



EGYPT



## Guidelines for the Presidential Elections in the Arab Republic of Egypt



2014





***Judges of Egypt, pride of the nation, source of its safety:***

*You are the mainstay of this mission;  
without you it shall not be done, for you are  
the source of people's trust. Since people place  
their confidence in you, as you practice your  
role on the Bench, they also entrust you with  
overseeing this honourable arduous task, which  
cannot be endured except by you.*

*May God guide us all to serve our country and  
maintain its glory.*

**Presidential  
Election Committee**







# *First Rules Regulating The Work Of Polling Stations*







***First: Persons who are authorized to enter polling station premises upon the approval of the head of the polling station***

### **1- Candidate's Representatives and Agents:**

- They are entitled to attend and observe the electoral process and to record their observations in the minutes of polling station procedures without any interference in the course of the process of voting and counting. A candidate's representative may remain in the polling station throughout the process of voting and counting, but when he/she leaves, the head of the polling station shall write down that in the minutes. The representative shall sign the minutes of the polling station with the exact date and time of departure, and if he/she refuses to sign, the head of the polling station shall record that in the minutes.
- Candidate's representatives shall attend by virtue of a Delegation Form No. 30/Presidential Elections signed by the head of a court of first instance. A representative may not be registered in the voter lists of the specific





polling station or district committee, however, he/she has to be listed in the voter registration database of the entire country.

- Candidate's agents shall attend by virtue of a power of attorney.

**Note:** Each candidate is entitled to delegate a representative to stay overnight by virtue of a Delegation Form No. 31/ Presidential Elections signed by head of a court of first instance. His/her role shall be limited to an overnight stay in front of the place where ballot boxes are kept after the end of voting and closing of the polling station on the first day of polling.

## **2-Observers:**

- Observers of domestic and international civil society organizations and international entities, who were issued accreditation badges by the Presidential Elections Committee, shall observe the electoral process without any form of interference.
- Observing the electoral process means all the monitoring

and recording activities related to all procedures of electoral campaigns, voting and counting, and the announcement of the number of votes cast.

- Duration of stay inside the polling station during voting should not exceed half an hour, however, the head of the polling station may decrease such duration in case the place was overcrowded.
- Attending the process of counting shall be from the beginning until the announcement of the number of votes won by each candidate without being bound by the half an hour duration.

A translator, accompanying international observers, shall be allowed to enter polling stations provided that he/she carries an accreditation badge issued by the Presidential Elections Committee.

### 3- Mass Media

- All written, audio, visual and electronic media outlets which are authorized by the Presidential Elections Committee shall be allowed to cover the procedures of



voting, counting and announcement of results without any form of interference.

- Holding interviews or talks inside the polling station or the electoral premises is prohibited.
- Duration of stay inside the polling station during voting should not exceed half an hour, however, the head of the polling station may decrease such duration in case the place was overcrowded.
- Taking pictures of the process of voting and counting may only be done upon the approval of the head of the polling station.
- Attending the process of counting shall be from the beginning until the announcement of the number of votes won by each candidate without being bound by the half an hour duration.

#### **4- Visitors**

- They are members of electoral commissions around the world who are treated as guests of the Presidential Elections Committee. Visitors shall also include

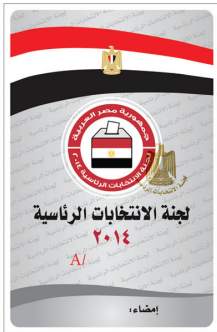
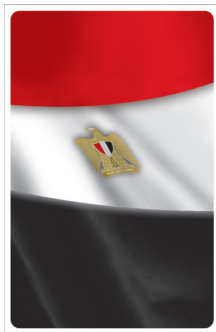
diplomats who are authorized by the Presidential Elections Committee to witness elections.

A translator, accompanying the foreign visitors, shall be allowed to enter polling stations provided that he/she carries an accreditation badge issued by the Presidential Elections Committee.

- Anyone carrying a “Visitor” accreditation badge issued by the Presidential Elections Committee shall be allowed to access polling stations.
- A visitor has the same rights as observers and shall abide by the same regulations as them.

The following are samples of all accreditation badges issued by the Presidential Elections Committee to witness elections:







## ***Second: Procedures followed before voting (Before 9:00 a.m.)***

### **1- Setting up polling station**

Before voting begins, the head of the polling station shall ensure the following:

- A sign with the polling station's number is hanged in visible place outside the polling station.
- Posters facilitating the process of voting are placed inside and outside the polling station.
- Removing any campaign materials related to any candidate in the vicinity of the polling station.
- Ensuring the safety of the polling station's windows and ways to protect them.
- Ensuring an easy flow of voters inside the polling station.
- By coordinating with the official responsible for securing the electoral premises, the coordinators shall organize the queues of voters, inform them of their numbers on the voter lists, and organize their entry to the polling station. They shall always give priority to the elderly and people with special needs.
- Keeping the telephone number of the security chief to ask for his assistance when necessary.



**The head of the polling station shall assign the following:**

- The electoral premises
- The place where observers and candidates' representatives will stand inside the polling station in the manner that enables them to observe the electoral process without any obstruction or interruption.

**2- Reviewing electoral materials:**

**The head of the polling station shall ensure that the following materials are available inside the polling station:**

- One polling booth or more based on the size of the polling station and the number of registered voters. The polling booth shall be placed in a way that enables the head to follow the electoral process while maintaining the secrecy of the vote. As shown in the picture, a voter will cast ballot while his/her back is clearly visible to the polling station's head.
- An adequate number of large plastic transparent ballot boxes; one box for (3000) voters approximately. A sticker with polling station's number and the serial number of the ballot box, in the case of using more than one, shall be placed on the side of the box. For example: polling station no. 35/1, polling station no. 35/2





**A closed box which includes the following:**

- One copy of the list of voters registered in the polling station, Form No. 20/Presidential Elections.
- Two copies of the list of voters registered in the polling station, Form No. 20/Presidential Elections, one of them will be hanged outside the polling station, and the other will be given to the queue coordinator.
- A “pink list” which includes the names of out-of-country voters (Form No. 20B/Presidential Elections and the total number of eligible voters registered in the polling station excluding the number of out-of-country voters.
- Voting list for the head, secretary and members of the polling station, Form 20C/Presidential Elections.
- A copy of Forms No. 21, 22, 23, and 24/Presidential Elections, and two copies of Form No. 25/Presidential Elections.
- A transparent plastic envelope to keep the minutes of counting procedures
- Transparent plastic envelopes to keep voters list Forms No. 20, 20B, 20C/Presidential Elections.
- An adequate numbers of vests for polling station secretaries and two badges for candidate’s representatives.

- An adequate number of plastic locks (5 locks for each box) in addition to a reserve of locks to be used in closing the places where ballot boxes are kept after the end of first day of election or to be used when necessary.
- The Seal of the Presidential Elections Committee which carries the number of the polling station.
- An adequate number of secured adhesive stickers (3M).
- An adequate number of indelible ink bottles insomuch as one bottle for each (500) voters.
- The necessary stationery (envelopes, pens, papers, etc).
- An adequate number of cardboard boxes (unprepared) with green printing to keep the used ballot papers.
- A plastic sack to keep unused ballot papers.
- The police official responsible for securing the electoral premises, shall be notified if any of the above-mentioned materials is missing.

### 3- Before voting begins:

**The head of the polling station shall personally perform the following tasks:**

**First:** Review Form No. 30/Presidential Elections, signed by the



head of a court of first instance, on the representatives of candidates, compare it with the representative's national ID card., attach it to the minutes of the polling station procedures, and hand the representative the identity badge.

**Note:** It's not a requirement that the representative is registered in the voter lists of the polling station in which he/she is present.

**Second:** Remove the names of voters listed in the "pink list" by signing beside each name in the voters' list Form No. 20B/Presidential Elections.

**Third:** Divide the voters' list Form No. 20/Presidential Elections on the polling station's secretaries according to the serial numbers of voters on the list.

**Fourth:** Make sure that ballot boxes are empty, show them to attendants, choose any four plastic locks to seal the sides of box, read the serial numbers aloud, record them in minutes of polling station procedures Form No. 21/ Presidential Elections, and fix the locks in the assigned places.



**Fifth:** Remove the security stickers on the cardboard box which the head of the polling station received from the court of first instance on the preceding day of the elections, unpack it, make sure that the number of ballot paper booklet covered in plastic are sufficient for the voters registered in the polling station (100 ballot paper per booklet), and review the serial numbers of each booklet publically. If there is a mistake in the serial number, then the booklet shall be excluded and this incident shall be recorded in the minutes of the polling station's procedures Form No. 21/Presidential Elections.





### ***Third: The Voting Process*** ***(9:00 a.m.)***

#### **1- The beginning of the voting process**

- The voting process shall begin at 9:00 a.m. This procedure shall be recorded in the minutes of the polling station procedures Form No. 21/Presidential Elections, even if all representatives of candidates or none of them was present.
- Voting shall begin by permitting the head of the polling station, secretaries and staff to cast their ballots. Their voting shall be noted in Form No. 20C/Presidential Elections. The representatives of candidates can also vote if they are registered on the voters' list of the polling station.
- Voters shall be admitted according to the order in which they arrive. The head of the polling station shall assign the number of voters who are permitted to enter based on the number of polling booths available in the polling station.
- The head of the polling station shall verify the identity of each voter him/herself by checking his/her national ID card, even if the ID card has expired. Identification of voters shall only be established by the national ID card or passport which carries a national ID number.

- The head of the polling station shall also ensure that there is no indelible ink on the voter's finger before being allowed to vote.

**Note:** Each ballot paper should be stamped with the seal of the polling station before being handed to the voter.



## 2- Signing the voter lists

- The polling station's secretary shall write down the last two numbers of the voter's national ID number in the appropriate place in Form No. 20/Presidential Elections.
- The voter shall sign in handwriting or by applying fingerprint in the appropriate place in Form No. 20/Presidential Election.
- The polling station's secretary shall sign in the space assigned beside the signature of the voter.





### **3- The head of the polling station shall hand the voter a ballot paper after receiving his/her national ID card.**

- As some voters take pictures of the ballot paper using their mobile phones, to present as a proof that he/she has voted for a specific candidate, such action may imply the probability that the voter is under the influence of a promise or a threat. Heads of the polling stations should observe and prevent such behavior. They should write an official report of the incident against the person who does this. They should ensure that the voter puts the ballot paper inside the ballot box, and if a voter tries to take the ballot paper outside the polling station, an official report shall be written against him/her.

### **4- The voter will mark his/her choice in the polling booth, then he/she shall personally put the ballot paper inside the ballot box under the supervision of the polling staff assigned by the head of the polling station.**





**5- The voter shall dip the index finger of the right hand in the indelible ink.**

- If the index finger of the right hand is disabled, then the index finger of the left hand shall be used instead. If the latter is also disabled, then any finger shall be used.
- If a voter refuses to dip his/her finger in the indelible ink, he/she shall not receive the national identity card. The head of the polling station shall write down such incident in the minutes of procedures Form No. 21/Presidential Elections, then write an official report of the incident, hand it to the security officer who will in turn deliver it to the Public Prosecution.



### **How to use the indelible ink:**

- Shake the ink bottle before opening.
- Do not pour the ink in bottle cap or any other container.
- Ensure that the index finger of the right hand is dipped in the ink to the first knuckle.
- Instruct the voters to raise the finger upward to dry.

### **6- The national identity card shall be handed back to the voter after dipping his/her finger in the indelible ink.**

### **7- General Remarks**

#### **A-How to deal with women wearing full-face veil (niqab):**

- The head of the polling station shall verify the identity of the woman wearing full-face veil and ensure that none of her fingers has traces of indelible ink. He/She may assign one of the female polling staff to verify the woman's identity.
- If the woman wearing full-face veil refuses to be identified, she shall not be permitted to vote.

#### **B-If a voter needs assistance to cast their ballot:**

Persons with special needs, who cannot vote by themselves, may ask for the assistance of the head of the polling station, or one of the people escorting them, to help them cast their ballots. Such escort shall be at least a second-degree relative to the

voter, and their age is at least 16 years old. The head of the polling station shall record this in the minutes of polling station's procedures Form No. 21/Presidential Elections.

**C-If the ballot box is full at any time during voting:**

If the first ballot box becomes full at any time, thus the opening in the lid used for inserting the ballot papers, shall be sealed by a plastic lock whose number shall be recorded in Form No. 21/Presidential Elections. A new empty box shall be used after sealing its four corners with plastic locks and recording the serial numbers of these locks in Form No. 21/Presidential Elections.

**D- If anyone violates law inside the polling station:**

The head of the polling station shall cite any violation and prevent it with the help of the security unit responsible for the polling station. He/She shall write an official report of such incident to be delivered along with the accused person by the security to the Public Prosecution.



## ***Fourth: First-Day Closing Procedures***

### **1- Voting ends at 9:00 p.m.:**

- Closing the polling station should not be before nine o'clock in the evening even if there are no voters in the electoral premises except in the case that all voters registered on the voter lists had cast their ballots. Polling stations shall comply with any decree issued by the Presidential Elections Committee to extend the voting hours.

### **2- Closing ballot boxes:**

- The head of the polling station shall seal the opening in the lid of the ballot box used for inserting ballot papers. He/ She shall be record the serial number of the plastic lock in the minutes of the polling station procedures, Form No. 21/ Presidential Elections.
- Representatives of candidates and observers may take note of the serial number of the plastic lock.



### **3- Reviewing the unused ballot papers:**

- The head of the polling station shall record the serial number of the unused ballot papers and count the number of the voters who cast their ballots according to the voters' list Form No. 20/ Presidential Elections. All that shall be recorded in the minutes of polling station procedures Form No. 21/Presidential Elections.
- Representatives of candidates and observers may take note of the number of unused ballot papers.

### **4- Securing the polling station or the place inside which the ballot boxes are kept:**

- The head of the polling station shall seal all windows from the inside by using red wax or plastic locks. This measure shall be recorded in the minutes of the polling station procedures Form No. 21/Presidential Elections.

### **5- Drafting the minutes of the procedures of the first day Form No. 21/ Presidential Elections:**

#### **Some information should be recorded in the minutes:**

- ▶ Time of opening and closing the polling station.
- ▶ Names of the polling station's secretaries and representatives of candidate.
- ▶ Number of voters who cast their ballots after counting their signatures in the voters' list.



- ▶ The signature of each candidate's representative who attended elections in the polling station on all the pages of the minutes of procedures.
- ▶ Violations and the measures taken against them.
- ▶ Any other notes which the head of the polling station finds important to include in the minutes.

## **6- Closing the polling station or the place in which ballot boxes are kept:**

- In the presence candidates, observers, and security officer, the head of the polling station shall seal the polling station, or the place in which ballot boxes are kept, by a plastic lock and record its serial number, or by an ordinary lock which will be sealed by red wax and stamped by the head, or by using both locks.
- ▶ Representatives of candidates shall be permitted to stay overnight in front of the door of the place where the ballot boxes are kept.
- ▶ All that shall be recorded in the minutes of closing the polling station, Form No. 22/Presidential Elections. Then the head, the secretary, the representatives, the person who stayed overnight at the station, and the security officer shall all sign in the above-mentioned minutes.



## ***Fifth: Second-Day Opening Procedures***

### **1- Ensuring the safety of locks on the polling station's door:**

- The head of the polling station shall ensure that the locks on the door of the polling station or the place of keeping ballot boxes are intact in the presence of the representatives, if any, and the security officer.
- Removing the seals on the locks and opening the polling station.
- Ensuring that the windows and ballot boxes are intact.
- ▶ In the case that the seals and the locks are found tampered, this shall be recorded in the minutes of the polling station procedures. The district committee shall be informed immediately.
- ▶ A new ballot box shall be used and the voting process shall begin. The above-mentioned suspected ballot boxes shall be set aside until a decision is issued by the district committees regarding them.





### **Before voting begins:**

#### **The head of the polling station shall perform the following:**

- Make sure of the serial number of unused ballot papers recorded in the minutes of procedures Form No. 21/ Presidential Elections and announce it to the attendants.
- Make sure that all the ballot paper booklets, documents and minutes of the polling station are intact.
- Ensure that the serial numbers of the plastic locks on the ballot box match those recorded in the minutes of the polling station procedures Form No. 21/Presidential Elections, and remove the plastic lock which seals the opening in the lid of the ballot box.

### **3- Voting in the second day**

- The voting process shall begin at 9:00 a. m., and the same procedures of the first day shall be applied.
- At exactly 9:00 p.m., a count shall be done of the number of voters who are present in the electoral premises and have not voted yet. After that the door shall be closed and the present voters shall be allowed to cast their ballots.

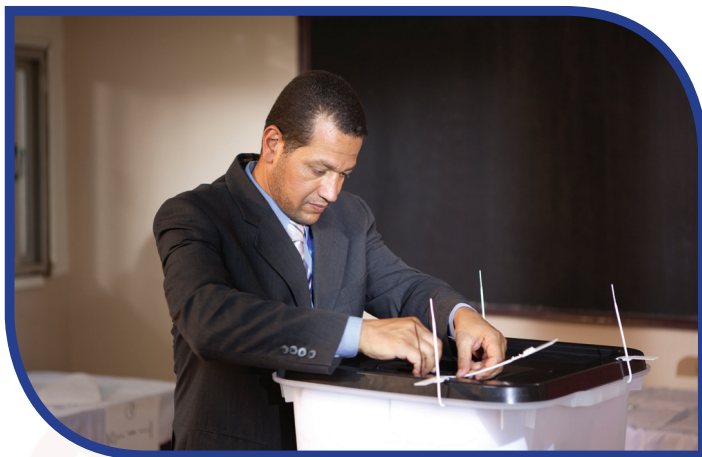
## *Sixth: Counting procedures*

### **1- Persons who are authorized to attend the process of counting and announcing the results:**

- Representatives and agents of candidates are authorized to attend counting.
- Observers of domestic and international civil society organizations and international entities and media staff, who were accredited by the Presidential Elections Committee, are authorized to attend the counting procedures. In the case of overcrowding, a lot shall be drawn to select no more than three persons from each category.

### **2- Reviewing the number of the remaining unused ballot papers:**

- This shall be done by counting the number of voters who turned up from their signatures in the voter lists to know the total number of voters who cast ballots in the polling station during the two days.
- Counting the numbers of unused ballot papers.



### 3- Beginning of the counting process

**In the presence of polling staff and secretaries, representatives of candidates, media staff, observers, and visitors, the head of the polling station shall perform the following:**

1. Remove the plastic locks which seal ballot boxes.
2. Unpack all the content of the ballot boxes on a table and show the attendants that the ballot boxes were emptied.
3. Unfold the ballot papers one by one and put them on their backside with the help of secretaries.
4. Divide the ballot papers into three groups; one for invalid ballot papers, the other two are for each candidate.
5. Count and record invalid votes and the valid votes received by each candidate.

**Note:** A ballot paper is considered valid if the voter's intention is clear.

*Guiding samples for valid and invalid votes:*

Candidate's Name	✓
Candidate's Name	X

Valid Vote in Favor of the First Candidate

Candidate's Name	X
Candidate's Name	X

Invalid Vote

Candidate's Name	No
Candidate's Name	Yes

Valid Vote in Favor of the Second Candidate

Candidate's Name	Agree If.....
Candidate's Name	

Invalid Vote

Candidate's Name	Candidate's Name
Candidate's Name	

Valid Vote in Favor of the First Candidate

Candidate's Name	
Candidate's Name	Voter's Name Or Assignment..

Invalid Vote

Candidate's Name	Disagree
Candidate's Name	Agree

Valid Vote in Favor of the Second Candidate

Candidate's Name	○
Candidate's Name	

Valid Vote in Favor of the First Candidate



1. The number of valid votes should be equal to the total number of votes received by each candidate.
2. The minutes of counting procedures, Form No. 23/ Presidential Elections, shall be written and signed page by page by the head and secretary of the polling station, and the present representatives of candidates.

**Note:** The total number of eligible voters should be recorded as written on the pink list Form 20B/Presidential Elections.

#### 4-Announcement of votes count:

The head of the polling station shall announce the results of the votes count by announcing the number of registered voters (from the pink list), the number of voters who cast ballots, the numbers of invalid and valid votes, and the number of votes won by each candidate to the attendants.



## 5- Handing counting results to the representatives of each candidate:

- Each representative shall sign form No. 24/Presidential Elections on receiving a copy of the sheet of results of the votes count Form No. 25/Presidential Elections, taking into consideration that votes won by each candidate are written in numbers and in letters as follows:

**150**

**one hundred and fifty**





## ***Seventh: Procedures of storing electoral papers and materials***

### **1- Storing ballot papers, lists and minutes of procedures:**

**The head of the polling station shall perform the following:**

- Put the used ballot papers in cardboard box with green printing and secure them with an adhesive sticker (3M).
- Put the unused ballot papers in a plastic sack designed for this purpose, and seal it with a plastic lock whose number shall be recorded in the minutes of polling station's counting procedures Form No. 23/ Presidential Elections.
- Put the voter lists Forms No. 20, 20B, 20C/Presidential Elections inside the plastic envelope designed for this purpose and seal it.
- Put the minutes of polling station procedures and enclosures thereof Form No. 21/Presidential Elections, the minutes of closing the place of keeping ballot boxes Form No. 22/Presidential Elections, the minutes of the counting procedures Form No. 23/Presidential Elections, and the list of the results of votes won by each candidate Form No. 22/ Presidential Elections inside the plastic envelope designed for this purpose.

## **2-The remaining electoral materials:**

The empty ballot boxes, indelible ink bottles, polling booths shall remain in the polling station, in addition to two copies of the voter lists Form No. 20A/Presidential Elections. A representative from the Ministry of Interior shall collect them.

## **3-Delivering the ballot papers and results**

The head of the polling station shall deliver the transparent plastic envelope, which includes all the minutes of the polling station, to the district committee. He/She shall be accompanied by the polling station's secretary, who will carry the rest of the electoral documents, and they will be escorted by the security forces to deliver them to the district committee.





## *Second*

# *Rules Regulating District Committee's Tasks*





**First: Instructions regulating district committee's tasks before the two days of elections:**

1. The head and members of the district committee shall go to the Court of First Instance on the preceding day of election to receive district committee's minutes.
2. The head and members of the district committee shall leave their telephone numbers with the head of the Court of First Instance to communicate with them throughout the duration of work of the district committee.

**Second: Instructions regulating district committee's tasks during the two days of elections:**

1. The head and members of the district committee shall be present in the district committee at 9:00 a.m. on the two days of elections. The head shall start writing down the minutes of procedures Form No. 26/ Presidential Elections.
2. The heads and members of the district committee shall ensure that the voting process begins on time in all polling stations supervised by the district committee. They shall notify the head of Court of First Instance with this procedure.
3. The heads and members of the district committee shall pass by polling stations all day long, shall remove any posters of candidates especially in the vicinity of the polling stations and electoral premises, shall remove any other election-silence violations with the assistance of security officers



accompanying them or security officers of the polling station, and shall record these incidents in the minutes Form No. 26/ Presidential Elections.

4. The heads and members of the district committee shall continue to perform their tasks until they are assured that the last polling station, supervised by the district committee, finishes its work on the first day of elections, and until they receive the results of the last polling station, supervised by the district committee, on the second day of elections. This shall be recorded in the minutes Form No. 26/Presidential Elections.
5. The head of the district committee shall receive the complaints submitted by the representatives of candidates and shall issue proper decisions on all complaints filed before him/ her. All these procedures shall be recorded in the minutes of procedures Form No. 26/ Presidential Elections. The original copy of the complaint shall be attached to the minutes.

**Third: Instructions regulating the district committee's tasks in the process of sorting and counting votes received from polling stations:**

**Article (37) of Decree Law No. 22 /2014 on Presidential Elections stipulates that:**

“The district committee shall combine all the sheets of results received from the polling stations to aggregate all the votes cast. It shall record the total number of votes won by each candidate



in the polling stations under its supervision in a minutes of three copies signed by the head and secretary of the district committee.

Upon completion of its work, the district committee shall announce the total number of valid votes won by each candidate. All such steps shall be done in the presence of candidates or their agents, representatives of civil society organizations, and media staff accredited by the Presidential Elections Committee. The minutes referred to in the previous paragraph shall be sent to the Presidential Elections Committee. The head of the district committee shall hand a copy of the above-mentioned results, stamped with the district committee's seal and signed by its head and secretary, to candidates or their agents or representatives who request to have it. The Presidential Elections Committee shall establish regulations related to archiving such copies and electoral documents.

- Before the arrival of the heads of the polling stations to the district committee, the premises shall be prepared and organized so that a place shall be assigned for receiving the plastic envelopes including the voters' lists Form No. 20, 20B, and 20C/Presidential Elections, the cardboard boxes including the used ballot papers, and another separate place for receiving the plastic sacks including the unused ballot papers.



- When the heads of the polling stations arrive at the district committee, the head and members of the district committee shall perform the following:
  - Fifth:** Observe the delivery of electoral process papers according to the above-mentioned procedures.
  - Second:** Review the minutes submitted to the district committee by the heads of the polling stations in their presence.
  - Third:** Count and aggregate the number of voters in the polling stations from the sheets of the results of the votes count Form No. 24/Presidential Elections in the schedule attached to Form No. 27/Presidential Elections as follows:
    - A-** A rough draft of the above-mentioned schedule shall be delivered without any signatures to the district committee and shall be printed in black and white. In such draft, the head of the district committee shall write beside the name of each polling station, the total turnout, the total number of valid votes, the total number of invalid votes, and the numbers of votes that each candidate received in order indicated in the schedule.
    - B-** All of the mentioned statements, after their aggregation and addition, shall be copied to the original schedule issued in colored print and signed by the head and secretary of the district committee and the representative or agent of each candidate, if any of them is present.

**Fourth:** Record the results of counting votes of the polling stations in Form No. 27/Presidential Elections in three copies signed by the head and secretary of the district committee, and the representative or agent of each candidate, if any of them is present.

**Fifth:** The head of the district committee shall announce the number of valid votes received by each candidate in their presence or their representatives, and also in the presence of the observers of domestic and international civil society organizations, visitors and media staff accredited by the Presidential Elections Committee.

**Sixth:** Record the result of votes received by each candidate in Form No. 28/ Presidential Elections in numbers and letters as follows:

150

one hundred and fifty

This form shall be signed by the district committee's head, the secretary, and the representatives of candidates. A copy of such list Form No. 29/ Presidential Elections shall be stamped with the district committee's seal and handed to each candidate, his agent, or his representative.

**Seventh:** Keep the three copies of the minutes Form No. 27/ Presidential Elections in a transparent plastic envelope. The original schedule attached to such form and Form



No. 28/Presidential Elections shall be kept in the same separate plastic envelope which will be sealed by a secured adhesive sticker whose serial number shall be recorded in the minutes of the district committee's procedures Form No. 26/ Presidential Elections.

**Eighth:** The head of the district committee shall hand over the plastic envelopes containing all the minutes of the polling stations delivered to him/her by the heads of the polling stations, in addition to envelopes containing the minutes of the district committee, to the operation room of the Court of First Instance.

**Ninth:** The operation room of the Court of First Instance shall deliver such minutes directly after their arrival to the Presidential Elections Committee inside the cardboard boxes delivered to the district committee for such purpose.

**Tenthly:** The head, and the members of district committee shall put cardboard boxes of the polling stations which include used ballot papers in the plastic boxes designed for this purpose and shall transfer such boxes to the aggregation center at the Court of First Instance.

**Eleventh:** The plastic sacks which include the unused ballot papers shall be transferred by the secretaries of the district committees accompanied by security officers to the aggregation center at the Court of First Instance or any other place designated by the Presidential Elections Committee.



# *Third*

## *The Legal Provisions Governing Electoral Crimes*





### *First: Decree Law No. 22/2014 on Presidential Elections*

**Article(41)** Without prejudice to any other and more severe penalties provided for in any other law, the crimes specified in the following articles shall be subject to the penalties set forth therein.

**Article (43)** A fine not exceeding five hundred pounds shall be imposed on any person whose name is entered onto the database of registered voters and fails to vote in the presidential elections without an excuse.

**Article (44)** Confinement for a period not exceeding five years shall be imposed on whoever uses force or violence against the head or any members of the Presidential election stations/polling stations with the intention to prevent her/him from performing her/his duties, or to force her/him to perform duties in a given way, but fails to fulfill her/his intentions.

If the offender succeeds in fulfilling her/his intention, s/he shall be subject to imprisonment. The penalty shall be aggravated imprisonment if the offender's action included assault or caused injuries that lead to a permanent disability. In the event that the assault or injuries lead to death, the offender shall be subject to life imprisonment.





**Article (45)** Imprisonment for a period not exceeding five years shall be imposed on any public employee that refrains from performing her/his duties for no apparent reason, provided that such refrain results in the obstruction or disruption of the voting or counting processes.

**Article (46)** Confinement for a period not exceeding two years shall be imposed on any person that threatens the head or a member of a Presidential electoral station /polling station with the intention of preventing them from performing their assigned duties. If the threat leads to performing the electoral duties in an inconsistent manner, the penalty shall be that of imprisonment.

**Article (47)** Confinement for a period not exceeding two years and a fine of not less than two thousand pounds and not exceeding five thousand pounds, or one of these two penalties shall be imposed on any person that offends by way of gesture or words the head or a member of a Presidential electoral station/polling station while performing their duties or because of them.

**Article (48)** Confinement for a period not less than two years shall be imposed on any person that uses any means of intimidation or threat with the intention to influence the proper conduct of the Presidential election process, but fails to fulfil her/his intention. In the event that the offender fulfills her/his intention, the penalty shall be imprisonment for a period not less than three years and not more than five years.

**Article(50)** Imprisonment for a period of not less than three years and a fine of not less than five thousand pounds and not exceeding thirty thousand pounds, shall be imposed on whoever deliberately demolishes or damages any part of the premises, facilities, or means of movement and transportation used or deployed for use in the elections for the President of the Republic, with the intention to obstruct their conduct. Such penalty shall be imposed without prejudice to the offender's responsibility to compensate the value of the damages caused.

**Article(51)** Confinement for a period of not less than two years shall be imposed on whoever embezzles, conceals or destroys any document related to the election of the President of the Republic, with the intention to change the facts or to force the repetition or disruption of the election.

**Article(52)** Confinement for a period not less than one year and a fine of not less than one thousand pounds and not exceeding five thousand pounds, or either penalty, shall be imposed on the following:

**First:** Whoever uses force or threat to prevent a voter from casting her/his vote in the Presidential election, or compel the voter to vote in a given way.

**Second:** Whoever gives, offers, pledges to give a benefit to another person to induce the other to vote in the Presidential election in a given way or to



abstain from voting. The same penalty shall be applied to whoever accepts or requests such a benefit for her/himself or for others.

**Article(53)** Confinement for a period not less than one month and a fine of not less than five hundred pounds and not exceeding one thousand pounds, or either penalty shall be imposed on whoever casts her/his vote in the Presidential elections while knowing that s/he is ineligible to vote.

**Article(54)** Confinement and a fine of not less than two thousand pounds and not exceeding fifty thousand pounds, or either penalty shall be imposed on whoever commits an act with the intention to disrupt or impede the implementation of the decisions of any electoral stations/polling stations issued pursuant to the provisions of this Law.

**Article(57)** Attempts to commit the crimes set forth in the preceding articles shall be punishable by penalties applicable to the commission of a complete crime.

**Article (58)** Law No. 174 of 2005 on the Presidential elections is abolished, as well as any provisions contrary to the provisions of this law.

**Article (59)** Law enforcement authority shall be vested upon the heads of the Presidential election station/ polling station, with respect to proving the offences committed within the premises of electoral premises.

## *Second: Law No. 73 /1956 on the Regulating of the Exercise of Political Rights and its Amendments*

**Article (43):** Whoever insults, by gestures or in words, the head or a member of the election or referendum polling station during, or due to, the performance of their duty shall be punished with imprisonment.

**Article (44):** Imprisonment for a minimum period of than two years shall be the penalty inflicted on whoever uses any means of terror or intimidation with the purpose of compromising the integrity of the election or referendum process without realizing such intention. Should the offender realize their intention, they shall be punished with imprisonment for a minimum period of two years and a maximum of five years.

**Article (45):** Imprisonment shall be the penalty inflicted on whoever intentionally destroys or damages any of the buildings, facilities, or means of transport used, or to be used, in an election or referendum with the intention of obstructing progress thereof. In addition, such offender shall pay the cost of the destruction or damage they inflicted.

**Article (46):** Imprisonment shall be the penalty inflicted on whoever steals, hides, or damages any voter database, election or referendum ballot paper, or



any other paper related to the election or referendum process with the intention of changing the genuine results, or with the intention of causing the election or referendum to be repeated or disrupted.

**Article (47):** Imprisonment shall be the penalty inflicted on whoever deliberately records or deletes, in person or through an intermediary, their name or another person's name in the voter database, contrary to the provisions of the law.

**Article (48):** The following shall be liable to imprisonment for a minimum period of one year and a maximum of five years, and a minimum fine of ten thousand pounds and a maximum of one hundred thousand Egyptian pounds:

**First:** Whoever uses force or threat to prevent a person from voting in an election or referendum or to compel a person to vote in a certain way;

**Second:** Whoever gives another person, or offers or undertakes to give them, a benefit for themselves or for a third party in order to motivate them to refrain from voting or to vote in a certain way. HEC Chairman shall have the right to nullify all votes resulting from such offense;

**Third:** Whoever accepts or demands such a benefit for themselves or for a third party;

**Fourth:** Whoever knowingly spreads or propagates false statements or news on the subject of the election or referendum or on the conduct or character of one of the candidates with the aim of influencing the election or referendum result;

If such statements or news are propagated at a time when the voters cannot ascertain the truth, the penalty shall be doubled; and

**Fifth:** Whoever performs any act related to printing or handling ballot papers or other papers used in the electoral process without permission from the competent authority.

Any candidate benefiting from the offenses mentioned in paragraphs 1, 3, 4 and 5 shall be sentenced to the same penalty set out for the principal offender should they be proved to have known and approved of the commitment of such offenses. Additionally, the Court shall sentence them to be barred from running for the parliamentary elections for a term of five years starting from the date on which the criminal sentence is declared final and peremptory.



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