



RULEBOOK

on the conduct of elections Bosnia and Herzegovina

Sarajevo, May 2024

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, 41/20, 38/22, 51/22, 67/22 and 24/24), the Central Election Commission of Bosnia and Herzegovina, at its 20th session held on May 3, 2024 passed

RULEBOOK

on the conduct of elections in Bosnia and Herzegovina

PART ONE – INTRODUCTION

Article 1 **(Scope)**

The Rulebook on the conduct of elections in Bosnia and Herzegovina (hereinafter: the Rulebook) shall regulate:

- a) duties of president of the polling station committee and role of the members of polling station committee, presence requirements at the polling station, the role of observers at a polling station, control, packaging, transport and delivery of election material from the Central Election Commission of Bosnia and Herzegovina (hereinafter: the BiH Central Election Commission) to the municipal election commission, city election commission and election commission of Brčko District of Bosnia and Herzegovina (hereinafter: the election commission), control, transport and delivery of election commission from the election commission to the polling stations, the election material handover procedure between the election commission and the BiH Central Election Commission after the Election day;
- b) activities at the polling station prior the elections and prior to the opening of the polling station, procedure of voting and determining election results at the polling stations, procedure of counting the ballots and the votes as well as packaging the election material at the regular polling stations, the polling stations for absentee voting, polling stations at the diplomatic-consular representation offices of Bosnia and Herzegovina (hereinafter: DCRO 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;
- c) 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;
- d) the procedure for conduct of early, repeated and postponed elections.

Article 2 (Definitions)

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

1. **“Bar code”**, in the sense of this Rulebook, is a way of marking optional material with a series of black and white lines that can be optically recognized by special devices.
2. **“Eligible voter”** is citizen of Bosnia and Hercegovina registered in the Central Voters' Register;
3. **“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;
4. **“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;
5. **“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;
6. **“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;
7. **“Voter”** is a citizen of Bosnia and Herzegovina who is registered in the Central Voters' Register and has exercised active voting right;
8. **“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;
 - d) entity constituencies in which the national level of government is elected.
9. **“A refugee”** is a citizen of Bosnia and Herzegovina who has the right to vote and resides abroad in the status of a refugee from BiH;
10. **“Election material”** is material used at the polling station and is divided into sensitive and insensitive election material;
11. **“Instruction letter”** is an instruction to a voter who votes by mail on how to receive and send a return envelope;

12. **"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;
13. **"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;
14. **"Box"** is packaging containing a certain number of vacuum packages with ballot papers for a certain constituency;
15. **"Envelope for voting with tendered-enveloped ballots"** is an envelope in which tendered-enveloped ballot papers with a protective envelope are packed;
16. **"Envelope kit"** is a protective envelope with ballots that is inserted into a personalized envelope;
17. **"Mobile team"** is a polling station committee that enables homebound voters and voters confined to institutions to vote;
18. **"Small translucent bags" with the inscription "Pomoćne vreće/Помоћне вреће"** are the bags that the polling station committee uses, as an auxiliary means, during the counting of ballots, by placing in them the ballots for the level of government that is not currently counting.
19. **"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;
20. **"Permanent residence"** is a municipality, a city or a district in which the citizen has settled with the intention of living there permanently;
21. **"Ballot package"** is a package containing the appropriate number of vacuum packages with ballots;
22. **"Pallet"** is packaging that contains a certain number of boxes containing vacuum packs for a certain constituency;
23. **"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;
24. **"Auxiliary ballot box"** is a cardboard ballot box for mobile team voting and voting at the DCROs;
25. **"PLD bag"** is a bag in which the stamp is packed and closed after the polling station is closed;
26. **"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;
27. **"Another person assistance"** is the right of a voter who is blind, illiterate or disabled to use the assistance of another person in voting;
28. **"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 subject - personal votes in the electoral system of proportional representation;
29. **"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;
30. **"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.
31. **"Safety seal"** is a plastic seal to secure opening of the protective bag with the purpose of safeguarding the election material.
32. **"Majority vote system"** is the electoral system according to which the candidate who wins the most votes gets the mandate;
33. **"Stamp"** is an aid used to leave an imprint on the ballot with the data prescribed by the Central Election Commission of BiH;

34. **“U shape folder”** is a translucent plastic folder used to pack the election material;
35. **“Box for packaging bags with ballots”** is a cardboard box in which the polling station committee packs bags with packed ballots;
36. **“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;
37. **“By-mail voting guide”** is a written instruction on voting by-mail procedure for the voters;
38. A **“vacuum-sealed package”** refers to the packaging of a specified number of ballots of the same type, enclosed in a translucent foil from which air is extracted.
39. **“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 – GENERAL PROVISIONS

CHAPTER I DUTIES OF PRESIDENT AND MEMBERS OF POLLING STATION COMMITTEES, PRESENCE REQUIREMENT AT THE POLLING STATION AND ELECTION OBSERVERS

Article 3

(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 operations of the polling station committee, and together with the members of the polling station committee, shall be responsible for lawfulness of the operations at the polling station; maintaining integrity of the voting and counting process, taking care of peace and order at the polling station and surrounding area; completing all necessary forms; ensuring there are no weapons or dangerous items at the polling station; assisting the voters who need additional explanation of the voting process; dealing with all issues regarding identification and the voters’ right to vote; recording in the Poll Book ZARBO (hereinafter: ZARBO) the time and the circumstances of all extraordinary events at the polling station so as enter into the ZABRO 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 ZARBO. When a voter cannot be found on the voters’ register at the particular polling station the president shall verify with the competent election commission of the basic constituency (hereinafter: the election commission) at which polling station the voter can vote. The president of the polling station committee shall, by using a suitable application, inform the competent commission about possible irregularities at the polling station, and shall in the same way deliver the preliminary results of the elections for the majority vote system.

(2) At a polling station where more than 350 voters voted by 18:45 hours on the election day the president of the polling station committee shall be obligated to call his deputy and alternate members of the polling station committee to come to the polling station after closing and to attend the ballot counting process.

(3) If a polling station, which was scheduled to open at 07:00 hours, experiences a delay of one to three hours or if voting is interrupted for one to three hours, the president of the polling station committee shall invite their deputy and alternate members of the polling station committee to

attend the ballot counting process at the polling station after it closes.

(4) Member of the polling station committee in charge of controlling the order shall ensure smooth circulation of the voters at the polling station, without jeopardizing the secrecy of the vote.

(5) 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' Register; warn the voter that their signature has to be identical to the signature on the ID document and make sure that the voter signs next to their name on the excerpt from the final Central Voters' Register in the appropriate box. Signature on the excerpt from the Central Voters' Register must correspond to the signature on the identification document.

(6) Member of the polling station committee in charge of issuing the ballots shall stamp and sign front side of ballots, below the text "Voting Instruction" in the lower left corner, provide an explanation on how to correctly fill out the ballots, instructing the voter to read the voting instructions on the back of each ballot; issue the ballots to the voter; and direct the voter to unoccupied space at which the secrecy of the vote shall be secured (hereinafter: voting booth). In the event that a voter damages a ballot paper, rendering it unusable due to physical damage or erroneous completion, a member of the polling station committee will issue a new one. The damaged ballot will be retrieved, and the words "DAMAGED" will be inscribed on it. Subsequently, the damaged ballot paper shall be securely stored in an envelope designated for this purpose.

(7) If a voter damages one or more ballots while in the voting booth at a polling station where voters receive an envelope containing ballots, the envelope containing the damaged ballots shall be retrieved. The voter is then provided with a new envelope containing the appropriate combination of ballots. Additionally, the word "DAMAGED" is written across the retrieved envelope and the envelope shall be placed into a designated envelope for damaged materials.

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

(9) Member of the polling station committee in charge of overseeing the ballot box 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 all ballots into the ballot box, and that the voter puts all received ballots, one by one, into the ballot box; as well as ensure that only ballots are put into the ballot box.

(10) 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 overseeing 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.

(11) Each member of the polling station committee shall bear individual responsibility for any irregularities occurring in the execution of duties assigned by the president of the polling station committee, as stipulated by the BiH Election Law and regulations set forth by the BiH Central Election Commission

(12) The president of the polling station committee shall be held accountable for any irregularities committed by a member of the polling station committee if they fail to document observed irregularities and promptly notify the relevant election commission.

(13) The president and members of the polling station committee shall bear the responsibility for ensuring the regularity and secrecy of the vote, accurate counting, proper recording of ballot papers, and correct packaging of the election materials at the polling station

(14) 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 if they need to vote at another polling station where they are registered in the excerpt from the Central Voters' Register or if they are unable to continue performing their duties due to health issues or other valid reasons.

(15) President of the polling station committee shall be obligated to inform the election commission of 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 document all staff replacements in part Z5 of the ZARBO "Observations during voting".

Article 4 **(Presence at the polling station)**

(1) The president, members of the polling station committee, and their alternates, in cases outlined by this Rulebook, accredited observers, and, exceptionally, police officers, if summoned by the president of the polling station committee when the polling station is closed due to disorder, may be present at the polling station during voting and the ballot count.

(2) Media representatives, with the president's approval, may visit the polling station for a brief period. However, they are prohibited from compromising the secrecy of the vote, filming voters inside the voting booth, or disrupting the election process. Making statements to the media at the polling station is prohibited.

(3) The president, a member of the election commission, or an authorized representative of the election commission may enter the polling station for the purpose of providing advisory assistance and retrieving green copies containing the election results.

(4) For the purpose of visiting the polling stations on the Election Day, president and/or members of the BiH Central Election Commission, as well as authorized officers of the BiH Central Election Commission, can come to the polling station accompanied by the president or a member of the election commission.

Article 5
(Accredited observers)

- (1) The polling station committee must permit unimpeded observation of the entire voting and counting process to election observers, including recording all objections in the ZARBO.
- (2) The polling station committee must ensure that observers have an unobstructed view of all election activities. The president of the polling station committee is obligated to address any inquiries from observers who identify irregularities during their observation. If the observer is dissatisfied with the explanation provided, the president of the polling station committee must allow them to note an objection in section Z6 of the ZARBO.
- (3) If an observer detects an irregularity in the process of identifying and verifying the identity of a voter who signed the excerpt from the Central Voters' Register, the president of the polling station committee shall permit the observer to verify the voter's identity and to examine the excerpt from the Central Voters' Register.
- (4) An observer has the right to oversee the ballot counting process from a distance that allows them to clearly observe all activities of the polling station committee without interfering with the ballot counting process. The polling station committee will conduct the ballot count in a manner that enables nearby observers to clearly see the ballots.

CHAPTER II HANDOVER OF ELECTION MATERIAL

Article 6
(Election material)

- (1) The BiH Central Election Commission shall provide all designated polling stations, except for the voters referred to in Article 54 of this Rulebook, with the election material consisting of:
 - a) sensitive election material:
 - 1) ballot papers,
 - 2) forms referred to in Article 80 of this Rulebook;
 - 3) 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
 - 4) stamp referred to in Article 2, paragraph (1), point 33 of this Rulebook.
 - b) non-sensitive election material:
 - 1) candidates' lists, and
 - 2) part of polling consumables (posters, voting booths, bags for packaging election material, etc.), and
 - 3) box for packaging the bags containing ballots.

(2) The BiH Central Election Commission ensures that each bag for packaging of election materials is marked with a unique “Bar code”. These barcodes distinguish each special bag from others. Using these barcodes, the BiH Central Election Commission allocates bags for packaging election materials to the election commission. These bags are found within boxes containing non-sensitive election materials.

(3) For the 2024 Local Elections, the Central Election Commission of Bosnia and Herzegovina will also supply small transparent bags labeled “Помоћне вреће/Помоћне вреће” to all election commissions together with the non-sensitive election materials. The BiH Central Election Commission provides each election commission with an adequate quantity of these bags for every regular polling station.

(4) The election commission, alongside other election materials for regular elections, provides the polling station committee with:

- a) 1 (one) bag referred to in paragraph (3) of this Article for the local elections,
- b) 3 (three) bags referred to in paragraph (3) of this Article for the general elections, and
- c) 6 (six) bags referred to in paragraph (3) of this Article for the election commission of Brčko District of BiH for the general elections.

(5) The polling station committee shall return the small transparent bags to the election commission along with other election materials

(6) The election commission shall store the small transparent bags in a convenient and secure location until the next regular elections.

(7) The polling station committee shall use the bags referred to in paragraph (3) of this Article during the ballot counting process after opening the ballot box. They are to be used for storing ballots for the level of government that is not presently being counted.

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

(9) The election commission shall be responsible for delivery and distribution of the election 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 election material from the moment of receiving the complete election material from the polling stations until its delivery to the BiH Central Election Commission.

(10) The president of the election commission or a member of the election commission, authorized by the president in writing, shall be responsible for the handover of the election material referred to in paragraph (9) of this Article from and to the BiH Central Election Commission.

(11) 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 DCROs, and
- c) ballot papers with special label for by-mail voting.

(12) The ballot papers designated for voting at DCROs will bear a stamp imprint showing the name of the corresponding DCRO of BiH. Additionally, the ballot paper intended for voting by mail will be labeled with the inscription “MAIL” in both the Latin and Cyrillic alphabets.

Article 7

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

The BiH Central Election Commission shall deliver the election material referred to in Article 6, 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 before the Election Day, and the election material referred to in Article 6, point a), indent 3) and non-sensitive election material referred to in point b), indent 2) of this Rulebook no later than 20 days before the Election Day.

Article 8

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

(1) During the handover of the election material from the BiH Central Election Commission, the competent election commission must inspect the total number of received ballot paper boxes and remaining election materials. It is required to verify the receipt by completing the appropriate election material handover forms, namely 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 notices any discrepancies regarding the quantity or type of received election material specified in paragraph (1) of this Article, it shall promptly, and no later than 12 hours after receiving the election material, notify the BiH Central Election Commission in writing so as to address and rectify observed discrepancies.

Article 9

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

(1) After the polling stations are closed and the counting process, along with all activities at the polling station, is completed, the polling station committee shall deliver the properly packaged election material to the election commission, following the guidelines outlined in Articles 31, 32, 34, 40, 44, and 48 of this Rulebook.

(2) Upon receiving the election material from the polling station committee, the election commission must ensure that the election material is correctly packaged and verify the receipt using Log BO-IK. If the election commission notices any inadequacies such as improper packaging or missing components, it must request the polling station committee to rectify these issues in the presence of observers and under the supervision of the election commission.

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

Article 10

(Delivery of election material to the BiH Central Election Commission)

(1) When retrieving election materials from the election commission of the basic constituency, the BiH Central Election Commission shall verify if the materials are packaged in line with the prescribed manner. It will then scan all barcodes on the bags specified in Article 6, paragraph (2) of this Rulebook. Subsequently, it will acknowledge receipt by recording the details in the handover form of the election material IK-CIK BIH.

(2) If, during the scanning of the barcodes on the bags, a particular bag lacks a barcode, the staff of the BiH Central Election Commission shall take possession of the bag, noting the plastic seal number in the handover form specified in paragraph (1) of this Article. Similarly, if any defects are detected in the packaging of the election materials, the responsible individual from the BiH Central Election Commission will instruct the election commission to promptly rectify the observed defects.

(3) The form referred to in paragraph (1) of this Article shall be copied and the copy shall be kept by the election commission, while the BiH Central Election Commission shall retain the original form.

Article 11

(Packaging and delivery of ballot papers – Article 5.4 of the BiH Election Law)

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

(2) Vacuum-sealed packages containing ballot papers for polling stations within a specific basic constituency shall be placed into boxes. Each polling station will receive one or more boxes containing the appropriate type of ballot papers based on the station's classification (regular polling station or absentee voting polling station).

(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 correspond, 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) Information regarding the ordinal number of the box and the total number of boxes allocated for a specific polling station

(5) The BiH Central Election Commission shall appoint individuals through a special decision to oversee the production of paper for ballots with watermark and its packaging onto pallets.

(6) During the printing and packaging of ballot papers in a printing house, the BiH Central Election Commission shall appoint a commission, comprised of employees from the BiH CEC Secretariat, through a special decision. This commission will be responsible for continuously monitoring and controlling the process of printing and packaging ballot papers. Additionally, the commission shall conduct random count checks of the ballot papers before they are packaged into plastic foils. The BiH Central Election Commission shall also designate, by this decision, one member of the BiH Central Election Commission to coordinate the commission's operations.

(7) Individuals mentioned in paragraph (5) and the commission outlined in paragraph (6) of this Article shall periodically provide written updates on the progress of specific activities. Additionally, a written report on the monitoring and control of the production of paper for the ballot papers, including the printing and packaging processes, shall be submitted upon the conclusion of all activities.

CHAPTER III POLL BOOK AND BALLOT BOX

Article 12

(ZARBO – Article 5.7, paragraph (1) of the BiH Election Law)

(1) A polling station committee shall maintain the ZARBO, which is an integral part of this Rulebook, for every polling station. ZARBO is structured in a manner where every page has its duplicate copy onto which the information written on the page is replicated. Each page should include the number of the polling station. For polling station committees in the Brčko District of BiH, ZARBO is designed to have two original pages, each with its corresponding copy

(2) The information referred to in Article 5.7, paragraph (1) points 1 to 4 of the BiH Election Law, as well as objections and opinions raised by the polling station committee member, voter or an accredited observer concerning the voting process as outlined in Article 5.7, paragraph (2) of the BiH Election Law, shall be recorded in the ZARBO.

(3) ZARBO also includes the text of the oath as specified in Article 2.1, paragraph (3) of the BiH Election Law. This oath is signed by the president and members of the polling station committee, as well as their deputies if they are engaged.

(4) If a member of the polling station committee, a voter, or an accredited observer is unable to enter objections or opinions into ZARBO, they may submit their objections or opinions directly to the election commission. The election commission then promptly informs the Central Election Commission of BiH about the received objections or opinions.

Article 13

(Ballot box and auxiliary bags)

(1) The election commission shall be responsible for securely storing the ballot boxes, recording their numbers, and noting any damages or imperfections. The commission must retain the ballot boxes as fixed assets for use in future elections.

(2) The election commission is tasked with securely storing the bags mentioned in Article 6, paragraph (3) of this Rulebook. This includes recording their numbers and documenting any damages or imperfections. Additionally, the commission is required to retain these bags as fixed assets for use in future elections.

(3) 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, while the election commission submits the record on the number of bags referred to in Article 6, paragraph (3) of this Rulebook to the BiH Central Election Commission only in exceptional cases, such as when there is a requirement for additional bags. This record is forwarded at the commencement of the election year.

(4) The types and handling procedures for ballot boxes shall be determined by the Central Election Commission of BiH through a special regulation.

PART THREE– REGULAR POLLING STATIONS

CHAPTER I PACKAGING AND DELIVERY OF BALLOTS TO ELECTION COMMISSIONS

Article 14

(Regular polling station – Article 5.4 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 multiple of 10.

(2) Packages containing ballot papers for regular polling stations shall include the appropriate number of vacuum-sealed packages, each containing 200 ballot papers of the same type. If the total number of ballot papers for a particular regular polling station is less than 200, or if the total number is not divisible by 200, any remaining ballot papers exceeding 50 will be placed in a special vacuum-sealed package. If the difference is 50 or fewer ballot papers, they will be combined in the same package with 200 ballot papers.

(3) Each vacuum-sealed 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. The packages shall be numbered according to the specifications provided by the BiH Central Election Commission for each level.

(4) In addition to the information specified in paragraph (3) of this Article, there shall be a barcode affixed to each vacuum-sealed package.

CHAPTER II PRIOR TO THE OPENING OF POLLING STATIONS

Article 15

(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 draft a plan detailing the delivery procedures for election materials to be provided to the polling station committee at each designated polling station.

(2) In adherence to the plan mentioned in paragraph (1) of this Article, the election commission shall deliver election materials to the polling station committee no later than 12 hours before the scheduled opening of the polling stations, and at the latest, a day prior. The delivered materials shall include:

- a) excerpt from the Central Voters' Register for the 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 voting instructions and information for the voters;
- g) ZARBO referred to in Article 12, paragraph (1) of this Rulebook,
- h) consumables, according to the specifications in the ZARBO, which are necessary for the voting and counting process, and
- i) stamp for additional protection of the ballots.

(3) During the handover of election materials, the polling station committee shall verify the completeness and correctness of the materials received from the election commission and sign the ZARBO accordingly. If any deficiencies are identified, the polling station committee must promptly notify the election commission. The election commission is then obligated to rectify all deficiencies in communication with the BiH Central Election Commission as soon as possible.

(4) Following the receipt of the election materials, the president and members of the polling station committee are required to sign the oath in the ZARBO.

(5) After receiving the election materials, the president and members of the polling station committee shall inspect the designated polling station area and address any deficiencies that may impact the legality of the polling station committee's operations. Any observations regarding the condition of the polling station shall be documented in the ZARBO. The president and members of the polling station committee shall be responsible for the security of the election materials at the polling station from the moment they are received until all their duties are completed following the closure of the polling station, the conclusion of the voting process and the delivery of the election material. On the night before the polling stations open, election materials shall be stored in locked premises at the polling station's location. The police shall be responsible for securing and guarding the election materials at the polling station locations during this time.

(6) The polling station committee shall remove all insignias and symbols associated with political parties, religious symbols, and any other insignias with potentially discriminatory connotations from the polling station premises. Additionally, the polling station committee shall prominently display signs indicating the polling station number, entry and exit points, directions to the polling station, prohibition of weapons and dangerous items, no smoking policies, prohibitions on the use of photo/video cameras, mobile phones, and other recording devices 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. Furthermore, the polling station committee shall display the candidates' lists, as well as the list of polling station committee members and the political subjects that nominated them.

(7) 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.

(8) The polling station committee shall designate the location for each voting booth to ensure that the booth's opening is oriented towards the members of the polling station committee and observers. The placement of the voting booth shall maintain a sufficient distance from the polling station committee members, observers, or the voter undergoing identification to prevent any breach of the secrecy of the vote.

Article 16
(Prior to the 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 the 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) Polling station committees at polling stations without access provided to persons referred to in Article 19, Paragraph (5) of this Rulebook shall assign a special position and shall place the voting booth in front of the Polling Station, for this category of voters.

(3) 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 Reporting 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 president shall record on the Record 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 Reporting 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 ZARBO 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 ZARBO, 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 ZARBO or submit them signed in a written form.

(4) The president of the polling station committee shall assign duties to all members of the polling station committee and shall record this in part Z3 ZARBO. If, during the voting, a member of the polling station committee leaves the polling station and the deputy takes over their duties, the president of the polling station committee shall record the time of the replacement and the reason for leaving the polling station in part Z5 ZARBO. Additionally, in part Z5 ZARBO, the president of the polling station committee shall also record their departure time from the polling station, as well as their return time.

(5) When arriving at the polling station, the deputy president or deputy member of the polling station committee shall sign an oath in ZARBO before assuming the duties of president or member.

Article 17

(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 16, paragraph (4), point c) of this Rulebook the polling station committees observe irregularities:

- a) If vacuum-sealed packages of ballot papers are found to contain materials other than ballot papers, or if the ballot papers do not have the names of the candidates printed on them, or they lack candidates' lists for the constituency, or if they contain ballots that were not determined by the BiH CEC, the polling station committees shall be obligated to separate them and determine their number, as well as to determine number of ballots that are correct,
- b) receive a smaller number of ballot papers in the vacuum-sealed 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 document the observed irregularity in the ZARBO, under the section titled "Before opening of the polling station". Additionally, the election commission must submit a report on the observed irregularities to the BiH Central Election Commission.

(3) If the irregularities affect the work of the polling station committee, particularly in terms of a lack of ballot papers necessary for their operations, the election commission shall take a maximum of 100 ballot papers from nearby polling stations, 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 Reporting form, section 3 "The number of subsequently taken/retrieved ballot papers" where the polling station committee whose ballot papers were taken records the number of taken ballot papers. The polling station committee shall record the absolute value without suffix +/- in the section 3 of the Reporting form.

CHAPTER III VOTING PROCEDURE

Article 18

(Identification, issuing of ballot and voting – Article 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 be required to present a valid personal document upon arrival at the polling station. Upon verification of the voter's identity by a member of the polling station committee and confirmation of their name on the excerpt from the Central Voters' Register, the voter shall be obliged to sign the excerpt next to their name. This signature shall be identical to the signature on the presented identification document. A member of the Polling Station Committee shall be tasked with reminding each voter that their signature on the excerpt of the Central Voters' Register must correspond to the signature on the identification document presented for identification purposes.

(2) If the voter fails to sign identically as on the identification document, the member of the polling station committee shall caution them to sign in accordance with the signature on their identification document. If the voter declines to comply, the president of the polling station committee shall record the name and surname of the voter, the ordinal number of the voter on the excerpt from the Central Voters' Register, and the fact that the voter refused to sign identically to the personal document in part Z5 ZARBO.

(3) When the voter is identified and signs the excerpt from the Central Voters' Register, the member of the polling station committee responsible for issuing ballots shall place the imprint of the polling station stamp on the front page of each ballot, specifically under the text "Voting Instructions" in the lower left corner. Additionally, they shall sign next to the stamp imprint. The voter shall then be instructed on how to correctly fill out the ballots, with a reminder to consult the instructions on voting procedures located on the back of each ballot. Subsequently, the ballots shall be issued to the voter, who shall then be immediately directed to one of the available voting booths to complete the voting process. It should be noted that only one person may occupy a voting booth at a time, except in the case of a voter referred to in Article 19 of this Rulebook.

(4) At the polling station, the marking of the ballot is conducted in secret, and voting is done in person. The president and members of the polling station committee bear the responsibility of ensuring the secrecy of the vote and preventing any instances of proxy voting or multiple voting.

(5) After marking the ballot papers, the voter folds them in a manner that maintains the secrecy of the vote. Subsequently, the voter places each folded ballot paper one by one into the ballot box. The member of the polling station committee responsible for overseeing the ballot box must ensure that all ballot papers are deposited into the ballot box.

(6) If a voter fails to deposit all the ballot papers issued to them into the ballot box at the polling station, the member of the polling station committee responsible for the ballot box shall warn the voter of their obligation to do so. Should the voter disregard this warning, the president of the polling station committee shall document the incident in the ZARBO, recording information from the voter's ID document.

(7) If a voter attempts to deposit a ballot paper into the ballot box 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 promptly inform the president of the polling station committee. Upon receiving this information the president shall suspend the voting process and, with police assistance, confiscate the ballot paper from the voter. Subsequently, the president of the polling station committee shall document this incident in the ZARBO, including details from the voter's ID document. Additionally, the president shall immediately notify the election commission about the aforementioned case.

(8) 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.

(9) 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.

(10) 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 19

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

(1) During the voting process, a visually impaired, illiterate, or disabled voter has the right to request assistance from another person of their choice and, this assistance must be approved by the President of the polling station committee. The member of the polling station committee responsible for identification shall enter the number of the identification document of the visually impaired, illiterate, or disabled voter in the section designated for signature, as well as the number of the identification document of the person assisting them, next to their respective 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 information:

- a) The information where assistance is used, at the Polling Station or outside the Polling Station;
- b) The following information about the voter who is visually-impaired, illiterate or disabled:
 - full name
 - Single Identification Number (JMB)
 - number of the identification document
- c) The following information about the person who assists:
 - full name
 - number of the identification document
 - signature
- d) A mark indicating if the voters visually-impaired, illiterate or disabled
- e) Type of evidence, number and date of issuing evidence referred to in point d) of this Article
- f) Serial number of the Form,
- g) Number of the Polling Station,
- h) Ordinal number of the voter found in the excerpt of the Central Voters' Register,
- i) Statement that the person assisting the voter can assist only one voter on the Election Day;
- j) Signature of the President of the polling station committee

(4) The evidence required for a visually impaired or disabled person, as referred to in Paragraph (3), Point d), shall include a decision or certificate issued by a relevant institution, institute, or commission certifying the disability or physical incapacitation, along with a membership card of an association registered to assist this category of population. However, the president of the polling station committee may, as an exception, allow assistance without the presentation of this evidence to a voter who is evidently unable to vote without assistance. For an illiterate person, as referred to in paragraph (3), the evidence shall be an "XX" mark on the travel document if identification has been conducted using a travel document, or an empty section designated for a signature if identification has been conducted using an identification card.

(5) A voter with a disability is a voter who is unable to enter the polling station due to physical obstacles despite being able to come to the premises. A special area, suitable for this category of voters, including a voting booth shall be provided to this category of voters outside the polling station. Other person chosen by the voter shall present a valid identification document of the disabled voter inside the polling station and state that this voter cannot enter the Polling Station. The member of the Polling Station Committee responsible for identification shall verify whether the full name of the disabled voter is listed in the excerpt from the Central Voters' Register. If the voter's name is indeed listed in the excerpt, the President of the polling station committee shall record the data in the record referred to in paragraph (3) of this Article and approve the procedure. Subsequently, a member of the polling station committee shall approach the disabled voter with the ZARBO, ballots, a pencil, and an envelope. The member of the polling station shall enter the full name and personal details of the disabled voter, along with the number of their identification document. The voter shall then sign next to this information, proceed to fill out the ballots, and place them into the envelope. The person chosen by the voter shall take the envelope to the ballot box, open it, and deposit the ballots into the ballot box. A member of the polling station committee will record the identification document number of the assisting person in the section designated for signature, next to the name of the disabled. The assisting person shall enter their full name in block letters into the excerpt from the Central Voters' Register, adjacent to the name of the disabled voter, and subsequently sign it.

(6) The election commission is required to ensure, to the extent possible, that when determining polling stations, they are located in areas accessible to voters as described in paragraph (5) of this Article and avoid the voting procedures outlined in paragraph (5) of this Article.

(7) The election commission shall print out at least 10 PDL Forms per each polling station, entering serial numbers in the section "form number" 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 election material. The election commission shall provide an additional number of PDL Forms to the polling station committee upon request by the president of the polling station committee during the voting process.

(8) 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 with the excerpt from the Central Voters' Register according to the packaging plan.

(9) The president of the polling station committee shall be responsible for enabling the assistance of another person in accordance with paragraph (1) of this Article.

Article 20

(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 acted contrary to the rules during the voting and counting procedures. The election commission shall inform the BiH Central Election Commission thereof in writing, submitting complete paperwork on actions undertaken.

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

(3) The polling station committee may remove an observer from the polling station if the observer obstructs the process of voting or counting ballots. The decision on the removal of observers from the polling station is made by the polling committee by simple majority. A political subject whose observer is removed from the polling station may send a new observer to that polling station.

(4) The president of the polling committee records the reason and time of removal of observers from the polling station in part Z7 ZARBO.

Article 21

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

(1) The polling station closes at 19:00 hours, except in cases specified in Article 5.9, paragraph (3) of the BiH Election Law.

(2) Procedure of closing the Polling Station shall be as follows:

- a) 15 minutes before the polling station's closing time, the president announces to everyone present, both inside and outside the polling station, the closing time;
- b) A member of the polling station committee in charge of order shall stand at the end of the line at closing time to ensure that no one joins the line after the polling station has closed, and shall close the door immediately after the last voter in line has cast their ballot.
- c) the president shall record the closing time of the polling station in the ZARBO and shall seal the opening of the ballot box with self-adhesive tape, affixing his/her signature to it.

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

CHAPTER IV COUNTING OF BALLOTS AND VOTES

Article 22

(Time of counting)

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

Article 23

(Sequence of operation 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) Put the stamp referred to in Article 2, paragraph (1), point 31 of this Rulebook into a translucent PLD bag, which shall be sealed and placed in a 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 Reporting form the total number of remaining unused ballot papers for each electoral level;
- d) count signatures from each page of the excerpt of the Central Voters' Register and enter the number into the ZARBO, section Z9, whereafter the total number of voters is documented (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 Reporting form. The Polling Station Committee in the Brčko District of BiH shall also count 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 document them in ZARBO, sections Z9a and Z9b, respectively.
- e) the polling station committee shall promptly, upon determining the number of signatures referred to in point d) herein, place the Excerpts from the Central Voters' Register in the designated envelope, sealing the opening of the envelope with self-adhesive tape labeled "CVR Excerpt – DO NOT OPEN!" and position it visibly on the desk. Once all activities are completed, this envelope shall be packed according to the packaging plan.
- f) count and document the total number of damaged ballot papers for each electoral level and pack them into appropriate envelope, and
- g) president and the members of polling station committee sign Reporting form.

(2) The election material referred to in paragraph (1), points c) and f) of this Article shall be packed by the Polling Station Committee in a translucent plastic bag, separately for each level of authority.

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

Article 24 **(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 subjects.

Article 25 **(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 polling station committee shall proceed to:

- a) open ballot box and place its contents onto the 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) the polling station committee in Brčko District of BiH shall establish number of the ballot papers referred to in point e) of this Article for all four electoral levels in RS, and for three electoral levels in FBiH, shall be recorded in Form for consolidated 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 levels that are currently not being counted shall be packed into translucent plastic bags separately for each electoral level. The bags shall be put on the working surface as to be visible to everyone present at the polling station.

Article 26 **(Invalid ballot papers)**

A ballot shall be invalid if:

- 1. it is not completed or is completed in such a way that it is not possible to reliably ascertain for which political party, coalition, independent candidate, list of independent candidates a voter has cast his or her vote; or
- 2. names of candidates have been added in writing; or
- 3. more than one political party, coalition, or independent candidate or list of independent candidates has been marked; or
- 4. the voter can be identified based on markings added by the voter to the ballot, such as a signature;
- 5. the voter marks the ballot in a manner other than as provided by Article 5.14 of the Election Law;
- 6. it does not contain a stamp affixed, or
- 7. it is not signed by a member of the Polling Station Committee; or
- 8. the voter marks 4 or more candidates from one political subject on the ballot paper, in which case the ballot paper is valid for that political subject but invalid for the candidates of that political subject.

Article 27 **(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 at the general elections shall be counted in the following order:

a) in the Federation of BiH:

- 1) the BiH Presidency – election system – majority vote,
- 1) the House of Representatives of the BiH Parliamentary Assembly – election system of proportional representation,
- 2) the House of Representatives of the Federation of BiH Parliament - election system of proportional representation,
- 3) 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) The ballot papers for certain electoral levels at the local elections shall be counted in the following order:

- a) The mayor of the municipality, or the mayor of the city in the case of direct elections;
- b) The mayor of the City of Istočno Sarajevo in the basic constituencies where elections are held (Sokolac 121B, Istočna Ilidža 132B, Istočni Stari Grad 138B, Istočno Novo Sarajevo 140B, Trnovo 142B, and Pale 144B);
- c) The city constituency (199) in the City of Mostar;
- d) The municipal council, or the municipal assembly, or the city assembly;
- e) The electoral unit of the urban area (151-156) of the City of Mostar.

(3) 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 or the reasons specified in Article 3, paragraph (2) and (3) of this Rulebook. If the president or a member of polling station committee leave the polling station without approval during counting of the ballots referred to in paragraph 2, point a) and b) of this Article the polling station committee shall immediately inform the competent election commission. 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 ZARBO, section Z8.

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

Article 28

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

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

- a) sort the ballot papers for that electoral level into special groups by candidates;
- 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) 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 declare them invalid ballots;

- 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 their 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 points b) and c) herein, it shall immediately notify the election commission and the election commission shall notify the Central Election Commission of BiH. Then the polling station committee shall enter into the ZARBO, section Z10, the number of established invalid ballots per categories referred to in point d) of this paragraph and the number of invalid ballots referred to in points b) and c). In case that the polling station committee has not found ballots referred to in points b) and c) of this paragraph, it shall not enter anything in the section Z10 of the ZARBO. 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 points b) and c) of this paragraph in line with the packaging 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) The invalid ballot papers referred to in Article 26 of this Rulebook 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 consolidated results at a polling station ZR – majority vote (hereinafter ZR-VG) for that electoral level. The invalid ballot papers shall be packed into the protective bags for election material in accordance with Article 31, paragraph (6), Article 32, Paragraph (6) and Article 34, paragraph (5) of this Rulebook;
- b) the president shall record the results of vote counting for every candidate in Form for consolidated results at a polling station ZR-VG 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 election material in accordance with Article 31, paragraph (2), Article 32, paragraph (2) and (3) and Article 34, paragraph (4) of this Rulebook.

(4) When entering the number of votes won by the candidates on the Form for consolidated at the polling station ZR-VG, the president of the polling station committee shall insert a horizontal line in all empty boxes in front of the entered number to invalidate that box.

(5) 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 Form ZR-VG shall be displayed at the polling station. The president shall photograph the original Form ZR-VG and submit it to the appropriate election commission using a suitable application. Subsequently, the president shall provide the green copy of the election results for that level to an individual authorized by the election commission.

Article 29

(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;
- 4) City/Municipal Council;

b) in Republika Srpska:

- 1) House of Representatives of the BiH Parliamentary Assembly,
- 2) National Assembly of Republika Srpska;
- 3) City/Municipal Assembly.

c) Assembly of Brčko District of BiH

(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 maximum three 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 maximum three candidates within the selected political party, or coalition or list of independent candidates.
- d) next to the names of more than three candidates on one list, that list is considered to have received one valid vote for the purpose of distributing mandates, while preferential votes from the list are considered invalid.

Article 30

(Determining number of voters under proportional representation system)

(1) The number of votes received by a political subject and number of votes won by each candidate within the political subject shall be determined during the vote counting under the proportional representation system.

(2) The vote counting procedure shall be as follows:

- a) sorting the ballot papers in line with the sequence determined for a certain electoral level into groups by political subjects – ballot papers marked by a voter in the manner set forth in Article 29, paragraph (2) of this Rulebook shall be part of the group for one political subject;
- 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 in line with Article 5.14, paragraph (1) of the BiH Election Law. 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 committee;
- d) When the polling station committee has established the ballots referred to in points b) and c) of this paragraph, it shall enter into the ZARBO, section Z10, the number of established invalid ballots per categories referred to in point d) of this paragraph and the number of invalid ballots referred to in points b) and c). In case that the polling station committee has not detected ballots referred to in points b) and c) of this paragraph, it shall not enter anything in the section Z10 of the ZARBO. 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 points b) and c) of this paragraph in line with the packaging plan with other two categories of invalid ballots, only packed in separate rolls with rubber bands, with stickers reading „Invalid ballots without security elements“.

(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 shall be divided into two groups:

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

and shall be counted and their number determined.

(5) The president of the polling station committee shall record the information set forth in paragraph (4) of this Article in the Form for consolidated results at a polling station ZR – proportional representation (hereinafter ZR-PZ) for that electoral level.

(6) The polling station committee shall sort the valid ballots of all political subjects into groups of:

- a) ballots for independent candidates and candidates for national minorities,
- b) ballots for political parties, coalitions and lists of independent candidates.

(7) Ballots described in paragraph (6), point b) of this Article shall be grouped by the polling station committee into three subgroups:

- 1) A subgroup consisting of ballots where the voter marked an X solely in the box in front of the name of the political subject.
- 2) A subgroup comprising of ballots where the voter marked an X in the boxes in front of the names of four or more candidates of that political subject.
- 3) A subgroup containing ballots where the voter marked an X in the boxes in front of the names of one, two, or three candidates of that political subject.

(8) The polling station committee shall count the ballots specified in paragraph (6), point a) of this Article and record the number of votes for each independent candidate and candidate representing the national minority in the Form for the consolidated results ZR (proportional representation) and shall pack them in line with Article 31, paragraphs (3), (4), and (5), Article 32, paragraphs (4) and (5), or Article 34, paragraph (4). The polling station committee shall proceed to count each subgroup of ballots outlined in paragraph (7), points 1), 2), and 3) of this Article, employing the method of double counting with 25 ballots. The president records the number of each subgroup of ballots in the form Minutes on the number of ballots by category (ZGLK), while the total number of ballots for that political subject is entered in the Form for the consolidated results at the polling station ZR-PZ. All ballots referred to in paragraph (7), points 1), 2), and 3) of this Article shall be considered valid votes for a political party, coalition, or list of independent candidates.

(9) Once the procedure outlined in paragraph (7) of this Article has been concluded, the polling station committee shall proceed to count the ballots described in paragraph (6), point c) of this Article for the second round of counting votes by candidate. The polling station committee shall read the ordinal numbers of the candidates and record them with vertical lines in the auxiliary form. Subsequently, the president of the polling committee records the number of votes for all candidates in the Form for the consolidated results at the polling station ZR-PZ.

(10) When recording the number of votes received by political subjects and their candidates in the Form for the consolidated results at the polling station ZR-PZ, the president of the polling station committee shall draw a horizontal line across all empty boxes preceding the entered number to invalidate those boxes.

CHAPTER V PACKAGING OF ELECTION MATERIAL

Section A. General Elections

Article 31

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

(1) The polling station committee shall pack the election 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) envelope with the Form for the consolidated results ZR-VG – 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) envelope with the Form for the consolidated results ZR-VG – blue copy.
- (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) envelope with the Form for the consolidated results ZR-VG – blue copy.
- (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) envelope with the Form for the consolidated results ZR-VG – blue copy.
- (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 **LARGE TRANSLUCENT PROTECTIVE BAGS for each level** putting inside:
- a) unused ballot papers, and
 - b) envelope damaged ballot papers.
- (7) **TRANSLUCENT SMALLER PROTECTIVE BAGS** shall contain:
- a) 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) Reporting form BS – red copy,
 - 2) Form for the consolidated results ZR-VG– red copy;
 - 3) Form for the consolidated results ZR-PZ – red copy;
 - 4) Minutes on number of ballot per categories ZGLK – red copy
 - b) the envelope for the president of the election commission shall contain:
 - 1) Reporting form BS – green copy,
 - 2) Form for the consolidated results ZR-VG– green copy;
 - 3) Form for the consolidated results ZR-PZ – green copy;
 - 4) ZARBO – green copy;
 - 5) Minutes on number of ballot per categories ZGLK – 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 envelope for the BiH Central Election Commission shall contain:

- 1) Reporting form BS – original in covers,
- 2) Form for the consolidated results ZR-VG– original in covers;
- 3) Form for the consolidated results ZR-PZ – original in covers;
- 4) Minutes on number of ballot per categories ZGLK – 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 must be securely sealed with adhesive tape beneath the designated opening intended for passing through a plastic stamp. The number of the stamp used should be documented in the appropriate form.

(11) The polling station in the basic constituency of Brčko District of BiH shall pack the election 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 polling station committee shall pack all bags mentioned in paragraphs (2), (3), (4), (5), and (6) of this Article into the box designated for packaging bags as described in Article 6, paragraph (1), point b), indent 3.

(13) The election commission shall, upon taking over the election material from the polling station committee, pack the election material in the delivered binders and U shape folders in the following manner:

- a) one U shape folder shall contain Reporting form;
- b) one U shape folder shall contain the Form for the consolidated results ZR-VG;
- c) one U shape folder shall contain the Form for the consolidated results ZR-PZ;
- d) one U shape folder shall contain the Minutes on number of ballots per categories ZGLK.

Those U shaped folders shall be packed in binders in the manner in which the material referred to in point a) shall be packed in one binder, the material referred to in point b) shall be packed in a separate binder, the material referred to in point c) shall be packed in several separate binders, and the material referred in point d) 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 level 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, BO-IK, 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,), 133A, Novi Grad Sarajevo, ZGLK, 001-160, 1-1).

(14) Forms referred to in paragraph (13), points a) through c) of this Article shall be 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 packaging, enter that number in the designated section.

(15) 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. The stamp that is packed like this shall be delivered to the president of the election commission.

(16) All auxiliary forms for the second round of vote counting for candidates shall be placed in boxes designated for packaging bags containing ballot papers.

(17) After the handover of the election materials and the signing of the Minutes BO-IK, the president of the polling station committee shall retain the red copy, the president of the election commission shall retain the green copy, and the original shall be packed as specified in paragraph (13) of this article.

(18) Each colored bag shall be designed with one side in the specified color and the other side translucent.

(19) A text indicating the contents of the election materials packed in each bag shall be written on all bags containing ballots and election materials for the Central Election Commission of Bosnia and Herzegovina.

Article 32 **(Regular polling stations RS - Article 5.26 of the BiH Election Law)**

(1) The polling station committee shall pack the election 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) envelope with the Form for the consolidated results ZR-VG – blue copy.

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

- c) counted valid ballot papers and invalid ballot papers,
- d) envelope with the Form for the consolidated results ZR-VG– 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) envelope with the Form for the consolidated results ZR-PZ – blue copy.

(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) envelope with the Form for the consolidated results ZR-PZ– blue copy.

(6) Unused and damaged ballot papers for the BiH Presidency, the House of Representatives of BiH Parliamentary Assembly, and the National Assembly of RS shall be packed into respective

LARGE TRANSLUCENT PROTECTIVE BAGS putting inside:

- a) unused ballot papers, and
- b) envelope damaged ballot papers.

(7) SMALLER TRANSLUCENT PROTECTIVE BAGS shall contain:

- a) 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) Reporting form BS – red copy,
 - 2) Form for the consolidated results ZR-VG– red copy;
 - 3) Form for the consolidated results ZR-PZ – red copy;
 - 4) Minutes on number of ballot per categories ZGLK – red copy
- b) the envelope for the president of the election commission shall contain:
 - 1) Reporting form BS – green copy,
 - 2) Form for the consolidated results ZR-VG– green copy;
 - 3) Form for the consolidated results ZR-PZ – green copy;
 - 4) ZARBO – green copy;
 - 5) Minutes on number of ballot per categories ZGLK – 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) Reporting form BS – original in covers,
 - 2) Form for the consolidated results ZR-VG– original in covers;
 - 3) Form for the consolidated results ZR-PZ – original in covers;
 - 4) Minutes on number of ballot per categories ZGLK – 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 must be securely sealed with adhesive tape beneath the designated opening intended for passing through a plastic stamp. The number of the stamp used should be documented in the appropriate form.

(11) The polling station in the basic constituency of Brčko District of BiH shall pack the election 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 polling station committee shall pack all bags mentioned in paragraphs (2), (3), (4), (5), and (6) of this Article into the box designated for packaging bags as described in Article 6, paragraph (1), point b), indent 3.

(13) The election commission shall, upon taking over the election material from the polling station committee, pack the election material in the delivered binders and U shape folders in the following manner:

- a) one U shape folder shall contain Reporting form;
- b) one U shape folder shall contain the Form for the consolidated results ZR-VG;
- c) one U shape folder shall contain the Form for the consolidated results ZR-PZ;
- d) one U shape folder shall contain the Minutes on number of ballots per categories ZGLK.

Those U shaped folders shall be packed in binders in the manner in which the material referred to in point a) shall be packed in one binder, the material referred to in point b) shall be packed in a separate binder, the material referred to in point c) shall be packed in several separate binders, and the material referred in point d) 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 level 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, BO-İK, 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), 146B, Rogatica, ZGLK, 001-024, 1-1).

(14) Forms referred to in paragraph (13), points a) through c) of this Article shall be 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 packaging , enter that number in the designated section.

(14) Forms referred to in paragraph (13), points a) through c) of this Article shall be 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 packaging , enter that number in the designated section.

(15) 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. The stamp that is packed like this shall be delivered to the president of the election commission.

(16) All auxiliary forms for the second round of vote counting for candidates shall be placed in boxes designated for packaging bags containing ballot papers.

(17) After the handover of the election materials and the signing of the Minutes BO-İK, the president of the polling station committee shall retain the red copy, the president of the election commission shall retain the green copy, and the original shall be packed as specified in paragraph (13) of this article.

(18) Each colored bag shall be designed with one side in the specified color and the other side translucent.

(19) A text indicating the contents of the election materials packed in each bag shall be written on all bags containing ballots and election materials for the Central Election Commission of Bosnia and Herzegovina.

Article 33
(Packaging procedure after counting and consolidation)

(1) Polling station committee or a team referred to in Article 64, paragraph (4) of this Rulebook shall pack the election 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.

Section B. Local Elections

Article 34
(Packaging of the election material – Article 5.26 of the BiH Election Law)

(1) The polling station committee shall pack the election 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) envelope with the Form for the consolidated results ZR-VG– blue copy.

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

- e) counted valid ballot papers and invalid ballot papers,
- f) envelope with the Form for the consolidated results ZR-VG– 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) envelope with the Form for the consolidated results ZR-PZ– 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, and
- b) envelope with damaged.

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

- a) ZARBO – original in covers and
- b) Envelope containing excerpt from the final Central Voters' Register for regular voters and PDL forms.

(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) Reporting form BS – red copy,
- 2) Form for the consolidated results ZR-VG– red copy;
- 3) Form for the consolidated results ZR-PZ – red copy;
- 4) Minutes on number of ballot per categories ZGLK – red copy

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

- 1) Reporting form BS – green copy,
- 2) Form for the consolidated results ZR-VG– green copy;
- 3) Form for the consolidated results ZR-PZ – green copy;
- 4) ZARBO – green copy;
- 5) Minutes on number of ballot per categories ZGLK – green copy

In the basic constituencies where elections for the mayor of the City of Istočno Sarajevo are conducted the copies of the red and green form for the consolidated results ZR-VG for the mayor of the City of Istočno Sarajevo are added in indents a) and b).

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

- 1) Reporting form BS – original in covers,
- 2) Form for the consolidated results ZR-VG– original in covers;
- 3) Form for the consolidated results ZR-PZ – original in covers;
- 4) Minutes on number of ballot per categories ZGLK – original in covers

In the basic constituencies where elections for the mayor of the City of Istočno Sarajevo are conducted the original Form for the consolidated results ZR-VG for the mayor of the City of Istočno Sarajevo is added in indent a).

(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 must be securely sealed with adhesive tape beneath the designated opening intended for passing through a plastic stamp. The number of the stamp used should be documented 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 election 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 write on the protective light blue bags, next to the polling station number, the code KOD-199, corresponding to the electoral unit code of the city area (151-156), for the ballots packed in a dark blue bag.

(12) The polling station committee shall pack all bags mentioned in paragraphs (2), (3), (4), (5), and (10) of this Article into the box designated for packaging bags as described in Article 6, paragraph (1), point b), indent 3.

(13) The election commission shall, upon taking over the election material from the polling station committee, pack the election material in the delivered binders and U shape folders in the following manner:

- a) one U shape folder shall contain Reporting form;
- b) one U shape folder shall contain the Form for the consolidated results ZR-VG;
- c) one U shape folder shall contain the Form for the consolidated results ZR-PZ;
- d) one U shape folder shall contain the Minutes on number of ballots per categories ZGLK.

Those U shaped folders shall be packed in binders in the manner in which the material referred to in point a) shall be packed in one binder, the material referred to in point b) shall be packed in a separate binder, the material referred to in point c) shall be packed in several separate binders, and the material referred in point d) 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 level 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, BO-IK, 001-160, 1-1; 133A, Novi Grad Sarajevo, NA, 001-160, 1-1; 133A, Novi Grad Sarajevo, OV, 001-050, 1-3, 133A, Novi Grad Sarajevo, ZGLK, 001-160, 1-1). Election commissions referred to in Article 77 point b) of this Rulebook shall pack another binder with forms for the Mayor of the City of Istočno Sarajevo.

(14) Forms referred to in paragraph (13), points a) through c) of this Article shall be 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 packaging, enter that number in the designated section.

(14) Forms referred to in paragraph (13), points a) through c) of this Article shall be 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 packaging, enter that number in the designated section.

(15) 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.

(16) The provisions of paragraph (2) of this Article do not apply to polling station committees in the Brčko District of Bosnia and Herzegovina because the mayor of the Brčko District of Bosnia and Herzegovina is not directly elected.

(17) All auxiliary forms for the second round of vote counting for candidates shall be placed in boxes designated for packaging bags containing ballot papers.

(18) After the handover of the election materials and the signing of the Minutes BO-IK, the president of the polling station committee shall retain the red copy, the president of the election

commission shall retain the green copy, and the original shall be packed as specified in paragraph (13) of this article.

(19) Each colored bag shall be designed with one side in the specified color and the other side translucent.

(20) A text indicating the contents of the election materials packed in each bag shall be written on all bags containing ballots and election materials for the Central Election Commission of Bosnia and Herzegovina.

Article 35 **(Packaging procedure after counting and consolidation)**

(1) Polling station committee or a team referred to in Article 64, paragraph (4) of this Rulebook shall pack the election 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.

PART FOUR– POLLING STATIONS FOR VOTING BY TENDERED-ENVELOPED BALLOT, ABSENTEE POLLING STATIONS AND MOBILE TEAM

CHAPTER I POLLING STATIONS FOR VOTING BY TENDERED-ENVELOPED BALLOT

Article 36 **(Polling station for voting by tendered-enveloped ballots)**

(1) The Central Election Commission of BiH, for polling stations designated for voting by tendered-enveloped ballots, shall pack the ballots in envelopes for voting by tendered-enveloped ballots with a protective envelope.

(2) The envelopes referred to in paragraph (1) of this Article shall be packed into cardboard boxes labeled with the polling station number, the name of the basic constituency, the number of envelopes, and the signature of the authorized representative of the Central Election Commission of BiH.

(3) The total number of envelopes with ballot papers referred to in Paragraph (1) of this Article shall be as follows:

- a) 50 for basic constituencies with up to 10.000 voters,
- b) 100 for basic constituencies units with 10.000 to 50.000 voters, and
- c) 200 for basic constituencies with over 50.000 voters.

Article 37 **(Issuing tendered-enveloped ballot papers- Article 5.18 of the BiH Election Law)**

(1) The polling station committee shall permit a voter who has turned eighteen and was first-time registered in the Central Voters' Register during the period from the conclusion of the Central Voters' Register until Election Day, and who presents to the polling station committee a certificate issued by the Center for Voters' Register confirming that their name does not appear on any

excerpt from the Central Voters' Register, to vote using 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 submits the certificate referred to in paragraph (1) of this Article and the certificate on entity citizenship.

(3) The polling station committee shall permit a voter listed by the BiH Central Election Commission as a citizen registered in the excerpt from the Central Voters' Register eligible to vote outside the country, but currently present in Bosnia and Herzegovina, to vote using tendered-enveloped ballot papers

Article 38

(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 37, paragraph (1) 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) The member of the polling station committee responsible for issuing ballot papers shall, upon verification of the voter's identification document, complete the necessary information on the front side of the envelope containing tendered-enveloped ballot papers, which serves to confirm the voting right. Subsequently, the member of the polling station committee responsible for issuing ballots shall imprint the stamp of the polling station for voting by tendered ballots below the text reading "Voting Instruction" in the lower left corner of each ballot, sign it, and hand over the ballots and protective envelope to the voter. The voter shall then be immediately directed to one of the unoccupied voting booths 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) The design of the envelope form is an 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 37, paragraph (1) 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 protective 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 39 **(Counting envelopes with ballots)**

(1) After the polling station is closed, the president and members of the polling station committee for voting by tendered-enveloped ballot papers shall count the envelopes containing ballot papers.

(2) Envelopes containing ballot papers from the polling stations for voting by tendered-enveloped ballot papers shall be opened and counted at the Main Counting Center.

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

- a) shall open the ballot box and place its contents on the table so that all present can see it after completing the Reporting form for the polling station for voting by tendered-enveloped ballots;
- b) shall count the envelopes with tendered ballot papers, verify the count, and the president shall enter the obtained number into the Reporting form for voting with tendered-enveloped ballot;
- c) shall pack the envelopes with tendered-enveloped ballot papers into the appropriate protective bag for packaging election materials, following Article 40 of this Regulation; and
- d) shall complete and sign the Reporting form for polling stations issuing tendered ballot papers.

Article 40 **(Packaging of election material)**

(1) The polling station committees shall pack the election 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 Reporting 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) Reporting form BSN (original in covers),
 - 2) ZARBO (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 Reporting form BSN (red copy),
- b) the envelope for the president of the election commission shall contain Reporting form BSN (green copy), ZARBO (green copy),
- c) excerpt from the final Central Voters' Register,
- d) PDL form

(3) The polling station committee shall mark each of the given bags with black marker pen (for example: number of polling station 146BNNN) on two places on the protective bag. Each bag must be securely sealed with adhesive tape beneath the designated opening intended for passing through a plastic stamp. The number of the stamp used should be documented in the appropriate form.

(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. The packed stamp shall be delivered to the president of election commission.

CHAPTER II ABSENTEE POLLING STATION

Article 41

(Absentee polling stations)

(1) Absentee ballots are packaged in envelopes containing the appropriate combination of ballot papers for each basic constituencies for which voters are listed in the excerpt from the Central Voters' Register for voters with displaced person status.

(2) The total number of different combinations of ballot papers shall be determined separately for each election and depends on the type of election being conducted.

(3) The number of different combinations of ballot papers received by a single basic constituency shall be determined by the number of voters listed in the excerpt from the Central Voters' Register for voters with displaced person status.

(4) The code of a specific combination of ballot papers and the names of the basic constituencies to which the combination applies are printed on each envelope containing a combination of absentee ballot papers.

(5) The absentee polling station shall receive the corresponding number of envelopes containing combinations of ballot papers based on the number of voters listed in the excerpt from the Central Voters' Register for voters with displaced person status. Additionally, one reserve combination is added for each constituency for which voters are listed in the excerpt from the Central Voters' Register for voters with displaced person status.

(6) The envelopes containing combinations of ballot papers for absentee voting are packaged into boxes, with different combinations separated within each box. Each box for absentee polling stations, in addition to containing the same data as the boxes for regular polling stations, including the list of combinations with ballot papers indicating the number of envelopes for each combination.

Article 42
(Voting at the absentee polling station)

- (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 the opening of the absentee polling station, the polling station committee shall perform the same activities as the polling station committee at regular polling stations, as defined in Article 18 of this Rulebook. The exception is that the envelopes containing ballot papers from the basic constituencies for which the voters vote are manually counted at these polling stations. The president shall record the number of counted envelopes on the Reporting 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 43
(Counting of envelopes containing ballots)

- (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 Reporting 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 Reporting 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 Reporting 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 packaging absentee election material in accordance with Article 44 of this Rulebook;
- g) pack the envelopes containing tendered ballots into appropriate protective bag for election material in accordance with Article 40 of this Rulebook, and
- h) complete and sign the Reporting form for absentee polling stations and the Reporting form for polling stations issuing tendered ballot papers.

Article 44 **(Packaging of election material)**

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

- a) **RED PROTECTIVE BAG** shall contain:
 - 1) counted envelopes containing sets of ballots grouped by basic constituencies and
 - 2) blue copy of the Reporting 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) Reporting form BSN (original in covers),
 - 2) ZARBO (original in covers), and
 - 3) excerpt from Central Voters' Register for voters who have displaced person status.

(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 Reporting form BSN (red copy),
- b) the envelope for the president of the election commission shall contain Reporting form BSN (green copy), ZARBO (green copy),

(3) 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 must be securely sealed with adhesive tape beneath the designated opening intended for passing through a plastic stamp. The number of the stamp used should be documented in the appropriate form.

(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. The packed stamp shall be delivered to the president of election commission.

CHAPTER III MOBILE TEAM

Article 45 (Ballot papers)

- (1) Ballot papers for the mobile team shall be packed in protective envelopes with the combination number written on them.
- (2) Envelopes referred to in paragraph (1) of this Article and personalized envelopes shall be packed into a cardboard box labeled with the mobile team number, the number of envelopes, and the signature of the authorized representative of the Central Election Commission of BiH.
- (3) The total number of sets of ballot papers referred to in paragraph (2) of this Article shall be equal to the number of voters on the excerpt from the Central Voters' Register for the mobile team, increased by:
 - a) two envelopes if the voters voting via the mobile team are from that basic constituency,
 - b) one envelope for voters voting via the mobile team who are not from that basic constituency.

Article 46 (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 lawfulness. 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 envelopes containing codes of the basic constituencies for which the votes are cast. The design of the envelope form is an integral part of this Rulebook,
 - c) appropriate number of auxiliary ballot boxes (cardboard boxes);
 - d) Reporting form – mobile team;
 - e) consumables that are necessary in the process of voting and ballot counting;
 - f) ZARBO, and
 - g) the list of voters with addresses and contact telephone numbers referred to point a) of this paragraph.
- (2) Upon receipt of the election material from the election commission the president and the members of the mobile team shall:

- a) write down their names in the ZARBO and shall put their signatures in the designated part of the ZARBO;
- 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 Reporting 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 Reporting 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 Reporting form.

(3) While issuing 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 needs shall not differ from the procedure set forth in Article 18 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 casts the 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 Reporting form.

(5) For voters casting their votes in prisons, the institution shall provide for an identification document for the mobile team to verify the voter's identity. The voter will then cast their vote according to the voting method outlined in Article 18 of this Rulebook. The only difference is that they must include the last name and unique identification number (JMB) of the voter who voted via the mobile team on the personalized envelope.

(6) 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 election material in the main office of the election commission in accordance with Article 48 of this Rulebook and shall deliver it to the election commission.

Article 47 **(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 Reporting form for voting by a mobile team;
- b) pack unused envelopes containing ballot papers into a bag as defined in Article 48, paragraph (1), point b) of this Rulebook;

- c) count and record in the Reporting form total number of signatures of voters from Article 46, paragraph (1), point 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 Reporting 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 Reporting form for voting by a mobile team;
- h) bind together envelopes containing ballot papers and pack them into appropriate protective bag for packaging mobile team election material in accordance with Article 48 of this Rulebook;
- i) complete and sign the Reporting form for mobile teams.

(2) The mobile team shall deliver the Original Reporting form, ZABRO and the Reporting form for voting via mobile team and packed voting material to the election commission.

Article 48 **(Packaging of election material)**

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

- a) **ORANGE PROTECTIVE BAG** shall contain:
 - 1) counted envelopes containing sets of ballots grouped by basic constituencies and
 - 2) blue copy of the Reporting 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) Reporting form BSN (original in covers),
 - 2) ZARBO (original in covers), and
 - 3) excerpt from Central Voters' Register (for voters who have the right to vote and are homebound due to old age, illness or disability)
 - 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 Reporting form BSN (red copy),
- b) the envelope for the president of the election commission shall contain Reporting form BSN (green copy) and ZARBO (green copy),

(3) The polling station committee shall mark each of the given bags with black marker pen (for example: number of mobile team 146BMT1) on two places on the protective bag. Each bag must be securely sealed with adhesive tape beneath the designated opening intended for passing through a plastic stamp. The number of the stamp used should be documented in the appropriate form.

(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. The packed stamp shall be delivered to the president of election commission.

PART FIVE – DCRO AND BY-MAIL VOTING

CHAPTER I CONDUCT OF ELECTIONS AT POLLING STATIONS IN DCROs- ARTICLE 1.5, paragraph (3) of the BiH Election Law

Article 49 (Delivery of election material)

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

- a) excerpt from the Central Voters' Register for designated polling station in the DCROs BiH;
- b) appropriate number of protective envelopes containing ballots with special protection, with the number of combination written on the envelope and names of constituencies 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) ZARBO,
- g) consumables according to the specification in the ZARBO, which are necessary for the voting and counting process, and
- h) Stamp referred to in Article 2, Paragraph (1), point 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 DCRO BiH, deliver to the polling station of the appropriate DCRO BiH election material referred to in paragraph (1) of this Article.

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

(4) Following the receipt of the election material, the president and members of the polling station committee shall act in accordance with Article 42 of this Rulebook.

Article 50 (Voting procedure)

(1) Voting at a polling station in the DCRO BiH shall be conducted under procedure set forth in Article 42 of this Rulebook.

(2) Valid identification document for voting of voters in the DCRO BiH is set forth in Article 5.12 that is Article 3.15, paragraph (5) of the BiH Election Law.

Article 51
(Counting of envelopes containing ballots at DCRO BiH)

The counting of envelopes containing ballot papers at polling stations in DCRO BiH shall be done according to the procedure established in Article 43 of this Rulebook.

Article 52
(Packaging of election material)

(1) The polling station committee at the DCRO BiH shall pack the election material as follows:

- a) **RED PROTECTIVE BAG** shall contain:
 - 1) counted envelopes containing sets of ballots grouped by basic constituencies and
 - 2) blue copy of the Reporting 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) Reporting form BSN (original in covers),
 - 2) ZARBO (original in covers), and
 - 3) excerpt from the final Central Voters' Register for voters having status of a displaced person and PDL form (if used)
 - 4) PLD bag (stamp for verification of ballot papers)

(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 Reporting form BSN (red copy),

(3) The polling station committee shall mark each of the given bags with black marker pen (for example: number of polling station A01) on two places on the protective bag. Each bag must be securely sealed with adhesive tape beneath the designated opening intended for passing through a plastic stamp. The number of the stamp used should be documented in the appropriate form.

(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.

Article 53
(Return of election material and deadline for return)

The original Reporting form, ZARBO, and packaged election material shall to be sent by the

polling station committee in the DCRO BiH to the Central Election Commission of BiH via the Ministry of Foreign Affairs of BiH, no later than 5 days from the day of the election.

CHAPTER II BY-MAIL VOTING PROCEDURE – Article 5.21, paragraph (1) of the BiH Election Law

Article 54 (Voting package)

The BiH Central Election Commission shall make a registered mail delivery of polling packages to all voters, who are registered in the excerpt from the Central Voters' Register for by-mail voting. The package 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 55 (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 59, paragraph (1), point a) of this Rulebook.

Article 56 (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/bar code from which the ballot is cast, containing the date that is not later than the election date.

Article 57
(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:

- f) DCRO BiH;
- g) clubs and associations of BiH citizens abroad;
- h) 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
- i) offices of governmental and non-governmental organizations dealing with refugees and migration issues.

PART SIX- ELECTION RESULTS

CHAPTER I APPOINTMENT OF DATA ENTRY OPERATORS, ELECTION RESULTS SUPERVISORS AND CONTROLLERS

Article 58
(Data entry operators)

(1) The Election Commission is required to ensure and set up an adequate quantity of computers for entering election results no later than 15 days before the Election Day. A sufficient quantity of computers is determined by dividing the number of polling stations by 15.

(2) The election commission shall, no later than 15 days before the Election Day, issue a decision, appointing an adequate number of operators for entering election results (hereinafter referred to as “operators”). An adequate number of operators for general elections shall be four operators for each computer mentioned in paragraph (1) of this Article, while that number is two for local elections. During general elections, operators work in two shifts of two operators each. When entering the election results, one operators reads the data from the green copy of the form, while another operators enters the data into the application under the supervision of the election results controller.

(3) When appointing the operators referred to in paragraph (2) of this Article, the election commission shall ensure that the individuals chosen possess computer literacy skills and ideally have prior experience in fulfilling the duties of an election results entry operator.

(4) Operators, referred to in paragraph (2) of this Article, shall be responsible for entering various data into the application for entering of the election results in the Integrated Information Election System of Bosnia and Herzegovina (JIIS BiH) for each polling station. This includes:

- Noting the opening of the polling station;

- Recording the voter turnout, i.e., the number of signatures on the excerpt from the Central Voter's Register, at specific times such as 11:00 a.m., 3:00 p.m., and 7:00 p.m. The Central Election Commission of Bosnia and Herzegovina may specify alternative times for data entry;
- Noting the closure of the polling station.
- Entering all data from the Reporting form;
- Recording the election results for each level of government for which elections are being held;
- Verifying the accuracy of the entered election results.

(5) The operator is required to attend training organized by the election commission according to the specific plan and program approved by the Central Election Commission of Bosnia and Herzegovina. The operator is accountable to the election commission for their duties and is entitled to compensation, the amount of which is specified by the election commission in the appointment decision.

Article 59 **(Supervisors of election results)**

- (1) The election commission shall, no later than 15 days before the Election Day, issue a decision to appoint the supervisor of the election results, hereinafter: the supervisor. The supervisor shall be an individual proficient in computer operations and ideally shall possess prior experience working as a supervisor of election results.
- (2) The supervisors shall work in the application referred to in Article 62, paragraph (1) of this Rulebook as to:
 - make sure that the data for every polling station are entered by the data entry operator;
 - correct any data that were erroneously entered by the data entry operators.

(3) The supervisor is required to attend training organized by the election commission according to the specific plan and program approved by the Central Election Commission of Bosnia and Herzegovina. The supervisor is accountable to the election commission for their duties and is entitled to compensation, the amount of which is specified by the election commission in the appointment decision.

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

- (1) The Election Commission shall publish a public notice for vacancies for election results controllers on the day when elections are announced by the Central Election Commission of Bosnia and Herzegovina or whenever there is a requirement to fill vacant positions for these controllers.
- (2) The public vacancy referred to in paragraph (1) of this Article shall contain:
 - 1) The specified number of election results controllers to be appointed; minimum of 2 controllers for election commissions with less than 50 polling stations, and 3 controllers for polling stations with 50 or more polling stations.;
 - 2) The requirement that the candidate is a citizen of Bosnia and Herzegovina;
 - 3) The requirement that the candidate has at least a high school diploma;
 - 4) The requirement that the candidate has active computer skills;
 - 5) The requirement that the candidate should have experience in elections, including working as

an election results controller, supervisor of election results, data entry operator, and serving on the polling station committee as either its president or a member;

6) The duration of appointment, which is five years;

7) A deadline of 15 days, from the day the vacancy is published, for the candidates to submit their applications.

(3) After the expiration of the deadline for the publication of the public vacancy, the election commission shall conduct an interview procedure with all candidates who applied for controller position. Subsequently, a controller shall be appointed in accordance with paragraph (2), indent 1) of this Article. The decision on the appointment of the election results controller is submitted to the Central Election Commission of Bosnia and Herzegovina immediately after its adoption.

(4) If an insufficient number of candidates applies to the public vacancy referred to in paragraph (1) of this Article, the election commission shall appoint election results controllers from among city/municipality employees or other individuals who fulfil the requirements specified in the public vacancy.

(5) The appointment of the election results controller is for a duration of 5 years. However, the mandate of the controller may end before the completion of the 5-year period if the controller resigns, passes away, is dismissed by the election commission due to non-fulfilment of obligations or administrative measure imposed by the Central Election Commission of Bosnia and Herzegovina. In the event of the termination of the mandate, the election commission shall appoint a new controller based on the procedure outlined in paragraphs (1), (2), and (3) of this Article.

(6) The controller of election results shall perform the following duties:

- train supervisor of election results and data entry operators;
- making corrections in the application for entering election results, specifically addressing mathematical irregularities in the statistical data at all polling stations where all the prescribed mathematical actions were not followed, as follows:
 - a) compares the number of signatures and the number of ballots in the ballot box, corrects any inaccuracies found in the accuracy test. Additionally, adjusts the number of signatures entered if the polling station committee has indicated the number of names on the excerpt from the Central Voters' Register instead of the number of signatures on the list.
 - b) rectifies errors in the sum of the number of invalid unmarked and other invalid ballots if inaccuracies are identified.
 - c) corrects the total number of valid ballots if it is inaccurate and does not reflect the sum of all votes by candidates for the majority vote or the sum of votes by political parties for the system of proportional representation.
 - d) Adjusts the sum of the total number of invalid ballots and the total number of valid ballots if inaccuracies are identified.
 - e) Corrects any discrepancies in the accuracy test between the total number of ballots in the ballot box and the sum of the total number of invalid ballots and the total number of valid ballots if inaccuracies are detected.

(7) After making the necessary corrections, the election results controller shall submit an application-generated Report for invalid polling stations to the election commission. This report shall particularly highlight polling stations referred to in paragraph (8), point e) of this Article,

where discrepancies were detected in the accuracy test, as well as polling stations where a candidate received more votes than the political subject for the proportional representation system. For these specific polling stations, the controller shall submit application-generated Requests to the election commission for opening the bags and correctly consolidating the determined results for further action. The Election Commission shall forward these Requests, certified with a stamp and signature, to the Central Election Commission of Bosnia and Herzegovina for approval via official email. Based on the received Requests, the Central Election Commission of Bosnia and Herzegovina shall issue Orders for the opening of the bags and the proper consolidation of the determined results, which are then sent to the Election Commission in the same manner.

(8) The Central Election Commission of Bosnia and Herzegovina shall appoint the Chief Controller of Election Results, two Deputy Chief Controllers, and three Controllers of Election Results from among the employees of the Secretariat of the Central Election Commission of Bosnia and Herzegovina no later than 15 days before the election day.

(9) Controllers referred to in paragraph (8) of this Article shall perform the following duties:

- Perform a comparison of the number of signatures from the voter turnout with the Reporting form and with the consolidated results forms for all polling stations.
- Conduct a comparison of the number of received and unused ballot papers for each electoral level.
- Make corrections in the application according to the procedure described in paragraph (8) from point a) through point e) of this Article for all polling stations where the election results controllers of the election commission failed to make corrections.
- Perform verification of the election results entered in the Main Counting Center according to the procedure described in paragraph (8) from point a) through point e) of this Article.
- Verify the grounds of objections, complaints, and requests for recounting of ballots.
- Prepare a report for the Central Election Commission of Bosnia and Herzegovina detailing all observed irregularities along with proposed measures for rectifying them.

(10) Controllers of election results referred to in paragraph (8) of this Article shall be directly accountable to the BiH Central Election Commission.

Article 61

(Filing complaints and appeals)

(1) A complaint can be filed to the election commission against the decision of the election commission regarding the appointment or dismissal of the controller within 72 hours following receipt of the decision.

(2) The decision made by the election commission adjudicating the complaint can be appealed to the Central Election Commission of Bosnia and Herzegovina within 72 hours following the receipt of the first-instance decision.

(3) The decision of the Central Election Commission of Bosnia and Herzegovina shall be final and binding and cannot be appealed.

CHAPTER II – DATA ENTRY

Article 62

(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 level of authority referred to in Article 27, paragraph (1), point a), indent 1) or point b), indent 1) and paragraph (2), point a), b) and c) into the JIIS application by 22.00 hours at the latest. For other levels of authority referred to in Article 27, paragraph (1), point a), indent 2) or point b), indent 2) and paragraph (2), point d) and e) of this Rulebook, the election commission shall intensively enter the election results from green copies delivered from regular polling stations into the JIIS application until 24.00 hours.

(2) In addition to the green copies, the election commission can obtain election results referred to in paragraph (1) of this Article directly from the polling station committee through images of forms sent via a suitable application, or by president of the polling station committee reading the election results to an authorized person at the election commission headquarters or through another convenient method. If the election commission records the election results using any of the methods described in this paragraph, it is obligated to verify the accuracy of the recorded results upon receiving the green copies with the election results.

(3) For the process referred to in paragraph (1) of this Article, the election commission can hire and authorize coordinators, who shall be responsible for collecting green copies of the forms containing election results from the regular polling stations and taking a photo of the original form. Additionally, the election commission can appoint and authorize staff members who will be responsible for entering the election results, which is subject of a special decision.

(4) Upon completing the procedure referred to in 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 60 of this Rulebook.

(5) Based on 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 63

(Second preliminary, unofficial and incomplete election results results)

The election commission shall under the same procedure set forth in Article 63 of this Rulebook

continue to successively enter election results from the green copies for each level of authority set forth in Article 29, paragraph (1), point a), indents 3) and 4) or point b) indents 3) and 4) of this Rulebook into the JIIS application, and no later than:

- a) until 11:00 hours of the next day following the election day for local elections,
- b) until 17:00 hours of the next day following the election day for the general elections.

Article 64 **(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 election material from the polling station committees. 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 stations, 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 results controller of the election commission shall address all validation errors at these polling stations no later than 36 hours following closing of the polling stations.

(3) After the deadline specified in paragraph (2) of this Article has passed, the Central Election Commission of Bosnia and Herzegovina shall, based on the report submitted by the Chief Controller of the Central Election Commission of BiH, issue an order to the election commission to open bags containing voting materials to count the ballots aimed at the proper consolidation of the established election results at polling stations where the polling station committee failed to correctly establish the election results.

(4) Upon receipt of the order referred to in paragraph (3) of this Article, the election commission shall make preparations for the counting by appointing a team to open bags and 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 recount of ballots immediately after receiving the order from the Central Election Commission of BiH, taking into account the mandatory presence of accredited observers.

(5) The team for opening of the bags and counting of the ballots shall count the ballots in accordance with the counting procedures set out in Articles 27 through 30 of this Rulebook.

(6) For the purpose of conducting this ballot count, the election commission shall provide the bag opening and ballot counting team with the following materials: a form for Minutes from the bag opening, to be authenticated by the signature of the election commission president and the commission's stamp; a suitable form for summarizing results, along with a series of supplementary forms if ballots are tallied at the open list level; two plastic seals for bag security, and one transparent smaller plastic bag..

(7) For the purpose of counting the ballots mentioned in this paragraph, the Central Election Commission of BiH shall provide the election commissions with additional sets of forms for consolidated results for the relevant levels of the elections. These forms will be labeled with a sticker reading “REOPENING OF THE BAG” on the covers.

(8) The election commissions shall return all additional forms that are not used to the Central Election Commission of BiH with the election material.

(9) For consolidating the determined election results and conducting the ballot count mentioned in paragraph (3) of this Article, the election commission must ensure adequate space, employ trained and certified personnel, and implement security measures.

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

(11) 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 consolidated results in covers; minutes on number of ballots by categories and 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 (6) of this Article.

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

(13) 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 38, 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.

(14) Following receipt of the election material from all polling stations on the territory of basic constituency and within 12 to 24 hours following close of the polling stations the election commission shall 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 by tendered ballots from all polling stations in that particular basic constituency), original forms from the regular polling stations, together with all translucent plastic bags containing excerpts from the Central Voters' Register, Poll Book.

(15) All protective bags shall be sealed with appropriate plastic seals at the polling stations and clearly marked with codes of the polling stations.

(16) The election commission shall deliver the ballot papers from regular polling stations and remaining election 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, until 24:00 hours. The

protective bags 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.

CHAPTER III ESTABLISHING ELECTION RESULTS– Article 5.29 of the BiH Election Law

Article 65 (Establishing of election results)

The Central Election Commission of Bosnia and Herzegovina shall determine and publish election result 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 as follows: mobile team votes, absentia, polling stations for voting by tendered ballots, by-mail votes and votes from DCRO no later than 20 days following the Election Day.

Article 66 (Scrutiny of published election results)

Immediately after the decision to publish the election results is adopted, the BiH Central Election Commission shall publish a detailed tabular review of the voting results at the level of each polling station by political subjects and candidates on the webpage of the BiH Central Election Commission.

CHAPTER IV CONFIRMING ELECTION RESULTS

Article 67 (Recound and confirming the results – Article 5.32 of the BIH Election Law)

(1) After completion of a recount of ballots and after the expiry of the time for filing of the appeal, namely after the decisions have become final and binding, and no later than 30 days after the elections are held, the Central Election Commission of BiH shall confirm the election results.

(2) Notwithstanding paragraph (1) of this article, the Central Election Commission of Bosnia and Herzegovina shall confirm the election results no later than the 45 days from the day of the election if:

- a) the process of recounting ballots by requests or ex-officio in the Main Counting Center was of such a scale that, with all available capacities, it is not possible to complete the confirmation of the results within 30 days from the day of the election;
- b) the process of protecting electoral rights cannot be completed within 30 days;
- c) the Central Election Commission of Bosnia and Herzegovina cancels or postpones the elections at certain polling stations; or
- d) in exceptional and other justified cases when it is necessary to extend the period of 30 days from the day of the election.

(3) The Central Election Commission of BiH shall publish the confirmed election results, including the allocated mandates and the names of the candidates within these political subjects, in official gazettes, on the website of the Central Election Commission of BiH, and in the media.

PART SEVEN – EARLY, REPEATED AND POSTPONED ELECTIONS

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

Article 68 (Application)

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 69 (Deadlines of election activities)

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

Article 70 (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 election fee to participate 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 election fee to participate at the early elections.

Article 71 (Application of coalitions that participated in the regular elections)

Coalitions certified in the most recent regular elections for municipal/city mayor shall not be required to submit an additional application. However, they must confirm their previous application by submitting a newly completed application form.

Article 72

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

(1) Political party, independent candidate, coalition, list of independent candidates or independent candidate for election of representatives of national minorities (hereinafter: political subjects) that did not participate in the last regular elections shall beside the signatures of support referred to in Article 4.4 of the BiH Election Law, 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) A statement as prescribed by Articles 1.6 and 1.13 of the BiH Election Law, signed by the president of the political subject, whose signature's authenticity is confirmed by the certification of the competent authority. This statement can be signed by the president of the political subject at the headquarters of the Central Election Commission of Bosnia and Herzegovina, in the presence of an authorized official of the Central Election Commission of Bosnia and Herzegovina. When signing the statement at the headquarters of the Central Election Commission of BiH, the authorized official of the Central Election Commission of BiH verifies the identity of the president of the political subject based on a valid identity document as per Article 5.12 paragraph (4) of the Election Law of BiH.;
- c) proof of payment of fee for certification,
- 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 in line with Article 15.1b of the BiH Election Law;
- g) report on the turnover of a special account for financing election campaign expenses, in accordance with Article 15.1d paragraph (1) of the BiH Election Law and
- h) the document on the appointment of the authorized representative of the coalition/list of independent candidates signed by all presidents of the political parties of the coalition members/all independent candidates (submitted by the coalitions and lists of independent candidates).

(2) The application form along with all the attachments specified in paragraph (1) of this Article must be submitted by the political subject in electronic form through the online portal e-Elections, following the procedure established by the Instruction on the submission, receipt, processing, and

archiving of political subject applications via electronic mail.

(3) The political subject shall be further obligated to submit the original documentation outlined in paragraph (1) of this Article in person to the Central Election Commission of Bosnia and Herzegovina by the deadline specified for submitting the application.

Article 73 **(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 74 **(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 75 **(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, including all other issues important for functioning of the Main Center for Counting.

CHAPTER II ANNULMENT OF ELECTIONS – Article 2.10 of the BiH Election Law

Article 76 **(Annulment of elections)**

(1) The Central Election Commission of BiH shall annul elections in an electoral unit or at an

individual Polling Station should it establish that irregularities occurred, during the voting, manual and/or electronic ballot counting, which may affect the allocation of mandates or the final positioning of the candidates on the candidate list or otherwise affect the election result.

(2) The Central Election Commission of Bosnia and Herzegovina shall annul the elections even when it is not possible to determine the result of the election even in the recounting process.

CHAPTER X. REPEATED ELECTIONS AND POSTPONED ELECTIONS– Article 14.1 and 14.2 of the BiH Election Law

Article 77 (Repeated election)

(1) The repeated elections shall be conducted if the BiH Central Election Commission determines that irregularities referred to in Article 76 of this Rulebook 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 candidates' 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 (15) 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 three of this Rulebook.

Article 78 (Postponed elections)

(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) Based on the facts that indicate that the elections cannot be conducted in accordance with the provisions of the Election Law of BiH, the Central Election Commission of BiH shall make a decision on postponing the elections at a certain polling station or constituency, no later than 30 days from the day set for voting in regular elections.

(3) Postponed elections shall be announced 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 three of this Rulebook.

PART EIGHT – TRANSITIONAL PROVISIONS

Article 79

(Schematic overview)

The schematic overviews of election materials' packaging procedure shall be integral part of this Rulebook.

Article 80

(Forms)

The following documents shall be integral part of this Rulebook:

- 1) Poll Book – ZARBO,
- 2) Reporting form BS (general elections) – regular polling station,
- 3) Reporting form BS (local elections) – regular polling station,
- 4) Reporting form BS (City of Mostar) – regular polling station,
- 5) Reporting form BS (City of Istočno Sarajevo) – regular polling station,
- 6) Reporting form BS (Brčko District of BiH) – regular polling station,
- 7) Reporting form BS (early elections) – regular polling station,
- 8) Reporting form BSO – absentee polling station (also used in DCRO BiH),
- 9) Reporting form BSN – polling station for voting by tendered ballot papers,
- 10) Reporting form BSM – mobile team,
- 11) Form for consolidated results ZR – majority vote (for polling station, for Main Center for Counting and for election commission),
- 12) Form for consolidated results ZR – proportional representation (for polling station, for Main Center for Counting and for election commission),
- 13) Auxiliary form for counting,
- 14) Example envelope for tendered – enveloped ballot papers and for mobile teams,
- 15) Handover forms PO,
- 16) Minutes BO-IK FBiH General Elections,
- 17) Minutes BO-IK RS General Elections,
- 18) Minutes BO-IK, FBiH Local Elections,
- 19) Minutes BO-IK RS Local Elections,
- 20) Minutes BO-IK City of Mostar,
- 21) Minutes BO-IK Brčko District BiH,
- 22) Minutes IK CIK BIH
- 23) Minutes on number of ballots per categories (ZGLIK)
- 24) Minutes on opening of bag, and
- 25) Assistance of another person - PDL Form

Article 81

(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 82
(Pilot project)

The implementation of the pilot projects of the Central Election Commission of Bosnia and Herzegovina for the Local Elections of 2024 shall be regulated by a special act.

Article 83
(Use of masculine and feminine expressions)

Words that are, for the sake of clarity, listed in one gender in this Rulebook refer to both male and female genders without discrimination.

Article 84
(Ineffectiveness)

The rulebook on conduct of elections in Bosnia and Herzegovina (Official Gazette of BiH, No: 27/22, 66/22 and 71/23) shall become ineffective on the day of entry into the force of this Rulebook.

Article 85
(Entry into force and publication)

This Rulebook shall enter into force on day of its enactment and shall be published in the Official Gazette of BiH, 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.

Number: 05-1-02-2-605-1/24
Sarajevo, May 3, 2024

President

Dr. Irena Hadžiabdić