



POLLING GUIDELINES FOR YOUTH COUNCILS/COMMITTEES' ELECTIONS, 2020

(Under the National Youth Council Act, CAP 319 as amended)

Our Ref: **EC/15**

Date: **18th February, 2020**

1.0 Introduction

These guidelines shall apply to elections of Youth Councils/Committees at:

- (i) Village/Zone/Cell;
- (ii) Parish/Ward;
- (iii) Subcounty/Town/Municipal Division;
- (iv) Municipality/ City Division; and
- (v) District/City; and
- (vi) National level.

2.0 Laws applicable to the youth Council elections:-

- (a) The 1995 Constitution of the Republic of Uganda, as amended;
- (b) The Electoral Commission Act [ECA], Cap 140, as amended;
- (c) The Political Parties and Organizations Act, 2005, as amended;
- (d) The Local Government Act, Cap 243, as amended;
- (e) The National Youth Council Act [NYCA], Cap 319, as amended;
- (f) Kampala Capital City Authority (KCCA) Act, 2011, as amended; and
- (g) The National Youth Councils and Committees (Elections) Regulations, 2011.

2.1 The Youth Council elections and these guidelines shall apply to every person aged 18 years and below 30 years, willing to be a member of a Village Youth Council (S.6 NYCA)

2.2 A person shall not be eligible to be elected a member of a Youth Committee unless s/he has attained the age of eighteen years and a person shall not be eligible to be so elected in a Youth Committee if s/he has attained the age of thirty years. (S. 8 NYCA).

2.3 No person shall be elected a member of any Youth Council/Committee unless he or she submits a statutory declaration or birth certificate or proves his or her age before the commencement of an election (S. 8 (7) NYCA); (i.e. One MUST provide evidence to prove his/her age).

2.4 The members of the Youth Committees shall be elected by the members of the Youth Councils from among their number (S. 8 (2) NYCA).

2.5 A person shall not be a member of more than one Youth Committee, (S.8 (4) NYCA).

2.6 Where a person is elected to a higher Youth Committee, his or her office in the lower Youth Committee, shall fall vacant and another person shall be elected in his/her place (S. 8 (5) NYCA).

N.B: For the avoidance of doubt, any person holding an office in a Youth Council shall not vacate office on the sole reason that s/he has attained thirty years of age at any time during his or her term of office (S.8 (9) NYCA).

3.0 Youth Committees (S. 8 (1))

3.1 For each Youth Council, there shall be a Youth Committee consisting of the following –

- (a) a Chairperson;
- (b) a Vice-Chairperson
- (c) a General Secretary
- (d) a Publicity Secretary;
- (e) a Secretary for female youth (who shall be a female);
- (f) a Secretary for Student Affairs (who shall be a student);
- (g) a Secretary for Labour Affairs;
- (h) a Secretary for Sports and Culture; and
- (i) a Secretary for Finance in the case of village up to district level;

Note: In the case of the National Youth Executive Committee there shall be, in addition to the above,

- (i) a Secretary for External Relations and
- (ii) a Secretary for Legal Affairs.

- 3.2 Where the office of a member of the Youth Council falls vacant by virtue of death, resignation, abscondment or any other cause, for more than six (6) months, the Secretary to the National Youth Council shall, as soon as possible, supervise and fill the vacant position in the relevant Council and shall notify the Electoral Commission of the results. (S 8(6) NYCA)
- 3.3 A member of a Youth Committee or Youth Council vacating office at the end of his/her term shall, subject to provisions of the law governing youth elections, be eligible for re-election (S 27A (2) NYCA)
- 3.4 The following Youth Councils are established in each District (S 5 NYCA):
- (i) Village/Cell/Zone Youth Councils comprising: Every willing person who has attained the age of eighteen (18) years but is below the age of thirty (30) years and is resident in that Village/Cell/Zone as at the **cut-off date** for Registration of the Youth or Update of the National Voters' Register or Youth Register;
 - (ii) Parish/Ward Youth Councils, Comprising: All members of Village/Cell/Zone Youth Committees in the Parish;
 - (iii) Sub-County/Town/Division or Municipal Youth Councils Comprising:
 - (a) Members of Sub-county /Town/Division or Municipal Youth Executive Committee;
 - (b) All members of Parish/Ward Youth Committees in the Sub-county/Town/Division or Municipality;
 - (c) Two students elected by the Sub county/Town/Division or Municipality Youth Executive Committee in consultation with the Uganda National Students Association in the District one of whom shall be a female;
 - (d) One Youth With Disability nominated by the Organizations of Persons With Disabilities in the Sub-county/Town/Division or Municipality;
 - (e) The two Councilors on the Sub-County/Town/Division or Municipality Local Government Council as an **ex-officio** member;
 - (f) The Sub-County /Town/Division or Municipality Community Officer as an **ex-officio** member;
 - (g) The Executive Secretary at the Sub-County/Town/Division or Municipality as an **ex-officio** member.
 - (iv) District/City Youth Councils Comprising-
 - (a) The District/City Youth Committee;
 - (b) The Chairperson of every Sub-county/Town/Division/Municipality Youth Council
 - (c) The Secretary for female Youth at the Sub-county/Town/Division/Municipality;
 - (d) The Secretary for finance at the Sub-county/Town/Division/Municipality;
 - (e) One Youth With Disabilities nominated by Organisations of Persons With Disabilities in the District
 - (f) Two student representatives nominated by the Uganda National Students' Association, one of whom shall be female;
 - (g) One representative of Non-Governmental Organisations involved in Youth Activities in the District to be nominated by the District Youth Committee;
 - (h) The District Officer in charge of Youth Affairs;
 - (i) The two Youth Councilors on the District Local Government Council;
 - (j) The Executive Secretary of the District Secretariat.

Note: The members of the Council in paragraphs (g), (h), (i) and (j) above, shall be ex-officio members who shall participate in the deliberations of the council without a deciding vote.

- 3.5 There is established the National Youth Council (S.4 NYCA) Comprising:
- (a) The National Youth Executive Committee;
 - (b) The Chairperson of every District Youth Council;
 - (c) The Secretary for female Youth at the District;
 - (d) The Secretary for Finance in the District;
 - (e) A representative of Youth with Disabilities
 - (f) Four students, representatives elected by the Uganda National Students' Association, two of whom shall be female and one from a Secondary School;
 - (g) Eight representatives of Non-Governmental Organisations involved in Youth activities nominated on regional basis by the National Executive Committee in consultation with the Non- Governmental Organisations Board;
 - (h) The Executive Secretary of the National Council; and
 - (i) Members of parliament representing Youth.

NB: The members of the Council in paragraphs (g),(h) and (i) above shall be ex-officio members who shall participate in the deliberations of the Council without a deciding vote.

4.0 Mode of elections

- (a) Except at the District/City and the National level, Youth Councils/Committees elections shall be conducted by voters lining up behind **candidates' portraits** or **candidates' symbols** or **candidates' agents** or the **individual candidates** of their choice.
- (b) Electoral Colleges:**
 - (i) At Village, the Electoral College shall be all willing youth registered on the Youth register and the National Voters Register.
 - (ii) At Parish/Ward the Electoral College shall be all members of the village youth executive committees in the parish/ward.
 - (iii) At Sub-County/Town/Division or Municipality, the Electoral College shall be:
 - (a) all members of the Parish/Ward youth executive committees in the Sub-County/Town/Division or Municipality.
 - (b) One youth with disability nominated by organizations of Persons With Disabilities in Sub-County/Town/Division or Municipality.
 - (iv) At the District/City, the Electoral College shall be: -
 - a) all members of the Sub-County/Town/Division or Municipality youth executive committees in the District/City,
 - b) One Person With Disabilities nominated by Organisations of PWDs in the District/City
 - c) Two Students, one of whom shall be female, nominated by the Uganda National Students Association in the District/City.

5.0 Election Process

- 5.1 Presiding Officers
 - 5.1.1 The Presiding Officers for the Youth Committee elections shall be appointed by the Electoral Commission.
 - 5.1.2 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.
 - 5.1.3 There shall be **two** Polling Assistants (Enumerators) and **one** Polling Constable at each polling station, to assist the Presiding Officer in conducting the polls.
- 5.2 No person shall be allowed to vote if she/he is not a member of the respective Electoral College.
- 5.3 For all elections of members of Youth Committees from village to district, the polling station shall be at the place/venue where the community usually holds meetings.
- 5.4 The Presiding Officer shall conduct polling by allowing eligible voters to line up behind **candidates' portraits** or **candidates' symbols** or **candidates' agents** or the **individual candidates** of their choice.

5.5 Voting Day Program

The following program shall guide the flow of activities on polling day:

- 7.00 am – 8.00 am : Arrival of candidates and voters
- 8.00 am – 8.30 am : Voter education, briefing and sensitization of voters on voting procedures by the Presiding Officer.
- 8.30 am – 9.00 am : Verification of voters by the Presiding Officer.
- 9.00 am – 2.00 pm : Voting by the electorate lining up and counting of votes; and
- 2.00 pm – 4.00 pm : Filling of Forms and Declaration of Results.

5.6 Voting:

- a) Voting shall commence by **voters lining up behind** candidates; beginning with the Chairperson, followed by the Vice Chairperson, General Secretary, Publicity Secretary, Secretary for women youth who shall be a female, Secretary for student affairs who shall be a student, Secretary for labour affairs, Secretary for sports and culture; and a Secretary for finance in that order.
 - b) Voting shall not go beyond 4:00 p.m.
- 5.7 Each Candidate may appoint not more than two agents to oversee the conduct of polling and vote counting.
 - 5.8 Elections for each office of a Youth Committee shall take place one after another for the following offices:

- (a) Chairperson;
- (b) Vice chairperson;
- (c) General secretary;
- (d) Publicity secretary;
- (e) Secretary for Women Youth who shall be female;
- (f) Secretary for Student Affairs who shall be a student;
- (g) Secretary for Labour Affairs;
- (h) Secretary for Sports and Culture; and
- (i) Secretary for Finance.

In the case of the National Youth Executive Committee, there shall be included the offices of -

- (j) Secretary for External Relations; and
- (k) Secretary for Legal Affairs.

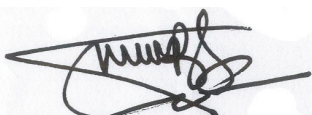
6.0 Vote counting, filling forms and declaration of results

- 6.1 The Presiding Officer and his Assistants shall count the voters lining up behind each candidate at the polling station and shall record the scores for each candidate on **form Y.E.1** for each elective office.
- 6.2 In case of a tie of candidates in the first position, the Presiding Officer shall, after a break of five minutes, cause a repeat of the exercise by allowing voters to line up behind the candidates that tied in the first position.
- 6.3 Each Presiding Officer shall, immediately after counting of all voters lining up behind each Candidate or after a recount in case of a repeat of the exercise for candidates who tied in the first position, declare elected a Candidate who has obtained the highest number of votes.
- 6.4 The Presiding Officer shall then **thoroughly, correctly and neatly** fill in triplicate the declaration of results form (**form Y.E.2**) and sign them.
- 6.5 The Presiding Officer shall then submit the village election returns recorded on **form Y.E.2** sealed in an envelope provided by the Electoral Commission, to the Parish Supervisor for purposes of compiling the village election returns in a **Youth Parish/ward Register Book** provided by the Electoral Commission for elections at parish/Ward.
- 6.6 The Subcounty Supervisor shall compile parish/ward election returns recorded in triplicate on form **Y.E.2**, in a:
 - (a) **Sub-County/Town/Division or Municipal Youth Register Book** on conclusion of elections at parish/ward level for elections at Sub-County/Town/Division or Municipality.
 - (b) **District/City/KCCA Youth Register Book** on conclusion of elections at Sub-County/Town/Division or Municipal level for elections at the District/city.

7.0 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 Youth Council with the intention of soliciting for his/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 Youth Council 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 youth 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 vote or refrain from voting,
- f) Accepts any money, gift, benefit or valuable consideration from a candidate for purpose of voting for such candidate or influencing other candidates to vote for the same, commits an offence and shall be liable on conviction, to imprisonment or a term not exceeding two years and in addition to the imprisonment, be disqualified for a period of five years from the date of his/her conviction, from holding an office on any Youth Committee or being a member of any Youth Council, other than a Village Youth Council.



Justice Byabakama Mugenyi Simon
CHAIRPERSON, ELECTORAL COMMISSION