



RULEBOOK
on conduct of elections Bosnia and Herzegovina

Sarajevo, May 2022

Pursuant to Article 2.9, paragraph (1), points 2 and 7, and having regard to Article 1.5, 5.3 paragraph (1), 5.4, 5.6 paragraph (2), 5.7 paragraph (1), 5.10, 5.21, 5.22 paragraph (1), 5.26 paragraph (1), 5.27 paragraph (1), 5.29 and 5.32 paragraph (2) and Chapter 14 of the Election Law of Bosnia and Herzegovina (Official Gazette of BiH, nos.: 23/01, 7/02, 9/02, 20/02, 25/02, 4/04, 20/04, 25/05, 52/05, 65/05, 77/05, 11/06, 24/06, 32/07, 33/08, 37/08, 32/10, 18/13, 7/14, 31/16 and 41/20), the Central Election Commission of Bosnia and Herzegovina, at its 17th session held on May 4, 2022 adopted

RULEBOOK

on conduct of election in Bosnia and Herzegovina

PART ONE – INTRODUCTION

Article 1 **(Scope)**

This Rulebook shall define:

- a) control, packing, transport and delivery of the polling material by the Central Election Commission of Bosnia and Herzegovina (hereinafter: the BiH Central Election Commission) to the municipal election commission, city election commission and the Election commission of Brčko District of Bosnia and Herzegovina (hereinafter: election commission) - Article 5.4 paragraph (3);
- b) duties of president of the polling station committee and role of the members of polling station committees, control, transport and delivery of polling material by the election commission to the polling stations, procedure of voting and determining election results at the polling stations, procedure of counting the ballots and the votes at the regular polling stations, polling stations for absentee voting, polling stations at the diplomatic and consular offices of Bosnia and Herzegovina (hereinafter: DCO BiH), voters voting by mobile teams and by-mail voters, forms used at the polling stations and the voting procedure for the voters voting outside Bosnia and Herzegovina and the procedure of delivering polling material between the election commission and the BiH Central Election Commission after the Election Day – Article 1.5 paragraph (3), 3.17 paragraph (3), 5.3 paragraph (1), 5.4, 5.6 paragraph (2), 5.7 paragraph (1), 5.21, 5.22 paragraph (1) and 5.24;
- c) the procedure of packing polling material at the regular polling stations in the Federation of Bosnia and Herzegovina (hereinafter: the Federation of BiH) and Republika Srpska, at the polling stations for absentee voting, at the polling stations authorized to issue tendered/enveloped ballots and by mobile teams – Article 5.26, paragraph (1), and special mobile teams; and
- a) the procedure and deadlines for announcing preliminary, unofficial and incomplete election results (hereinafter: incomplete preliminary election results) after verification of the results of the vote at a polling station, procedure and deadlines for counting of the ballots by the election commission and the BiH Central Election Commission, procedures and deadlines for announcing election results and posting the table containing detailed election results, the procedure and deadlines for verification of election results and announcing of mandates' distribution categorized by political subjects and candidates within these political subjects – Article 5.27 paragraph (1), 5.29 and 5.32 paragraph (2).

Article 2 **(Definitions)**

Certain terms used in this Rulebook shall have the following meaning:

1. **“Eligible voter”** is citizen of Bosnia and Hercegovina registered in the Central Voters’ Register;
2. **“Polling Station at DCO BiH”** is a polling station where voter registered in the excerpt from the Central Voters Register for out-of-country to vote at the BiH DCO can exercise their right to vote;
3. **“Polling Station for absentee voting”**, is a polling station where the right to vote is exercised by a displaced person whose basic constituency for which he/she casts the ballot differs from the basic constituency of his/her current residence;
4. **“Polling Station for voting with tendered ballots”** is a polling station, where a voter registered in the excerpt from the Central Voters' Register for voting outside BiH who is in the country on the Election Day can exercise the right to vote, as well as a regular voter who is not on the excerpt from the Central Voters’ Register, but has a valid identification document referred to in Article 5.12 of the Election Law of BiH and a certificate of permanent place of residence, i.e. proof of entity citizenship for voting in Brčko District of BiH;
5. **“Voting kit”** is the voting material the Central Election Commission of BiH delivers by registered mail to the voter registered in the Excerpt from the Central Voters' Register for voting by mail;
6. **“Voter”** is citizens of Bosnia and Herzegovina who is registered in the Central Voters’ Register and has exercised active voting right;
7. **“Constituency”** is:
 - a) basic constituency which includes the municipality, the city of Banja Luka, Brčko District of BiH, the city constituency of the City of Mostar and the constituency of the city area of the City of Mostar in which the total number of representatives for a certain level of government is elected and constituted and which does not consist of multi-member constituencies,
 - b) a cantonal constituency in which the total number of representatives for a certain level of government is elected and constituted and which does not consist of multi-member constituencies,
 - c) an entity constituency in which the entity level of government is elected and constituted, which consist of multi-member constituencies and an entity constituency in which the state level of government is elected;
8. **“Refugee”** means a citizen of Bosnia and Herzegovina who has the right to vote and resides abroad in the status of a refugee from BiH;
9. **“Polling material”** is material used at the polling station and is divided into sensitive and insensitive polling material;
10. **“Instruction letter”** is an instruction to a voter who votes by mail on how to receive and send a return envelope;
11. **“IIES application” (loc. JIIS)** shall mean a computer software for data entry and processing of election results by polling stations, constituencies and the total election results of political entities;
12. **“Combination”** is a set of all ballots, for all levels of government for which elections are held, which the voter at the polling station takes over from the member of the polling station committee who issues the ballots;

13. **“Box”** is packaging containing a certain number of vacuum packages with ballot papers for a certain constituency;
14. **“Envelope for voting with tendered-enveloped ballots”** is an envelope in which tendered-enveloped ballot papers with a protective envelope are packed;
15. **“Envelope kit”** is a protective envelope with ballots that is inserted into a personalized envelope;
16. **“Mobile team”** is a polling committee that enables homebound voters and voters confined to institutions to vote;
17. **“Tendered ballot”** is a ballot paper of identical design and content as an ordinary ballot paper which is placed in a special envelope after voting and which is not counted at a regular polling station, but is counted at the counting center after verification of the voting right.;
18. **“Permanent residence”** is the municipality or district in which the citizen has settled with the intention of living there permanently;
19. **“Special mobile team”** is a polling station committee that enables Covid-19 positive voters and/or voters in isolation/self-isolation due to possible Covid-19 infection to cast the ballot;
20. **“Ballot package”** is a package containing the appropriate number of vacuum packages with ballots;
21. **“Pallet”** is packaging that contains a certain number of boxes containing vacuum packs for a certain constituency;
22. **“Personalized envelope”** is an envelope on which name/father's name/last name and personal ID number of the voter who voted through the mobile team and a special mobile team is written down;
23. **“Auxiliary ballot box”** is a cardboard ballot box for mobile team voting;
24. **“PLD bag”** is a bag in which the stamp is packed and closed after the polling station is closed;
25. **“Return envelope”** is an envelope with the printed (return) address of the Central Election Commission of BiH in which the voter who votes by mail submits the voting material to the Central Election Commission of BiH;
26. **“Third person assistance”** is the right of a voter who is blind, illiterate or physically incapable to use the assistance of another person in voting;
27. **“Proportional representation”** is the term used for the purposes of this Rulebook on the forms when counting the votes given to candidates within a political entity - personal votes in the electoral system of proportional representation;
28. **“Displaced person”** means a citizen of Bosnia and Herzegovina whose status of displaced person has been determined by the competent administrative body for issues of displaced persons in accordance with the law;
29. **“Regular Polling Station”** is the polling station where the right to vote is exercised by a voter who votes for the basic constituency of the current permanent/temporary residence.
30. **“Majority vote system”** is the electoral system according to which the candidate who wins the most votes gets the mandate;
31. **“Stamp”** is an aid used to leave an imprint on the ballot with the data prescribed by the Central Election Commission of BiH;
32. **“U shape folder”** shall mean a translucent plastic folder used to pack the polling material;
33. **“Multi-member constituency”** means a constituency in which more than one and less than the total number of representatives for a certain level of government is elected;
34. **“By-mail voting guide”** is a written instruction on voting by-mail procedure for the voters;
35. **“Vacuum package”** is the packaging of the prescribed number of ballots of the same type packed in a transparent foil from which air is extracted;
36. **“Protective envelope”** is an envelope in which a voter at a polling station for voting with tendered ballots and a voter who votes through a mobile team insert their ballots and which is, in turn, inserted into a personalized envelope;

PART TWO – THE CONDUCT OF GENERAL ELECTIONS

CHAPTER I TRANSFER OF POLLING MATERIAL

Article 3 **(Polling material)**

(1) The BiH Central Election Commission shall provide all designated polling stations, except the polling stations referred to in this Chapter, Section C, with the polling material consisting of:

a) sensitive polling material:

- 1) ballot papers,
- 1) forms referred to in Article 93 of this Rulebook;
- 2) the excerpt from the final Central Voters' Register by polling stations (for regular voters, voters having the status of a displaced person, voters having the right to vote by a tendered/enveloped ballot and an eligible voter who has the right to vote via special mobile team) and
- 3) stamp referred to in Article 2, paragraph (1), Item 31 of this Rulebook.

b) non-sensitive polling material:

- 1) candidates' lists, and
- 2) part of polling consumables (posters, voting booths, etc.).

(2) The BiH Central Election shall be responsible for delivery and security of the polling material referred to in paragraph (1) of this Article to the election commission.

(3) The election commission shall be responsible for delivery and distribution of the polling material to the polling stations on the territory of the basic constituency and for its security from the moment of its receipt from the BiH Central Election Commission until its delivery to the polling stations. The election commission shall be responsible for security of the polling material from the moment of receiving the complete polling material from the polling stations until its delivery to the BiH Central Election Commission.

(4) The president of the election commission or a member of the election commission, authorized by the president, shall be responsible for the handover of the polling material referred to in paragraph (3) of this Article from and to the BiH Central Election Commission.

(5) The ballot papers referred to in paragraph (1), point a), indent 1 of this Article shall be:

- a) ballot papers for regular polling station,
- b) ballot papers with special label for voting at the DCOs, and

c) ballot papers with special label for by-mail voting.

6) The ballot papers with special label for voting at DCOs shall have a stamp imprint indicating the name of appropriate DCO BiH, and the ballot paper for voting by-mail shall have inscription “MAIL” (in Latin and Cyrillic alphabet) .

Article 4

(Delivery of polling material – Article 5.3 of the BiH Election Law)

The BiH Central Election Commission shall deliver the polling material referred to in Article 3, paragraph (1), point a), indents 1) and 2) and 4) and point b), indent 1) of this Rulebook to the election commission no later than three days prior to the Election Day, and the polling material referred to in point a), indent 3) and non-sensitive polling material referred to in point b), indent 2) of this Rulebook no later than 20 days prior to the Election Day.

Article 5

(PO-1 and PO-2 Forms – Article 5.4, paragraph (2) of the BiH Election Law)

(1) During the handover of the polling material from the BiH Central Election Commission the competent election commission shall inspect the total number of received boxes of ballot papers and the remaining polling material and it shall verify the receipt in the appropriate polling material handover forms – (form PO-1 and form PO-2).

(2) A signed copy of the forms referred to in paragraph (1) of this Article shall be kept by the election commission, and the remaining copies shall be kept by the BiH Central Election Commission.

(3) If the election commission, after the receipt of the polling material referred to in Article (1) of this Article, observes certain inadequacies concerning the quantity and the type of received polling material it shall immediately, and no later than 12 hours following the receipt of the polling material, inform the BiH Central Election Commission thereof in writing so that observed, but reasonable inadequacies, can be eliminated.

Article 6

(Packing and delivery of ballot papers – Article 5.4, paragraphs (1) and (3) of the BiH Election Law)

(1) The ballot papers shall be delivered to the election commission packed into appropriate number of pallets depending on the total number of ballot paper boxes to be delivered to a certain basic constituency.

(2) Vacuum packages with ballot papers for the polling stations on the territory of a certain basic constituency shall be packed into boxes. Each polling station shall receive one or more boxes with ballot papers of appropriate type depending on the type of the polling station (regular polling station or the polling station for absentee voting).

(3) Each pallet containing ballot papers shall have the following information:

- a) unique mark, namely the serial number of the pallet,
- b) the name of the basic constituency;
- c) number of boxes found on the pallet;
- d) numbers of polling stations to which the boxes from that pallet refer, and
- e) the information on the total number and type of ballot papers found on the pallet

(4) Each box containing ballot papers shall have the following information:

- a) number of the polling station;
- b) name of the basic constituency;
- c) a mark denoting type of the ballot papers found in the box;
- d) information on the total number of ballot papers packed in the box, and
- e) ordinal number of the box and the total number of boxes for a certain polling station.

(5) The BiH Central Election Commission shall by a special decision appoint persons who will monitor production of the paper for ballots with watermark and its packing on the pallets.

(6) During the printing and packing of ballot papers in a printing house the BiH Central Election Commission shall by a special decision appoint a commission consisting of employees of the BiH CEC Secretariat for continuous monitoring and control of printing and packing of ballot papers, which shall also entail random control counts of the ballot papers before being packed into plastic foils. The BiH Central Election Commission shall by this decision also appoint one member of the BiH CEC for coordination of the commission's work.

(7) Persons referred to in paragraph (5) i.e. the commission referred to in paragraph (6) of this Article shall regularly submit written information on realization of certain activities, and a written report on the conducted monitoring and control of production of the paper for the ballot papers i.e. printing and packing of ballot papers shall be submitted after completion of all activities.

Article 7

(Regular polling station – Article 5.4, paragraphs (1) and (3) of the BiH Election Law)

(1) A regular polling station shall receive as many ballot papers as there are voters on the excerpt from the Central Voters' Register for that polling station, to be rounded up to the next 10.

(2) The boxes with ballot papers for regular polling station shall contain appropriate number of packages (plastic bags) each containing 100 ballot papers of the same type. If the total number of ballot papers for a certain regular polling station is less than 100 or the total number of the ballot papers is not dividable by 100, the remaining ballot papers shall be placed in a special package if that difference is above 50. If the difference is 50 or less ballot papers, the ballot papers shall be placed in the same package with 100 ballot papers.

(3) Each vacuum package shall carry information on type of the ballot papers, number of the regular polling station, name and code of the basic constituency and the total number of ballot papers to be found in the package, with numbering of packages for the each level in the way determined by the BiH Central Election Commission.

Article 8

(Polling station for voting by tendered-enveloped ballot papers)

(1) The BiH Central Election Commission shall pack the ballot papers for the polling station designated to issue tendered-enveloped ballot papers in the envelopes for voting by tendered ballot papers together with a protective envelope.

(2) The envelopes referred to in paragraph (1) of this Article shall be packed in cardboard boxes that will carry information on the number of the polling station, name of the basic constituency, number of envelopes and the signature of an authorized person of the BiH Central Election Commission.

(3) The total number of envelopes with ballot papers referred to in paragraph (1) of this Article shall be 5% of the number of voters on the voters' list having the right to vote by tendered ballot

papers, increased for the number of voters who voted by tendered-enveloped ballots in the last election, rounded up to the first 10.

Article 9 **(Poling station for absentee voting)**

(1) The ballot papers for absentee voting shall be packed in envelopes containing appropriate combination of ballot papers by basic constituencies for which the voters are registered in the excerpt from the Central Voters' Register for voters having the status of displaced person. One combination of ballot papers for absentee shall mean one ballot paper for every electoral level.

(2) The total number of different combinations of ballot papers shall be separately defined for every election and it shall depend on the type of elections that are conducted.

(3) The number of different combinations of ballot papers to be received by a basic constituency shall be defined by the number of voters registered in the excerpt from Central Voters' Register for the voters having status of displaced person.

(4) The code of a certain combination of ballot papers and names of the basic constituencies to which the combination refers shall be printed on every envelope containing a combination of ballot papers for voting in absentia.

(5) A polling station for absentee voting shall receive appropriate number of envelopes with combinations of ballot papers according to the number of voters on the excerpt from the Central Voters' Register for voters having the status of a displaced person. One reserve combination per each constituency for which eligible voters are entered into the excerpt from the Central Voters' Register for eligible voters who hold the status of displaced persons shall be added to this number.

(6) Envelopes with combinations of ballots for voting in absentia shall be packed into boxes, but the different combination within each box shall be specially separated. Each box for absentee polling stations shall, besides the information that are also printed on the boxes with ballot papers for regular polling stations, carry the following information: the list of combinations with ballot papers to be found in the box together with the number of envelopes for each combination.

Article 10 **(Mobile team)**

(1) The ballot papers for mobile team shall be packed into protective envelopes on which the number of combination is indicated.

(2) The envelopes referred to in paragraph (1) of this Article and protective – personalized envelopes shall be packed into cardboard box on which the number of a mobile team, number of envelopes and signature of an authorized person of the BiH Central Election Commission shall be placed.

(3) According to the number of voters on the excerpt from the Central Voters' Register for mobile team the total number of ballot paper sets referred to in paragraph (2) of this Article shall be:

- a) rounded up to first 10 if the voters voting by mobile team come from that basic constituency, and
- b) increased by one if the number of voters is up to five, by two if the number of voters is up to ten and by three if the number of voters is above ten for voters voting by mobile team, and who do not come from that basic constituency.

Article 11

(Minutes on operations of the polling station committee – Article 5.7, paragraph (1) of the BiH Election Law)

(1) A polling station committee shall keep Minutes on operations of the polling station committee ZARBO (hereinafter: the Minutes on operations of the polling station committee for every polling station). The minutes on operations of the polling station committee are integral part of this Rulebook. The minutes on operations of the polling station committee shall be drawn so that every page has its copy into which information written on the page are copied. Each page shall contain the number of the Polling Station. The minutes on operations of the polling station committee for the polling station committees in Brčko District of BiH are drawn up to have two original pages that have their respective copies.

(2) The information referred to in Article 5.7, paragraph (1) points 1 through 4 of the BiH Election Law, as well as objections and opinions of the polling station committee member, voter or an accredited observer concerning the voting process as prescribed by Article 5.7, paragraph (2) of the BiH Election Law, are entered into the Minutes on operations of the polling station committee.

(3) In case that polling station committee member, voter or accredited observer are preventing from entering objections or opinions into the Minutes on operations of the polling station committee, they can submit their objections or opinions directly to the election commission, which shall notify the Central Election Commission of BiH thereof without delay.

(4) The Minutes on operations of the polling station committee shall be delivered to the BiH Central Election Commission in line with Articles 61, Para (7), 62, Para (7), 63, Para (1), 64, Para (1) and 65, Para (1) of this Rulebook, and to the election commission in line with Articles 61, Para (8), 62, Para (8), 63, Para (2), 64, Para (2) and 65, Para (2) of this Rulebook.

Article 12

(Delivery of polling material to the election commission- Article 5.26 of the BiH Election Law)

(1) After closing of the polling stations and finalization of the counting process and other activities at the polling station, the polling station committee shall deliver properly packed polling material to the election commission as prescribed in Articles 61 through 65 of this Rulebook.

(2) When receiving the polling material from the polling station committee the election commission shall check if the polling material was properly packed and shall verify the receipt in the polling material handover form BO-IK. If the election commission observes that the election material is not packed properly or some parts are missing, it shall call upon the Polling Station Committee to remove the shortcomings under the control of the election commission.

(3) The election commission shall prepare the election material from the Polling Stations for its delivery to the Central Election Commission of BiH.

Article 13

(Delivery of polling material to the BiH Central Election Commission – Article 5.27 of the BiH Election Law)

(1) When receiving the polling material from the election commission the BiH Central Election Commission shall check if the polling material was packed in accordance with Articles 61 through 65 of this Rulebook and shall verify receipt thereof on appropriate polling material handover forms, as follows:

- a) polling material handover form PO-3 – polling material from absentee polling stations and polling stations for voting by tendered ballots;
- b) polling material handover form PO-4 – documents for the BiH Central Election Commission, and
- c) polling material handover form PO-5 – polling material from the regular polling stations.

(2) A higher number of previously mentioned polling material handover forms shall be used in case a basic constituency has a larger number of polling stations than there are fields listed in the handover form, indicating on each form the name and the code of the basic constituency for which the form is completed.

(3) The Central Election Commission of BiH shall during the takeover of the election material from the election commission of the basic electoral unit verify if the election material is packed properly and shall confirm the handover on the Election Material Handover Form. Should it identify any shortcomings, it shall instruct the election commission to remove them.

(4) A signed copy of the forms referred to in paragraph (1) of this Article shall be kept by the election commission, while other copies shall be kept by the BiH Central Election Commission.

Article 14

(Ballot box)

(1) The election commission shall properly store the ballot boxes, register the number of the latter as well as any damages and imperfections thereon, and it shall keep the ballot boxes for the next elections as fixed asset.

(2) The election commission shall submit the record on the number of ballot boxes referred to in paragraph (1) of this Article to the BiH Central Election Commission together with the regular work report.

(3) Types and management of ballot boxes shall be regulated by the Central Election Commission of BiH by a special regulation.

Article 15

(Duty of the president of polling station committee and role of the members of polling station committee in the voting process)

(1) The president shall manage the work of the polling station committee, and together with the members of the polling station committee he/she shall be responsible for legality of the work at the polling station. The president shall also be responsible to maintain integrity of the voting and counting process, take care of peace and order at the polling station and surrounding area; complete all necessary forms; ensure there are no weapons or dangerous items at the polling

station; assist the voters who need additional explanation of the voting process; deal with all issues regarding identification and the voters' right to vote; record in the Minutes the time and the circumstances of all extraordinary events at the polling station so as to enter into the Minutes any action taken upon an objection, if founded, and shall assign duties to every member of the polling station. Any potential interruption in ballot counting shall be entered by the President or Deputy President into the record on the work of the Polling Station Committee, section Z8. When a voter cannot be found on the voters' register at the particular polling station the president shall verify with the competent election commission at which polling station the voter can vote. Should the technical requirements allow, the President of the Polling Station Committee shall deliver (via adequate application) to the Central Election Commission of BiH preliminary results per political entities immediately upon counting every race and completing the Preliminary Results Form. As an exception, should those requirements are not met, the preliminary results shall be delivered in line with Article 70 of this Rulebook.

(2) Member of the polling station committee in charge of controlling the order shall ensure smooth circulation of the voters at the polling station.

(3) Member of the polling station committee in charge of identification shall check voters' identity; find the voter's name on the excerpt from the final Central Voters' Registers; warn the voter that his/her signature has to be identical to the signature on the ID document and make sure that the voter signs next to his/her name on the excerpt from the final Central Voters' Register in the appropriate pattern. Signature on the excerpt from the Central Voters' Register must correspond to the signature on the identification document.

(4) Member of the polling station committee in charge of issuing the ballots shall stamp and sign front sides of ballots, below the text "Voting Instruction" in the lower left corner, issue the ballots to the voter; provide explanation on how to correctly fill out the ballots and shall direct the voter to unoccupied space at which the secrecy of the vote shall be secured (hereinafter: voting booth). If a voter damages a ballot paper actions shall be taken in accordance with Article 5.20 of the Law, and damaged ballot paper shall mean unusable ballot paper: physically damaged or erroneously completed ballot paper.

(5) Design, contents and handling of the stamp shall be defined by a separate decision of the Central Election Commission of BiH.

(6) Member of the polling station committee in charge of ballot box's control shall direct the voters to put all ballots, one by one, into the ballot box and to leave the polling station; ensure that no voter leaves the polling station without putting the ballots into the ballot box; ensure that only ballots are put into the ballot box.

(7) If a polling station committee consists of a president and two members, the member of the polling station committee in charge of controlling the order shall at the same time be in charge of controlling the ballot box, while the member of the polling station committee in charge of identification shall at the same time be in charge of issuing the ballot papers.

(8) The members of the polling station committee shall be individually responsible for breaches made in performance of the duties assigned to them by the president of the polling station committee in accordance with the BiH Election Law and the regulations of the BiH Central Election Commission.

(9) The president of the polling station committee shall be found responsible for irregularities made by a member of the polling station committee if he/she failed to record observed irregularities and to immediately inform the competent election commission thereof.

(10) President and members of polling station committee shall be responsible to ensure regularity and secrecy of the vote, correct counting, documentation of the ballot papers and correct packing of polling material at the polling station.

(11) President and members of polling station committee must be present during the entire voting process, including the ballot counting process in line with provisions of Article 5.5 of the BiH Election Law, except in the cases when they need to vote at another polling stations at which they are registered in the excerpt from the Central Voters' Register or cannot continue to perform their work due to health and other justified reasons.

(12) President of the polling station committee shall be obligated to inform the election commission on his/her absence from the polling station or absence of the members of the polling station committee in order for the election commission to be able to engage their deputies to come to the polling station and assume their duties. The president of the polling station committee shall be responsible to record all staff replacements in part Z3 of the Minutes on operations of the polling station committee "Attendance form".

Article 16

(A day prior to the Election Day at a regular polling station – Article 5.3, paragraph (1) of the BiH Election Law)

(1) The election commission shall prepare a plan for delivery of polling material to the polling station committee.

(2) In accordance with the plan referred to in paragraph (1) of this Article, the election commission shall a day before, and no later than 12 hours prior to the opening of polling stations, deliver polling material to the polling station committee at the polling station. The following shall be delivered:

- a) excerpt from the Central Voters Register for the certain polling station;
- b) appropriate number of ballot papers;
- c) appropriate number of ballot boxes;
- d) set of the forms for the polling station;
- e) candidates' lists, namely the posters presenting the design of the ballot papers used for voting in that particular constituency;
- f) the posters with instruction on voting and information for the voters;
- g) the minutes referred to in Article 11, paragraph (1) of this Rulebook, and
- h) consumables, according to the specifications in the Minutes, which are necessary for the voting and counting process.
- i) stamp for additional protection of ballots.

(3) The polling station committee shall check whether the polling material received from the election commission is complete and in correct order, and shall sign the Minutes, also verifying storage procedure of the originally received polling material from the moment it was delivered to the polling station committee until the opening of the polling station. If the polling station committee determines that the polling material is not complete, it shall immediately inform the election commission thereof. The election commission shall be obligated to remove all

shortcomings in the contact with the BiH Central Election Commission as soon as possible.

(4) After the receipt of the polling material the president and members of the polling station committee shall examine the space designated for the polling station and shall remove any eventual shortcomings if they affect legitimacy of the polling station committees' work. The observations on the state of the polling station shall be entered into the Minutes. The president and members of the polling station committee shall be responsible for security of the polling material at the polling station from the moment material is received until completion of all their duties after the polling station is closed, voting process completed and the polling material delivered. Polling materials shall be kept in locked premises at Polling Stations in the night before opening of the Polling Stations. The police shall secure and guard the voting materials at the locations of Polling Stations the night before opening the Polling Stations.

(5) The polling station committee shall remove from the polling station all insignias and symbols indicating political parties, religious symbols, as well as any other insignias that might have discriminatory meaning. The polling station committee shall display at a visible place signs indicating the number of the polling station, entry and exit, direction to the polling station, prohibition of carrying and showing weapons and dangerous items, no smoking signs, signs prohibiting use of photo/video cameras, mobile phones and other items that can be used to record or to deliver audio, video or textual contents at the polling station from the time ballots are issued until the voter leaves the polling station, and shall also display the candidates' lists.

(6) The president and members of the polling station committee shall arrange the polling station as to secure unhindered movement of voters at the polling station.

Article 17

(Prior to opening of a polling station – Article 5.8 of the BiH Election Law)

(1) All members of a polling station shall arrive to the polling station at least an hour prior to opening of the polling station. In this period only members of the polling station committee and accredited observers shall be present at the polling station.

(2) The Polling Station Committee shall assign position for each voting booth in the manner in which the openings of voting booths are turned toward the members of the Polling Station Committee and observers, with a proper distance from the members, observers or voters coming in for identification, to avoid the violation of the secrecy of voting.

(3) Polling Station Committees at Polling Stations without access provided to persons referred to in Article 21, Paragraph (5) of this Rulebook shall assign a special place to install the voting booth in front of the Polling Station for this category of voters.

(4) Before the voting commences, the president, namely the members of the polling station committee shall:

- a) write all necessary data down on envelopes, i.e. packages;
- b) the president shall record on the Stock Form the number of voters registered in the excerpt from the Central Voters' Register;

- c) manually count received ballot papers for each electoral level and the present shall record on the Stock form the total number of received ballot papers;
- d) show the empty ballot box and seal it with the plastic seals;
- e) the president shall write down in the Stock Form the serial numbers of ballot box's seals;
- f) place the sealed ballot box in a place visible to everyone present;
- g) at a visible place display the list of members of the Polling Station Committee, with a reference to the political entity which has nominated them;
- h) the president shall record in the Minutes time the polling station was opened;
- i) the president shall check observer's identification document with a photo, which he/she will keep until the observer leaves the polling station. The president shall also determine whether observer's name is on the accreditation and shall record observer's name in the Minutes, together with the subject that accredited the observer, number of the accreditation, time of observer's arrival and departure; and
- j) the president shall direct the observers to an area where they can sit down and observe election activities, and shall warn them that they can neither interfere with the election process nor look inside the voting booth, but that they can ask questions related to the election process and put opinions or objections to the election process in the Minutes on operations or submit them signed in a written form.

Article 18

(Operations of the polling station committee in case of irregularities in the packages of ballot papers)

(1) In case that during the conduct of procedure set forth in Article 17, paragraph (3), point c) of this Rulebook the polling station committees observe irregularities:

- a) in vacuum packages of ballot papers find material other than ballot papers or ballot papers on which names of the candidates were not printed or not containing candidates' lists for constituency or ballots that were not determined by the BiH CEC, the polling station committees shall be obligated to set such ballot papers aside and to determine their number, as well as to determine number of ballot paper that are correct,
- b) receive a smaller number of ballot papers in the **vacuum** packages than planned that would affect the voting process due to lack of ballot papers,

they shall, immediately upon learning about irregularities referred to in points a) and b) of this paragraph, inform the election commission thereof.

(2) Upon receiving the notice from the polling station referred to in paragraph (1) of this Article, the election commission shall be obligated to visit the polling station and to document the observed irregularity in the Minutes on operations of the polling station, section "Before opening of the polling station", as well as to submit a report on observed irregularities to the BiH CEC.

(3) If the irregularities affect the work of the polling station committee in relation to lack of ballot papers for their work, the election commission shall take maximum 100 ballot papers from nearby polling station, delivering them to the polling station committee that lacks the ballot papers.

(4) The election commission shall carry out the procedure set forth in paragraph (3) of this Article by recording the fact into the Minutes, while the polling station committee shall record the same facts into the Stock Form, section 3 "The number of subsequently taken ballot papers" where the polling station committee whose ballot papers were taken records the number of taken ballot

papers, and the polling station committee that received the ballot papers records the number of received ballot papers.

CHAPTER II VOTING

Section A. Manner of Voting at Regular Polling Stations, Absentee Polling Stations, Polling Stations for Voting with Tendered Ballots and Manner of Voting via Mobile Teams

Article 19

(Identification, issuing of ballot and voting - Articles 5.13 and 5.16 of the BiH Election Law)

(1) In accordance with Article 5.12 of the BiH Election Law each voter shall present a valid personal document upon arrival at the polling station. After the voter proves his/her identity to a member of the polling station and his/her name is found on the excerpt from the Central Voters' Register the voter shall sign the excerpt from the Central Voters' Register next to his/her name. The signature shall be identical to the signature on the identification document. A member of the Polling Station Committee shall undertake to warn each voter that his or her signature on the excerpt of the Central Voters' Register must correspond to the his or her signature on the identification document, which is presented to the member of Polling Stations Committee for identification purpose.

(2) When the voter is identified and signs the excerpt from the Central Voters' Register, a member of the Polling Station Committee in charge of handing over ballots, shall stamp and sign front sides of each ballot, below the text "Voting Instruction" in the lower left corner. He or she shall then hand the ballots to the voter and refer him or her without delay to one of the vacant voting booths. Only one person may be inside the voting booth, except in case of a voter referred to in Article 21 of this Rulebook.

(3) Marking of the ballot at the polling station is secret, voting is in person. President and members of the polling station committee shall be responsible to secure secrecy of the vote and to prevent any person voting instead of another person in his/her name or multiple voting.

(4) After marking of the ballot papers the voter folds the ballot papers in a way as to protect secrecy of the vote and puts the ballot papers one by one into the ballot box. Member of the polling station committee responsible for the ballot box shall make sure that all ballot papers are put into the ballot box.

(5) In case that a voter does not put all the ballot papers issued to him/her at the polling station into the ballot box, the member of the polling station committee responsible for the ballot box will warn the voter of the obligation to do so. If the voter disregards the warning, the president of the polling station committee shall record this case into the Minutes on operations of the polling station committee, writing down the information from the voter's ID document.

(6) If a voter attempts to put into the ballot box a ballot paper that differs in color or in any other way from the original ballot papers issued at the polling station, the member of the polling station committee responsible for the ballot box will inform the president of the polling station committee thereof, who will suspend the voting process and with the police assistance confiscate that ballot

paper from the voter. The president of the polling station committee shall record this case into the Minutes on operations of the polling station committee, writing down the information from the voter's ID document. The president of the polling station committee shall immediately inform the election commission about the aforementioned cases.

(7) The president and members of the polling station shall cast their voter before opening of the polling station if their names are found on the excerpt from the Central Voters' Register for that polling station.

(8) The excerpt from the Central Voters' Register for voters in Brčko District of BiH shall have two parts:

- a) part A containing names of voters who vote for all levels of authority in BiH (except for the level of cantonal assemblies) for which voters in the Federation of BiH vote;
- b) part B containing names of voters who vote for all levels of authority in BiH for which voters in the Republika Srpska vote.

(9) Member of the polling station committee shall give to the voter referred to in paragraph (8) of this Article a combination of ballot papers depending on whether the voter's name is found in part A or part B of the excerpt from the Central Voters' Register.

Article 20

(Issuing tendered-enveloped ballot papers- Article 5.18 of the BiH Election Law)

(1) The polling station committee shall allow a voter **who has turned eighteen** and was first time registered in the Central Voters' Register in the period from the day the Central Voters' Register was concluded until the Election Day, and who presents to the polling station committee a certificate issued by the Center for Voters' Register, confirming that his/her name is not found on any excerpt from the Central Voters' Register, to vote by tendered-enveloped ballot papers.

(2) A voter with permanent place of residence in Brčko District of BiH whose name is not found on the excerpt from the Central Voters' Register shall be allowed to cast the vote by tendered-enveloped ballot papers if the voter submitted certificate referred to in paragraph (1) of this Article and the certificate on entity citizenship.

(3) The polling station committee shall allow a voter found on the list provided by the BiH Central Election Commission on the BiH citizens who are registered in the excerpt from the Central Voters' Register to vote outside the country, and happens to find him or herself in Bosnia and Herzegovina, to cast the vote by tendered-enveloped ballot papers

Article 21

(Assistance by another person – Article 5.19 of the BiH Election Law)

(1) While voting, a voter who is visually-impaired, illiterate or physically incapacitated, has the right to use assistance by another person of his or her choice and upon approval by the President of the Polling Station Committee.

(2) The member of the Polling Station Committee in charge of identification shall enter into the section envisaged for signature the number of the identification document of the voter who is

visually impaired, illiterate or physically incapacitated and of the person assisting him or her, next to his or her signature.

(3) The President of the Polling Station Committee shall keep record on the PDL Form of situations in which the assistance of another person is used. A PDL Form shall contain the following data:

- a) The assistance is used at the Polling Station or outside the Polling Station;
- b) Data about the voter who is visually-impaired, illiterate or physically incapacitated:
 - full name
 - Single Identification Number (JMB)
 - number of the identification document
- c) Data about the person who assists:
 - full name
 - number of the identification document
 - signature
- d) A mark indicating a voter who is visually-impaired, illiterate or physically incapacitated
- e) Type of evidence (number and date of issuing evidence referred to in Item d) herein
- f) Serial number of the Form,
- g) Number of the Polling Station,
- h) Serial number of the voter enlisted in the excerpt of the Central Voters' Register,
- i) Signature of the President of the Polling Station Committee

(4) Evidence referred to in Paragraph (3), Item d) for a visually-impaired and physically incapacitated person shall include a decision or a certificate issued by a relevant institution, institute or commission about the disability or physical incapacitation, finding by the medical institution that carried out the disability or physical incapacitation assessment and a membership card of an association registered to assist this type of population. As an exception, the President of the Polling Station Committee may allow the assistance without the presentation of this evidence to a voter who is obviously unable to vote without assistance. Evidence for an illiterate person referred to in Paragraph (3) is an "XX" mark on the travel document if the identification has been carried out on the basis of a travel document, or a blank section envisaged for signature if the identification has been carried out on the basis of an identification card.

(5) Physically incapacitated voter is also a voter who can come to the Polling Station, but due to physical obstacles and the space not being adapted to his or her disability, cannot enter. For this type of population, a special area with a voting booth shall be placed in front of the Polling Station, adequate for this type of population. Another person to assist him or her, chosen by this voter, shall present a valid identification document of the physically incapacitated voter inside the Polling Station and shall state that this voter cannot enter the Polling Station. A member of the Polling Station Committee in charge of identification shall verify if the full name of the physically incapacitated voter is enlisted in the excerpt from the Central Voters' Register. If yes, the President of the Polling Station Committee shall enter the data in the record referred to in Paragraph (3) of this Article and shall approve the procedure. A member of the Polling Station Committee shall then approach the physically incapacitated voter with the Minutes on the operations of the Polling Station Committee (ZARBO), voting ballots, a pencil and an envelope. The same member shall enter the full name and personal details of the physically incapacitated voter along with the number of his or her identification document. The physically incapacitated voter shall put his or her signature next to those data, fill out the ballots and place them into the envelope. The person chosen by the physically incapacitated voter shall take the envelope to the ballot box, open the envelope and place the ballots inside the ballot box. A member of the Polling Station Committee

shall enter the identification document number of the assisting person into the section envisaged for signature, next to the name of the physically incapacitated voter. The assisting person shall enter his or her full name in block letters into the excerpt from the Central Voters' Register and shall sign it.

(6) The election commission shall print out at least 10 PDL Forms per each Polling Station, enter its serial numbers referred to in Paragraph (3) of this Article and hand them over to the President of the Polling Station Committee during the handover of the voting material. The election commission shall deliver an additional number of PDL Forms to the Polling Station Committee during the voting process, per request by the President of the Polling Station Committee.

(7) The Polling Station Committee shall place the used PDL Forms referred to in Paragraph (3) of this Article in a transparent plastic bag and shall pack it along with the excerpt from the Central Voters' Register according to the packing plan.

Article 22

(Absentee polling stations)

(1) The voting procedures defined for the regular polling stations shall be applied at the absentee polling stations. A voter, who casts his/her vote at the absentee polling station, shall receive envelopes containing ballot papers that are issued in the basic constituency for which the voter votes.

(2) Before opening of the absentee polling station the polling station committee shall conduct same activities as polling station committee at the regular polling stations, as defined in Article 17 of this Rulebook, exception being that the envelopes containing ballot papers by basic constituencies for which the voters vote are counted manually at these polling stations. The president shall record the number of counted envelopes on the Stock Form.

(3) A member of the Polling Station Committee in charge of issuing envelopes containing ballots shall imprint the stamp of the Absentee Polling Station and put his or signature on the front side of each ballot below the text reading „Voting Instruction“ in the lower left corner.

Article 23

(Voting by tendered –enveloped ballots – Article 3.16, paragraph (6) and 3.17 of the BiH Election Law)

(1) One polling station shall be designated to issue tendered – enveloped ballot papers in every basic constituency.

(2) After the member of polling station committee in charge of identification identifies the voter referred to in Article 20 of this Rulebook and enters necessary information into the excerpt from the Central Voters' Register for voters who vote by tendered ballots, the voter shall sign the signature box in this excerpt.

(3) Member of the polling station committee in charge of issuing ballot papers shall, based on an identification document of a voter, fill in necessary data on the front side of the envelope containing tendered-enveloped ballot papers, according to which the voting right can be confirmed. After that, a member of the Polling Station Committee in charge of issuing ballots on the front side of each ballot shall imprint the stamp of the Polling Station for

Voting with Tendered Ballots below the text reading “Voting Instruction” in the lower left corner, put his or her signature, shall hand over the ballots and protective envelope to the voter and refer him or her immediately to one of the unoccupied voting booths and leave him or her to fill out the ballots.

(4) The following information shall be written on the front side of the envelope for tendered-enveloped ballot papers:

- a) number of the polling station;
- b) last name and name of the voter;
- c) national identification number;
- d) date of birth, and
- e) information on name and number of presented identification document and name of the issuing authority.

(5) Form of the envelope design is integral part of this Rulebook.

(6) The member of the polling station committee in charge of issuing ballot papers shall keep the voter’s identification document until the voter returns tendered-enveloped ballot papers packed into the protective white envelope, and shall attach the documents referred to in Article 20 of this Article to the excerpt from the Central Voters’ Register. The member of the polling station committee in charge of issuing ballot papers shall place the safety white envelope into the envelope containing information on the voter who votes by tendered-enveloped ballot papers. The envelope shall be sealed and the voter shall place it into the ballot box.

Article 24

(Voting of voters referred to in Article 5.21, paragraph (4) of the BiH Election Law)

(1) For the purpose of voting by voters who are homebound, confined to medical institutions or voters who will vote in prisons or detention units, the election commissions shall within 10 days prior to the Election Day, taking into consideration territorial distribution and number of institutions, organize mobile teams that shall visit voters of this category at their homes or institutions on the Election Day. The mobile team shall have one president and two members. The president shall manage work of the mobile team and shall be responsible for its legality. The election commission shall deliver the material to every established mobile team an hour prior to opening of the polling stations. The material shall contain:

- a) excerpt from the Central Voters’ Register for voters register to vote by mobile team;
- b) appropriate number of ballot papers packed into protective envelopes that are placed into personalized-protective envelopes containing codes of the basic constituencies for which the votes are cast – the envelope design form is integral part of this Rulebook,
- c) appropriate number of auxiliary ballot boxes (cardboard boxes);
- d) Stock form – mobile team;
- e) consumables that are necessary in the process of voting and ballot counting;
- f) Minutes on operation of the polling station committee, and
- g) the list of voters with addresses and contact telephone numbers referred to point a) of this paragraph.

(2) Upon receipt of the polling material from the election commission the president and the members of the mobile team shall:

- a) write down their names in the Minutes and shall put their signatures in the designated part of the Minutes – with the note mobile team;
- b) write down number of voters from the excerpt referred to in paragraph (1), point a) of this Article on the designated place in the Stock Form – MOBILE TEAM;
- c) manually count received personalized envelopes containing protective envelopes with ballots in line with the codes of the basic constituencies for which the votes are casted, and according to the voting option of the voters registered in the excerpt referred to in paragraph (1), point a) of this Article and shall write down that number in the Stock Form;
- d) form an auxiliary ballot box for mobile team and shall place a self-adhesive paper seal on the opening of the ballot box, and
- e) write down the serial numbers of the seals from the auxiliary ballot box in the Stock Form.

(3) While handing over the ballots, the president of the mobile team shall stamp each ballot with the mobile team stamp on the front side below the text reading “Voting Instruction” in the lower left corner, shall sign it next to the stamp and shall hand over the ballots and the protective envelope to the voter.

(4) The voting procedure for voters with special need shall not differ from the procedure set forth in Articles 19 and 21 of this Rulebook, except that the name/father’s name/last name of the voter, who cast the ballot paper by mobile team, are written down on the personalized-protective envelope together with the personal identification number. When a voter with special needs cast his/her ballot at a certain location, the mobile team shall seal the opening of the ballot box with the self-adhesive tape to be signed by the president and the members of the mobile team. After the end of the field work the mobile team shall seal opening of the ballot box with self-adhesive paper seal to be signed by the president and the members of the mobile team, and the serial number of the seal shall be recorded in the Stock Form.

(5) The mobile team shall start its work at 07.00 hours and shall end its work at 19:00 hours. At 19:00 hours the mobile team shall pack polling material in the main office of the election commission in accordance with Article 65 of this Rulebook and shall deliver it to the election commission.

Article 25

(Expulsion from the polling station – Article 6.5 of the BiH Election Law)

(1) Election commission may expel from a polling station president and members of the polling station committee who by their actions disrupted voting continuity and/or who during the voting and counting procedures acted contrary to the rules. The election commission shall inform the BiH Central Election Commission thereof in writing, submitting complete paperwork on undertaken actions.

(2) The election commission shall initiate the procedure referred to in paragraph (1) of this Article upon notice by the president or member of the polling station committee, accredited observers or voters or ex-officio.

Article 26
(Closing of the polling station – Article 5.9, paragraph (2) of the BiH Election Law)

(1) Voters who are in line at the Polling Station at the time of closing shall be allowed to cast their vote. In that case, the polling station committee shall continue its work after 19:00 hours, ending it no later than 22:00 hours. Procedure of closing the Polling Station shall be as follows:

- a) 15 minutes prior to polling station closing time the president announces everyone present, inside and outside of the polling station, the time of closing of the polling station;
- b) member of the polling station committee in charge of order shall stand at the end of the line at the closing time in order to ensure that no person came to the line after closing of the polling station and shall close the door immediately after the last voter in line cast his/her ballot; and
- c) the president shall record the time of closing of the polling station in the Minutes and shall seal the opening of the ballot box with a self-adhesive tape putting his/her signature thereto.

(2) At polling station's closing time the president shall record all present accredited observers in section Z8 of the Minutes.

Section B. Election management procedure at the polling stations in the DCO BiH – Article 1.5, paragraph (3) of the BiH Election Law

Article 27
(Delivery of polling material)

(1) The BiH Central Election Commission shall deliver polling material to the BiH Ministry of foreign affairs no later than 10 days prior opening of the polling stations. The polling material shall consist of the following:

- a) excerpt from the Central Voters' Register for designated polling station in the DCO BiH;
- b) appropriate number of protective envelopes containing ballots with special protection, with the number of combination written on the envelope and names of electoral units belonging to that combination ;
- c) appropriate number of ballot boxes;
- d) set of the forms for the polling station;
- e) the posters containing information on the voting procedure and informative contents for the voters;
- f) Minutes,
- g) consumables according to the specification in the Minutes, which are necessary for the voting and counting process, and
- h) Stamp referred to in Article 2, Paragraph (1), item 31 of this Rulebook.

(2) The BiH Ministry of foreign affairs shall three days before, and no later than 12 hours prior to opening of the polling stations at the DCO BiH, deliver to the polling station of the appropriate DCO BiH polling material referred to in paragraph (1) of this Article.

(3) The polling station committee shall check whether the polling material received from the BiH Ministry of foreign affairs is complete and in correct state, recording its observation in the Minutes.

(4) Following the receipt of the polling material, the president and members of the polling station committee shall act in accordance with Articles 16 and 17 of this Rulebook.

Article 28 **(Voting procedure)**

(1) Voting at a polling station in the DCO BiH shall be conducted under procedure set forth in Article 22 of this Rulebook.

(2) Valid identification document for voting of voters in the DCO BiH is set forth in Article 5.12 that is Article 3.15, paragraph (4) of the BiH Election Law.

Section C. By-mail voting procedure – Article 5.21, paragraph (1) of the BiH Election Law

Article 29 **(Voting kit)**

The BiH Central Election Commission shall make a registered mail delivery of voting kits to all voters, who are registered in the excerpt from the Central Voters' Register for by-mail voting. The voting kit shall contain:

- a) Voter's personal information form: name and last name, personal identification number, date of birth, present address outside BiH (street and number, city, zip code, state), combination number for the ballot papers, and the instruction on how to vote (printed on the form's overleaf);
- b) appropriate specially protected ballot papers that are issued for the basic constituency for which the voter casts his/her vote;
- c) return envelope with imprinted (return) address of the BiH Central Election Commission, and
- d) an envelope for ballot papers to ensure secrecy of the vote.

Article 30 **(Return envelope)**

A voter voting by-mail shall send a return envelope to the BiH Central Election Commission. The envelope shall contain:

- a) the envelope for ballot papers that ensures secrecy of the vote and that contains ballot papers and which was glued to ensure secrecy of the vote;
- b) copy of a valid identification document in accordance with Article 5.12, that is Article 3.15, paragraph (4) of the BiH Election Law;
- c) Voter's personal information form containing the data listed in Article 29, paragraph (1), point a) of this Rulebook.

Article 31
(Deadline for receiving return envelope – Article 5.21 of the BiH Election Law)

- (1) A return envelope sent to the BiH Central Election Commission on the Election Day at latest shall be accepted and counted if the BiH Central Election Commission receives it no later than five days following the Election Day and if the return envelope carries a postmark of the country from which the ballot is cast, containing the date that is not later than the election date.
- 2) In conditions of extremely hindered or interrupted postal traffic caused by the COVID-19 epidemic, as well as in case of significantly hindered postal traffic with overseas countries, the voter may submit a return envelope to the BiH DCO in a special envelope containing the postmark of the country from which the ballot is cast, which shall be accepted and counted under the conditions referred to in paragraph (1) of this Article.
- (3) The DCO BiH shall send the mail referred to in paragraph (2) of this Article to the Central Election Commission of BiH no later than three days from the day elections ended.
- (4) The list of countries referred to in paragraph (2) of this Article shall be determined by the Central Election Commission of BiH on the basis of information from the Ministry of Foreign Affairs of BiH confirmed by public postal operators.
- (5) The Central Election Commission of BiH shall submit an instruction letter on the manner of receiving and sending the return envelope referred to in paragraph (2) of this Article to the Ministry of Foreign Affairs of BiH for informing voters through the DCO BiH.
- (6) Provisions of Paragraphs (2) through (6) shall be applied only if the Central Election Commission of BiH passes a special decision thereto in line with epidemiological measures in effect in the country and measures passed by relevant authorities, of which it shall notify the election administration and the widest public in a timely manner.

Article 32
(By-mail voting guide)

- (1) The Central Election Commission of BiH will distribute the Guide to Voting by Mail, the content of which is determined by the Central Election Commission of BiH, through:
 - a) DCO BiH;
 - b) clubs and associations of BiH citizens abroad;
 - c) website of the Central Election Commission of BiH, account of the Central Election Commission of BiH on social media and other authorized Internet sites and
 - d) offices of governmental and non-governmental organizations dealing with refugees and migration issues.

CHAPTEER III. EXERCISE OF THE VOTING RIGHT BY COVID-19 POSITIVE PATIENTS

Article 33 (Scope)

Provisions of this Chapter shall applied only if the Central Election Commission of BiH passes a special decision thereto in line with epidemiological measures in effect in the country and measures passed by relevant authorities, of which it shall notify the election administration and all the participants of the election process.

Article 34 (Exercise of the right to vote by COVID positive voter and/or voters who were ordered isolation/self-isolation)

(1) A voter whose name is on the excerpt from the Central Voters Register for voting at a regular polling station, and who is Covid positive and/or who has imposed a measure of compulsory isolation by the competent body, due to which he is unable to come to the polling station where he is registered in the excerpt from the Central Voters' Register to vote in person, shall, at his request, be allowed to vote by ballot referred to in paragraph (4) of this Article, in accordance with Article 38 of this Rulebook.

(2) In order to exercise the right to vote, the voter referred to in paragraph (1) of this Article shall, no later than 72 hours before Election Day, submit to the election commission a request to vote by enveloped ballot, i.e. a medical report confirming that he/she is Covid positive and/or a document of the competent body ordering his/her isolation personally (via e-mail, fax or telephone applications that can receive documents or photographs of documents) or through another person.

(3) A voter diagnosed with COVID-19 after 72 hours before the Election Day shall submit the request for voting referred to in paragraph (2) of this Article no later than 12.00 the day before the election.

(4) The voters referred to in paragraph (1) of this Article shall vote by an enveloped ballot paper which is excluded from the regular polling station, according to the procedure prescribed by Art. 19, 21 and 24 of this Rulebook, except in the part differently prescribed by the provision of Article 38 of this Rulebook.

(5) In addition to one or more mobile teams referred to in Article 24 of this Rulebook, the election commission shall, by a special decision, form at least one special mobile team consisting of at least one healthcare officer. The president or at least one member of this special mobile team must be equipped with special protective equipment, which must include a protective suit, mask, protective cap, gloves, adequate footwear protection and, if possible, a visor.

Article 35 (Field work plan)

(1) For the purpose of exercising the right to vote referred to in Article 34, paragraph (1) of this Rulebook, the election commission shall, based on the received documentation referred to in Article 34, paragraph (2) of this Rulebook, draw up a field work plan containing a list of Covid positive voters and/or voters who were ordered isolation, which will also contain their addresses and contact telephone numbers.

(2) The Election Commission shall enable accredited observers to observe the work of a special mobile team in the field, all in compliance with the recommendations from the Instruction on operations of the election management bodies on the Election Day in the context of Covid-19 epidemic (Official Gazette of BiH, No. 41/20).

(3) In case of receipt of the request for voting within the deadline referred to in Article 34, paragraph (3) of this Rulebook, the election commission shall, if possible, amend the previous field work plan by considering the voter's address and the working hours of the special mobile team - until 7 pm, informing accredited observers thereof in an appropriate manner.

Article 36 **(Special excerpt for voting)**

(1) After documents referred to in Article 34, paragraph (2) of this Rulebook are received and process, the election commission shall make a special decision and draw a special excerpt for voting of voters referred to in Article 34, paragraph (1) of this Rulebook by finding the names of those voters on the excerpt from the Central Voters' Register for voting at a regular polling station or on another excerpt, with the home address or the address of the institution where the voter is located. It shall legibly enter words 'Voter COVID-19' in the signature column, copy the data from that excerpt to a special excerpt for voters referred to in Article 34, paragraph (1) of this Rulebook and then cross out all columns on the excerpt from the Central Voters' Register for that voter with a red ballpoint pen. An integral part of the special excerpt is the Stock Form (mobile team) BSM.

(2) In case a request was received within the deadline referred to in Article 34, paragraph (3) of this Rulebook, the election commission shall, in direct contact with the competent chairman of the polling station committee, ensure that the name of that voter is included in a special excerpt for voting of voters referred to in Article 34, paragraph (1) of this Rulebook. The provisions of paragraph (1) of this Article shall apply analogously to this procedure.

(3) A copy of the special excerpt referred to in paragraph (1) of this Article shall be submitted by the election commission to the Central Election Commission of BiH no later than 48 hours before the Election Day. Following closing of the polling stations the election commission shall inform the Central Election Commission of BiH about the total number of voters, including voters who submitted a request within the deadline referred to in Article 34, paragraph (3) of this Rulebook and who are registered in a special excerpt referred to in paragraph (2) of this Article.

(4) An integral part of the special Excerpt for voters referred to in Article 34, paragraph (1), the number of whom is contained in the Stock Form - Special Mobile Team for Covid positive voters, is a list of these voters with their addresses and contact details.

(5) The special excerpt referred to in paragraph (1) of this Article shall contain the name of election commission, as well as the name and the code of the basic constituency in the upper part of the cover page, while the title "Voters COVID-19" shall be located on the middle of the page, and the place and date of drafting this special excerpt shall be on the lower part of the page. The election commission shall number all pages of the special excerpt, verify each page with the stamp of the election commission, print it, bind all pages with a red tape, i.e. a two-color sealing string and certify it at the knot with the stamp of the election commission.

Article 37
(Manner of securing the polling material)

(1) The election commission shall set aside a sufficient number of envelopes referred to in Article 10, paragraphs (1) and (2) of this Rulebook that was delivered by the BiH CEC. A sticker "COVID-19" shall be placed on every envelope, together with the excerpt referred to in Article 34, which are then handed over to the president of the special mobile team.

(2) The President of the polling station committee shall, in accordance with the procedure referred to in Article 17, paragraph (4), item b) and Article 18, paragraph (4) of this Rulebook, enter in the Stock Form the total number of voters voting at that regular polling station reduced for the number of voters referred to in Article 34, paragraph (1) of this Rulebook, who were granted the right to vote in accordance with Article 34 of this Rulebook.

(3) After, in terms of Article 17, paragraph (4), item c) of this Rulebook, the polling station committee manually counts and determines the total number of ballots received for each election level, the polling station committee from a regular polling station shall set aside in a special plastic bag with the inscription "Voters COVID- 19" necessary number of ballots for a each electoral level for voters who vote through the Special Mobile Team in the manner referred to in Article 38 of this Rulebook and shall hand over that unsealed translucent plastic bag to the Special Mobile Team upon arrival at that polling station. The action described above shall be recorded in the minutes of the work of the polling station committee, the Stock form and the minutes on the handover of ballots (ZPGL), which are integral part of this Rulebook.

(4) The special mobile team referred to in Article 34, paragraph (5) of this Rulebook shall, in accordance with the field work plan referred to in Article 35 of this Rulebook, visit each regular polling station with voters registered in a special excerpt referred to in Article 36 of this Rulebook. Before taking over the ballots referred to in paragraph (3) of this Article from the polling station's chairperson at the regular polling station, the Special Mobile Team shall count taken unsealed envelopes and ballots for each electoral level for the voters voting through the Special Mobile Team. After counting, the President of the Special Mobile Team shall pack the ballots into a sufficient number of sets of envelopes, referred to in paragraph (1) of this Article. This action must be recorded in the minutes of the work of the polling station committee and the Stock form, as well as in the minutes of the work of the Special Mobile Team.

(5) The special mobile team shall take over a translucent ballot box, envelopes referred to in paragraph (1) of this Article and other necessary materials referred to in Article 16, paragraph (2) of this Rulebook. The Special Mobile Teams shall enter the serial number of the translucent ballot box seal in the Stock form, and shall complete the Stock form of the Special Mobile Team.

(6) A special mobile team shall use all ZPGL minutes to determine the total number of sets of ballots received from polling stations. It shall be done at the office of the election commission after 19:00 hours and the number shall be entered into the Stock form.

Article 38

(Voting of COVID positive voter and/or voters who were ordered isolation/self-isolation)

(1) Voting of voters referred to in Article 34, paragraph (1) of this Rulebook shall be conducted in a combined manner and according to the voting procedure for a voter voting through a mobile team and a voter voting with an tendered- enveloped ballot paper, except in the part differently prescribed by this Articles and Articles 34 through 37 of this Rulebook.

(2) Voting referred to in paragraph 1 of this Article shall be conducted differently in the following cases:

- a) a voter who is Covid positive and who, in accordance with the document of the competent authority, is in isolation in his home, and
- b) a voter who, on the basis of a document of the competent authority, is in home isolation, and for whom medical examination did not confirm infection.

(3) The voter referred to in paragraph (2) item a) of this Article shall vote exclusively through another person, and the procedure shall be approved by the president of mobile team

(4) The voter referred to in paragraph (2) item b) of this Article shall vote in person, except in the case referred to in Article 21 of this Rulebook, when at the request of the voter the president of the special mobile team approves voting through another person.

(5) The special mobile team referred to in Article 34, paragraph (5) of this Rulebook shall not enter the house or apartment of voters referred to in Article 34, paragraph (1) of this Rulebook during its work, except the institutions if the entrance is not prohibited by the decision of a competent body, and shall keep prescribed physical distance at all time.

(6) In accordance with this Article, the voter referred to in Article 34, paragraph (1) of this Rulebook shall, personally or through another person he chooses, sign the special excerpt referred in Article 34 of this Rulebook with his own blue pen at the time of receipt of voting material and shall cast the ballot in line with this Article, in person or through another person.

Article 39

(Handling the polling material)

(1) After performing all prescribed tasks, the special mobile team referred to in Article 34, paragraph (5) of this Rulebook shall pack the voting material, excerpts and minutes of the ZPGL in line with Article 65 of this Rulebook and the packaging scheme which is an integral part of this Rulebook and shall put the name and code of the basic constituency and the text: "Voters COVID-19" on all bags, which shall together with the excerpt referred to Article 36 of this Rulebook and other polling material be delivered to the election commission.

(2) The voting material packed in the manner referred to in paragraph (1) of this Article shall be deposited in a special separate place in the election commission's warehouse, where it shall be disinfected, and then delivered to the Main Counting Center in accordance with the election material transport plan.

(3) The Director of the Main Counting Center shall prescribe the procedure for handling the materials referred to in paragraph (1) of this Article in accordance with the provisions of the

Instruction on operations of the election management bodies on the Election Day in the context of Covid-19 epidemic (Official Gazette of BiH, No. 23/20).

CHAPTER IV COUNTING BALLOT PAPERS AND VOTES

Section A. Regular polling stations – Article 5.22 of the BiH Election Law

Article 40 (Time of counting)

The ballot papers shall be counted immediately after closing of the regular polling stations.

Article 41 (Sequence of actions after closing of the polling station)

(1) After closing of the polling station, in the presence of accredited observers, the president and members of polling station committee shall:

- a) shall put the stamp referred to in Article 2, Paragraph (1), Item 31 of this Rulebook, into a transparent PLD bag that shall be sealed and placed on the visible spot on the desk,
- b) place all pens that are not red into the bag for unused ballots ;
- c) count and record in the Stock Form the total number of remaining unused ballot papers for each electoral level;
- d) pack unused ballot papers for each electoral level into the original box;
- e) shall count and enter into the Register on the Work of the Polling Station Committee (ZARBO), section Z9, signatures from each side of the excerpt of the Central Voters' Register, after which they shall enter into the Central Voters' Register the total number of all signatures (sum of all signatures on all pages of the excerpt of the Central Voters' Register). The President shall then enter the total number of signatures in the Counting Results Form. The Polling Station Committee in the Brčko District of BiH shall count also the signatures on the excerpt of the Central Voters' Register for voters from the FBiH and on the excerpt from the Central Voters' Register for voters from RS and shall enter them in the Register on the Work of the Polling Station Committee (ZARBO), sections Z9a and Z9b, respectively.
- f) immediately upon establishing the number of signatures referred to Item e) herein shall place the Excerpts from the Central Voters' Register in the assigned envelope, placing a self-adhesive tape on the sealed opening of the envelope reading "CVR Excerpt – DO NOT OPEN!" placing it on the visible spot on the desk. Upon the finalization of all activities, this envelope shall be packed in line with the packing plan.
- g) shall count and record the total number of damaged ballot papers for each electoral level and pack them into appropriate envelope, and
- h) president and the members of polling station committee sign the Stock Form.

(2) The voting material referred to in Paragraph (1), Items c) and g) of this Article shall be packed by the Polling Station Committee in a transparent plastic bag, separately for each race (level of authority).

(3) All forms completed at the polling station shall be completed by using a red pen only.

Article 42
(Sequence of actions in counting process)

The actions in counting process at a polling station shall be done in the following sequence:

- a) Determining number of ballot papers in the ballot box;
- b) Counting ballot papers in the ballot box;
- c) Counting votes (majority system);
- d) Counting votes received through open list system – votes for political subjects;
- e) Counting votes received through open list system – votes for candidates within political entities.

Article 43
(Counting of ballot papers – Article 5.25 of the BiH Election Law)

(1) After closing of the polling station and in the presence of accredited observers the president and the polling station committee shall, the Polling Station Committee shall:

- a) open ballot box and place its contents onto the desk (working surface) prepared for counting;
- b) display the empty ballot box to all the present proving that there are no left over ballot papers in the box;
- c) sort the ballot papers according to electoral levels into groups of ballots of the same color and into groups of 25 pieces each;
- d) cross-stack the groups of 25 ballot papers one onto another;
- e) determine number of groups of 25 ballot papers to which the remaining ballot papers shall be added in order to get the total number of ballot papers;
- f) number of the ballot papers referred to in point e) of this Article, the Polling Station Committee in the Brčko District of BiH shall establish for all four electoral levels in RS, and for three electoral levels in FBiH, shall be recorded in the Form for aggregate results by the president, and
- g) actions referred to in points c), d), e) and f) shall be done when counting an electoral level.

(2) The ballot papers for electoral races that are currently not being counted shall be packed into transparent plastic bags separately for each electoral level. The bags shall be put the table as to be visible to everyone present at the polling station.

Article 44
(Ballot papers for certain electoral levels - Article 5.14 and 5.25 of the BiH Election Law)

(1) The ballot papers for certain electoral levels shall be counted in the following order:

- a) in the Federation of BiH:
 - 1) the BiH Presidency – election system – majority vote,
 - 2) the House of Representatives of the BiH Parliamentary Assembly – election system of proportional representation,
 - 3) the House of Representatives of the Federation of BiH Parliament - election system of proportional representation,
 - 4) Cantonal Assembly - election system of proportional representation;

b) in Republika Srpska:

- 1) the BiH Presidency - election system – majority vote,
- 2) the House of Representatives of the BiH Parliamentary Assembly - election system of proportional representation,
- 3) President and vice presidents of Republika Srpska - election system – majority vote,
- 4) National Assembly of Republika Srpska - election system of proportional representation.

(2) Counting of the ballots shall be done in presence of the president and all members of the polling station committee, or in presence of deputy president and deputy member of polling station committee at a polling station where president or member cannot be present for the count due to justified reasons. If the president or a member of polling station committee leave the polling station without approval during counting of the ballots referred to in point a) and b) of this paragraph the polling station committee shall immediately inform the competent election commission thereof. The election commission shall immediately send a deputy president or deputy member to the polling station, and the polling station committee shall stop the counting and remain at the polling station until arrival of the deputy. President or deputy president shall record the interruption in counting of the ballots in the Minutes on operations of the polling station committee, section Z8.

(3) The polling station committee in Brčko District of BiH shall first count the ballots papers referred to paragraph (1), item a), indent 1) and point b) indent 1), then ballots referred to in Item a), indent 2) and Item b), indent 2), then those referred to in item b), indent 3), Item a), indent 3), Item b), indent 4) and the remainder of ballots referred to in Item a), indent 4) of this Article.

Article 45

(Vote counting procedure – for member of the BiH Presidency and for president and vice presidents of Republika Srpska)

(1) When counting votes received through the majority system the president and members of the polling station shall:

- a) classify the ballot papers for that electoral level into special groups by candidates;
- b) during the classification of ballots papers referred to in point a) of this paragraph, the Polling Station Committee shall verify if each ballot contains valid security element (watermark). If the polling station committee determines that there are ballot papers without security element, it shall declare them invalid ballots.
- c) verify if the ballot contains the imprint of the stamp of the Polling Station. Should the Polling Station Committee find that the ballot does not contain such stamp, it shall establish it as an invalid ballot;
- d) make a special group of ballot papers that are not filled in (unmarked), as well as of ballot papers that are marked in the way where it cannot be established with certainty to which candidate the voter gave his/her vote, and their regularity is determined by the president and members of the polling station committee;
- e) When the Polling Station Committee has established the ballots referred to in Items b) and c) herein, it shall immediately notify the election commission thereof and the election commission shall notify the Central Election Commission of BiH thereof. Then the Polling Station Committee shall enter into the Register on the Work of the Polling Station Committee, section Z10, the number of established invalid ballots per categories referred to in Item d) herein and the number of invalid ballots re-

ferred to in Item b) and c). In case that the Polling Station Committee has not detected ballots referred to in Items b) and c) herein, it shall not enter anything in the section Z10 of the Register on the Work of the Polling Station Committee. The Polling Station Committee in the Brčko District of BiH enters the data in section Z10a for ballots from the FBiH and in section Z10b for ballots from RS.

- f) The Polling Station Committee shall pack the ballots referred to in Items b) and c) herein in line with the packing plan with other two categories of invalid ballots, only packed in separate rolls with rubber bands, with stickers reading “Invalid ballots without security elements”.
- g) count the ballot papers for each candidate and shall bind them into groups of 25 pieces each;
- h) determine validity of ballot papers referred to in point c) of this paragraph – ballot papers that are found to be valid by the president and members of the polling station committee, shall be added to the group for appropriate candidate, and
- i) determine total number of valid votes for each of the candidates.

(2) Invalid ballot papers shall be divided into two groups:

- a) invalid unmarked ballot papers, and
- b) invalid other ballot papers.

(3) President and the members of the polling station committee:

- a) shall count the ballot papers of each category of invalid ballots and the president shall record the number in the Form for aggregate results at a polling station ZR (majority vote) for that electoral level. The invalid ballot papers shall be packed into the protective bags for polling material in accordance with Article 61, Paragraph (2) and Article 62, Paragraph (2) of this Rulebook;
- b) the president shall record the results of vote counting for every candidate in the Form for aggregate results at a polling station ZR (majority vote) for that electoral level. If a candidate does not receive any votes, “0” shall be placed next to the name of that candidate, and
- c) shall pack valid ballot papers into protective bags for polling material in accordance with Article 61, Paragraph (2) and Article 62, Paragraphs (2) and (3) of this Rulebook.

(4) The president shall announce to everyone present the results of the vote count at a polling station under the majority system in accordance with Article 5.26, paragraph (2) of the BiH Election Law, and the yellow copy of the ZR Form (majority vote) shall be displayed at the polling station. The president shall hand over the green copy with election results for a certain level to the person authorized by the election commission.

Article 46

(Counting votes under proportional representation system for every electoral level)

(1) Voting and counting of the ballot papers under the proportional representation system shall be done for the following electoral levels:

a) in the Federation of BiH:

- 1) House of Representatives of the BiH Parliamentary Assembly,

- 2) House of Representatives of the Federation of BiH Parliament,
- 3) Cantonal Assemblies;

b) in Republika Srpska:

- 1) House of Representatives of the BiH Parliamentary Assembly,
- 2) National Assembly of Republika Srpska.

(2) The ballot paper shall be valid only if voter marked the checkbox:

- a) next to the name of only one political party, or a coalition, or a list of independent candidates or the name of an independent candidate;
- b) next to the name of one or more candidates on the list of only one selected political party, or coalition or list of independent candidates, and
- c) next to the name of one political party, or one coalition, or one list of independent candidates, and candidate (one or more) within the selected political party, or coalition or list of independent candidates.

Article 47

(Determining number of voters for political entities)

(1) The number of votes received by a political entity shall be determined during the first count of votes under the proportional representation system.

(2) The procedure of first count shall be as follows:

- a) sorting the ballot papers in line with the sequence determined for a certain electoral level into groups by political entities – ballot papers marked by a voter in the manner set forth in Article 48, paragraph (2) of this Rulebook shall be part of the group for one political entity;
- b) during the sorting of ballots papers referred to in point a) of this paragraph, the Polling Station Committee shall verify if each ballot contains valid security element (watermark). If the polling station committee determines that there are ballot papers without security element, it shall declare them invalid ballots;
- c) making special groups of unmarked ballot papers, as well as groups of ballot papers that are marked in such a way that it cannot be determined with certainty to which political subject the voter gave his/her vote – their validity shall be determined by the president and members of the polling station;
- d) When the Polling Station Committee has established the ballots referred to in Items b) and c) herein, it shall enter into the Register on the Work of the Polling Station Committee, section Z10, the number of established invalid ballots per categories referred to in Item d) herein and the number of invalid ballots referred to in Item b) and c). In case that the Polling Station Committee has not detected ballots referred to in Items b) and c) herein, it shall not enter anything in the section Z10 of the Register on the Work of the Polling Station Committee. The Polling Station Committee in the Brčko District of BiH enters the data in section Z10a for ballots from the FBiH and in section Z10b for ballots from RS.
- e) The Polling Station Committee shall pack the ballots referred to in Items b) and c) herein in line with the packing plan with other two categories of invalid ballots, only packed in separate rolls with rubber bands, with stickers reading “Invalid ballots without security elements”.

- f) double count of the ballot papers that are sorted into groups of 25 pieces and that are bonded by a rubber band for each political entities, and
- g) determining total number of votes for every political entity.

(3) The president and the members of the polling station committee shall check the ballot papers referred to in paragraph (2), point b) of this Article. The ballot papers that president and the members of the polling station find valid shall be added to the group for a political subject.

(4) Remaining invalid ballot papers that are divided into two groups:

- a) invalid unmarked ballot papers, and
- b) invalid other ballot papers

shall be counted and their number shall be determined.

(5) The president of the polling station committee shall record the information set forth in paragraph (2), item e) and paragraph (4) of this Article in the Form for aggregate results at a polling station ZR (proportional representation) for that electoral level.

(6) The president shall announce to everyone present the results of the vote count under the proportional representation system and shall deliver to the election commission the results of the count at the polling station established after the first count under the proportional representation system. The delivery procedure shall be determined by the election commission.

Article 48

(Determining number of votes by candidates within political entities)

(1) The second count shall determine number of votes for every candidate on the list of a political party, coalition or list of independent candidates.

(2) The second count of votes for every political party, coalition and list of independent candidates shall be done separately. The procedure shall be conducted by reading the ordinal numbers of the candidates and recording vertical lines in the Auxiliary form for second vote count by candidates.

(3) Notwithstanding the procedure referred to in paragraph (2) of this Article, where a polling station has three members, one member of the polling station committee shall read the ordinal numbers of the candidates in front of whom the voters put the mark within that political subject, and two other members of the polling station committee shall put down vertical lines in their respective Auxiliary form for second vote count by candidates.

(4) The president and the members of the polling station committee shall pack the ballot papers into the protective bags for polling material in accordance with Article 61, Paragraphs (3) through (5) and Article 62, Paragraphs (4) and (5) of this Rulebook.

(5) The first and the second vote count under the proportional representation system shall be repeated for every electoral level using Auxiliary form for counting and the Form for aggregate results at the polling station ZR (proportional representation) for that particular electoral level as defined by this Article.

Article 49
(Delivery of polling material from polling stations to the election commissions)

(1) The polling station committee shall immediately, and no later than 12 hours following closing of the polling station, deliver to the competent election commission:

- a) Minutes on operations of the polling station committee, and
- b) copies of the forms and other polling material referred to in Articles 61 and 62 of this Rulebook.

(2) The copies of the vote result forms for all electoral levels for this polling station shall be retained by the president of the polling station.

(3) Accredited observer shall be enabled to adequately copy the minutes on operations of polling station committee which also includes taking of a picture with the mobile phone.

Section B Absentee polling stations – Article 5.22, paragraph (1) and Article 5.24 of the BiH Election Law

Article 50
(Counting envelopes containing ballot papers)

(1) The president and the members of the absentee polling station committee shall count the envelopes containing ballot papers after closing of the polling station.

(2) The envelopes containing ballot papers from absentee polling stations shall be opened and ballot papers counted at the Main Center for Counting.

(3) The president and members of the absentee polling station shall deliver the envelopes with tendered ballot papers (if a particular absentee polling station issues tendered ballot papers) to the Main Center for Counting for verification and if the voting right of a voter is verified, the ballot papers shall be counted at the Main Center for Counting.

(4) President and the members of the polling station shall:

- a) open the ballot box after completion of the Stock form for absentee polling station and place its contents onto a table to be visible to everyone;
- b) sort the envelopes with ballot papers to:
 - 1) envelopes containing tendered ballot papers (for the absentee polling stations that issue tendered ballot papers), and
 - 2) envelopes with absentee ballot papers;
- c) sort the envelopes with absentee ballot papers by basic constituencies for which the voters cast the votes, that is by ballot papers' combination codes indicated on the envelopes;
- d) count the envelopes containing ballot papers, control the counting, and the president shall record the obtained number in the Stock Form for voting by tendered ballots;

- e) count the envelopes with absentee ballot papers, control the counting, and the president shall record the obtained number of envelopes by basic constituencies for which the voters voted in the Stock Form for absentee voting;
- f) bind together absentee envelopes with same combinations of ballot papers by basic constituencies and pack them into appropriate protective bag for packing absentee polling material in accordance with Article 63 of this Rulebook;
- g) pack the envelopes containing tendered ballots into appropriate protective bag for polling material in accordance with Article 64 of this Rulebook, and
- h) complete and sign the Stock Form for absentee polling stations and the Stock Form for polling stations issuing tendered ballot papers.

Section C. Mobile teams – Article 5.21, paragraph (2) of the BiH Election Law

Article 51 (Counting envelopes containing ballot papers)

(1) After they visit all voters, who vote through a mobile team, the president and the members of the mobile team shall count the envelopes containing ballot papers in the main office of the election commission. The president and the members of the mobile team shall:

- a) count and record the total number of remaining unused envelopes containing ballot papers for each electoral level in the Stock Form for voting by a mobile team;
- b) pack unused envelopes containing ballot papers into a bag as defined in Article 58, paragraph (1), item b) of this Rulebook;
- c) count and record in the Stock Form the total number of signatures of voters from Article 24, paragraph (1), item a) of this Rulebook;
- d) count and record the total number of envelopes of damaged ballot papers and pack them into appropriate envelope;
- e) after completion of the Stock form for mobile team they shall open the ballot box and place its contents onto a table to be visible to everyone present;
- f) sort the envelopes with ballot papers for mobile team voting by basic constituencies for which the voters voted, namely by the ballot papers combination codes indicated on the envelopes;
- g) count the envelopes with ballot papers for voting by mobile team, which means that only envelopes, and not the ballot papers, are controlled and counted, and the president shall record obtained number of envelopes by basic constituencies for which the voters voted in the Stock form for voting by a mobile team;
- h) bind together envelopes containing ballot papers and pack them into appropriate protective bag for packing mobile team polling material in accordance with Article 65 of this Rulebook;
- i) complete and sign the Stock Form for mobile teams.

(2) The mobile team shall deliver the Original Counting Result Form, Record, and Counting Result Form for Voting via Mobile Team and packed voting material to the election commission.

Article 52
(Accredited observers)

The Polling Station Committee shall enable accredited observers to observe unhindered the entire process of voting and counting of ballots and entries of all remarks into the Register on the Work of the Polling Station Committee.

Section D Polling stations at DCO BiH

Article 53
(Counting envelopes containing ballot papers)

Counting envelopes containing ballot papers at the polling stations in DCO BiH shall be done in line with the procedure set forth in Section B of this Chapter.

Article 54
(Return of polling material)

The Polling Station Committee of the diplomatic and consular office of BiH shall deliver via the Ministry of Foreign Affairs of BiH the Original Counting Result Form, Record and packed voting material to the Central Election Commission of BiH not later than five days of the date of the Election Day.

Section E. Counting of votes in the Main Center for Counting

Article 55
(Activities for counting)

(1) The group for counting of the ballot papers shall be organized as a certain number of teams for counting. A team for counting shall sit around one table. Beside the staff responsible for counting each team shall have a team leader.

(2) In the count room the supervisor of this group shall receive the boxes containing sorted series of ballot papers and shall distribute them to the counting teams. Together with the series of ballot papers the supervisor of the group for counting shall give to the teams for counting sets of forms for results of the count in the Main Center for Counting.

(3) Depending on the type of ballot papers found in a certain series, which corresponds to the certain combination of ballot papers, the supervisor shall prepare appropriate set of forms for aggregate results of the count and shall deliver them to the team for counting.

Article 56
(Arranging counting process)

(1) The counting process and the structure of teams for counting in the Center for counting shall be organized in the manner identical to the structure of members of a polling station committee at the regular polling stations. A team for counting shall be responsible for counting a box containing certain series and as a rule it shall count all types of ballot papers in the series.

(2) At the next stages the teams for counting can count the ballot papers from regular polling stations in order to control the election results from the polling stations. The BiH Central Election Commission shall adopt a special decision thereon.

(3) The sequence of activities within the counting process shall mean control count of the ballot papers for all sorted groups of ballots within series; one count of the votes under majority vote system; and first and the second count of the votes under the open list system.

Article 57
(Control count of the ballot papers)

(1) Following receipt of the box containing one series, the team for counting, together with the team leader, shall act in the following manner:

- a) open one box containing group of ballot papers for an electoral level and empty it to an empty table for counting,
- b) stack piles of 25 sorted ballot papers one on top of another,
- c) count the piles of 25 ballot papers and shall check the received number against the data on the form for tracking and controlling series that was completed by the teams for preparation of counting,
- d) record the total number of ballot papers from the bag with the sorted group of ballots in the appropriate forms for aggregate results in the Main Center for Counting,
- e) record information on the total number of ballot papers in the form for tracking series movement as well as in the form for aggregate results of the count in the Main Center for counting and control accuracy of the recorded data, and
- f) repeat previous steps for all remaining types of ballot papers from series for remaining electoral levels.

(2) The ballot papers that are not needed for the next counting process shall be packed after all forms are completed. These ballot papers are packed into translucent bags separately for each electoral level and are put in a place where everyone can see them.

Article 58
(Counting process)

Counting of the votes in the Main Center for Counting shall be done according to the procedure set forth in Articles 46 through 49 of this Rulebook.

Article 59
(Collecting documents with the results of the count and entry of the results)

(1) Following the end of counting phase, all original forms for aggregate results in the Main Center for Counting that were counted, shall be forwarded to be entered into computer and they will be consolidated and aggregated.

(2) Supervisor of the group for counting shall collect all original forms for aggregate results from one series that was counted and shall deliver them to the supervisor of Results' Control.

(3) Copies of the forms referred to in paragraph (2) shall be packed into bags with counted votes for the certain level that are sealed (blue copy).

(4) Copies of the forms referred to in paragraph (3) of this Article shall be available for scrutiny by the observers, if requested (yellow copy).

Article 60 **(Processing of election results)**

(1) Department for receiving, control, data entry and establishing of the election results shall through a special Application for Entry of Election Results enter all necessary data on the results of the vote into a database for control and processing of the election results that was specially made for this purpose.

(2) Department for receiving, control, data entry and establishing of the election results shall in accordance with paragraph (1) of this Article conduct two entries, whereof the second one is control entry.

(3) The data entry referred to in paragraph (2) of this Article shall be matched, which is the foundation for control of the election results.

(4) Processing of the polling material and data entry in the Main Center for counting shall be done upon delivery of polling material from the election commission that is done in line with the delivery sequence and in accordance with the processing sequence in the Main Center for Counting.

CHAPTER V PACKING OF POLLING MATERIAL

Article 61 **(Regular polling stations in FBiH - Article 5.26 of the BiH Election Law)**

(1) The polling station committee shall pack the polling material at the regular polling stations in the Federation of BiH in accordance with the provisions of this Article.

(2) Ballot papers for the BiH Presidency shall be packed into **GRAY PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (majority vote) – blue copy.

(3) Ballots for the House of Representatives of the BiH Parliamentary Assembly shall be packed into **BLUE PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers;
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (proportional representation) – blue copy; and
- c) Set of auxiliary forms for counting votes per candidates

(4) Ballots for the House of Representatives of the FBiH Parliament shall be packed into **PURPLE PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,

- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (proportional representation) – blue copy.
- c) Set of auxiliary forms for counting votes per candidates

(5) Ballot papers for the Cantonal Assembly shall be packed into **BURGUNDY (WINE-RED) PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (proportional representation) – blue copy, and
- c) Set of auxiliary forms for counting votes per candidates

(6) Unused and damaged ballot papers for the BiH Presidency, the House of Representatives of the BiH Parliamentary Assembly, House of Representatives of the Federation of BiH, and Cantonal Assemblies shall be packed into respective **LARGER TRANSLUCENT PROTECTIVE BAGS for each level** putting inside:

- a) unused ballot papers (packaged into original boxes), and
- b) envelope Spoilt ballot papers.

(7) **TRANSLUCENT SMALLER PROTECTIVE BAGS** shall contain:

- a) Minutes on the operations of the Polling Station Committee (ZARBO) – original in covers, and
- b) Envelope with the excerpt from the Central Voters' Register for regular voters and a folder with PDL Forms.

(8) Copies of the forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

a) the envelope for the president of the polling station committee shall contain:

- 1) Stock Form BS – red copy,
- 2) Form for aggregate results ZR (majority vote) – red copy,
- 3) Form for aggregate results ZR (proportional representation) – red copy;

b) the envelope for the president of the election commission shall contain:

- 1) Stock Form BS – green copy
- 2) Form for aggregate results ZR (majority vote) – green copy,
- 3) Form for aggregate results ZR (proportional representation) – green copy, and
- 4) Minutes on operation of the polling station committee ZARBO – green copy.

(9) Original forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

a) the A3 envelope for the BiH Central Election Commission shall contain:

- 1) Stock Form BS – original in covers,
- 2) Form for aggregate results ZR (majority vote) – original in covers, and
- 3) Form for aggregate results ZR (proportional representation) – original in covers.

(10) The polling station committee shall mark each of the given bags with black marker pen (for example: number of polling station 133A025) on two places on the protective bag. Each bag has to be tightly sealed with an adhesive tape below the spot on the bag with designated opening for running through a plastic stamp.

(11) The polling station in the basic constituency of Brčko District of BiH shall pack the polling material for all levels of authority in the Federation of BiH in line with the procedure set forth in paragraphs (2), (3), (4), (6), (7), (8), (9) and (10) of this Article.

(12) The election commission shall, upon taking over the voting material from the Polling Station Committee, pack the voting material in the delivered binders and U shape folders in the following manner:

- a) one U shape folder shall contain the Stock Form, forms of Records of ballots for all races and the Polling Station Committee's Voting Material Handover Form;
- b) one U shape folder shall contain the Summary of Results Form – majority vote;
- c) one U shape folder shall contain Summary of Results Form – proportional representation.

Those U shaped folders shall be packed in binders in the manner in which the material referred to in Item a) shall be packed in one binder, the material referred to in Item b) shall be packed in a separate binder and the material referred to in Item c) shall be packed in three separate binders, which must contain: the code and name of the municipality, name of the material or the code of the race whose forms are packed in the binder, initial and final number of the Polling Station Committee whose U shape folders are packed in the binder and the serial number of the binder (for example: 133A, Novi Grad Sarajevo, BS, 001-160, 1-1; 133A, Novi Grad Sarajevo, 701/702, 001-160, 1-1; 133A, Novi Grad Sarajevo, 513, 001-050, 1-3; 133A, Novi Grad Sarajevo, 407, 001-040, 1-4 and 133A, Novi Grad Sarajevo, 209, 001-030, 1-6).

(13) Forms referred to in Paragraph (12), Items a) through c) of this Article are packed folded in U shape folders in the manner in which one may clearly see the number of the Polling Station through the U shape folder. In case that the Polling Station Committee failed to write down the number of the Polling Station, the election commission must, while packing, enter that number in the assigned section.

(14) The Polling Station Committee shall pack the stamp in the PLD bag and must write the number of the Polling Station on the bag with a black marker.

Article 62

(Regular polling stations RS)

(1) The polling station committee shall pack the polling material at the regular polling stations in the Republika Srpska in accordance with the provisions of this Article.

(2) Ballot papers for the BiH Presidency shall be packed into **GRAY PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (majority vote) – blue copy.

(3) Ballot papers for the president and vice presidents of Republika Srpska shall be packed into **YELLOW PROTECTIVE BAGS** putting inside:

- d) counted valid ballot papers and invalid ballot papers,
- e) translucent plastic bag with the envelope containing the Form for aggregate results ZR (majority vote) – blue copy.

(4) Ballot papers for the House of Representatives of the BiH Parliamentary Assembly shall be packed into **BLUE PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (open list) – blue copy.
- c) set of auxiliary forms for counting votes per candidates

(5) Ballot papers for the National Assembly of Republika Srpska shall be packed into **BROWN PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (proportional representation) – blue copy.
- c) **Set of auxiliary forms for counting votes per candidates**

(6) Unused and damaged ballot papers for the BiH Presidency, the House of Representatives of BiH Parliamentary Assembly, National Assembly of RS shall be packed into respective **LARGE TRANSLUCENT PROTECTIVE BAGS** putting inside:

- a) unused ballot papers (packaged into original boxes), and
- b) envelope Spoilt ballot papers.

(7) **SMALLER TRANSLUCENT PROTECTIVE BAGS** shall contain:

- a) **Minutes on operations of the Polling Station Committee (ZARBO)** – original in covers and
- b) Envelope containing excerpt from the final Central Voters' Register for regular voters and PDL forms.

(8) Copies of the forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the envelope for the president of the polling station committee shall contain:
 - 1) Stock Form BS – red copy,
 - 2) Form for aggregate results ZR (majority vote) – red copy,
 - 3) Form for aggregate results ZR (proportional representation) – red copy;
- b) the envelope for the president of the election commission shall contain:
 - 1) Stock Form BS – green copy
 - 2) Form for aggregate results ZR (majority vote) – green copy,
 - 3) Form for aggregate results ZR (proportional representation) – green copy, and

(9) Original forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the A3 envelope for the BiH Central Election Commission shall contain:
 - 1) Stock Form BS – original in covers,
 - 2) Form for aggregate results ZR (majority vote) – original in covers, and
 - 3) Form for aggregate results ZR (proportional representation) – original in covers.

(10) The polling station committee shall mark each of the given bags with black marker pen (for example: number of polling station 146B012 on two places on the protective bag). Each bag has to be tightly sealed with an adhesive tape below the spot on the bag with designated opening for running through a plastic stamp whose number shall be recorded in the designated place on the appropriate form.

(11) The polling station in the basic constituency of Brčko District of BiH shall pack the polling material for all levels of authority in the Republika Srpska in line with the procedure set forth in paragraphs (2), (3), (4), (6), (7), (8), (9) and (10) of this Article.

(12) The election commission shall, upon taking over the voting material from the Polling Station Committee, pack the voting material in the delivered binders and U shape folders in the following manner:

- a) one U shape folder shall contain the Counting Results Form, forms of Records of ballots for all races and the Polling Station Committee's Voting Material Handover Form;
- b) U shape folder shall contain the Summary of Results Form – majority vote;
- c) U shape folder shall Summary of Results Form – proportional representation.

Those U shape folders shall be packed in binders in the manner in which the material referred to in Item a) shall be packed in one binder, the material referred to in Item b) shall be packed in two separate binders and the material referred to in Item c) shall be packed in two separate binders, which must contain: the code and name of the municipality, name of the material or the code of the race whose forms are packed in the binder, initial and final number of the Polling Station Committee whose U shape folders are packed in the binder and the serial number of the binder (for example: 146B, Rogatica, BS, 001-024, 1-1; 146B, Rogatica, 703, 001-024, 1-1; 146B, Rogatica, 523, 001-024, 1-1; 146B, Rogatica, 600, 001-024, 1-1 i 146B, Rogatica, 308, 001-024, 1-1).

(13) Forms referred to in Paragraph (12), Items a) through c) of this Article are packed folded in U shape folders in the manner in which one may clearly see the number of the Polling Station through the U shape folder. In case that the Polling Station Committee failed to write down the number of the Polling Station, the election commission must, while packing, enter that number in the assigned section.

(14) The Polling Station Committee shall pack the stamp in the PLD bag and must write the number of the Polling Station on the bag with a black marker.

Article 63
(Absentee polling stations)

(1) The polling station committees shall pack the polling material at the absentee polling stations as follows:

- a) **RED PROTECTIVE BAG** shall contain:
 - 1) counted envelopes containing sets of ballot papers bonded by basic constituencies, and
 - 2) blue copy of the Stock Form BSO;
- b) **LARGE TRANSLUCENT BAG** shall contain:
 - 1) unused envelopes containing sets of ballot papers packed into original boxes, and
 - 2) damaged envelopes containing sets of ballot papers, and
- c) **SMALLER TRANSLUCENT BAG** shall contain:
 - 1) Stock Form BSO (original in covers),
 - 2) Minutes (original in covers),
 - 3) excerpt from the final Central Voters' Register for voters who have status of a displaced person, and
 - 4) PDL Forms

(2) Copies of the forms used by the polling station committee during the voting and counting of the envelopes containing ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the envelope for the president of the polling station committee shall contain Stock Form BSO (red copy), and
- b) the envelope for the president of the election commission shall contain Stock Form BSO (green copy) and Minutes on operations of the Polling Station Committee (green copy).

(3) The Polling Station Committee shall mark each bag with black marker (for example: number of the Polling Station Committee 146B012 on two spots on the protective bag). Each bag must be tightly sealed with an adhesive tape below the openings designated for running through the plastic stamp whose number shall be written in the section on the designated spot.

(4) The Polling Station Committee shall pack the stamp in the PLD bag and must write the number of the Polling Station on the bag with a black marker. So packed stamp shall be delivered to the president of election commission.

Article 64
(Polling station issuing tendered-enveloped ballot papers)

(1) The polling station committees shall pack the polling material at the polling stations authorized to issue tendered ballot papers in the Federation of BiH and the Republika Srpska as follows:

- a) **GREEN PROTECTIVE BAG** shall contain:
 - 1) counted envelopes containing tendered ballot papers, and
 - 2) blue copy of the Stock Form BSN;
- b) **LARGER TRANSLUCENT BAG** shall contain:
 - 1) unused envelopes containing sets of ballot papers packed into original boxes, and
 - 2) damaged envelopes containing sets of ballot papers, and
- c) **SMALLER TRANSLUCENT BAG** shall contain:
 - 1) Stock Form BSN (original in covers),
 - 2) Minutes (original in covers), and
 - 3) list of voters who have the right to vote by tendered ballot papers.

(2) Copies of the forms used by the polling station committee during the voting and counting of the envelopes containing tendered ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the envelope for the president of the polling station committee shall contain Stock Form BSN (red copy), and
- b) the envelope for the president of the election commission shall contain Stock Form BSN (green copy), Minutes on operations the Polling Station Committee (green copy) , and
- c) excerpt from the final Central Voters' Register.

(3) The Polling Station Committee shall mark each bag with black marker (for example: number of the Polling Station Committee 146BNNN on two spots on the protective bag). Each bag must be tightly sealed with an adhesive tape below the openings designated for running through the plastic stamp whose number shall be written in the section on the designated spot.

(4) The Polling Station Committee shall pack the stamp in the PLD bag and must write the number of the Polling Station on the bag with a black marker. So packed stamp shall be delivered to the president of election commission.

Article 65
(Mobile team)

(1) The mobile team shall pack the polling material as follows:

- a) **ORANGE PROTECTIVE BAG** shall contain:
 - 1) counted envelopes containing sets of ballot papers bind by basic constituencies, and
 - 2) blue copy of the Stock Form BSM;

b) **LARGE TRANSLUCENT BAG** shall contain:

- 1) unused envelopes containing sets of ballot papers packed into original boxes, and
- 2) damaged envelopes containing sets of ballot papers, and

c) **SMALLER TRANSLUCENT BAG** shall contain:

- 1) Stock Form BSM (original in covers),
- 2) Minutes (original in covers),
- 3) excerpt from the final Central Voters' Register (for voters who are homebound voters due to old age, illness or disability and voters who are prisoners or are confined to institutions and have the right to vote), and
- 4) PDL Forms.

(2) Copies of the forms used by the polling station committee during the voting and counting of the envelopes containing ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the envelope for the president of the polling station committee shall contain Stock Form BSM (red copy), and
- b) the envelope for the president of the election commission shall contain Stock Form BSM (green copy) and Minutes on operations of the Work of the Polling Station Committee (green copy).

(3) The Polling Station Committee shall mark each bag with black marker (for example: number of the Polling Station Committee 146BMT1 on two spots on the protective bag). Each bag must be tightly sealed with an adhesive tape below the openings designated for running through the plastic stamp whose number shall be written in the section on the designated spot.

(4) The Polling Station Committee shall pack the stamp in the PLD bag and must write the number of the Polling Station on the bag with a black marker. So packed stamp shall be delivered to the president of election commission.

Article 66 **(Polling station at DCO BiH)**

(1) The polling station at the DCO BiH shall pack the polling material as follows:

a) **RED PROTECTIVE BAG** shall contain:

- 1) counted envelopes containing sets of ballot papers bind by basic constituencies, and
- 2) blue copy of the Stock Form BSO;

b) **LARGE TRANSLUCENT BAG** shall contain:

- 1) unused envelopes containing sets of ballot papers packed into original boxes, and
- 2) damaged envelopes containing sets of ballot papers, and

c) **SMALLER TRANSLUCENT BAG** shall contain:

- 1) Stock Form BSO (original in covers),
- 2) Minutes (original in covers),
- 3) excerpt from the final Central Voters' Register for voters who have status of a

- refugee and PDL form (if used), and
- 4) PDL bag (stamp for verification of ballots=.

(2) Copies of the forms used by the polling station committee during the voting and counting of the envelopes containing ballot papers at the polling station shall be packed in the following manner:

- c) the envelope for the president of the polling station committee shall contain Stock Form BSO (red copy).

(3) The Polling Station Committee shall mark each bag with black marker (for example: number of the Polling Station Committee A01 on two spots on the protective bag). Each bag must be tightly sealed with an adhesive tape below the openings designated for running through the plastic stamp whose number shall be written in the section on the designated spot.

(4) The Polling Station Committee shall pack the stamp in the PLD bag and must write the number of the Polling Station on the bag with a black marker.

CHAPTER VI ELECTION RESULTS

Section A– Appointment of clerk for entry of election results, supervisor and controller of election results

Article 67 (Clerks for entry of election results)

(1) The election commission shall, not later than 15 days prior to the Election Day, provide and interconnect a sufficient number of computers into a network, via which election results entries shall be made. The sufficient number of computers equals the number obtained by dividing the number of Polling Stations with the number 15.

(2) The election commission shall, not later than 15 days prior to the Election Day, pass a decision to appoint a sufficient number of officers for election results entry (hereinafter: entry officer). The sufficient number shall be four entry officers per each computer referred to in Paragraph (1) herein for general elections and two entry officers per each computer for local elections. For the general elections, two entry officers shall work per two shifts. While entering the election results, one of the entry officers shall read the data from the green copy of the Form, while the one shall enter the data in the computer software.

(3) The election commission shall, when appointing entry officers referred to in Paragraph (2) herein, take care that the appointees are computer literates and, if possible, have already performed the duties of election results entry officers.

(4) entry officers referred to in Paragraph (2) herein shall, for each Polling Station, enter in the Single Information Election System of Bosnia and Herzegovina (JIIS BiH) the following data:

- fact that the Polling Station is opened;
- voter turnout or the number of signatures on the excerpt from the Central Voters' Register at 11.00 hrs, 15.00 hrs and 19.00 hrs. The Central Election Commission of BiH may assign other times for entries;

- fact that the Polling Station is closed;
- all data from the Counting Status Form;
- election results for all the races of the elections conducted;
- verification of entered election results.

(5) An entry officer shall undergo a training organized by the election commission in line with a special curriculum adopted by the Central Election Commission of BiH. He or she shall report to the election commission and shall be entitled to a fee whose amount shall be established by the election commission in the appointment decision.

Article 68 **(Supervisors of election results)**

(1) The election commission shall, not later than 15 days prior to the Election Day, pass a decision to appoint an election results supervisor (hereinafter: supervisor). The supervisor shall be a person with computer literacy and, if possible, who has already have already performed the duties of the election results supervisor.

(2) The supervisor shall, via software referred to in Article 67, Paragraph (4) of this Rulebook:

- Take care that all the data for each Polling Station are entered by entry officers;
- Make correction to the data in the software for which it is found that they are incorrectly entered by entry officers.

(3) The supervisor shall attend the training organized by the election commission in line with a special curriculum adopted by the Central Election Commission of BiH. He or she shall report to the election commission and shall be entitled to a fee whose amount shall be established by the election commission in the appointment decision.

Article 69 **(Controller of election results)**

(1) The election commission shall, on the date of the announcement of the Elections by the Central Election Commission of BiH, publish a public vacancy for election results controllers.

(2) The public vacancy referred to in Paragraph (1) herein shall contain:

- The number of election results controllers to be appointed - at least two controllers for election commissions which have less than 50 Polling Stations and three election results controllers for election commissions with 50 Polling Stations and beyond;
- Requirement that the candidate is a citizen of BiH;
- Requirement that the candidate should at least have secondary education degree;
- Requirement that the candidate should have election-related experience, election results controller experience, election results supervision experience and experience as a president or a member of a Polling Station Committee;
- Period of five years to perform the duties of the election results controller;
- Deadline of 15 days of the date of publication of the public vacancy to submit application.

- (3) Upon the expiration of the deadline for publishing the public vacancy, the election commission shall carry out interview procedures with all candidates who applied for controllers and shall appoint a controller in line with Paragraph (2), indent 1, of this Article. Decision on the appointment of the election results controller shall be delivered immediately to the Central Election Commission of BiH upon adoption.
- (4) In case of an insufficient number of candidates applied for the public vacancy referred to in Paragraph (1) of this Article, the election commission shall appoint election results controllers from amongst the civil servants of the city/municipality or other persons who meet the criteria of the public vacancy.
- (5) The Central Election Commission of BiH shall establish a record of election results controllers and shall keep the database of all appointed election results controllers, as well as a record of presence at training sessions organized for all election results controllers.
- (6) The Central Election Commission of BiH shall organize training sessions, testing and certificates for all election results controllers. The training shall be organized annually and during the election year it must be organized at least 30 days prior to the Election Day.
- (7) An election results controller shall be appointed for the term of five years. His or her term may expire prior to the duration of five years in case an election results controller resigns, deceases, dismissed by the election commission for failure to fulfil his or duties or due to an administrative measure imposed by the Central Election Commission of BiH. In case of the cessation of the term, the election commission shall appoint a new controller on the basis of the procedure prescribed by Paragraphs (1) through (3) of this Article.
- (8) The election results controller shall carry out the following duties:
 - Train election results supervisors and election results entry officers;
 - Enter corrections into election results entry software to mathematical mistakes in statistics at all Polling Stations at which prescribed mathematical activities have not been carried out correctly, including:
 - a) Compare the number of votes and the number of ballots in the ballot box, make corrections to accuracy tests, make changes to the number of signatures entered by the Polling Station Committee in case the Polling Station Committee has entered the number of names on the excerpt from the Central Voters' Register;
 - b) Make corrections to the sum of invalid unmarked and other invalid ballots in case of a mistake;
 - c) Make corrections to the total number of valid ballots in case it is incorrect and does not represent the sum of all votes per candidates for majority voting or the sum of votes per political parties for the system of proportional representation;
 - d) Make corrections to the sum of the total number of invalid ballots and also that of valid ballots in case of a mistake;
 - e) Make corrections in the accuracy test to the comparison of the total number of ballots in a ballot box against the sum of the total number of invalid ballots and that of valid ballots in case of a mistake.
- (9) Upon all corrections, the election results controller shall print out requests for opening the bags with aim of proper consolidation of the election results for Polling Stations referred to in Paragraph (8), Item e) herein, where the accuracy test is different from 0 (zero), and also for Polling Stations where a candidate has won more votes than the political party – system of proportional representation.

- (10) The Central Election Commission of BiH shall, not later than 15 days prior to the Election Day, appoint the Chief Election Results Controller, two of his or her Deputies and three election results controllers from amongst the employees of the Secretariat of the Central Election Commission of Bosnia and Herzegovina.
- (11) The controllers referred to in Paragraph (10) of this Article shall carry out the following duties:
- Compare the number of turnout signatures on the Counting Results Form against those on the Summary of Results Forms for all Polling Stations;
 - Compare the number of received against unused ballots for each election race;
 - Make corrections in the software in line with the procedure described in Paragraph (8), Items a) through e) of this Article for all Polling Stations at which the election results controllers fail to make corrections;
 - Verify the election results entered in the Central Counting Center in line with the procedure described in Paragraph (8), Items a) through e) of this Article;
 - Verify the grounds for challenges, complaints and requests for ballot recount;
 - Prepare the report for the Central Election Commission of BiH on all detected irregularities, with proposals of measures for their removal.
- (12) The election results controllers referred to in Paragraph (10) of this Article shall be directly responsible to the Central Election Commission of BiH.

Section B – Entry of Results

Article 70

(First preliminary, unofficial and incomplete election results results)

- (1) The election commission shall enter, from the green copies, election results from all regular Polling Stations for the election race referred to in Article 44, Paragraph (1), Item a), indent 1) or Item b), indent 1) into the JIIS application by 21.00 hours. For other election races referred to in Article 44, Paragraph (1), Item a), indents 2) through 4) or Item b), indents 2) through 4) of this Rulebook, the election commission shall enter dynamically the election results from green copies delivered from regular Polling Stations into the JIIS application by 24.00 hours.
- (2) For the process from Paragraph (1) of this Article, the election commission may hire and authorize coordinators who will take over from the regular Polling Stations the green copies of the forms with credible election results provided by the Polling Station Committee and may hire and authorize personnel to enter the election results on the basis of a separate decision.
- (3) Upon completing the procedure from Paragraph (2) of this Article, the election results controller of the election commission shall carry out the review of the election results, as prescribed by Article 69 of this Rulebook.
- (4) On the basis of the procedure defined in Paragraphs (1) and (2) of this Article, the Central Election Commission of BiH shall, not later than five hours upon the closing of Polling Stations and in line with Article 5.29a of the Election Law of BiH, publish the first incomplete preliminary results from regular Polling Stations.
- (5) The election commission shall be responsible for the accuracy of the report that it delivers to the Central Election Commission of BiH.

Article 71
(Second preliminary, unofficial and incomplete election results results)

The election commission shall under the same procedure set forth in Article 70, Paragraphs (2) through (5) of this Rulebook and no later than by 17:00 hours of the next day continue to successively enter election results from the green copies for each level of authority set forth in Article 44, Paragraph (1), Item a), indents 2) through 4) or Item b) indents 2) through 4) of this Rulebook into the JIIS application.

Article 72
(Consolidated election results)

(1) The election commission shall determine consolidated results of the vote conducted on the territory of that basic constituency for all levels of authority following receipt of all documents and polling material from the polling station commission. The election commission shall make minutes thereof and shall deliver it to the BiH Central Election Commission within 24 hours following close of the polling station, and by 19:00 hours the day after the Election Day at the latest.

(2) If election commission cannot consolidate established elections results due to the polling station committee's failure to correctly count the ballot papers or due to discrepancies that indicate irregularities made in counting of the votes by the president and members of the polling station committee, the election commission shall submit a report to the BiH Central Election Commission, requesting bags to be opened in order to count the ballot papers aimed at consolidation of established election results. In line with the aforementioned request the BiH Central Election Commission shall pass an order on opening of the bags with the polling material and counting of the ballot papers aimed at correct consolidation of established election results.

(3) The Election Commission shall by a written request ask for an order to open the bags from the Central Election Commission of BiH, aimed at:

- a) proper packaging of polling material if the polling station committee did not pack polling material according to the packaging scheme,
- b) finding green copies of forms.

The election commission in the request referred to in point a) of this paragraph should state the number of the polling station and an explanation of how the polling material is packed, while providing in the request for point b) the number of the polling station and the number of levels for which the bag should be opened. In both cases, after receiving the order, the activities are carried out by the same polling station committee at the seat of the election commission, and the election commission shall ensure that all activities of that polling station committee are supervised by an observer accredited to observe the work of election commission. In this case, the polling station committee should keep the Minutes from the opening of the bag

(4) After receiving the order referred to in paragraph (2) of this Article, the election commission shall make preparations for the counting by appointing a team for opening bags and counting ballots in accordance with Article 21 of the Rulebook on Determining Qualifications and Procedure for Appointing Polling Station Committee Members, which shall count the ballots in order to properly consolidate the determined election results and shall inform in writing the accredited observers, who have the right to observe the work of the election commission and this team, about the place and time of the ballot count. The Election Commission shall organize the

counting of ballots immediately after receiving the order from the Central Election Commission of BiH, taking into account the mandatory presence of accredited observers. The team for opening of the bag and counting of the ballots shall count the ballots in accordance with the counting procedures set out in Articles 46 through 49 of this Rulebook. For the purposes of this ballot count, the election commission shall submit the following set of materials to the bag opening and ballot counting team: form for Minutes from opening of the bag to be verified by signature of the president of election commission and stamp of the election commission; an appropriate form for summary of results with a set of auxiliary forms, if ballots are counted for the open list level; two plastic seals to protect the bags and one translucent smaller plastic bag. The Central Election Commission of BiH shall, for the purposes of counting of the ballots referred to in this paragraph, submit to the election commissions reserve quantities of forms for summary results for the levels for which the elections are being held, which shall have a sticker "REOPENING THE BAG" on the covers. The election commissions shall return all reserve forms that are not used to the Central Election Commission of BiH with the polling material.

(5) For the purpose of consolidating established election results and counting of the ballots referred to in paragraph (3) of this Article the election commission shall be obligated to provide adequate space, to engage trained and certified person and put in place safety measures.

(6) All changes of the information shall be publicly displayed by the election commission as to be made available to the public.

(7) Following the procedure for proper consolidation of established election results referred to in paragraph (3) of this Article, and no later than 3 (three) days by 19:00 hours after the Election Day, election commission shall deliver to the BiH Central Election Commission sealed smaller translucent bag with original form for aggregate results in covers; auxiliary forms for the second count by candidates, if the team used auxiliary forms and Minutes on opening of the bag referred to in paragraph (3) of this Article.

(8) The consolidated election results in the basic constituency shall be recorded in the form for aggregate results ZR (majority vote and open list) at the level of basic constituency. The forms for aggregate results at the level of basic constituency shall contain all the information that is contained in the forms for aggregate results at the regular polling stations.

(9) Election commission shall immediately after receipt of excerpt from the final Central Voters' Register for polling station authorized to issue tendered ballots referred to in Article 23, paragraph (2) of this Rulebook enter data on voters who voted at this polling station into appropriate JIIS application, and shall deliver the excerpt to the BiH Central Election Commission by fax or electronically.

(10) The election commission shall following receipt of the polling material from all polling stations on the territory of basic constituency and within 12 to 24 hours following close of the polling stations deliver to the BiH Central Election Commission protective bags containing ballot papers and materials to be counted at the Main Center for Counting (envelopes with ballot papers of voters who voted in absentia and with tendered ballots from all polling stations in that particular basic constituency), original forms from the regular polling stations, together with translucent plastic bags containing excerpts from the Central Voters' Register, minutes and auxiliary forms for the second count by candidates. All protective bags shall be sealed with appropriate plastic seals at the polling stations and clearly marked with codes of the polling stations.

(11) The election commission shall deliver the ballot papers from regular polling stations and remaining polling material to the BiH Central Election Commission starting on the fourth day after the Election Day, and at latest by the eighth day after the Election Day. The protective bags shall be sealed with appropriate plastic seals at the polling stations and clearly marked with codes of the levels and of the polling stations.

Section C. Establishing election results – Article 5.29 of the BiH Election Law

Article 73 (Establishing of election results)

The BiH Central Election Commission shall determine and publish the election results after consolidation of the results of the vote from the regular polling stations and the results obtained by counting the votes at the Main Center for Counting no later than 20 days following the Election Day.

Article 74 (Scrutiny of published election results)

Immediately after adoption of the decision on publishing the election results the BiH Central Election Commission shall publish the results of the voting at the level of a polling station by political subjects and candidates in a detailed tabular review on the web page of the BiH Central Election Commission.

Section D. Confirmation of election results

Article 75 (Confirmation of election results – Article 5.32 of the BiH Election Law)

(1) The BiH Central Election Commission shall confirm election results after completion of the ballot recount and expiry of the deadline for submission of the appeals i.e. after the decision became final and binding, but not later than 30 days following the Election Day.

(2) The BiH Central Election Commission shall publish confirmed election results with allocated mandates and names of the candidates within these political subjects in the official gazettes, web page of the BiH Central Election Commission and the media.

PART THREE – CONDUCT OF LOCAL ELECTIONS

CHAPTER VII POLLING MATERIAL, DELIVERY AND VOTING PROCEDURE

Article 76. (Application of provisions)

Provisions of this Rulebook, in the part referring to securing the voting material, voting material handover, voting and counting procedures, appointment of entry officers, supervisors and controllers, entry of first and second incomplete preliminary election results, shall be applied to organization and conduct of the elections, accordingly.

CHAPTER VIII. COUNTING OF BALLOT PAPERS, PACKING OF POLLING MATERIAL AND ELECTION RESULTS

Article 77. (Ballot papers' counting sequence)

The ballot papers of electoral levels shall be counted in the following sequence:

- a) city/municipal mayor elected directly, and
- b) city mayor of the City of Istočno Sarajevo in basic constituencies in which elections are conducted (Sokolac 121B, Istočna Ilidža 132B, Istočni Stari Grad 138B, Istočno Novo Sarajevo 140B, Trnovo 142B i Pale 144B),; and
- c) city electoral unit (199) in the City of Mostar
- d) municipal council/assembly i.e. city assembly.
- e) electoral unit of the city area (151-156) of the City of Mostar.

Article 78 (Packing of the polling material – regular polling stations)

(1) The polling station committee shall pack the polling material at the regular polling stations in accordance with the provisions of this Article.

(2) Ballot papers for the municipal/city mayor shall be packed into **GRAY PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (majority vote) – blue copy

(3) Ballot papers for the city mayor of City of Istočno Sarajevo shall be packed into **YELLOW PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (majority vote) – blue copy

(4) Ballot papers for the municipal council, municipal assembly, city assembly and assembly of Brčko District of BiH shall be packed into **BLUE PROTECTIVE BAGS** putting inside:

- a) counted valid ballot papers and invalid ballot papers,
- b) translucent plastic bag with the envelope containing the Form for aggregate results ZR (open list) – blue copy.

(5) Unused and damaged ballot papers for the municipal/city mayor, city mayor of the City of Istočno Sarajevo in the basic constituencies in which elections are conducted, municipal council, municipal assembly, city assembly and assembly of Brčko District of BiH shall be packed into respective **LARGE TRANSLUCENT PROTECTIVE BAGS** putting inside:

- a) unused ballot papers (packaged into original boxes), and
- b) envelope Spoilt ballot papers.

(6) **SMALLER TRANSLUCENT PROTECTIVE BAGS** shall contain:

- a) auxiliary counting forms used for the second count of the votes by candidates;
- b) Minutes – original in covers, and
- c) excerpt from the final Central Voters' Register for regular voters.

(7) Copies of the forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the envelope for the president of the polling station committee shall contain:
 - 1) Stock Form BS – red copy,
 - 2) Form for aggregate results ZR (majority vote) – red copy,
 - 3) Form for aggregate results ZR (proportional representation) – red copy;
- b) the envelope for the president of the election commission shall contain:
 - 1) Stock Form BS – green copy
 - 2) Form for aggregate results ZR (majority vote) – green copy,
 - 3) Form for aggregate results ZR (proportional representation) – green copy, and
 - 4) Minutes– green copy.

In the basic constituencies in which elections for the city mayor of the City of Istočno Sarajevo are conducted in indents a) and b) red and green copies of the Form for aggregate results majority vote for the city mayor of the City of Istočno Sarajevo are added.

(8) Original forms used by the polling station committee during the voting and counting of the ballot papers at the polling station shall be packed by the polling station committee in the following manner:

- a) the A3 envelope for the BiH Central Election Commission shall contain:
 - 1) Stock Form BS – original in covers,
 - 2) Form for aggregate results ZR (majority vote) – original in covers, and
 - 3) Form for aggregate results ZR (proportional representation) – original in covers.

In the basic constituencies in which elections for the city mayor of the City of Istočno Sarajevo are conducted in indent a) original of the Form for aggregate results majority vote for the city mayor of the City of Istočno Sarajevo is added.

(9) The polling station committee shall mark each of the given bags with black marker pen (for example: number of polling station 133A025 on two places on the protective bag). Each bag has to be tightly closed with plastic seal and its number shall be recorded in the designated place in the appropriate form.

(10) In the City of Mostar, the polling station committees shall pack ballots for the level of the City Electoral Unit-199 in one dark blue protective bag, and ballots for the level of its constituency in the city area (151, 152, 153, 154, 155 or 156) in another light blue protective bag, in the manner prescribed in paragraph (4) of this Article. The remaining polling material shall be packaged by the polling station committee in the manner prescribed in paragraphs (5), (6), (7) and (8) of this Article.

(11) The polling station committee shall, in addition to the writing number of the polling station on the protective dark blue bags, write with marker CODE -199 i.e. the Code of its city electoral unit (151-156) ballots packed in light blue bag.

(12) The election commission shall, upon taking over the voting material from the Polling Station Committee, pack the voting material in the delivered binders and U shape folders in the following manner:

- a) one U shape folder shall contain the Counting Results Form, forms of Records of ballots for all races and the Polling Station Committee's Voting Material Handover Form;
- b) one U shape folder shall contain the Summary of Results Form – majority vote;
- c) one U shape folder shall contain Summary of Results Form – proportional representation.

Those U shape folders shall be packed in binders in the manner in which the material referred to in Item a) shall be packed in one binder, the material referred to in Item b) shall be packed in a separate binder and the material referred to in Item c) shall be packed in a separate binder, which must contain: the code and name of the municipality, name of the material or the code of the race whose forms are packed in the binder, initial and final number of the Polling Station Committee whose U shape folders are packed in the binder and the serial number of the binder (for example: 133A, Novi Grad Sarajevo, BS, 001-160, 1-1; 133A, Novi Grad Sarajevo, NA, 001-160, 1-1; 133A, Novi Grad Sarajevo, OV, 001-050, 1-3. election Commissions referred to in Article 77, Item b) of this Rulebook shall pack another binder with the Forms for the Mayor of Eastern Sarajevo.

(13) Forms referred to in Paragraph (12), Items a) through c) of this Article are packed folded in U shape folders in the manner in which one may clearly see the number of the Polling Station through the U shape folder. In case that the Polling Station Committee failed to write down the number of the Polling Station, the election commission must, while packing, enter that number in the assigned section.

(14) The Polling Station Committee shall pack the stamp in the PLD bag and must write the number of the Polling Station on the bag with a black marker.

(15) Provisions of paragraph (2) of this Article shall not apply to polling station committee in the Brčko District of BiH, because the Mayor of Brčko District of Bosnia and Herzegovina is not elected directly.

Article 79

(Packing procedure after counting and consolidation)

(1) Polling station committee or a team referred to in Article 72, paragraph (4) of this Rulebook shall pack the polling material in the manner set forth by this Rulebook, namely in the same bag, together with the seal previously used by the polling station committee to seal off that bag.

(2) Polling station committee or team shall seal off the bag referred to in paragraph (1) of this Article with a new seal, whose serial number is recorded on the original form that the team counted.

Article 80
(Packing of polling material at other polling stations)

Polling material at absentee polling stations, at polling stations for issuing tendered – enveloped ballot papers and at mobile teams shall be packaged in accordance with the procedure set forth in Articles 63 through 65 of this Rulebook.

Article 81
(Election results)

The procedure for election results at the general elections set forth in Articles 70 through 74 of **this Rulebook** shall be applied to the election results at local elections.

PART FOUR – EARLY, REPEATED AND POSTPONED ELECTIONS

CHAPTER IX. EARLY ELECTIONS – Article 14.3, paragraph (1) of the BiH Election Law

Article 82
(Scope)

Early elections for the bodies of authority in Bosnia and Herzegovina shall be conducted in line with the BiH Election Law, special regulations that regulate early elections for the election of certain bodies of authorities and under the procedure set forth in this Rulebook.

Article 83
(Deadlines of electoral activities)

The BiH Central Election Commission shall define deadlines of election activities for early elections in a special Instruction on deadlines of electoral activities for conducting early elections.

Article 84
(Registration of political parties and independent candidates that participated in the regular elections)

(1) Political parties and independent candidates that were certified to participate in the last regular election shall not be obligated to resubmit complete necessary documentation for certification to participate in the early elections. The application with the documents submitted for regular elections shall be accepted by submitting their newly completed application form.

(2) Political parties and independent candidates that were certified at the last regular election for the municipal mayor shall not pay the government stamp for participation in the early elections and they also shall be exempt of the obligation to collect signatures of support.

(3) Political parties that were not certified to participate at the last regular elections for the municipal mayor, and were certified for the municipal/city council, shall not be obligated to collect signatures of support, but shall pay the government stamp for participation at the early elections.

Article 85

(Application of political parties and independent candidates that did not participate in the regular elections)

(1) Political parties and independent candidates that did not participate in the last regular elections shall beside the application for certification to participate in the early election submit the following documents:

- a) decision on registration with the competent bodies, and excerpt from the court's registry that is not older than 60 days in line with Article 4.3 of the BiH Election Law, if the decision is older than 60 days (political parties only);
- b) certified statement set forth in Articles 1.6 and 1.13 of the BiH Election Law (statement may be given in person at the Head Office of the Central Election Commission of BiH);
- c) proof of payment of fee for certification in line with Article 4 of this Rulebook,
- d) the financial report covering the period three (3) months prior to the date of application submission in line with Article 15.1 of the BiH Election Law;
- e) certified statement that they have no unsettled liabilities in connection to final and executive decisions on fines passed by the Central Election Commission of BiH, except in cases in which the payment is made in instalments, in line with the decision of the Central Election Commission of BiH, and
- f) account number for election campaign funding.

(2) Political parties and independent candidates that did not participate in the last regular elections shall be obligated to pay the government stamp for certification to participate in the early elections in the amount set forth in Article 4.16 of the BiH Election Law.

Article 86

(Registration of coalitions)

All coalitions certified for the last regular elections for municipal mayor shall not make any additional applications, and shall only confirm the earlier one by submitting new and completed application form.

Article 87

(Voters registered in the Central Voters' Register)

(1) All voters registered in the Central Voters' Register shall have the right to vote at the early elections.

(2) The BiH Central Election Commission shall publish the by-mail application form for new registrants on the official web page of the BiH Central Election Commission and shall deliver it to all DCROs of Bosnia and Herzegovina abroad.

(3) The voters who have the displaced person status shall have the same voting option that they had chosen at the last regular elections.

Article 88
(Notice for the voters)

The election commission that is conducting early elections shall forward to the election commissions on whose territory the voters registered in the excerpt from the Central Voters' Register for displaced persons of BiH reside the list of displaced persons containing the information where and at which polling station they can exercise their right to vote. The election commission on whose territory the displaced persons reside shall be responsible to properly and timely inform these persons about where and how they shall vote.

Article 89
(Main Center for Counting)

The BiH Central Election Commission may by a special decision establish a Main Center for Counting for every early election. The decision shall define the tasks performed in the Main Center for counting, location at which the Main Center for Counting will be established and it shall also define the time period in which the Main Center for Counting will be operational.

CHAPTER X. REPEATED ELECTIONS – Article 14.1 of the BiH Election Law

Article 90
(Procedure)

- (1) The repeated elections shall be conducted if the BiH Central Election Commission determines that irregularities, which could affect the results of the elections, occurred during the voting or counting process, and if it annuls the elections in a constituency or at a particular polling station.
- (2) Repeated elections shall be conducted using the same candidate lists and the same excerpts from the Central Voters Register which were used in the annulled elections.
- (3) The Central Election Commission of BiH shall determine the date of early elections, which shall be no later than fourteen (14) days from the date when the decision of the Central Election Commission of BiH to annul the elections became final.
- (4) Repeated elections shall be conducted at the same polling station's location and according to the procedure set forth in Part II of this Rulebook.

CHAPTER XI POSTPONED ELECTIONS - Article 14.2 of the BiH Election Law

Article 91
(Implementation procedure)

- (1) If in a constituency or at a Polling Station the voting did not take place on the day designated for voting postponed elections shall be conducted.
- (2) The decision to postpone the elections at a particular polling station or constituency shall be issued by the Central Election Commission of BiH on the basis of facts indicating that the elections cannot be conducted in accordance with the provisions of the Election Law and no later than thirty (30) days, from the day designated for voting in the regular elections.

- (3) Postponed elections shall be scheduled by the Central Election Commission of BiH.
- (4) Postponed elections shall, as a rule, be conducted within seven (7) days, and no later than thirty (30) days, from the day designated for voting in the regular elections.
- (5) Postponed elections shall be conducted according to the procedure set forth in part II of this Rulebook.

PART FIVE – TRANSITIONAL PROVISIONS

Article 92 (Schematic overview)

The schematic overviews of polling materials' packing procedure shall be integral part of this Rulebook.

Article 93 (Forms)

The following documents shall be integral part of this Rulebook:

- a) Minutes on work of the polling station committee – ZARBO,
- b) Stock Form BS – regular polling station,
- c) Stock Form BSO – absentee polling station (also used in DCRO BiH),
- d) Stock Form BSN – polling station for voting by tendered ballot papers,
- e) Stock Form BSM – mobile team,
- f) Stock Form of special mobile team,
- g) Form for aggregate results ZR – majority vote (for polling station, for Main Center for Counting and for election commission),
- h) Form for aggregate results ZR – proportional representation (for polling station, for Main Center for Counting and for election commission),
- i) Auxiliary form for counting,
- j) Example envelope for tendered – enveloped ballot papers and for mobile teams, and for special mobile teams
- k) Delivery forms PO, and
- l) Delivery form PO5 IS;
- m) Delivery form BO-IK;
- n) Minutes from the opening of bag,
- o) Assistance of another person - PDL Form
- p) Record on Ballot Handover

Article 94 (Obligations of the participants in the election process)

All participants in the election process shall conduct all activities prescribed by the Rulebook in line with recommendations and measures prescribed by the competent bodies in Bosnia and Herzegovina for the duration of the state of natural or other disaster i.e. the emergency situation.

Article 95
(Ineffectiveness)

The rulebook on conduct of elections in Bosnia and Herzegovina – consolidated text (Official Gazette of BiH, No: 25/20, 38/20, 63/20, 70/20 and 72/20) and Instruction on the method of entry, processing and control of election results for the 2020 Local Elections number 05-1-02-2-397-1/20 of May 6, 2020 shall become ineffective.

Article 96
(Publication)

This Rulebook shall enter into force on day of its publication in the Official Gazette of BiH, and shall be also published in the Official Gazette of Federation BiH, the Official Gazette of Republika Srpska, the Official Gazette of the BiH District of Brčko and on the web page of the BiH Central Election Commission www.izbori.ba.

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Sarajevo, May 4, 2022

President

Dr. Suad Arnautović