

THE REPUBLIC OF UGANDA
THE ELECTORAL COMMISSION

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GUIDELINES FOR ELECTION OF NATIONAL WOMEN'S COMMITTEE, 2018
(Under the National Women's Council Act, CAP 318 as amended)

1.0 Introduction

These guidelines shall apply to the election of the National Women's Committee. It shall apply to compilation of the National Women's Council Register, nomination of Candidates, campaigns and polling.

1.1 Laws applicable to the National Women's Committee elections:

The election of the National Women's Committee shall be conducted under the provisions of the following laws -

- i. The Constitution, 1995 (as amended);
- ii. The Electoral Commission Act, Cap 140 (as amended);
- iii. The Political Parties and Organisations Act, 2005, as amended;
- iv. The National Women's Council Act, Cap 318, as amended; and
- v. The National Women's Council (Councils and Committees) (Elections) Regulations, 2011.

2.0 Composition of the National Women's Council and Committee

2.1 The National Women's Council.

The following shall constitute the National Women's Council from which the National Electoral College for election of the National Women's Committee shall be derived.

- i. The Chairperson of every District Women's Council;
- ii. A representative of women with disabilities to be elected from among themselves through their structures;
- iii. Three women representatives of non Governmental Organisations involved in women's affairs or business to be determined by the National Women' Council;
- iv. A representative of the Ministry responsible for gender and women advancement;
- v. The Secretary for women youth on the National Youth Executive Committee;
- vi. A representative of women parliamentarians elected from the women members of Parliament; and

vii. The Executive Secretary of the National Women's Council.

N.B: The members of the National Women's Council stated in sections iii, iv, v, vi and vii shall be ex-officio members who shall participate in the deliberations of the Council without a deciding vote.

2.2 National Women's Committee

Composition of the elective positions of the National Women's Committee shall consist of the following:

- i. Chairperson;
- ii. Vice Chairperson;
- iii. Publicity Secretary; and
- iv. Secretary for Finance.

N.B: The position of Secretary is not elective at the National level as is the case at the district level.

3.0 DISPLAY OF THE ELECTORAL COLLEGE REGISTER

- i. The national Women's Council Register shall be displayed **for two days** at the Electoral Commission headquarters and at the venue for the National Women's Delegates Conference.
- ii. The purpose of the Display Exercise is to:
 - a) allow voters to verify their particulars on the Register such as names, national ID number, age, sex, district; and
 - b) enable voters to raise complaints that may lead to removal of those who have died, non-citizens and those below 18 years of age, from the Register.

4.0 NOMINATIONS

- i. The Electoral Commission shall publish in the Gazette and the local media the days and venue for holding the National Women's Delegates Conference during when nomination of Candidates who wish to stand for election as office bearers shall be conducted.
- ii. The nomination of Candidates for election shall be made in writing supported by not less than two persons who are members of the Electoral College.
- iii. Nomination of a Candidate may be made by a Political Party or Political Organisation sponsoring a Candidate.
- iv. A person may stand for election as an Independent Candidate without being sponsored by a Political party or Political Organisation.
- v. Persons seeking nomination shall present their nomination papers in person, one at a time, to the Presiding Officer for verification of the requisite details indicated on the nomination form.
- vi. If satisfied with the information indicated on the nomination form by the aspiring Candidate, the Presiding Officer shall declare that person nominated.

- vii. Particulars of the nominated candidates shall be recorded, in duplicate, on *Polling Returns Form W.E.1* for each office.
- viii. If the aspiring Candidate does not have the qualifications for nomination, the Presiding Officer shall state so on the nomination form and declare the person not nominated.
- ix. No member of the Electoral College shall second more than one Candidate for the same Office.
- x. No woman shall be nominated for election to the National Women's Committee unless she : -
 - a) Is aged 18 years or above.
 - b) Is a member of the Electoral College for election of the National Women's Committee.
 - c) Is a Citizen of Uganda.

N.B: Academic qualifications are not a pre-requisite for one to stand for election to any office in a Women's Council/Committee.

- xi. Where at the close of nomination only one Candidate stands nominated for an office, the Presiding Officer shall declare the Candidate elected unopposed.

5.0. CAMPAIGNS

- i. After nominations have been closed, the Returning Officer will preside over the campaigns for all Candidates;
- ii. Candidates or their Agents shall hold campaigns for at least ten (10) minutes for election to the respective offices; and
- iii. During the campaigns, no Candidate shall use defamatory or mudslinging words against another Candidate.

6.0. MODE OF ELECTIONS

- i. All elections for the National women's Committees shall be conducted by secret ballot, using a tick or thumbprint as the authorized mark of choice.
- ii. The poll, for the National Women's Committee shall not commence before 7:00 a.m and shall not continue beyond 4:00 p.m. on polling day during the National Women's Delegates Conference gazetted by the Electoral Commission.

6.1 PRESIDING OFFICERS

- i. The Presiding Officer for the National Women Committee elections shall be appointed by the Electoral Commission.
- ii. The Presiding Officer shall be under the overall supervision of the Returning Officer and shall have the duty of keeping order at the polling station.
- iii. There shall be at least three Polling Assistants and one Polling Constable at the polling station, as shall be determined by the Electoral Commission, to assist the Presiding Officer in conducting the polls.

6.2. ELECTION PROCESS

- i. The Presiding Officer for the National Women's committee elections shall commence elections at 7:00 a.m after at least five (5) women entitled to vote are present and elections shall not continue after 4:00 p.m.
- ii. Only those women, who are members of the Electoral College and entitled to vote or to be nominated as Candidates, shall be allowed to vote after sufficient identification by the Presiding Officer or Polling Assistant and members of the Council.
- iii. Voters will be provided with the ballot papers for each elective office one at a time beginning with Chairperson, then Vice Chairperson, Publicity Secretary and lastly, Secretary for Finance.
- iv. A voter shall put a **TICK** or **THUMB PRINT** in the space provided on the ballot paper against the name of the preferred Candidate.
- v. Each Candidate may appoint at most two agents to oversee the conduct of the nominations, polling and vote counting.

6.3 VOTE COUNTING, FILLING FORMS AND DECLARATION OF RESULTS

- i. At the closure of polls, the Presiding Officer together with the polling Assistant and Constable shall count the ballot papers by sorting them first according to each Candidate for each elective office.
- ii. The sorted ballot papers shall be counted for each candidate for each elective office.
- iii. No candidate shall be declared a winner unless she has obtained the highest number of votes of the members present and voting or has been elected unopposed.
- iv. The Presiding Officer shall thoroughly and correctly fill the relevant election forms (Declaration of Results Form W.E.3) provided by the Commission and declare the results.
- v. The Presiding Officer shall submit results to the Returning Officer.
- vi. A copy of results for each office may be given to the respective Candidates or their Agents.
- vii. The Presiding Officer shall declare the winning candidate at completion of the counting process and where there is a complaint presented to him/her by a person entitled to vote at that election and the Presiding Officer is satisfied that it is not a frivolous complaint, he/she may order for a recount of the votes before making the declaration.

6.4 OFFENCES AND PENALTIES

Any person who: -

- a) Forges, fraudulently defaces or fraudulently destroys any election return, record or official mark on any election return or record.
- b) Bribes or attempts to bribe any voter in a women council with the intention of soliciting for her vote.

- c) Corruptly offers to any voter any food, drink, refreshment or provisions for the purpose of influencing the person to vote in any manner at the election.
- d) Makes use of or threatens to use force, violence or restraint, or inflict physical or psychological injury or harm against any person for the purpose of influencing the person to vote in any manner at the women Council.
- e) Gives or lends or promises to procure any money, gift, loan, benefits or valuable consideration to any voter, or to any person on behalf of any voter in order to induce any voter to voter or refrain from voting.
- f) Accepts any money, gift, benefit or valuable consideration from a candidate for purposes of voting for such candidate or influencing other candidate to vote for the same,

commits an offence and shall be liable on conviction, to imprisonment for a term not exceeding two years and in addition to the imprisonment, be disqualified for a period of five years from the date of her conviction, from holding an office on any women committee or being a member of any Women Council, other than a Village Women Council.



Justice Byabakama Mugenyi Simon
CHAIRPERSON, ELECTORAL COMMISSION