there reserved accessible parking spaces?
- c) are there signs reserving the spaces?
- d) are they located nearest the accessible entrance?

If the answer to any one of these questions is *no*, then the facility does not provide accessible parking.

Path of Travel

Is there an accessible path of travel?

- a) are there curbs?
- b) are there steps? (1 step counts)
- c) does the entrance door provide less than 32" of space when it's opened?
- d) is the entrance a revolving door?

If the answer to any one of these questions is *yes*, then the facility has accessibility problems.

Interior

If the facility has more than one floor, is there a means to get to the upper floors other than the stairs?

Elevators

- a) are the buttons within reach range (48" from the floor) for someone using a wheelchair?
- b) are there audible signals (bells and/or gongs) and Braille and raised characters for individuals with visual impairments?

- a) is it operable (i.e. is it in working condition)?
- b) does your staff know how to operate it?
- c) does the person have to transfer onto the seat?
- d) does the equipment handle motorized wheelchairs and scooters?
- e) does it operate with a key? If so, does your staff know where the key is kept?

If the answer to any one of these questions is *no*, then the facility has accessibility problems.

Rest Rooms

- a) does the entrance door provide at least 32" of space when it's opened?
- b) is there an accessible stall?(is the stall 5' x 5')
- c) are there grab bars on the side and rear walls in the accessible stall?
- d) are sinks, mirrors and dispensers at reachable heights (48" from the floor) for someone using a wheelchair?
- e) is the door light/easy to open (i.e. does it require less than 5 lbs. of force to open)?

If the answer to any one of these questions is *no*, then the facility does not have a very accessible/usable rest room.

Seating: Restaurant/Dining

- a) is there a path of travel around the facility and among the tables (at least 36" wide) that can accommodate someone using a wheelchair?
- b) are there tables at which individuals using wheelchairs can sit?
- c) is there wheelchair accessible seating in smoking and non-smoking sections?

If the answer to any one of these questions is *no*, then the facility has accessibility problems.

Seating: Auditorium/Lecture Hall

- a) is there integrated seating in the auditorium?
- b) does the auditorium have an assistive listening device system (i.e., amplifier units for individuals with hearing disabilities)? * Note: a Public Address (P.A.) system does not count).

If the answer to any one of these questions is *no*, then the facility has accessibility problems.

As you can see, accessibility is not just a matter of a ramp at a front door or a grab bar in a toilet stall. With the proper information and attitude, any event can be one at which all individuals are welcome to participate.

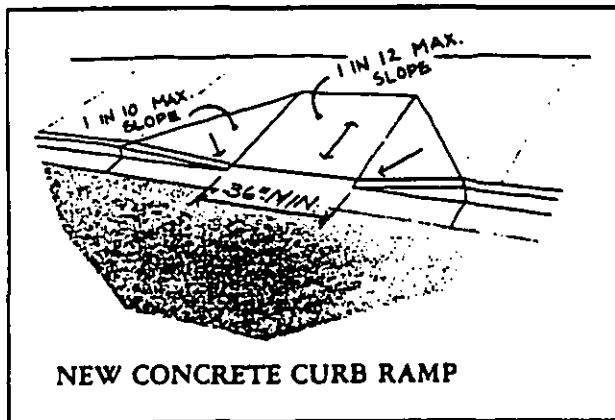
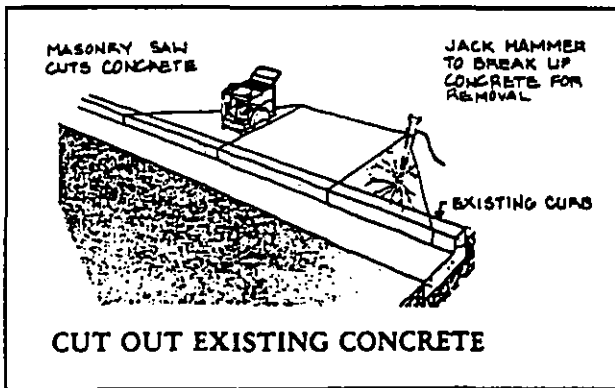
This information has been provided by:
Accessibility Development Associates, Inc.
Three Gateway Center, Suite 535
Pittsburgh, PA 15222
412-263-2ADA (263-2232)/VOICE/TDD

B. Accessible Routes

An accessible route is one which is at least three feet wide having a stable, hard surface, no abrupt changes in level greater than $\frac{1}{4}$ " , slopes no greater than 1 in 12 (1' rise in 12' of distance), no doorway narrower than 32", and no headroom clearance less than 6'9".

There should be at least one accessible route connecting site entry points (sidewalks, parking spaces, subway and bus stops, etc.) with building entrances and all voting activity or support facilities.

Steps, curbs, stairs, ladders, or soft sand or loose gravel *cannot* be part of an accessible route.



1. Curbs

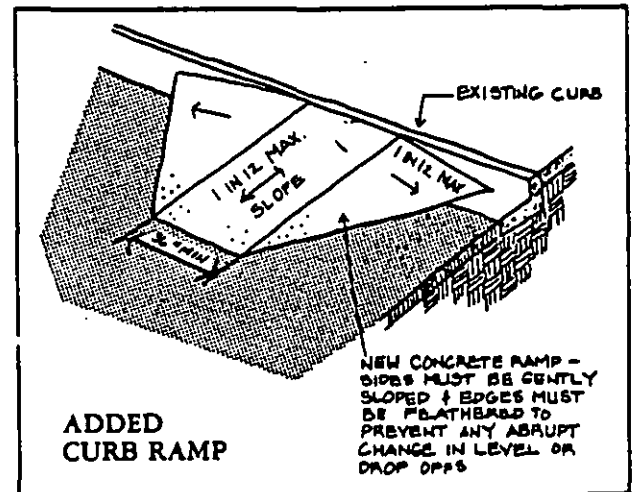
Curbs, like steps, are hazardous or impossible for people who walk with difficulty or who use wheelchairs. If curbs exist along a potentially accessible route, a curb ramp should be installed.

a. Permanent Curb Cuts

Existing curbs can be removed and new concrete poured for curb ramps. Maximum slope on any surface should not exceed 1 in 12.

The least expensive permanent curb ramp possible is formed by pouring concrete or asphalt in the gutter as shown. Such ramps are less desirable because they extend out into the street and can interfere with traffic and block water flow in the gutter. These ramps should be used only where there is little or no traffic flow and where the slope of the street eliminates the need for a continuous gutter.

Curb cuts should blend smoothly with the two levels connected.



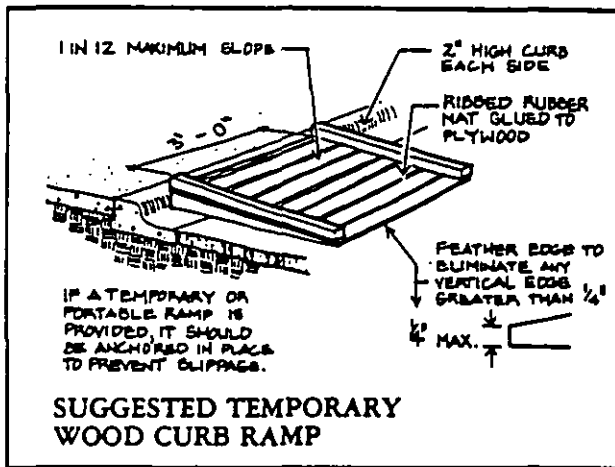
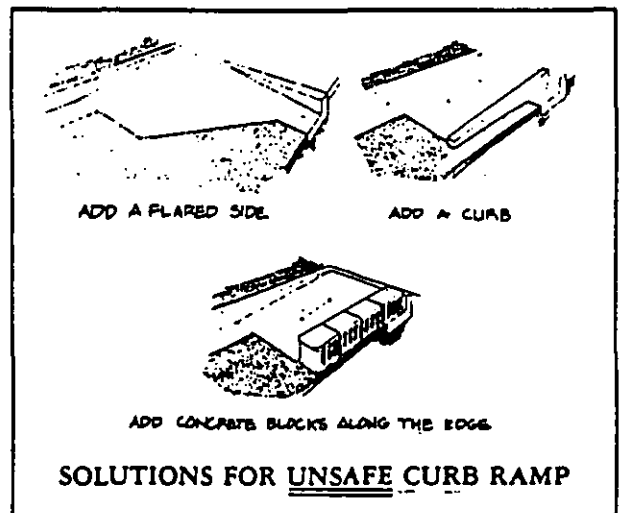
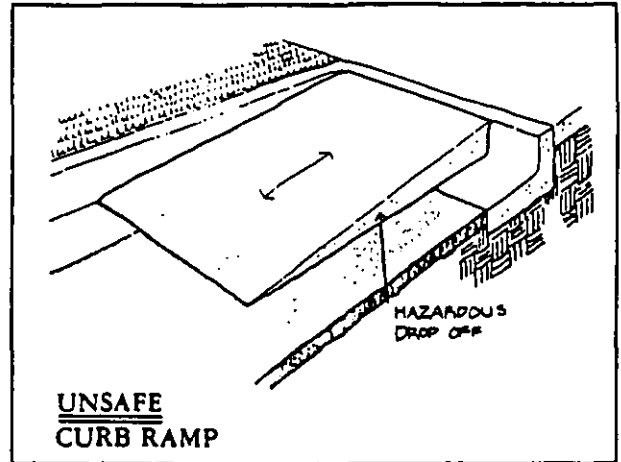
b. Temporary Curb Ramps

If curbs exist at accessible parking areas or along the accessible route to the polling place and a permanent ramp cannot be installed, then a temporary wooden ramp should be provided.

Temporary ramps of varying lengths can be purchased or rented. See Appendix A for a listing of equipment suppliers.

c. Existing Hazardous Curb Ramps

Existing curb ramps having a drop off on one or both sides are hazardous because people can easily step or roll off the edge. To reduce the danger of someone rolling or walking over the edge of a permanent curb ramp, flared sides should be added. If a permanent solution is not possible, then place concrete blocks or other material along the two sides adjacent to the ramped surface to form side barriers.



2. Entrance Ramps

a. Temporary Wood Ramps

If steps have a total rise of no more than 30", a temporary wood ramp can be built to accommodate disabled people. Exterior plywood and treated lumber should be used. A rubber mat surface, fully glued to the plywood, is recommended. Ramps more than 6" in height must have handrails as shown.

Ramps can, of course, be built over steps more than 30" in height, but since they must be 12 feet long for each 1 foot of rise, they become impractical as temporary facilities. Long ramps require level rest platforms every 30 feet.



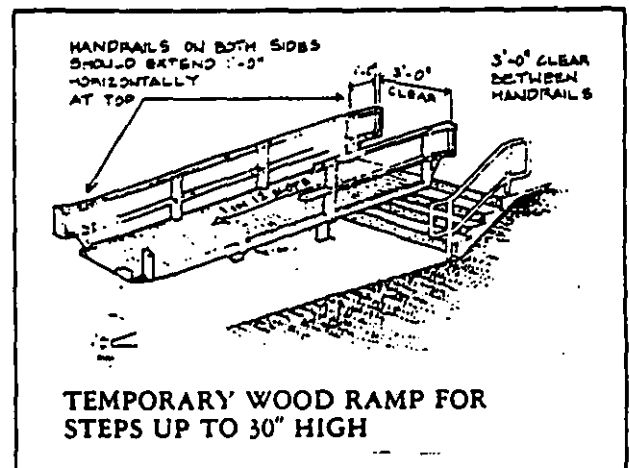
MANUFACTURED RAMP

b. Permanent Ramps

If long permanent ramps need to be installed, they must meet the provisions of state, federal, or national standards. We recommend ANSI A117.1 (1980) and the Uniform Federal Accessibility Standards (UFAS), or your state or local code. (Addresses are on p. 9.)

c. Manufactured Ramps

Several companies manufacture ramps that are made for temporary or permanent use. For a list of these companies and their products, see Equipment, p. 27.



Jack

Directive No. 97.06

**SURVEY OF HANDICAPPED ACCESSIBLE POLLING LOCATIONS
(PLEASE REFER TO NUMBER OF POLLING LOCATIONS NOT PRECINCTS)**

Montgomery County Board of Elections

- 1. How many polling locations are there in your county? 432
- 2. How many of these polling locations are accessible to handicapped persons? 430
- 3. Is the office of the Board of Elections accessible to the handicapped? (circle one) YES NO
- 4. Name of designated employee (if applicable) Jack Duncan

Linda Holbrook
DIRECTOR'S SIGNATURE

PLEASE COMPLETE THIS FORM BY SEPTEMBER 19, 1997 AND RETURN IT TO:

Tony Bledsoe, Jr.
Administrative Assistant
Elections Division
Office of the Secretary of State
30 E. Broad St., 14th Floor
Columbus, OH 43266-0418

**Elections
Canada**



**Élections
Canada**

The non-partisan agency
responsible for the conduct
of federal elections
and referendums

ACCESSIBILITY TO THE ELECTORAL SYSTEM

1997

EC 95740

ACCESSIBILITY TO THE ELECTORAL SYSTEM

A federal election is a major undertaking, with strict requirements for precision, security, confidentiality, and accessibility. The Canadian electoral system has long been recognized as a model for others. Over the years, it has undergone a number of changes, aimed at making it more accessible to all Canadian electors.

The efforts of Elections Canada to remove some of the obstacles electors may encounter at the polls have been reflected in ongoing improvements to administrative practices. In addition, recommendations have been made by committees that have reviewed the *Canada Elections Act* over the years. By 1993, these had culminated in two significant vehicles of change to the electoral process: Bill C-114 and Bill C-78. The result is services that are better adapted to the needs of the Canadian electorate, in particular to the needs of persons with disabilities.

The Legislation

1996 – Bill C-63

In December 1996, *An Act to amend the Canada Elections Act, the Parliament of Canada Act and the Referendum Act* (Bill C-63) received royal assent, making voting even more accessible. This bill provides for polling day registration at the advance polls and extends both the voting hours on polling day (from 11 hours to 12 hours) and the deadlines for receipt of special ballot registration and of the special ballot itself. (See *The Special Voting Rules* for details of special ballot voting procedures and deadlines.)

1993 – Bill C-114

In May 1993, the federal Parliament passed the *Act to amend the Canada Elections Act* (Bill C-114). This Act made profound changes, the most far-reaching of which is the introduction of the special ballot. This ballot, through the use of a unique system of envelopes, allows

Canadians to vote by mail. While all Canadians can use the special ballot, it is of particular significance to persons with disabilities, especially those who would have difficulty reaching a polling station. It also removed the disqualification to vote for several additional groups, including Canadians with a mental disability.

1992 – Bill C-78

In June 1992, the federal Parliament passed the *Act to amend certain Acts with respect to persons with disabilities* (Bill C-78). This Act made a series of amendments to seven federal Acts, including the *Canada Elections Act*. Relative to the *Canada Elections Act*, the following changes were adopted:

- Level access is required for all polling stations and all premises used during an election. If this is not possible, the returning officer must seek specific authorization from the Chief Electoral Officer to use any polling stations that are without level access.

- Mobile polling stations can be provided for institutions where seniors or persons with disabilities reside.
- Access to Government of Canada buildings to set up polling stations is guaranteed.
- Transfer certificates are available up to the Friday preceding polling day to allow electors with disabilities to use a polling station with level access.
- Oaths are no longer required for an elector with a disability who requests assistance to vote.
- Interpreters for persons with disabilities are included in the definition of the term "interpreters".
- Terminology used in the *Canada Elections Act* to identify persons with disabilities has been modified (formerly "incapacitated electors").
- Expenses directly related to the disability are now included in "permitted personal expenses" incurred by a candidate with a disability.

- Public education and information programs have been instituted to make the referendum and electoral processes better known to the public, particularly those persons and groups most likely to experience difficulty in exercising their democratic rights.

Legislation in Action

Since Bill C-78 was passed in June 1992, Elections Canada has undertaken, during electoral events, to modify buildings and offices without level access across the country. Returning officers are receiving training and awareness sessions designed to help them identify the needs of persons with disabilities in their electoral district.

Since the federal referendum of October 1992, Elections Canada has built more than 1 200 ramps (distributed among more than 1 800 polling stations) across the country. The majority of the modifications were permanent.

In addition, Elections Canada has implemented a variety of initiatives and services designed to facilitate voting for electors with disabilities.

Services provided by Elections Canada for persons with disabilities:

- information material available in alternative formats, such as large print, Braille, audio-cassette and diskette;
- information material, e-mail access, and special ballot registration forms available on the Internet;
- accessibility training and awareness sessions for returning officers;
- a toll-free information line for persons who are deaf or hard of hearing: TTY/TDD 1-800-361-8935;
- broadcast reading services;
- documentation specifically for persons with disabilities;

- open- and closed-captioned videotapes for persons who are deaf or hard of hearing;
- a special ballot, which allows early voting by mail or in person;
- advance polls and election offices with guaranteed level access;
- ordinary polling stations with full level access, with accessibility indicated on the elector information card;
- a transfer certificate available to electors with disabilities, to allow them to vote at an accessible poll;
- mobile polling stations for certain residences where seniors or persons with disabilities reside;
- transportation of the ballot box from room to room to facilitate voting in hospitals and certain residential institutions;

- a voting template for persons with a visual disability;
- assistance available to mark the ballot at the polling station (ordinary or advance) at the request of the elector.

For more information, please contact:

Elections Canada
257 Slater Street
Ottawa, Ontario
K1A 0M6

Telephone: 1-800-INFO-VOTE (1-800-463-6868),
toll-free in Canada and the United States

For electors who are deaf or hard of hearing:
TTY/TDD 1-800-361-8935,
toll-free in Canada and the United States

Internet: <http://www.elections.ca>
e-mail: eleccan@magi.com

This publication is available in alternative formats.

April 1997

**Conference of the
Association of Central and Eastern European Election Officials**

**November 25-27, 1998
Vilnius, Lithuania**

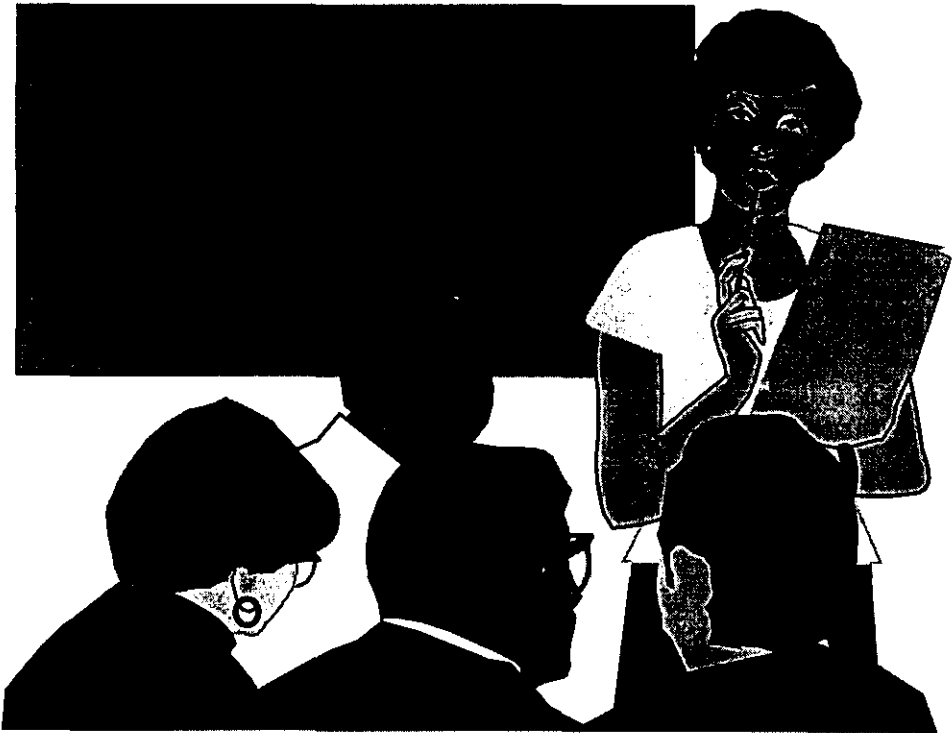
Workshop II:

Power Point Presentation

Increasing Accessibility for Voters with Special Needs

David Earl
IFES Project Director for Ukraine

PROFESSIONAL DEVELOPMENT



**ACCESSIBILITY TO VOTERS
WITH SPECIAL NEEDS**

METHODS OF VOTING

ORDINARY VOTING

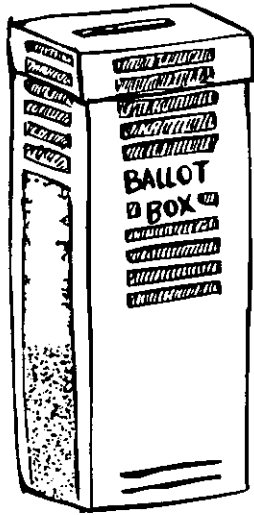
PRE-POLL VOTING

POSTAL VOTING

ABSENT VOTING

MOBILE VOTING

REMOTE MOBILE POLLING



**BALLOT PAPER
HOUSE OF REPRESENTATIVES**

**ELECTORAL DIVISION OF
CASABLANCA**

*Number the
boxes from 1 to 4
in the order of
your choice.*

BOET, Doug
NATIONAL PARTY

DUCCIO, Nadia
AUSTRALIAN LABOR PARTY (ALP)

RAWLINGS, Stan
LIBERAL

CASIMIR, Mary
INDEPENDENT

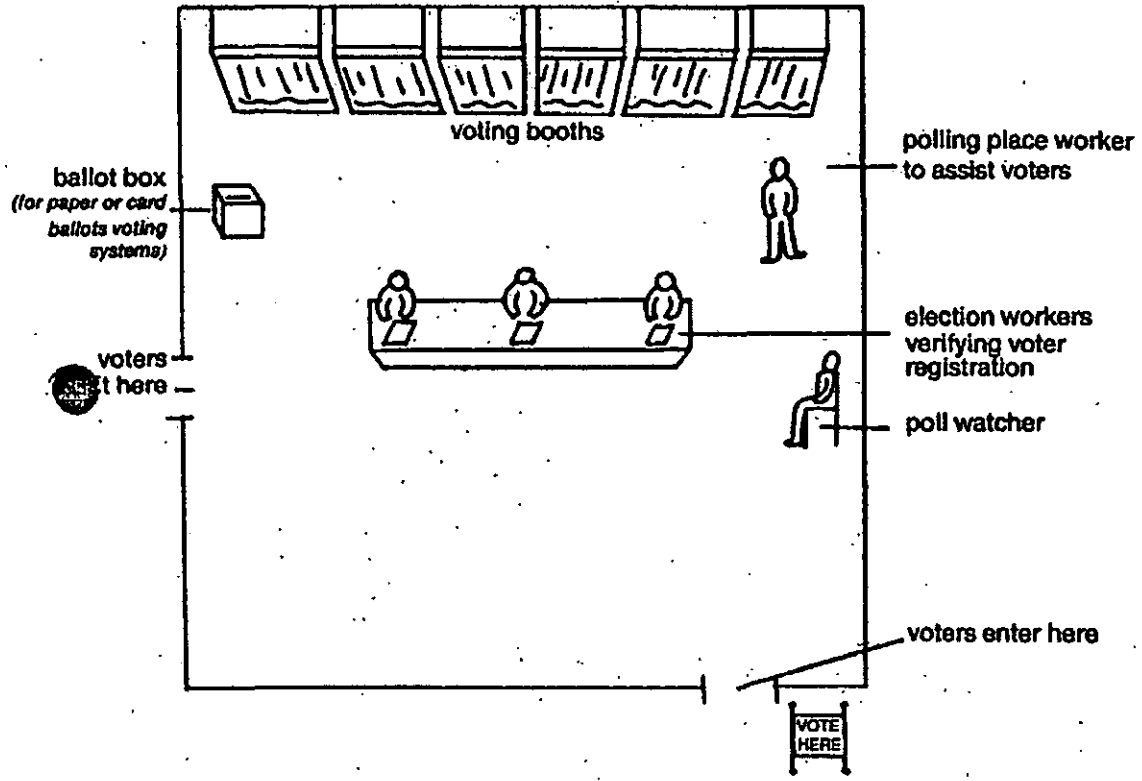
**Remember...number every box
to make your vote count.**

Australian Electoral Commission **AEC**





Suggested Layout of Polling Place for General Election



LOCATION ACCESS

Halls

Schools

Stadiums

Churches

Sporting Clubs

Types of Voting Stations

Ordinary

**Pre-Poll
Absentee**

Postal

Mobile

Remote Mobile

**Conference of the
Association of Central and Eastern European Election Officials**

**November 25-27, 1998
Vilnius, Lithuania**

Workshop II:

Questionnaire

Increasing Accessibility for Voters with Special Needs

David Earl
IFES Project Director for Ukraine

EVALUATION FORM: David Earl

The following questions ask your opinion of the presentation and content of the information discussed. Your comments will help us improve the presentation and program.

1. Was the presentation informative?

Yes _____ No _____

2. Will you use this information to help train your staff?

Yes _____ No _____

How? _____

3. What in the presentation or subject matter was the most helpful to you?

4. What in the presentation or subject matter was the least helpful to you?

5. What other subject areas would you like discussed?

6. What suggestions do you have to improve the content or format of this presentation?

7. Overall, how would you rate this session?

_____ Excellent _____ Good _____ Fair _____ Poor

8. Other Comments: _____

**Conference of the
Association of Central and East European Election Officials**

**November 25-27, 1998
Vilnius, Lithuania**

Charter

Charter

of the

Association of Central and Eastern European Election Officials

Preamble

This Charter establishes an organization to be known as the Association of Central and Eastern European Election Officials (ACEEEO), hereinafter referred to as the Association.

On behalf of the chief electoral officials of Central and Eastern Europe, the undersigned are convinced that the historic mission of democracy includes:

Providing political liberty and a favorable environment for fair political, economic and social development;

Fostering free, fair and transparent elections and universal and secret suffrage as the most appropriate means to establish and consolidate representative democracy;

Recognizing the importance of election bodies to function on an impartial basis; and

Recognizing that the exchange of information on electoral proceedings, free and unhindered access to such proceedings, and methods of consultation and recommendations, between the institutions and persons in charge of carrying out the elections constitutes essential elements to achieving the effective consolidation of democratic institutions through electoral processes.

Being fully aware of the need for a formalized Association of Central and Eastern European Election Officials, and noting that the Association of Central and Eastern European Election Officials, established by consensus with the Articles of Association for the "Regional Association of Electoral Officials for Central and Eastern Europe," has been in existence since 1991, electoral officials from Central and Eastern Europe hereby conclude the present agreement on 27 November 1998 at the Conference of the Association of Central and Eastern European Election Officials in Vilnius, Lithuania.

Mission

The mission of the Association is to provide a nonpartisan forum, independent of national governments, for the exchange of information among election officials and experts throughout the region covered by the Association to discuss and act upon ways to promote open and transparent elections with the objective of supporting good governance and democracy.

Chapter I

Objectives

Article 1.1

The Association shall have the following objectives:

- a. Promotion of open and transparent elections through an exchange of experiences and information relating to election law and procedure, technology, administrative practice, voter education;
- b. Promotion of the training and further education of election officials and international observers;
- c. Promotion of the principle of independent and impartial election authorities and administrators;
- d. Development of professional election officials with high integrity, strong sense of public service, knowledge of electoral practice, and commitment to democratic elections;
- e. Promotion of the principle of participation in electoral processes by citizens, political contestants, and non-partisan civic organizations; and
- f. Development of resources for election-related information and research.

Article 1.2

The Association shall be a non-profit, regional organization which is independent from political parties and governments with a legal standing based on international law, and with the aim of becoming a European Association.

Chapter II

Membership

Article 2.1

There shall be the following categories of membership:

- a. *Institutional Members*: To be composed of European, particularly Central and Eastern European, election organs as determined by each Institutional Member State's domestic legislation, which subscribe to this Charter. Institutional Members shall have full voting rights and the

opportunity to fully participate in all Association activities, including conferences and meetings of the General Assembly. In cases where two or more Institutional Members come from a single State, those members shall vote as a single bloc.

- b. *Associate Institutional Members:* To be composed of election organs from other States that subscribe to this Charter. Associate Institutional Members shall have a non-voting status, but may fully participate in Association activities, including conferences and meetings of the General Assembly.
- c. *Member-Supporters:* To be composed of interested national and international organizations, non-governmental organizations, and individuals who subscribe to this Charter. Member-Supporters shall have a non-voting status, but may fully participate in Association activities, including conferences and meetings of the General Assembly.
- d. *Honorary Members:* To be composed of individuals, elected by voting members, for extraordinary service to the Association in support of free and fair elections and who subscribe to this Charter. Honorary Members shall have a non-voting status, but may fully participate in Association activities, including conferences and meetings of the General Assembly.

Article 2.2

- a. The General Assembly shall establish additional rules of admission and maintenance of membership upon recommendation of the Executive Board or the Secretary General.
- b. The Executive Board shall make decisions concerning categories of membership.
- c. The General Assembly shall establish membership fees for the various membership categories upon recommendation of the Executive Board or the Secretary General. Membership fees shall be submitted to the Secretariat and counted among the assets of the Association.
- d. Election authorities; other institutions, associations, or organizations; and individuals may apply for a category of membership to the Executive Board which will examine the application and make a recommendation to be circulated among members of the General Assembly. The General Assembly will vote to accept or reject the application.
- e. Any election authority; other institution, association, or organization; or individual applying for membership shall, without reservation, subscribe to the Charter of the Association.
- f. A member of the Association may leave the Association after due written notification of its decision. The terms for such notification shall be established by the Secretariat and approved by the Executive Board.

- g. Failure to pay membership fees shall lead to a loss in voting rights until those fees are paid.
- h. Members may be expelled for due cause, including but not limited to violations of this Charter and continued failure to pay membership fees, by a two-thirds vote of a quorum of the full voting membership in the General Assembly.
- i. Membership for any individual, institution, or organization may be neither refused, terminated, nor altered in status or name, for reasons of political affiliation, ideology, or nationality.

Chapter III

Organs and Their Functions

Article 3.1

The Association shall have the following organs:

- a. The General Assembly;
- b. The Executive Board; and
- c. The Secretariat.

Article 3.2

The General Assembly shall:

- a. Be the supreme organ of the Association;
- b. Be composed of all its members;
- c. Hold a meeting as necessary at least once every two years;
- d. Elect members to the Executive Board of the Association pursuant to Article 3.6 (c); and
- e. Establish its own rules of procedure.

Article 3.3

- a. In cases where two or more Institutional Members come from a single State, those members shall vote as a single bloc.
- b. Institutional Members shall have the right to vote at the time they become members of the Association.
- c. Institutional Members may not delegate their vote to another person who does not represent that State's election organ.
- d. Associate Institutional Members, Member-Supporters, and Honorary members may participate in voice but not vote at meetings of the General Assembly.

- e. One half of the voting representatives of Institutional Members shall constitute a quorum at any meeting of the General Assembly.
- f. Decisions shall be by a simple majority of a voting members present unless otherwise stipulated in this Charter.

Article 3.4

The General Assembly shall consider issues of common interest and adopt decisions in accordance with the provisions of this Charter and its own rules of procedure. It shall in particular:

- a. Consider proposals or questions of common interest submitted by its members, the Executive Board or the Secretariat;
- b. Adopt the policy, and approve the program of work of the Association and the main items of the agenda of its forthcoming meetings;
- c. Approve appropriate fees and contributions for the categories of membership;
- d. Receive and consider the reports on the work of the Association; and
- e. Appoint an auditor and consider the auditor's report.

Article 3.5

The Executive Board shall be composed of:

- a. Five representatives of Institutional Members from five different States elected by the General Assembly; and
- b. The Secretary General (non-voting, Article 3.9).

Article 3.6

- a. Members of the Executive Board shall be elected by secret ballot at meetings of the Association.
- b. One member of the Executive Board shall be elected as President of the Executive Board by the members of the Executive Board by an open vote.

Article 3.7

The Executive Board shall:

- a. Be accountable to the General Assembly;
- b. Act on behalf of the General Assembly on any matter referred to it by the General Assembly;

- c. Make recommendations to the General Assembly in conformity with the present Charter;
- d. Take actions to implement decisions of the General Assembly;
- e. Approve the budget and operations of the Secretariat and the auditor's report in the operation of the budget;
- f. Approve the internal rules and regulations of the Secretariat;
- g. Determine control mechanisms for supervising the financial activity of the Secretariat;
- h. Oversee the Secretariat in implementing the decisions and recommendations of the General Assembly;
- i. Perform other functions arising from the present Charter and from the recommendations and decisions of the General Assembly;
- j. Act on all matters, except for those that fall exclusively within the jurisdiction of the General Assembly, which need to be addressed in the period between meetings of the General Assembly;
- k. Establish its own rules of procedure subject to direction from the General Assembly;
- l. Hold an ordinary meeting once each year; and
- m. Hold extraordinary meetings when convened by the President and at least three other members of the Executive Board.

Article 3.8

The Secretariat is the permanent organ of the Association and shall be located in Budapest, Hungary. It shall perform the functions assigned to it in the present Charter and shall carry out the duties entrusted to it by the General Assembly and the Executive Board. It shall perform its duties in cooperation with the International Foundation for Election Systems (IFES), a private, non-profit organization headquartered in Washington, D.C.

Article 3.9

The Secretariat shall be composed of the Secretary General and other personnel as may be necessary for the execution of the functions entrusted to it. The Secretary General shall be a person proposed by the Executive Board and approved by the General Assembly and shall serve as the Secretary of the Board, with voice but not vote. During the temporary absence or disability of the Secretary General, the President of the Executive Board shall appoint a temporary replacement after consultations with the Secretary General, or in his/her absence, the Secretariat. The Acting Secretary General may perform his/her duties continuously for a period not to exceed one year, at which time the post of Secretary General shall be considered vacant. The Secretary General shall:

- a. Act as head of the Secretariat;
- b. Perform functions assigned to it by the General Assembly or the Executive Board;
- c. Collect dues and fees agreed upon by the membership each year;
- d. Have the right to sign financial documents in the name of the Association.
- e. Submit an annual report on the Association's activity and its financial condition to the Executive Board;
- f. Abide by the rules and procedures for operation established by the Executive Board;
- g. Serve as chief operating officer of the Association;
- h. Report to the Executive Board as requested; and
- i. Represent the Association in its relations with the officials of member institutions and other regional electoral Associations as well as with other international and regional organizations.

Article 3.10

The Secretary General and the personnel of the Secretariat shall not seek or take instructions from any Government or from any authority outside the Association and shall refrain from any action that may be incompatible with their position as representatives of the Association or that may compromise the integrity of the Association.

Article 3.11

The Secretariat shall be responsible for the administration and financial affairs of the Association and shall *inter alia*:

- a. Submit reports on the Association's activity and its financial condition to the regular sessions of the Executive Board and at any time upon request;
- b. Prepare arrangements for meetings of the General Assembly and the Executive Board;
- c. Make recommendations concerning the work of the Association for consideration by the appropriate organs of the Association;
- d. Prepare surveys, studies, information and guidance on legal and political matters essential for broadening and deepening cooperation among member institutions;
- e. Draft proposals and agreements on matters arising from the decisions and recommendations of the General Assembly and the Executive Board;

- a. Act as head of the Secretariat;
- b. Perform functions assigned to it by the General Assembly or the Executive Board;
- c. Collect dues and fees agreed upon by the membership each year;
- d. Have the right to sign financial documents in the name of the Association.
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- c. Make recommendations concerning the work of the Association for consideration by the appropriate organs of the Association;
- d. Prepare surveys, studies, information and guidance on legal and political matters essential for broadening and deepening cooperation among member institutions;
- e. Draft proposals and agreements on matters arising from the decisions and recommendations of the General Assembly and the Executive Board;

- f. Prepare the budget of the Association and, upon the approval of the Executive Board, submit it to the General Assembly;
- g. Serve as the depository of the Association's documents and official records;
- h. Establish relations of cooperation, in accordance with decisions reached by the General Assembly and the Executive Board, with other regional and international electoral organizations or any other organizations which are concerned with electoral processes;
- I. Notify members of the dates of meetings of the General Assembly, the Executive Board, and of all events open to the membership; and
- j. Prepare minutes of the General Assembly meetings.

Article 3.12

- a. The budget of the Association shall be financed by contributions of the members, to be determined by the General Assembly; and funds solicited by the Secretariat, on behalf of and with the approval of the Executive Board, from external sources.
- b. The Secretariat may accept, on behalf of the Association, any gifts, contributions, or bequests to the Association, subject to the approval of the Executive Board.
- d. Prepare surveys, studies, information and guidance on legal and political matters essential for broadening and deepening cooperation among member institutions;

Chapter IV

Miscellaneous Provisions

Article 4.1

The members of the Association agree to:

- a. Implement, to the extent practicable, the recommendations and decisions adopted by the General Assembly;
- b. Render to the Association and its officers the assistance needed in the execution of their duties as defined by the present Charter;
- c. Provide material and information necessary for the maintenance of a resource center of election-related materials as requested by the Secretariat of the Association;
- d. Keep the Secretariat informed of progress made in the implementation of the recommendations and decisions adopted by the General Assembly; and
- e. Make appropriate contributions for the operation of the Association as determined by the General Assembly.

Article 4.2

- a. The Charter shall not affect the rights and obligations of the members of the Association arising out of agreements which they have already concluded.
- b. Any agreement already concluded or which may be concluded in the future between a member and any other organization shall not be binding on the other members.
- c. Members of the Association who wish to establish closer relations of cooperation than those provided for in the Charter may conclude agreements to that effect, provided that they do not violate the spirit and intent of the Charter.
- d. It is not the intent of the Association to interfere with the sovereign concerns of States represented in the Association.

Article 4.3

- a. The Association may establish and maintain relations with other regional and international electoral organizations. The nature and forms of such relations shall be determined by the Executive Board in agreement with the organizations concerned.
- b. The Association may invite other organizations or individuals that are not members of the Association to participate in the deliberations of the Association as observers. The Executive Board must approve the conditions of cooperation with other organizations and individuals.
- c. The Association may, upon invitation, participate in the deliberations of other organizations.

Article 4.4

The official languages of the Association shall be the languages of each Institutional Member. The working languages of the Association shall be English and Russian. The list of working languages may be extended for specific activities and meetings by a decision of the Executive Board.

Chapter V

Amendments

Article 5.1

- a. Amendments to this Charter document shall be adopted by at least two thirds of the voting members voting in person or by prior written instruction to the President of the Executive Board at a meeting of the General Assembly.
- b. Amendments must be sponsored by at least three voting members or be approved by the Executive Board in order to be considered by the General Assembly. Amendments must be communicated to the full membership at least 60 days before the General Assembly meeting.
- c. The Executive Board shall report to members the implications of proposed amendments at least three weeks before the meeting where the amendments shall be considered.
- d. Amendments to the Charter shall come into force upon approval by the General Assembly per requirements of Article 5.1.a.
- e. Any dispute regarding the interpretation of the present Charter shall be settled by a majority vote of the Executive Board unless otherwise overturned by a two-thirds vote of the General Assembly.

Chapter VI

Dissolution

Article 6.1

- a. This Association may be dissolved by a resolution of the General Assembly. Such resolution of dissolution must be adopted by at least two thirds of the voting members voting in person or by prior written instruction to the President of the Executive Board at a meeting of the General Assembly.
- b. Upon such dissolution, the General Assembly shall further decide concerning the disposal of the assets and the payment of liabilities of the Association. Assets shall be transferred to an organization with similar interests. The Secretariat shall be responsible for the disposal of assets and the payment of liabilities as per the decision of the General Assembly.

Chapter VII

Transitional Provisions

Article 7.1

The present Charter shall come into force immediately after its adoption by ten (10) eligible Institutional Members as defined by Article 2.1 of this Charter. As past contributors to the Association, the International Foundation for Election Systems and the Association of Electoral Administrators of Great Britain shall be eligible to be Member-Supporters.

Article 7.2

Upon coming into force this Charter will replace the Articles of Association for the "Regional Association of Electoral Officials for Central and Eastern Europe."

Article 7.3

The Secretary General of the Association shall be Dr. Zoltan Toth, Deputy Secretary, Ministry of Interior of Hungary unless otherwise designated in accordance with the provisions of this Charter.

Article 7.4

The Executive Board shall consist of the following individuals until a new body is elected in accordance with the provisions set forth in this Charter:

- a. Dr. Alexander Ivanchenko, Chairman, Central Election Commission of the Russian Federation
- b. JUDr. Livia Skultetiova, Ministry of the Interior of Slovakia
- c. Dr. Zenonas Vaigauskas, Chairman, Central Electoral Committee of Lithuania

Article 7.5

Zenonas Vaigauskas shall serve as President of the Executive Board until a new President elected in accordance with the provisions set forth in this Charter.

Article 7.6

The following structure of annual membership fees listed in US Dollars shall come into force January 1, 1999 and may only be changed in accordance with provisions set forth in this Charter:

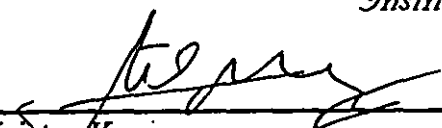
- a. Institutional Members shall each pay one thousand United States Dollars (1000 USD)
- b. Associate Institutional Members shall each pay five hundred United States Dollars (500 USD)
- c. Member-Supporters shall each pay five hundred United States Dollars (500 USD)
- d. Honorary members shall not be responsible for paying membership fees

Signatories of the Charter of the Association of Central and Eastern European Election Officials

Vilnius, Lithuania

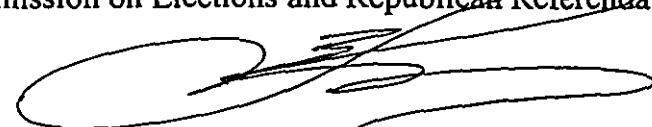
27 November, 1998

Institutional Members




Kristaq Kume
Chairman
Central Election Commission
Republic of Albania

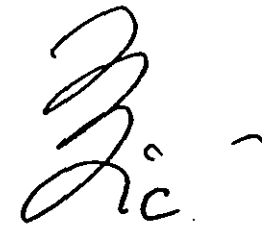
Lidia Mikhailovna Ermoshina
Chairwoman
Central Commission on Elections and Republican Referenda
Belarus




Lena Petrova Djelepova
President
Central Election Commission
Republic of Bulgaria



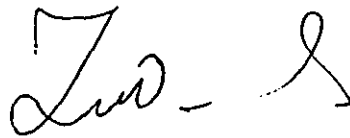
Ivan Mrkonjic
President
Electoral Commission
Republic of Croatia



Zoltan Toth
Deputy Secretary of State
Ministry of Interior
Republic of Hungary



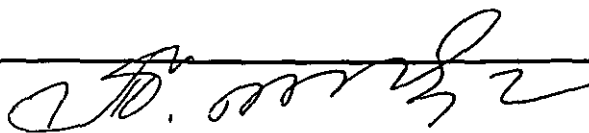
Zenonas Vaigauskas
Chairman
Central Electoral Committee
Republic of Lithuania



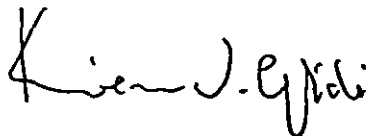
Arnis Cimdars
Chairman
Central Election Commission
Republic of Latvia



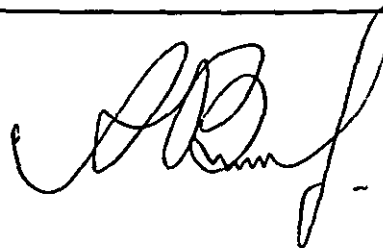
Tamara Chisca
Commissioner
Central Election Commission
Republic of Moldova



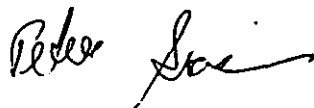
Kazimierz Wojciech Czaplicki
Head
National Electoral Office
Republic of Poland



Alexander Albertovich Veshnyakov
Secretary
Central Election Commission
Russian Federation



Peter Zvara
International Cooperation Department
Ministry of Interior
Slovak Republic



Mikhailo Mikhailovich Ryabets
Chairman
Central Election Commission
Ukraine



Member-Supporter

Patricia Hutar
Vice Chair
Board of Directors
International Foundation for Election Systems



**Conference of the
Association of Central and East European Election Officials**

**November 25-27, 1998
Vilnius, Lithuania**

Press Releases

Viešumas ir teisingumas rinkimų procese
Promoting Access and Integrity in the Electoral Process
Обеспечение целостности и доступности избирательного процесса

MEDIA ADVISORY
24 November, 1998

CONTACT: Torie Keller
+(370) 2-8290-41811
or +(370) 2-726-750

International Election Officials to Meet in Vilnius
President Adamkus to Open Conference

VILNIUS, LITHUANIA — On 25 November, Lithuanian President Valdas Adamkus will welcome representatives from more than 20 Central and Eastern European countries to Vilnius and officially open the annual General Assembly of the Association of Central and Eastern Election Officials (ACEEEO). This year's conference, "*Promoting Access and Integrity in the Electoral Process*," will take place from 25-27 November at Seimas (Parliament). The conference is hosted by the ACEEEO, Central Election Commission of the Republic of Lithuania (CEC RL), and the International Foundation for Election Systems (IFES).

Members of the media are invited to attend the following events on Wednesday, 25 November:

PRESS CONFERENCE

09:00 to 9:30 — Press Hall, Building II, Seimas

SPEAKERS: Zoltan Toth, Secretary General, ACEEEO
Zenonas Vaigauskas, Chairman, CEC RL
Patricia Hutar, Vice Chair, Board of Directors, IFES

OPENING SESSION and WELCOME ADDRESS

11:00 to 12:00 — Conference Hall, Building III, Seimas

SPEAKERS: Valdas Adamkus, President of the Republic of Lithuania
Vytautas Landsbergis, Chairman, Seimas of the Republic of Lithuania
Zoltan Toth, Secretary General, ACEEEO
Zenonas Vaigauskas, Chairman, CEC RL
Patricia Hutar, Vice Chair, Board of Directors, IFES

GRAND OPENING OF THE ELECTION EQUIPMENT AND SERVICES EXHIBITION

12:00 to 13:00 — Exhibition Hall, Building I, Seimas (great visuals!)

**For additional information about the conference or to schedule interviews,
please call Torie Keller at +(370) 2-8290-41811 or +(370) 2-726-750.**

The ACEEEO was established in 1991 as a regional association to promote the institutionalization of democratic processes and procedures. ACEEEO membership currently represents election officials from 17 Central and Eastern European nations.

###

Viešumas ir teisingumas rinkimų procese
Promoting Access and Integrity in the Electoral Process

Обеспечение целостности и доступности избирательного процесса

PRESS RELEASE
25 November, 1998

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Lithuania Hosts Central and Eastern European Election Officials
Professional Conference Attracts International Interest

VILNIUS, LITHUANIA — A conference on "*Promoting Access and Integrity in the Electoral Process*" officially began in Vilnius today. The annual General Assembly of the Association of Central and Eastern European Election Officials (ACEEEO) is being held in Lithuania for the first time. Representatives from Central and Eastern Europe, along with election experts and guests from around the world, will be meeting from 25-27 November at Seimas (Parliament). Participants from 28 countries are attending the conference.

The conference aims to improve election administration throughout Central and Eastern Europe and increase professional dialog among election officials. This year's topic was selected to reinforce the basic tenet of democracy — participation of all citizens — while maintaining effective and professional election administration.

"Lithuania is committed to ensuring that sustainable democratic systems take root throughout the region, and around the world" stated Zenonas Vaigauskas, Chairman of the Central Election Commission of the Republic of Lithuania (CEC RL). "The participation of many individuals from different countries and backgrounds will greatly enhance the exchange of information during this conference."

Following a brief press conference, the opening plenary session served as the official welcome and start of the four-day conference. Speakers at the opening session included conference sponsors and distinguished guests: Valdas Adamkus, President of the Republic of Lithuania; Vytautas Landsbergis, Chairman, Seimas of the Republic of Lithuania; Zoltan Toth, Secretary General ACEEEO; Zenonas Vaigauskas, Chairman, CEC RL; and Patricia Hutar, Vice Chair, Board of Directors, International Foundation for Election System (IFES).

"Having been involved with the ACEEEO since the first meeting in 1991, IFES is pleased that the Association decided to focus on the importance of accessibility and integrity in the electoral process," said Ms. Hutar. "During the conference, participants will have numerous opportunities to discuss challenges and solutions for ensuring that the democratic process is made available to all citizens in a transparent and equitable manner."

Highlights of the day's proceedings included a discussion about the Association's involvement in its supervisory mission to elections in Bosnia-Herzegovina, and a presentation on the ACEEEO's new charter. An international exhibit of election services and equipment was also launched today and will be on display throughout the conference.

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Promoting Access and Integrity in the Electoral Process

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27 November, 1998

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Election Officials Voice Commitment to Regional Cooperation

VILNIUS, LITHUANIA — In the past, democratic development assistance in Central and Eastern Europe has been supported, for the most part, by western institutions. This week, however, election officials from Central and Eastern Europe committed to expanding cooperative efforts to further develop sound democratic and electoral processes in countries throughout the region.

The officials, meeting at the annual conference of the Association of Central and Eastern European Election Officials (ACEEEO), examined ways of increasing cooperation within the region. Their commitment is evidenced by a new Charter, which was proposed during the three-day conference. The Charter, expected to be adopted by the central electoral authorities of 12 countries later today, will help create an institutionally sound Association, fully committed to regional democracy-building efforts.

“The ACEEEO is now in a position to be the bridge over which information-sharing and professional development can take place between all countries in central and eastern Europe,” stated Dr. Zoltan Toth, Secretary General of the ACEEEO.

Most significantly, the Association will help facilitate professionalism within the field. For example, ACEEEO representatives will be participating in a conference held in Bosnia-Herzegovina next month to share information about their countries’ election systems and emphasize training for election officials at all levels.

“There are three important elements to developing a sustainable electoral system: sound legal framework, current election technology and thorough education,” said Dr. Istvan Zsuffa, a Hungarian member of the ACEEEO scheduled to make a presentation at the conference in Bosnia-Herzegovina. “Hungary and other member countries can be instrumental in sharing their experiences on these topics with countries like Bosnia as they refine the electoral system within their own political, social and economic context.”

Future ACEEEO activities include organizing more regional election observation missions, and fortifying the Association’s Documentation Center based in Budapest. The Center will work with the members of the Association to collect election laws and other materials, and coordinate dissemination of the information.

Also at the conference, the election officials and international guests discussed how to incorporate greater numbers of citizens in the electoral process. Topics addressed included: targeting voter education; increasing access to the electoral process for all voters; reaching voters with disabilities; and electoral fraud.

Future ACEEEO conference are been scheduled to take place in Slovakia (1999) and Poland (2000). For more information about the Association, please visit the Association web site at www.ifes.org/aceeeo.html; or visit the conference web site at www.lrs.lt.

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**Conference of the
Association of Central and East European Election Officials**

**November 25-27, 1998
Vilnius, Lithuania**

List of Participants

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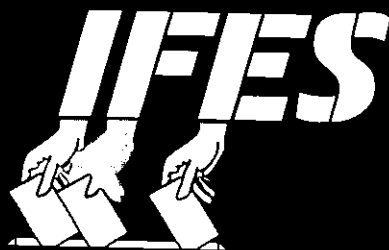
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