



## **On approval of the Rules of forming voter registers and their submission to the electoral commissions**

### *Unofficial translation*

Resolution of the Central Election Commission of the Republic of Kazakhstan dated August 23, 2018 № 11/197. Registered in the Ministry of Justice of the Republic of Kazakhstan on September 11, 2018 № 17358.

### *Unofficial translation*

In accordance with paragraph 4 of Article 26-1 of the Constitutional Law of the Republic of Kazakhstan of September 28, 1995 “On Elections in the Republic of Kazakhstan”, the Central Election Commission of the Republic of Kazakhstan hereby **RESOLVES**:

1. Approve the Rules of forming voter registers and their submission to the electoral commissions.

2. The Department of the organizational and legal support of the Central Election Commission of the Republic of Kazakhstan shall:

1) provide the state registration of this resolution with the Ministry of Justice of the Republic of Kazakhstan;

2) within ten calendar days from the date of the state registration of this resolution, direct it in the Kazakh and Russian languages to the Republican State Enterprise with the Right of Economic Management “Republican Center of Legal Information” for official publication and inclusion in the Reference Control Bank of Regulatory Legal Acts of the Republic of Kazakhstan;

3) place this resolution on the Internet resource of the Central Election Commission of the Republic of Kazakhstan after its official publication.

3. This resolution shall be enforced from the date of its first official publication.

*Acting Chairperson  
of the Central Election Commission  
of the Republic of Kazakhstan*

*K. Petrov*

*Acting Secretary  
of the Central Election Commission  
of the Republic of Kazakhstan*

*B. Meldeshov*

Approved  
by resolution No. 11/197 of the  
Central Election Commission  
of the Republic of Kazakhstan  
of August 23, 2018

## **Rules of forming voter registers and their submission to the electoral commissions Chapter 1. General Provisions**

1. These Rules of forming voter registers and their submission to the electoral commissions (hereinafter referred to as the Rules), are developed in accordance with subparagraph 4-1) of Article 14, Articles 24, 25, 26 and 26-1 of the Constitutional Law of the Republic of Kazakhstan "On Elections in the Republic of Kazakhstan" dated 28 September 1995 (hereinafter - the Constitutional Law) and govern the procedure for the formation of electoral registers for voting, and also their submission to the electoral commissions.

2. Voter registers shall be formed by:

1) the local executive body that compiles the voter register and submits it to the relevant election commissions;

2) a Territorial Election Commission - an election commission of oblasts (cities of republican significance and the capital), a district, a city, a district in the city, which monitors the relevance and reliability of data on voters, the timeliness and accuracy of voter lists for voting and their presentation for public scrutiny;

3) precinct electoral commission - an electoral commission that, if need arises, enters changes on the voter register upon the release of the register for the voters' awareness, notifying the higher level election commission.

**Footnote. Paragraph 2 as amended by decision of the Central Election Commission of the Republic of Kazakhstan No. 132/627 dated 27.12.2022 (shall come into effect on 01.01.2023)**

## **Chapter 2. The procedure of forming voter registers and their submission to the electoral commissions**

3. Voter lists shall be drawn up for the election of the President, deputies to the Mazhilis of the Parliament and maslikhats, akim, members of other local self-government bodies.

**Footnote. Paragraph 3 - as reworded by Resolution of the Central Election Commission of the Republic of Kazakhstan No. 132/627 of 27.12.2022 (shall be effective on 01.01.2023).**

4. Voter register at the place of residence shall be compiled by the corresponding local executive body on the basis of the state database on individuals.

5. The ground for enrollment of a citizen in the voter register at a specific electoral district is the fact of his registration at the place of residence in the territory of this electoral district.

6. Temporarily registered citizens shall be enrolled in the voter registers on the basis of an application submitted by them to the local executive body with exclusion from the register at the place of permanent registration.

7. Every voter shall have the right to register as a voter with the corresponding local executive body from the moment of announcement or appointment of elections in accordance with paragraph 5 of Article 24 of the Constitutional Law.

8. In the event that no later than thirty calendar days before the election a voter finds out that he will be unable to arrive at the polling station at the place of his registration on the Election Day, he shall have the right to submit a written application to the local executive

body at his place of stay to request his enrollment in the corresponding voter register in compliance with paragraph 5 of Article 24 of the Constitutional Law.

Upon application of a citizen in compliance with this paragraph, the local executive body shall arrange exclusion of the citizen from the voter register at the place of registration and his enrollment in the voter register in the electoral district where the named citizen shall vote.

9. Voter registers shall be compiled in alphabetical or other order. In the register, the surname, given names, year of birth (at the age of eighteen years - additionally the day and month), individual identification number and residence address of the voter shall be indicated.

10. The voter register shall include:

1) citizens of the Republic with active suffrage;

2) the citizens registered at the place of their residence in the territory of the corresponding electoral districts.

3) in the electoral districts established in rest homes, sanatoria, inpatient medical and preventive treatment institutions, at the residences of citizens located in remote and hard-to-reach areas, at distant pasture sites, in pre-trial and temporary detention facilities, on vessels owned by the Republic of Kazakhstan that are on sail on the Election Day, all citizens who on the Election Day stay in the named institutions and organizations or on board the ship, shall be enrolled on the basis of the data, provided by the heads of these institutions, the respective akims and captains of vessels;

4) in the military units, all the military servicemen staying in military units, as well as their family members and other voters residing in the locations of the military units, shall be enrolled on the basis of the data provided by the military units commanders. Military servicemen residing outside military units shall be enrolled in the voter registers at the place of their residence on general grounds;

5) at the polling stations formed at the representative offices of the Republic of Kazakhstan in foreign states, all citizens who live or are on a long foreign trip in the corresponding foreign state and who have valid passports of a citizen of the Republic shall be enrolled.

Citizens of the Republic arriving in foreign states on private invitations, on official, business and tourist trips, shall be enrolled in the voter register upon their application to the precinct election commission and submission of a valid passport of a citizen of the Republic of Kazakhstan.

Students in specialized secondary and higher educational institutions, also on full-time professional postgraduate educational programs, living in dormitories, shall be enrolled in the voter register at the dormitory's location.

11. A citizen may be enrolled in only one voter register.

12. The voter lists for each polling station shall be signed by the akim, by whose decision the polling station is established, and shall be presented by an act twenty calendar days prior

to the commencement of voting to the polling station election commission in electronic form and (or) on paper, to the territorial and district commissions - in electronic form.

Footnote. Paragraph 12 - as reworded by Resolution of the Central Election Commission of the Republic of Kazakhstan No. 132/627 of 27.12.2022 (shall come into effect on 01.01.2023).

13. The lower level territorial election commission shall submit voter registers in digital format to a higher level commission for inclusion in the electronic register of citizens - voters of the Republic of Kazakhstan - within two days from the date of their receipt from local executive bodies.

14. In the event of a change in the voter register, the precinct election commission shall notify the superior election commission thereof.

15. The submission of voter registers by local executive bodies to election commissions shall be carried out in compliance with the requirements of the legislation on personal data and their protection, and on information security.