

Solomon Islands Electoral Commission

Introduction

In an effort to ensure greater transparency and accountability of the electoral process, Solomon Islands Electoral Commission welcomes accredited electoral processes observers and media representatives during the September 2018 voter registration.

Election observation is widely accepted around the world. It is conducted by national and international organizations in order to provide an impartial and accurate assessment of election processes to enhance the transparency and for the benefit of the population of the country where the electoral processes are taking place.

Recognizing the importance of competent electoral processes observation for the enhancement of the transparent, credible, and accountable conduct of voter registration as a part of the elections, and in order to assess the level of acceptability of the voter lists for coming election, the Solomon Islands Election Commission prepared this guide to provide the observers and media representatives with information on how to obtain the accreditation needed to observe the voter registration. The accreditation procedures offer interested observer groups and media representatives an equal opportunity to participate in the voter registration process.

This guide provides an overview of the framework for the conduct of voter registration, the rights and responsibilities of observers and media representatives in regard to voter registration observation as well as information on voter registration centre locations and schedule.

Electoral observation is the systematic collection of information on the electoral processes without interference in the process itself. Observation must be exercised in a politically neutral and impartial manner. All activities must be undertaken without bias toward or affiliation with any political party or candidate.

Observers and media representatives are invited to observe all phases of the electoral processes including voter registration, objections and omissions, election campaigning, polling and counting, and post-election complaint procedures.

AN OVERVIEW OF THE BIOMETRIC VOTER REGISTRATION PROCESS IN THE SOLOMON ISLANDS



Voter Registration

Voter registration will be conducted at locations called Voter Registration Centres (VRC). The Registration Centre is the physical building where registration takes place. These centres will in most cases be placed in locations which have been polling stations in previous elections.

For procedural matters, note that registration application will only be received and processed as follows:

- Applicants must go in person to the nearest registration centre during the registration period
- Applicants must register only once. **It is against the law to be registered in more than one constituency at the same time.**

For people working and residing in Honiara who wish to register in their home provinces, there will be registration centres available in Honiara to lodge such applications.

Note: As this is the voter register update, only those who have turned 18 since 2014, those who were not registered before, and those who wish to transfer from other constituencies need to come to register. All those who were registered before and their data is correct, do not need to register again.

Voter Registration Teams

Each voter registration centre will have a team referred to as the 'Registration Team' who will carry out the registration process. The team will comprise of:

- One Assistant Registration Officer - Clerk
- Two Assistant Registration Officers - Data Collection

The Registration team will be monitored and supported by the Registration Officer of that constituency.

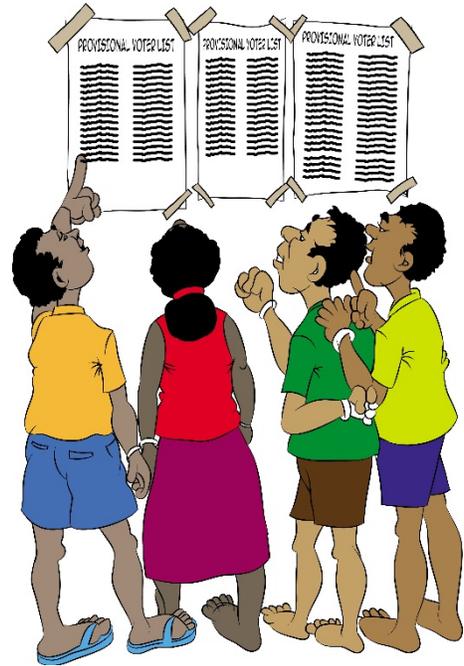
Voter Registration Centre schedule

Registration teams will move through their constituency as set in the Voter Registration Centre (VRC) movement plan. As 2018 voter registration is an update of already existing voter register, the VR Teams will spend a predetermined amount of time in each of the VRC locations. A schedule with dates and locations where VR teams will be conducting voter registration can be found as Annex to this guide.

Creating the Provisional Voters List

There are several steps between registration and the publishing of the Voter List. The steps include:

- An applicant registers to vote at a Voter Registration Centre by completing the voter registration form (Form B). The applicant's thumb-prints and photograph will also be captured, and all this information will be entered into the laptop computers provided as part of the Biometric Registration Kit. A voter ID card containing the credentials and photograph of the applicant will be printed and issued immediately after this process is complete.
- At the end of each week of the Registration Period, all completed Form Bs, plus the backup data are accounted for by the Registration Teams at each of the registration centres and sent to the RO for that constituency where the calculation is reconciled. The Registration Managers at the provincial centre will collect this data from ROs and forward them to the O/SIEC HQ Data centre where they will be loaded into the BVR database system. This continues until end of the registration period.
- At the close of the registration period, the database will be checked for duplicates. In cases of duplicates, Data processing officers will crosscheck using Form B to verify. The provisional List of electors (Form C) is settled after verifications.



Exhibition and Inquiry Process

Exhibition Phase

After the registration process closes, all the data collected in the field will be put together to compile a Provisional Voters List (Form C). This Provisional List will be exhibited for public scrutiny for 7 days in each of the Voter Registration Centres (VRC) across the Solomon Islands. This will allow the public to examine the Provisional List for possible errors and omissions. This period is **NOT** a second time for people who did not apply to register or transfer to apply.

Omission & Objection Phase

Following the public inspection of the Provisional List, any person identifying any omission, or who wishes to object to another person's name on the list,



will have, 14 days to do so. Depending on the nature of the challenge, a person can lodge claim by completing:

- Form D – advice of omission of his/her name and details, or
- Form E – notice of objection to another applicant on the Provisional list.

Public Inquiry Phase

Based on information gathered during the claims and objection period, public hearings will be held by Revising Officers who will decide whether or not to uphold each claim and objection. The decision made at these hearings will be final and they will then be forwarded, through the Registration Manager of each Province to the SIEC Data centre in Honiara.

Final Voters List

Based on the decisions made the Exhibition and Inquiry phase, amendments will be made to the Provisional List and a final Voters List will be completed for use on Election Day.