



**DEMOCRATIC REPUBLIC OF TIMOR-LESTE  
MINISTRY OF STATE ADMINISTRATION  
TECHNICAL SECRETARIAT FOR ELECTORAL ADMINISTRATION  
(STAE)**

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**NO.: /STAE/II/07**

**REGULATION ON THE POLLING AND RESULT TABULATION  
PROCEDURES FOR THE ELECTION OF THE PRESIDENT OF THE  
REPUBLIC**

**PREAMBLE**

The definition of polling and tabulation procedures is essential in order for the election of the President of the Republic to take place in a transparent and democratic manner, allowing the candidates, electoral officers, verifiers, observers, and most of all the citizens, to understand the actions to be developed for the exercise of the right of vote foreseen in the Constitution of the Democratic Republic of Timor-Leste.

Therefore, the NATIONAL COMMISSION FOR ELECTIONS (CNE) approves, under the dispositions of article 8 sub-paragraph c) of Act no. 5/2006, of December 28, together with the dispositions of article 5 paragraph 2 sub-paragraph t) of Act no. 1/2002, of August 07, to be valid as regulation, the following:

**Chapter I  
Scope**

**Article 1  
Scope**

The present regulation applies to the election of the President of the Republic, and as a whole guides the respective polling, ballot counting and tabulation procedures.

## Article 2 Contents

The following matters are specifically regulated:

- a) Organization of the polling centres and stations;
- b) Composition, competencies and functioning of the polling stations and polling centres;
- c) Polling procedure and operations;
- d) Polling freedom guarantee;
- e) Counting procedure at the polling station;
- f) Result tabulation procedure at the district tabulation assembly.

## **Chapter II Organization of the polling centre**

### **Section I Polling centre**

#### Article 3 Definition

Polling centre is the place where the elector votes, and consists of one or more polling stations.

#### Article 4 Sites

1. Each Suco includes at least one polling centre, with the STAE having authority to open more polling centres, without harm to the safeguard of the secrecy of vote, in view of the number of voters or the distance between the villages that make up the Suco.
2. Each polling centre may include more than one polling station.

#### Article 5 Divulcation of the sites

1. The number and location of the polling centres and polling stations are divulged by STAE 30 (thirty) days before election day, with a copy being sent to CNE.

2. Within the same period STAE will report to the Administration of each district the sites where the polling centres and polling stations will function.
3. STAE, for purposes of divulgation, may resort to the posting of announcements at public gathering places and to the use of the mass media.
4. After the publication, CNE has 72 hours for rejecting the location of any polling centre or polling station, through a grounded deliberation in which it proposes an alternative.

#### Article 6 Installation of the polling centre

1. The polling centres and polling stations are installed in public buildings, preferably schools, offering safety and access conditions for the voters.
2. Should there be no suitable public buildings, community places will be requested.
3. Should it be impossible to ensure any of the locations indicated in the previous paragraphs, STAE shall promote the provisional construction of a polling centre or polling station.

#### Article 7 Forbidden locations

Polling centres or polling stations cannot be installed in the following places:

- a) Police unit;
- b) Military unit;
- c) Residence of traditional chief;
- d) Building belonging to a political party or Church, place of worship or place meant for worship;
- e) Hospital;
- f) Public Administration Buildings.

#### Article 8 Brigades

In each polling centre STAE will designate a person, henceforth called “brigade”, charged with supporting and providing technical assistance to electoral officers at the polling stations of that polling centre.

## Article 9

### Working hours

1. On election day the polling centres and the polling stations will open to the voters at 07:00 and close at 16:00.
2. After 16:00 only the voters who have already joined the queue will still be allowed to vote; this is verified by the queue controller and reported to the presiding officer of the polling station.

## Section II

### Electoral officers

## Article 10

### Composition of the polling station

1. Each polling station consists of 5 electoral officers:
  - a) The presiding officer;
  - b) The identification officer;
  - c) The ballot paper issuer;
  - d) The ballot box controller;
  - e) The queue controller.
2. For the constitution of the table on election day, should the replacement foreseen in article 21 of this regulation not be possible, the polling station shall require a minimum of 3 electoral officers to operate.

## Article 11

### Requirements for the designation of electoral officers

1. Electoral officers are selected by STAE among local voters who are national citizens and can read and write.
2. All appointed officers have the duty to carry out their functions, except for those who have a justified cause, presented in writing, which prevents them from doing so.
3. The appointed electoral officers are submitted to previous training by STAE.
4. After the conclusion of the training, the Head of STAE sends the full listing of the electoral officers considered as fit for the performance of their functions to CNE, and orders an Announcement with that information to be posted on the door of the national and district offices of STAE.

5. Electoral officers cannot start their functions without first signing the declaration of secrecy prepared by STAE.

## Article 12 Training of the electoral officers

The training of the electoral officers may be accompanied by CNE officers, representatives of the candidacies who are specifically appointed for this purpose, and observers.

## Article 13 Rights and duties of the electoral officers

1. On election day, and while their activity (including training) lasts, the electoral officers are exempted from appearing at their respective work places, without harm to their rights, namely the right to full wages, presenting for this purpose a certificate issued by STAE.

2. In the exercise of their competencies the electoral officers have the following duties:

- a) Receive the training provided by STAE;
- b) Neutrality and impartiality regarding all candidacies;
- c) Secrecy as to all information of which they are aware;
- d) Remain in functions until the end of the polling and tabulation procedures.

## Article 14 General competencies of the electoral officers

It is up to the electoral officers to:

- a) Direct the polling and counting procedures at the polling station where they are located;
- b) Comply and uphold the electoral legislation, the regulations, the procedures and the codes of conduct in force;
- c) Respond to any doubts that are presented and review and decide on claims and protests presented to them during the polling and counting procedures, with the possibility of receiving technical assistance through consultation with STAE;
- d) Close, seal and identify the ballot boxes before the start of the polling procedure;
- e) Close, seal and identify the ballot boxes at the end of the polling and counting procedures;

- f) Draft the minute of the electoral operations;
- g) Accompany the transportation of the ballot boxes to the District Tabulation Assembly;
- h) Communicate to STAE and CNE the impossibility to hold the election;
- i) Carry out the further tasks given to them by laws, regulations and procedures.

## Article 15

### Presiding officer of the polling station

It is up to the presiding officer of the polling station to:

- a) Declare the polling station open and verify the identity and the credentials of the electoral officers, candidacy verifiers, observers and media professionals;
- b) Direct the verification procedure regarding the polling boots and the work documents in the polling station;
- c) Ensure the freedom of the vote;
- d) Ensure the maintenance of order in the polling station so as to guarantee the normal execution of the polling procedure;
- e) Order the departure from the polling station of the voters who have already cast their votes;
- f) Enforce the prohibition to carry out electoral propaganda contained in article 43 of the present regulation;
- g) Clarify the polling procedure, at the request of the voters and in the presence of the electoral officers, candidacy verifiers and observers, without indicating the candidate in which to vote;
- h) Receive from the candidacy verifiers any claims or protests presented;
- i) Declare the polling procedure at the polling station closed;
- j) Draft the electoral operations minute;
- k) Cancel the ballot papers that are discarded or return due to error by the voter with the respective stamp;
- l) Be directly responsible for the safeguarding and delivery of the sealed ballot box, containing the material described in article 40 of the present regulation, to the district tabulation assembly;
- m) Carry out the further tasks given to them by laws, regulations and procedures.

## Article 16

### Identification officer

It is up to the identification officer to:

- a) Identify the voter through the voter registration cards;
- b) Verify if the voter is at least 17 years old on the day of the election;

- c) Inspect the hands of the voters in order to ensure that they have not already voted in the present election;
- d) Examine if the voter registration card is perforated, in the case of the old model;
- e) Examine if the voter, in the absence of the voter registration cards, has a Timorese passport;
- f) Inform the ballot box controller if the voter is entitled to a ballot paper;
- g) Perforate the old voter registration card in the upper left corner; on the second election, perforate the old voter registration card in the upper right corner. In the event of a third poll, perforate it in the lower left corner;
- h) Write the voter registration card or Timorese passport number in the voter registration rolls;
- i) Carry out the further tasks given to them by laws, regulations and procedures.

#### Article 17 Ballot paper controller

It is up to the ballot paper controller to:

- a) Stamp and sign the back of the ballot paper;
- b) Hand the ballot paper to the voter;
- c) Direct the voter to a polling booth;
- d) Deliver a new ballot paper to the voter, against the devolution of the first one, in the event of deterioration or error by the voter, informing the presiding officer for purposes of rendering the first paper null;
- e) Carry out the further tasks given to them by laws, regulations and procedures.

#### Article 18 Ballot box controller

It is up to the ballot box controller to:

- a) Ensure the safeguard and security of the ballot box;
- b) Ensure that the voter places only one ballot paper inside the ballot box;
- c) Once the voters cast their vote, mark their right index finger up to the cuticle with indelible ink, and make sure that the ink has dried;
- d) Request the voter to leave the polling station after having voted;
- e) Carry out the further tasks given to them by laws, regulations and procedures.

## Article 19

### Polling place queue controller

It is up to the queue controller to:

- a) Organize the voters waiting to cast their vote in a queue, so that only authorized persons enter the polling station;
- b) Request the voters to have on their hands the voter registration cards or Timorese passports to show the identification officers;
- c) At 16:00, verify who is the last elector in the queue, so that no one else is allowed to vote, according to article 35 paragraph 2 of the present regulation;
- d) Carry out the further tasks given to them by laws, regulations and procedures.

## Article 20

### Incompatibilities

Deputies, members of Government, judges, prosecutors, District and Sub-District Administrators, Chiefs of Suco and Village, ministers of any religion or cult, CNE members, candidates and candidacy representatives and verifiers cannot be designated as electoral officers.

## Article 21

### Replacement of electoral officers

1. If on election day and until 30 minutes before the time scheduled for the opening of the polling station it has not been possible to constitute the table by reason of not being present at least 3 electoral officers, the STAE representative shall appoint replacements from within local electors of recognized capacity.
2. If after the table of the polling station has been constituted, one of the officers is found to be absent, the presiding officer shall replace him or her by any voter of recognized capacity who is there.
3. Should the presiding officer be absent, he or she shall be replaced by the identification officer.
4. After the replacement, the designation of the absent electoral officers is considered void, and the presiding officer shall report their names to STAE.
5. All replacements must be expressly indicated in the minute.



Article 22  
Inalterability of the composition

1. The polling station, once constituted, cannot be altered except if there is an overriding reason for it, which shall then be indicated in the minute.
2. The alterations to the composition of the polling station and their respective reasons are communicated by way of announcement posted immediately after its verification, on the door of the place where the polling station operates.

**Chapter III**  
**Polling procedure**

**Section I**  
**General rules**

Article 23  
Right and duty to vote

1. Voting is a civic right and duty of every citizen who fully enjoys his or her political rights.
2. Public services and the boards of the private section institutions shall exempt the respective staff or workers from working for the time necessary to vote, without harm to their wages.

Article 24  
Freedom and secrecy of the vote

1. Voting is exercised freely and no one may be forced to reveal, inside or outside the polling station, who they voted or will vote on.
2. The polling booth shall be positioned in a way as to ensure the secrecy of the vote.

Article 25  
Personality, presentiality and uniqueness of the vote

1. The right to vote is exercised directly, personally and presentially by the voter, who may only vote once on each election.

2. In order to ensure that the voter only votes once, he or she shall receive a mark with indelible ink, according to article 32 of this Regulation.
3. The old voter registration card will also be perforated, as established in article 16 of the present regulation.
4. Furthermore, the voter registration card or Timorese passport numbers shall be registered at the voter presence rolls.
5. Citizens affected by evident illness or physical disability who cannot vote on their own may be accompanied by another voter chosen by them, who is obliged to maintain secrecy as to the vote cast.
6. The FDTL and PNTL members cannot bear arms at the time of the voting.

#### Article 26 Continuity of the electoral operations

The polling is done without interruptions and according to the schedule set in article 9 of the present regulation.

#### Article 27 Interruption of the electoral operations

1. The operations are interrupted, under penalty of the polling being considered null, in the following cases:
  - a) Serious disturbance of the public order, affecting the liberty of vote;
  - b) Serious disaster in the affected area, on the day of the election or during the three days before election day.
2. The electoral operations can only be resumed after the presiding officer verifies the existence of conditions that ensure the polling procedure.

### **Section II Operations to take place before the polling**

#### Article 28 Polling station staff

STAE ensures that every polling station receives the necessary polling materials, namely those listed in Attachment I.

Article 29  
Preliminary operations

1. The polling station opens at 07:00 on the day set for the election, once the table has been constituted.
2. The presiding officer declares the polling station open and verifies the identity and credentials of the remaining electoral officers, candidacy verifiers, observers and media professionals, orders that the edict with the composition of the table and the lists definitively admitted for the election is posted on a visible place, together with the electoral officers and candidacy verifiers carries out the verification of the polling booths and the documents and materials of the polling station, counts the ballot papers received and registers that number in the minute, and shows the ballot box to those in attendance so that they can confirm it is empty.
3. The presiding officer then seals the ballot box, reads aloud the numbers on the seals applied to the ballot box and registers in the minute of the electoral operations the number of respective seals.

**Section III**  
**Polling operations**

Article 30  
Polling by the electoral officers

The electoral officers vote first, followed by the candidacy verifiers in attendance and who wish to vote there.

Article 31  
Polling order

1. The voters cast their vote by order of arrival at the polling centre or polling station, without harm to the following paragraph, being organized in a queue.
2. The queue controller gives priority to voters charged with the protection and security of the polling centre, to those evidently ill or physically disabled, and to pregnant women, the elderly and medical and paramedical personnel.

## Article 32

### Polling procedure

1. The voter starts by identifying himself or herself before the electoral officers through the updated voter registration card, which is examined by the identification officer, who also verifies that the voter is at least 17 years old.
2. In the absence of an updated voter registration card, the identification of the voter is done through the presentation of an old voter registration card or a Timorese passport.
3. The number of the voter registration card or of the Timorese passport is then registered in the voter presence list.
4. The identification officer shall perforate the old voter registration card according to article 16 of the present regulation.
5. The voter then shows his or her hands to the identification officer to confirm that he or she has not voted yet, and receives the ballot paper stamped and signed on the back by the ballot paper controller.
6. The voter then goes alone into the polling booth and votes, signing or perforating in the ballot box the square corresponding to the preferred candidacy, after which he or she folds the ballot paper twice, returns to the ballot box and drops the ballot paper in it.
7. Should the voter damage the ballot paper or make a mistake, he or she shall request another to the ballot paper controller, returning the first one, which is signed and cancelled by the presiding officer with the stamp “cancelled”.
8. After voting, the ballot box controller marks the right index finger of the voter with indelible ink, so as to stain the cuticle.
9. Should it not be possible to mark the right index finger the officer shall choose another finger of the right hand, or if necessary of the left hand.
10. After voting the voter must leave the polling station.

## Article 33

### Voting by handicapped voter

Voters who are blind or suffer from a physical illness or disability that prevents them from voting on their own are accompanied by another voter chosen by

them who is obliged to cast the vote according to their wishes and to maintain secrecy about their choice.

#### Article 34 Manner of voting

The vote is done by marking with a pen or by perforating the square in the ballot paper corresponding to the preferred candidacy.

#### Article 35 Closing of the polling

1. The admission of voters in the queue to vote at the polling station is done until 16:00.
2. After this time only the voters already in the queue will be allowed to vote.
3. The queue controller, if considered necessary and as a control and safety measure, may issue tickets to the voters indicated in the previous paragraph.
4. The presiding officer declares the polling closed at the determined schedule or after all the voters in the queue at 16:00 have voted.

### **Chapter IV Counting at the polling station**

#### Article 36 Opening of the ballot boxes

1. Immediately after the closing of the polling, and after dealing with any doubts, claims and protests, the presiding officer shall read aloud the number of the security seals and request the verifiers to check the numbers of the seals of the ballot box.
2. Then, and before opening the ballot box, the presiding officer shall count the unused ballot papers and mark them with the “unused” stamp, registering the number in the minute and storing them in the “unused ballot papers” envelope.
3. The presiding officer shall count the number of voters in the voter presence roll, registering that number in the minute.
4. The ballot box is then opened in the presence of the electoral officers, verifiers and observers.

## Article 37 Counting of the votes

The counting of votes shall be without interruptions and shall obey the following procedure:

- a) Once the ballot box is opened, the presiding officer shall remove the ballot papers from the box, unfold them, count them and place them on the table with their backs up. The presiding officer then verifies if they are duly stamped and signed, and registers their number in the minute;
- b) The presiding officer then reads aloud the votes, showing each vote to those in attendance and separating the valid, null and blank votes into groups;
- c) The valid votes are counted and separated by candidacies;
- d) Any doubts and protests regarding the counting shall be resolved by way of vote by at least three electoral officers;
- e) If the verifiers do not agree with the decisions regarding doubts and protests they may present complaints in writing, on a form that is available at the polling station. The verifier that presents a complaint shall receive a copy of it. The original will be introduced in the claimed votes envelope;
- f) After the valid votes have been counted, the counting will start for the blank, null and claimed votes.

## Article 38 Blank ballots

A blank vote is a vote where a ballot paper has not been signed, perforated or marked by the voter.

## Article 39 Null ballots

1. A null vote is a vote where the ballot paper:
- a) Has been signed or perforated in more than one square corresponding to more than one candidacy;
  - b) Is not clear as to which square has been signed or perforated;
  - c) Has been signed or perforated in a square corresponding to a candidacy that has dropped out from the election;
  - d) Features any cut, drawing or erasure;
  - e) Features any word or mark that allows the identification of the voter.

2. Should the ballot paper clearly show the will of the voter without identifying him or her, it shall not be considered null.

Article 40  
Minute drafting

1. Once the valid votes are counted and checked by candidacy, the results are noted in the minute and the ballot papers are inserted in an envelope identified as “Valid votes”.

2. Once the blank votes are counted, checked and stamped, the results are noted in the minute and the ballot papers are inserted in an envelope identified as “Blank votes”.

3. Once the null votes are counted, checked and stamped, the results are noted in the minute and the ballot papers are inserted in an envelope identified as “Null votes”.

4. Once the claimed votes are counted, checked and stamped, the results are noted in the minute and the ballot papers are inserted in an envelope identified as “Claimed votes”, together with the presented claims.

5. Once the cancelled ballot papers are counted, checked and stamped, the results are noted in the minute and the ballot papers are inserted in an envelope identified as “Cancelled ballot papers”.

6. Once the unused ballot papers are counted, checked and stamped, the results are noted in the minute and the ballot papers are inserted in an envelope identified as “Unused ballot papers”.

7. The envelopes are sealed and indicate, besides the identification, the number of ballot papers they contain and the polling station, Suco, Sub-District and District to which they belong.

8. The minute shall also include the number of security seals of the ballot box, the location of the polling station, the opening and closing schedule for the polling, the name of the electoral officers and verifiers in attendance, the presentation of claims or protests, and the deliberations made at the polling station.

Article 41  
Closing of the counting at the polling station

1. Once the results of the counting are noted in the electoral operations minute, the latter is signed by the electoral officers and by one verifier of each candidacy who is in attendance.
2. The decision by the candidacy verifiers of not signing the minute does not mean that the minute is not valid.
3. The number of votes included in the following envelopes are read aloud and inserted into the ballot box:
  - a) The envelopes with “Valid votes”, “Null votes”, “Blank votes”, “Claimed votes”, “Unused ballot papers” and “Cancelled ballot papers”;
  - b) The envelope with: the minute of electoral operations, the voter presence roll, the observations book, the declarations of secrecy and the electoral officers presence roll.
  - c) The unused seals and the stamps.
4. After the materials have been placed the ballot box is sealed and remains under the guard of the presiding officer of the polling station and the other electoral officers, until the moment when it is delivered at the district tabulation assembly. The operational procedures for guarding and transporting the ballot boxes to the district tabulation assembly shall be defined within the operational and security plan prepared by STAE in collaboration with PNTL and UNPOL and with the knowledge of CNE.
5. The further documents and materials shall be collected and delivered to the STAE representative.
6. The result of the counting shall be posted on the door of the polling station on a specific form prepared by STAE, which shall be signed by the presiding officer of the polling station and by the other electoral officers and candidacy verifiers in attendance.

## **Chapter V**

### **Polling freedom guarantees**

#### Article 42

#### Maintenance of order and discipline

The presiding officer at the polling station, assisted by the remaining electoral officers, carries out the necessary provisions for maintaining order and discipline during the electoral operations in order to ensure the freedom of vote.



Article 43  
Forbidden presences at the polling centre

1. Entry into the polling centres and polling stations shall be barred to voters who present clear signs of being drunk or under the influence of drugs, who bear any kind of weapon or, in any way, disturb the order and discipline, without harm to an eventual criminal accountability.
2. Entry into the polling centres and polling stations shall also be barred to voters who have already voted and who are not candidacy verifiers, duly accredited media professionals or observers.

Article 44  
Propaganda prohibition

1. It is forbidden to carry out any type of electoral propaganda inside or in the vicinity of the polling centres or polling stations on election day.
2. Electoral propaganda includes the displaying of stickers, shirts, banners, pamphlets, symbols, signs, badges, posters, etc., as well as any candidacy promoting activities.
3. In the event of electoral propaganda in the vicinity of the polling station, the presiding officer shall request the PNTL to remove the propaganda.
4. Candidacy verifiers cannot bear any symbol or object identifying them with candidacies or political parties.
5. Should a candidacy verifier bear any symbol or object, the presiding officer shall ask him or her to remove them. Should this request not be obeyed, the presiding officer shall remove the verifier's accreditation and ask him or her to leave the polling station, noting the incidence in the observation book.

Article 45  
Presence forbidden for the F-FDTL

1. Entry into the polling centres shall be barred to FALINTIL-FDTL elements in the exercise of their functions.

2. In the event foreseen in the previous paragraph, the electoral operations shall be suspended until the presiding officer considers that there are conditions to resume them.

3. In any case, the time during which the electoral operations are suspended cannot exceed 2 (two) hours.

#### Article 46

##### Presence forbidden for the PNTL

1. PNTL elements in the exercise of their functions shall remain at least 25 metres outside from the polling stations.

2. The presiding officer at the polling station may request the presence of the PNTL, if it is necessary to end disturbances or acts of violence, as well as in the event of non-compliance with orders given by the presiding officer.

3. The occurrence of any of the situations described in the previous paragraph is registered in the observation book, namely the identification of the persons involved, the type of occurrence, its duration and the reasons for the request and the duration of the PNTL presence.

#### Article 47

##### Opinion researches

1. On election day no opinion researches are allowed within 500 metres from the polling centres.

2. It is forbidden to divulge any results of public opinion researches within the 2 days before the election and up until the closing of the polling.

#### Article 48

##### Presence of observers

Duly accredited and identified national and international observers are entitled to have access to the polling centres, polling stations and tabulation assemblies in order to carry out their functions in strict compliance with the laws, regulations and codes of conduct approved by CNE.

### **Chapter VI**

#### **Tabulation assemblies**

#### Article 49

## District tabulation assembly

The district tabulation assembly consists of one CNE member, who presides over it, one STAE district representative, half the presiding officers of the polling stations in the district, appointed through a draw, half the STAE brigades in the district, appointed through a draw, and two CEN district focal points, appointed by the CNE member.

### Article 50

#### District tabulation procedures

1. The Head of the District Tabulation Assembly carries out the draw of the members and installs the assembly, receiving the ballot boxes. He or she then reads aloud the numbers of the seals of the ballot boxes, one by one, and proceeds to the opening of the ballot boxes, one by one.
2. The Head of the District Tabulation Assembly then extracts from the ballot box the original electoral operations minute, the envelope containing the claimed votes and the envelope containing the null votes.
3. The Head of the District Tabulation Assembly then removes all stamps, placing them in a separate ballot box in order to be sent to STAE later on.
4. Inside the ballot box remain: the envelope with the valid ballot papers, the envelope with the unused ballot papers, the envelope with the cancelled ballot papers, the envelope with the blank ballot papers and the envelope with the copy of the electoral operations minute, the voter presence roll, the declarations of secrecy, the list of electoral officers and the book of observations.
5. The assembly carries out the tabulation of the results through the sum of the totals indicated in the electoral operation minutes of the polling stations.
6. The data of each electoral operations minute shall be introduced in the electronic model created by STAE and approved by CNE.
7. Once the tabulation of every minute in the district is complete, the final district tabulation list and the joint minute presenting the results by polling station in the district are printed. Both are signed and stamped by the head of the assembly.

8. A copy of the minutes is posted on the outside of the tabulation assembly. Copies of the minutes shall be printed and handed over to the verifiers of each candidate.

9. Once all the tabulation operations are concluded, all the electoral operation minutes, the final district tabulation minute and the joint minute, together with the envelope of claimed ballot paper and the envelope of null ballot papers, are put inside a ballot box to be sent to CNE, in Dili.

#### Article 51

##### Non-tabulated ballot boxes

Should there be untabulated ballot boxes from the polling centres, the head of the assembly shall carry out the counting according to article 37 of this regulation.

#### Article 52

##### Issuing of the district tabulation results

1. The minute with the results of the district tabulation is sent by the head of the district tabulation assembly to the national tabulation assembly of CNE, in Dili, together with the closed envelopes containing the claimed ballot papers and the null ballot papers, within 2 days from the end of the polling.

2. The copy of the district tabulation minute is sent to STAE.

3. The ballot boxes containing the envelopes with the valid, unused, cancelled and blank ballot papers, the envelope with the copy of the electoral operations minute, the book of observations, the declarations of secrecy and the electoral officers presence roll, are sent to the national tabulation assembly of CNE, in Dili.

4. The candidacy verifiers may accompany the ballot boxes during the entire procedure up to the announcement of the final results.

#### Article 53

##### National tabulation assembly

1. CNE, after receiving the district tabulation minutes, has 72 hours to carry out the national tabulation, checking the district tabulation minutes and making definitive decisions on the null and claimed ballot papers, as well as on the further claims presented according to the law and the electoral regulations.

2. CNE drafts a minute with the result of the decisions on the null and claimed votes.

3. Once the operations mentioned in the previous paragraph are concluded, and within the same time limit, CNE shall draft and post at its head office the minute with the provisional tabulation of the national results, with copy to STAE and the national information bodies.

4. Should the time limit for appeals expire without any appeal being presented, CNE shall send to the SCJ the Minute with the Tabulation of the National Results, together with the district tabulation minutes and any other relevant documents.

## **Chapter VII**

### **Transitory and final features**

#### Article 54

##### Claims and protests

For the purposes of the present regulation, it is considered that:

- a) Claim is the act refuting a decision that has appreciated the existence of irregularity and that seeks the revoking or substitution of the claimed decision;
- b) Protest is the act addressed against an irregularity that has been detected but is yet to be appreciated by the competent electoral administration body.

#### Article 55

##### Destination of the ballot papers

1. The ballot papers and the electoral operation minutes are deposited under the guard of the STAE, accessible by the SCJ, for the period of one year after the result of the election is announced.

2. Should the time limit indicated in the previous paragraph expire without a judicial determination saying otherwise, the STAE will officiously carry out the destruction of the ballot papers.

3. The electoral operation minutes, as well as a copy of the ballot paper, are deposited at the National Archive.

#### Article 56

##### Entry into force

The present regulation enters into force on the day after its publication in the *Jornal da República*.

Regulation proposed by STAE.

Tomás do Rosário Cabral  
Head of STAE

Approved in Dili:        /        /2007

**For the National Commission for Elections (CNE)**

No	Name	Signature
1	Maria Domingas Fernandes Alves	
2	Faustino Cardoso Gomes	
3	Joana Maria Dulce Victor	
4	Maria Angelina Lopes Sarmento	
5	José Agostinho da Costa Belo	
6	Silvestre Xavier	
7	Lucas de Sousa	
8	Teresinha Maria Noronha Cardoso	
9	Tomé Xavier Jeronimo	
10	Deolindo dos Santos	

11	Vicente Fernandes and Brito	
12	Sérgio de Jesus Fernandes da Costa Hornai	
13	Pe. Martinho Germano da Silva Gusmão	
14	Arif Abdullah Sagan	
15	Manuela Leong Pereira	

## ATTACHMENT I

List of the polling materials that are necessary for the functioning of the polling station:

1. Ballot boxes with the respective numbered security seals;
2. Polling booths in sufficient number;
3. Minute form for electoral operations;
4. Tabulation result form for posting at a public place;
5. Declaration of secrecy, to be signed by electoral officers;
6. Specific badges for electoral officers, candidature verifiers and observers;
7. Ballot papers;
8. Indelible ink;
9. Paper perforator for the old voter registration cards;
10. Stamp reading "CANCELLED";
11. Stamp reading "CLAIMED";
12. Stamp reading "BLANK";
13. Stamp reading "NULL";
14. Stamp reading "UNUSED";
15. Stamp reading "2007 Presidential Election";
16. Envelope for unused ballot papers;
17. Envelope for discarded ballot papers;
18. Envelope for claimed ballot papers;
19. Envelope for null ballot papers;
20. Envelope for blank ballot papers;
21. Envelope for valid ballot papers;
22. Calculator;
23. Staplers, pens and nails in sufficient number;
24. Lamps, flashlights or other means of illumination;
25. Label for the polling station;
26. Notification paper with the name of the electoral officers;
27. Notification paper with the candidacies running in the election;
28. Attendance paper for the electoral officers;
29. Enlarged copy of the ballot paper;
30. List of definitively admitted candidacies;
31. Form for claims and appeals;
32. Adhesive tape;
33. Attendance list for the voters;
34. Carbon paper;
35. Form with the results of the tabulation at the polling station to be posted on the outside of the polling station;



- 36. Electronic form for district tabulation: minute of polling station electoral operations, district joint minute, final district tabulation minute;
- 37. Electronic form for national tabulation: joint minute of district results, minute with the final national results, minute with the decisions on null and claimed votes;
- 38. Control paper for sensitive electoral material.