



**JOINT ELECTORAL MANAGEMENT BODY
SECRETARIAT**

**PROCEDURES FOR
ACCREDITATION OF POLITICAL PARTIES
AND PARTY AGENTS**

Adopted 18 April 2004

**AFGHANISTAN VOTER REGISTRATION
2003-2004**

Procedures for Accreditation of Political Parties

Pursuant to Article 4 of the ‘Regulation on the Participation of Political Parties in Registration.’

1. The purpose of Accreditation of Political Parties is to ensure that the voter registration process is transparent and is seen to be conducted in accordance with the law and international standards, and thereby increase the level of confidence in the voter registration process within the population. Political Parties will be accredited, in order to facilitate the monitoring of the voter registration process. Political Parties that have been registered with the Ministry of Justice that wish to be represented by Party Agents at registration sites are therefore invited to apply for Accreditation.

2. The Joint Electoral Management Body (JEMB) will accredit Afghan Political Parties and will provide all relevant information to the Political Parties.
All other elements of the voter registration monitoring process are the responsibility of the Political Party. . No Political Party, or Agent of such a Party, may utilize any JEMB resources, or facilities such as motor vehicles or communications systems.

3. A JEMB Regional Coordinator administers, for voter registration purposes, a region that is designated by UNAMA. Attached please find a list of UNAMA regions and the provinces that are contained within each UNAMA region.

4. Form JEMB/P-01 is the Form for Application for Political Party Accreditation. It shall contain the following particulars as laid out in Article 4(ii) of the Regulation on the Participation of Political Parties in Registration:
 - a. The name of the Political Party.

 - b. The address to which any notices in terms of the Regulation shall be sent to the Political Party seeking accreditation.

- c. Original of the License for Political Parties issued by the Ministry of Justice, which will be photocopied by the JEMB.
 - d. A list setting out the names of the Key Members, such as the Leader, Chairman, Treasurer etc. of the Political Party, as well as a confirmation and affirmation by the Key members that they are Afghan citizens of voting age.
 - e. A statement affirming the commitment of the Political Party to:
Respect and adhere to the Voter Registration Decree, Electoral Registration Regulations and the Code of Conduct.
5. In addition the Political Party shall:
- a. Provide the name of its nominated National Level Liaison Officer, who will liaise with the Joint Electoral Management Body (JEMB) head-office.
 - b. Provide the names of each of the Political Party's Regional Liaison Officers. Each Political Party may have no more than eight (8) such Regional Liaison Officers for the purpose of liaising with the JEMB Regional Coordinators. One for each region in which the Political Party wishes to have active Party Agents.
6. Applications must be delivered by hand to the JEMB Political Party Liaison Officer at the JEMB head office, on Form JEMB/P-01.
7. The JEMB Political Party Liaison Officer shall examine any application submitted to it and ascertain that all sections of Form JEMB/P-01 are complete as referred to in points 4 and 5 above, and that a JEMB photocopy of the original License for Political Parties issued by the Ministry of Justice is attached. The original will be photocopied and returned to the Political Party. The JEMB Political Party Liaison Officer will issue a JEMB/P-02 'Receipt for Form JEMB/P-01'

8. If the application for accreditation is complete, the JEMB Political Party Liaison Officer will complete a report on form JEMB/P-03 and present the application and the report to the JEMB.
If possible the approval of the application will be undertaken at the time of the submission of the application.
The JEMB will accredit every complete application.
The applicant will be notified in writing on JEMB/P-04 'Accreditation of Political Parties' at the time of application or within two weeks of receipt of the application.

9. When a Political Party is accredited the JEMB Political Party Liaison Officer will inform the JEMB Regional Coordinators of the name of the Political Party that has received accreditation and the names of the Political Party Regional Liaison Officers for that Party.
The JEMB Regional Coordinator will publish a notice of the Political Party Accreditation on Form JEMB/P-04 and display it at all JEMB regional centres

10. If the application is incomplete the JEMB Political Party Liaison Officer shall verbally notify the applicant at the time of receipt and in writing on Form JEMB/P-02 'Receipt for Form JEMB/P-01' and return the application to the Political Party for completion and resubmission.

11. To facilitate the appointment of Political Party Agents, the Political Party upon receiving accreditation must inform its Regional Liaison Officers to collect Forms JEMB/P-05 'List of Political Party Provincial Liaison Officers' from the JEMB Regional Coordinator.
The JEMB Regional Coordinators will only issue the Forms to the named Regional Liaison Officers as submitted by the Political Party on Form JEMB/P-01.
The JEMB Regional Coordinator completes form JEMB/P-00 'Record of JEMB Forms Issued'

12. The Regional Political Party Liaison Officers complete the JEMB/P-05 with the names of the Political Party Provincial Liaison Officers and the province each will be based in. The forms must be returned to the JEMB Regional Coordinator. The JEMB Regional Coordinator will complete, in duplicate, form JEMB/P-06 "Receipt of Form JEMB/P-05". The original to be retained by the JEMB Regional Coordinator and the copy given to the Regional Political Party Liaison Officer.

13. Using the most efficient method available the JEMB Regional Coordinator informs the JEMB Provincial Coordinators of the relevant names of the Provincial Party Liaison Officers for each Political Party, as submitted on the forms JEMB/P-05.

14. The Political Party Regional Liaison Officer may also act as a Provincial Liaison Officer in the Province of the Regional Capital and as a Party Agent.

15. The JEMB may revoke the accreditation for Political Parties and/or its Agents in accordance with article 9.iii and iv of the offences regulation, using the JEMB-9 'JEMB Decision Form' to notify the Political Party of a revocation.

Procedures for Accreditation of Political Party Agents

Pursuant to Article 6 of the ‘Regulation on the Participation of Political Parties in Registration.’

1. A JEMB Provincial Coordinator administers, for voter registration purposes, a Province. Attached please find a list of the Provinces within each region.
2. Accredited Political Parties may field Party Agents in one or more different Provinces of Afghanistan.
 - a. Each Party Agent must work only within a specified Province.
 - b. Only female Party Agents may monitor the voter registration process at female voter registration sites.
3. The Political Party Provincial Liaison Officer shall collect Forms JEMB/P-07 ‘Provincial List Of Agents’ from the JEMB Provincial Coordinator. The JEMB Provincial Coordinator completes form JEMB/P-00 ‘Record of JEMB Forms Issued’. The JEMB Provincial Coordinators will only issue the Forms to the named representatives as submitted by the Political Party Regional Liaison Officer on Form JEMB/P-05.
4. The Party Provincial Liaison Officer completes the forms JEMB/P-07, with the names of the persons who will be Party Agents in that province. A Party Agent must be a person who is qualified to apply for registration as a voter, see also section 12 below. There is no limit on the number of Party Agents that a Political Party may appoint, as long as section 14 below is adhered to. The Political Party Provincial Liaison Officer may also be a Party Agent.
5. The Political Party Provincial Liaison Officer returns the completed JEMB/P-07 to the JEMB Provincial Coordinator.

6. Upon receipt of the JEMB/P-07 forms from the Political Party's appointed Provincial Liaison Officers the JEMB Provincial Coordinator will issue the required number of Party Agent Badges to the Political Party Provincial Liaison Officer.
7. The Political Party Provincial Liaison Officer, will write, using a ballpoint pen, on each Badge,
 - The name of the Political Party;
 - The name of the intended holder of the badge
 - and the Province where the agent will be monitoring.This is to be done in the office of the JEMB Provincial Coordinator. When the task is completed the JEMB Provincial Coordinator checks, with the assistance of the National Provincial Coordinator, that the persons names have been entered on the Badges as they appear on the Form JEMB/P-07.
8. The JEMB Provincial Coordinator will fill the relevant sections of form JEMB/P-08 'Receipt of Form JEMB/P-07', Provincial List of Agents' in duplicate.
9. The Political Party Provincial Liaison Officer will sign JEMB/P-08 stating that:
 - a. S/he collected the Party Agent Badges from the JEMB Provincial Coordinator and will issue the badges to the individual Party Agents.
 - b. All the Party Agents fielded by the Political Party in her/his area of operation, will be made aware of and will adhere to the Code of Conduct.
 - c. All the Party Agents in his/her area of operation will have the procedures for access to a registration site explained to them. This includes the production of photographic ID, which could include a Voter Registration Card, which bears the same name as shown on the Party Agent badge. In the case of female agents, a photograph is not obligatory but preferred.
10. The JEMB Provincial Coordinator gives a copy of the JEMB/P-08 to the Political Party Provincial Liaison Officer and retains the original for the records.

11. An accredited Political Party may at any time, by written notice to the JEMB Provincial Coordinator, revoke the appointment of any Party Agent, and replace that person with any other qualified person and submit a revised Form JEMB/P-07, 'Provincial Lists of Party Agents', to the relevant JEMB Provincial Coordinator.
12. It is not a requirement that Political Party Agents be registered voters. However, if a Political Party Agent wishes to register and to use the Registration Card for the photographic identification for Political Party Agents, when he/she arrives for the first time at a Voter Registration site displaying the Party Agent Badge, the Registration Officer will register him/her immediately in order to qualify him/her as a Party Agent.
13. Upon arrival at a registration site, a Party Agent must show to the Team Leader/Registration Officer the Party Agent Badge and photographic ID. The Registration Officer will check if the name written on the Badge is the same as that on the photographic ID held by the Party Agent and the photograph on the ID is a likeness of the bearer. In the case of female agents a photograph is not obligatory but preferred.
 - 13.1 Only if the name on the Party Agent's Badge is the same as that on his/her photographic ID and the photograph (if any) on the ID is a likeness of the bearer, will the Registration Officer permit entry to the registration site.
 - 13.2 The Party Agent must display the Party Agent Badge at all times when present at the registration site.
14. There may be more than one Party Agent present at a voter registration team, but not more than one from each Political Party.
15. Space considerations and the need to maintain an orderly flow of applicants may limit the number of party agents that can be allowed in the registration site at any one time. In such a case, the Registration Team Leader will establish a schedule allowing each party's agent equal access to the registration process.