



SUCO ELECTIONS

Community Leaders 2009



The Counting Process



SUCO ELECTIONS



'Counting' from the time of closing polling

Counting 1: Processing papers not in the ballot box

- 1. Count unused ballots – stamp front with “unused” stamp – write in acta – put in envelope of “unused” ballots.
- 2. Count cancelled ballots – write in acta – put in envelope of “cancelled” ballots.
- 3. Count number of people who have voted using voters' list and the 'additional voters list' – write in acta.
- 4. Read ballot box seal numbers – observers and candidate agents (fiscais) must witness.

SUCO ELECTIONS



Counting 2: Processing ballot papers inside the ballot box

1. Break seals - officials, observers and candidate agents (fiscals) must witness - take ballots out of the box – unfold and place upside down – presiding officer checks stamp and signature – count and write in acta.
2. Read ballots (as in : valid / invalid / blank) and stack separately.
3. Count, stamp and place invalid and blank ballots in two envelopes marked 'invalid' and 'blank'.
4. Count and read valid votes and stack by list (this is recorded on the flipchart concurrently).
5. Put valid vote stacks in envelopes according to list.
6. Put all list envelopes in one 'valid votes' envelope.
7. All electoral officials must sign acta.
8. One candidate agent (fiscali) per list may sign the acta.
9. Record the numbers of the seals which will be used to seal the ballot box + its contents.

Valid votes:

1. the hole clearly marked inside the rectangle
2. the hole going outside the rectangle but not entering the marking for another list

Blank (branku) votes:

1. has no hole

Invalid (Nulu) votes:

1. more than one rectangle marked
2. not clear which rectangle is marked
3. marks for a candidate who has dropped out
4. has a name on it
5. has any writing

SUCO ELECTIONS



Valid



Invalid



Invalid



Blank



SUCO ELECTIONS



Counting 3: Replacing documents in the ballot box and sealing it

Return the sensitive materials listed below to the box

✓ **Documents included – read aloud when putting in ballot box – seal the box when complete**

- 1. Valid ballots envelope
- 2. Invalid ballots envelope
- 3. Blank ballots envelope
- 4. Unused ballots envelope
- 5. Cancelled ballots envelope
- 6. Claimed ballots envelope– including protests
- 7. Acta – signed by all officials
 - 8. Voters' list
 - 9. Declarations of secrecy
 - 10. Electoral officials' attendance list
 - 11. Additional voters' list
 - 12. List of observers
- 13. Unused seals
- 14. All stamps

**All in
one envelope**