

(A translation of the Notification No. (21/2020) issued by UEC on 7th July 2020)

THE REPUBLIC OF THE UNION OF MYANMAR

THE UNION ELECTION COMMISSION

NOTIFICATION No. (21/2020)

7th July 2020

The 3rd Waning Day of First Waso, 1382 M.E.

### Issuance of the Procedures for International Election Observers

For the holding of free and fair elections, the Union Election Commission hereby issues the Procedures for International Election Observers.

#### Chapter I

#### Titles and Definitions

1. **Election** means the Pyithu Hluttaw Election, the Amyotha Hluttaw Election and the Region or State Hluttaw Election. This expression includes by-elections.
2. **Commission** means the Union Election Commission of the Republic of the Union of Myanmar.
3. **Sub-commission** means following:
  - (a) Region or State Election Sub-commission;
  - (b) Union Territory Election Sub-commission;
  - (c) Self-Administered Division or Zone Election Sub-commission;
  - (d) District Election Sub-commission;

- (e) Township Election Sub-commission;
  - (f) Ward or Village Tract Election Sub-commission.
4. **Constituency** means constituencies as defined for each Hluttaw.
  5. **Region or State** means each Region or State of the Republic of the Union of Myanmar.
  6. **Voters Roll** means the roll of eligible voters prepared for prescribed constituencies for the purpose of election.
  7. **Polling Booth Team** means which is assigned by the Township Sub-commission concerned the duty of taking collective responsibilities in connection with voting at a polling booth within a constituency.
  8. **Polling Booth Officer** means a person who supervises the Polling Booth Team.
  9. **International Election Observation Organization** means International Election Observation Organizations and Missions that are accredited by the Commission to observe the electoral process.
  10. **International Election Observer** means a foreigner or Myanmar citizen designated by the International Election Observation Organizations who receives an Observer Identification Card from the Commission in order to observe the electoral process.
  11. **Diplomatic Election Observer** means any foreigner or Myanmar citizen designated by a foreign embassy, a consulate or a permanent mission which has established diplomatic relationship with the Government of the Republic of the Union of Myanmar, and who receives an Observer Identification Card from the Commission in order to observe the electoral process.
  12. **Short-term Observer** means International Election Observer who will observe the election for 10 consecutive days including the Election Day.
  13. **Long-term Observer** means International Election Observer who will observe the election for more than 10 days.

14. **Electoral Observation** means the observation of any stage of the election process for representatives for the Pyithu Hluttaw, Amyotha Hluttaw, Region or State Hluttaw.
15. **Letter of Accreditation** means the Letter of Accreditation issued by the Commission to International Election Observation Organizations who have pledged to abide by the rules and regulations provisioned by the Commission.
16. **International Observer Identification Card** means a card issued to each individual International Election Observer to serve as an identity document during their observation of electoral activities.

## Chapter II

### Eligibility Criteria for International Election Observation Organizations and Election Observers

17. International Election Observation Organizations and International Election Observers shall meet the following criteria:
- (a) Being objective and free of any bias based on party-related or organization-related affiliation, geographical origins, and race or ethnicity;
  - (b) Having transparent funding;
  - (c) Undertaking the electoral observation activities whilst abiding by the provisions of the laws, rules, regulations, orders, notifications, instructions of the Republic of the Union of Myanmar and the Code of Conduct for International Election Observers.
18. Diplomatic Election Observers shall meet the following criteria:
- (a) Being objective and free of any bias based on party-related or organization-related affiliation, geographical origins, and race or ethnicity;

- (b) Undertaking the electoral observation activities whilst abiding by the provisions of the laws, rules, regulations, orders, notifications, instructions of the Republic of the Union of Myanmar and the Code of Conduct for International Election Observers.

### Chapter III

#### Submission of the Accreditation Request Form

19. The International Election Observation Organization shall complete and submit the Accreditation Request Form issued by the Commission to get accredited (that request form can be downloaded from Commission's website [www.uec.gov.mm](http://www.uec.gov.mm) and sent to [info@uec.gov.mm](mailto:info@uec.gov.mm))
20. After receiving an invitation to observe the elections from the Ministry of Foreign Affairs (MOFA) of the Republic of the Union of Myanmar, diplomatic missions shall submit the request form for the accreditation of election observers to the Commission through MOFA. A copy of the request form and necessary documents shall also be sent to the Commission via email [info@uec.gov.mm](mailto:info@uec.gov.mm) at the same time.
21. The Accreditation Request Form is as mentioned in Annex (1-A).
22. Accreditation Requests can be submitted commencing from the date of the date of announcement to submit the accreditation requests made by the Commission until **20** days before the Election Day.

## Chapter IV

### Documents to be attached to the Accreditation Request Form

23. International Election Observation Organizations shall submit their Accreditation Request Forms together with the following documents:

- (a) Brief profile of the Organization;
- (b) Election Observation Organization's Pledge ( annex 5-A)
- (c) A statement letter with regard to the sources of funds signed by the Head of an International Organization wishing to observe the Election (this requirement does not apply to Diplomatic Missions);
- (d) A letter, signed by the Head of an International Organization wishing to observe the Election, which describes objectives of the elections observation in Myanmar and previous international election observation experiences (this requirement does not apply to diplomatic missions).

24. The International Election Observation Organizations and Diplomatic Missions shall use the list of Designated Observers Template (Annex 1-B) to submit their list of observers. The list of designated observers can be submitted together with the Accreditation Request form or separately at a later stage.

25. Submission of list of designated observers shall include the following:

- (a) The proposed list of designated observers, signed by the responsible person of the organization, which states the name, passport number and nationality of each observer clearly in handwriting or typing. ( annex 1-B is available on UEC website [www.uec.gov.mm](http://www.uec.gov.mm) )
- (b) A copy of the organization's Accreditation Letter for Election Observation signed by the UEC if the list is submitted separately from the Accreditation Request Form;

- (c) A USB Key (for application submitted by post to the UEC) or a ZIP file (for application submitted by email to info@uec.gov.mm) including a digital passport-sized picture of each observer listed, in JPEG format, high resolution (minimum number of pixels: 200 – preferred number of pixels: 400), on a clear background, with each picture file named following a “First Name\_Family Name.jpg” format.

26. International Election Observation Organizations are responsible for collecting Individual Observer’s Pledges (annex 5-B) from each designated individual observer, duly completed and signed, with a picture of the individual Observer attached. Although individual pledges are not required in order to submit the accreditation requests, they shall, upon the request of the Commission or the Sub-Commission, be submitted within 10 days from the date of that request.

## **Chapter V**

### **Scrutinizing the Submission and Granting**

27. The Commission shall scrutinize submitted Accreditation requests by the following means:

- (a) to scrutinize documents submitted by International Election Observation Organisations within **3 days** from the date of receipt of those documents;
- (b) to provide International Election Organisations any comments on their submissions so that they may resubmit their requestes with all necessary documents within **5 days** from the date of receipt of the notification if their submissions are incomplete;
- (c) to inform either their requests are accepted or rejected within **7 days** after the examination of their requests.

28. The Commission can either accept or reject the submissions of the International observation Organizations. The Commission shall issue a Letter of Accreditation and International Observer Identification Card to the eligible International Election Observation Organizations and International Election Observers that meet the criteria specified in Chapter 2 and shall inform the respective Sub-commissions.
29. When the Ministry of Foreign Affairs sends the observers list from foreign embassies, consulates or permanent missions which have established diplomatic relationship with the Government of the Republic of the Union of Myanmar, the Commission shall, after scrutinizing and accrediting, inform the relevant Sub-commissions.

## **Chapter VI**

### **Issuing Letter of Accreditation and Identification Card**

30. The Commission shall issue a letter of accreditation (Annex 2) to the International Election Observation Organization and Observer Identification Cards (Annex 3 or Annex 4) to those International Election Observers who are granted accreditation.
31. The International Election Observer Identification Card is as shown in Annex (3) and the background color is yellow.
32. The Identification Card for diplomatic election observers is as shown in Annex (4) and the background color is green.

## **Chapter VII**

### **Requirements on Identification Card**

33. The Identification Card of International Election Observers and Diplomatic Election Observers shall contain the following information:

- (a) date and number of identification card;
- (b) name of the observer;
- (c) nationality and passport number;
- (d) name of organization;
- (e) period of validity;
- (f) one color-photograph of the observer.

## **Chapter VIII**

### **Period of Validity of the Letter of Accreditation**

34. The period of validity of the Letter of Accreditation and Identification Card of Long-term International Election Observers shall commence from the date of the receipt of the Letter of Accreditation and Identification Card from the Commission until 90 days after the Election Day.
35. The period of validity of the Letter of Accreditation and Identification Card of short-term International Election Observers shall be valid for 10 consecutive days including the Election Day.
36. The period of validity of the Identification Card of Diplomatic Election Observers shall be valid for 10 consecutive days including the Election Day.

## **Chapter IX**

### **Geographical Area of Electoral Observation**

37. Except in restricted areas where there is a special concern for the security of election observers, International Election Observers and Diplomatic Election



Observers shall conduct electoral observation activities in any designated area proposed for holding the Election.

## **Chapter X**

### **Phases of the Election process to be observed**

38. International and Diplomatic Election observers can observe all phases of the election process in accordance with the laws, as follows:

- (a) Delimitation of constituency boundaries
- (b) Voter Registration,
- (c) Submission and Scrutiny, revocation, declaration, of Hluttaw Candidate's nomination; and appointment of election agents
- (d) Period of Campaigning and Silence Period
- (e) Mediation Process
- (f) Advance Voting
- (g) Voting, Counting and Tabulation of Results;
- (h) Election Expenses
- (i) Announcement of Election Results and of the List of Hluttaw Representatives;

## **Chapter XI**

### **Rights and Obligations**

#### **for International and Diplomatic Election Observers**

39. International and Diplomatic Election Observers shall have the following rights:

- (a) the right to observe and to have access to the information on the Election process;
- (b) the right to observe voting, vote counting and developing the voting results without any disturbance on secrecy of voting;
- (c) the right to observe in the polling booth (report to the Polling Booth Officer and comply with his/her guidance as he/she is performing his/her responsibilities);
- (d) the right to use equipment to record the election process except in polling booth;
- (e) the right to freedom of movement in order to conduct their observation in all areas covered by the concerned elections. Exceptions may however apply in locations with special concerns for the security of election observers.
- (f) The right to inform each Sub-commission and/or Polling Booth Officers supervising the elections if an unlawful conduct related to elections is identified.

40. The International Election Observation Organization as well as the International and Diplomatic Election Observers have the following obligations:

- (a) to respect and acknowledge the sovereignty of the Republic of the Union of Myanmar and to follow its Laws, Rules, Regulations, Orders, Notifications, Instructions and the Code of Conduct for International Election Observers;
- (b) to report to the Commission and Sub-commission concerned;
- (c) to display the International Observer Identification card throughout the observation;
- (d) to bear all the costs of observation;

- (e) to respect the role, rank, duty, and authority of electoral officials;
- (f) to respect local customs and culture;
- (g) to observe transparently and without bias;
- (h) to ensure that the electoral information reported by the International Election Observation Organization is accurate;
- (i) to submit a final report on electoral observation to the Commission.

## **Chapter XII**

### **Penalties**

41. If any Sub-Commission files a complaint, the Commission has the right to revoke the status and accreditation of the International Election Observation Organization or of the International Election Observer that violates the duties and code of conduct provisioned 39.
42. If someone wants to complain about an Election Observer's violation of obligations and Code of Conduct, a letter including the name, NRC number and full address of the complainant, is to be signed and submitted to the Township Sub-commission concerned.
43. After inspecting the complaint by the Township Election Sub-commission, if it is found to be valid, this matter shall be submitted to the Commission.
44. The Commission may take the following actions after investigation the complaint submitted by the Sub-commission if finding it to be true:
- (a) If the violation is carried out by an individual observer, the permission granted to him/her to observe the election shall be revoked.
  - (b) The Commission shall notify the respective International Election Observation Organizations about such revocation; and

- (c) If the violation is carried out by the International Election Observation Organization, the accreditation granted to this organization shall be revoked.

### **Chapter XIII**

#### **Election Observation Report**

45. Long-term International Election Observation Organizations shall submit their final election observation report to the Commission.
46. The final election observation report should be written as accurately as possible and based on facts and evidences.

### **Chapter XIV**

#### **Miscellaneous**

47. The Notification No (2/2016) issued by Union Election Commission on 31.10.2016 for the Procedures for International Election Observers in Observing the Hluttaw Elections has been superseded by this notification.

**Chairman**  
**Union Election Commission**

Letter No. 002/10/Pyinpa/KaMaYa

Date. 7th July 2020

**Circulation to:**

President's Office

State Counsellor's Office  
Office of the Union Government  
Office of the Pyidaungsu Hluttaw  
Office of the Pyithu Hluttaw  
Office of the Amyotha Hluttaw  
Supreme Court of the Union  
The Constitutional Tribunal of the Union  
Ministry of Foreign Affairs  
Ministry of the Office of the Union Government  
Ministry of Home Affairs  
Ministry of Defense  
Ministry of Information  
Ministry of Labor, Immigration and Population  
Union Attorney General' Office  
All Region and State Government Offices  
All Region and State Election Sub-commissions  
Director General  
Printing and Publishing Department  
Ministry of Information

To announce it in the Official Gazette

By order,

(Khin Maung Oo)

Director General

Office of the Union Election Commission

Copy to:

**Union Election Commission**

Chairman's Office

Office file

Floating file



**Accreditation Request Form**  
**for International Election Observation Organizations and Diplomatic Missions**

1. Name of the Organization / Mission: \_\_\_\_\_
2. Address: \_\_\_\_\_
3. Phone: \_\_\_\_\_
4. Responsible persons:
  - (a) President/Chairperson: \_\_\_\_\_
  - (b) Secretary General: \_\_\_\_\_
  - (c) Country Director / Head of Mission (for embassies): \_\_\_\_\_
5. Person authorized by the Organization/Mission to liaise with the Union Election Commission:
  - (a) Name: \_\_\_\_\_
  - (b) Position: \_\_\_\_\_
  - (c) Nationality: \_\_\_\_\_
  - (d) Address: \_\_\_\_\_
  - (d) Telephone: \_\_\_\_\_ Email: \_\_\_\_\_
6. Names and contact details of other persons authorized to represent the election observation organization and to liaise with the Union Election Commission (add lines if necessary):

Name	Nationality	Position	Contact Details (Phone, Email, etc)

7. Estimated number of observers: \_\_\_\_\_
8. Please make sure to attach:
- Organization's brief profile description (free template);
  - Organization's Pledge (annex 5-A of procedures);
  - Signed statement letter about sources of funding (free template);
  - Signed letter on describing the organization's experience of observation and stating the intent to observe (free template).

9. Statement of Commitment:

**I, \_\_\_\_\_ (name), Chairperson/ Secretary General/ Head of Diplomatic Mission of \_\_\_\_\_(complete and delete as appropriate) hereby affirm that the individuals that will be listed in the List of Designated Observers submitted to the Union Election Commission by our organization, are the sole individuals that will receive the Identification Cards issued by the Union Election Commission. The identification cards will be used only for the purpose of observing the electoral process. I also affirm that the designated observers shall adhere to the laws of Myanmar, the Code of Conduct for Election Observers, and such other instructions issued by the Union Election Commission.**

Signature of applying Organization's Chairperson/  
Secretary General/Head of Mission:

Date:



**Annex (1-B)****List of Designated Observers**

(The list of designated Observers can be submitted until 7 days before Election Day)

Election Observation Organization: \_\_\_\_\_

Name, email and telephone number of the person submitting the list of election observers: \_\_\_\_\_

(Note: This must be the person authorized by the election observation organization accredited by the Union Election Commission)

List of Nominated Observers (add as many lines as necessary)

#	Name	Nationality	Passport Number	Phone and email	tentative start date of observation dd/mm//yyyy	tentative end date of observation dd/mm//yyyy

**\* Observation period of 10 days or more are to be considered Long-Term**

**Observation**

I pledge that the nominated observers shall abide by the laws of Myanmar, the Code of Conduct for Election Observers and other instructions issued by the Union Election Commission.

**Responsible Person**

(Note: This must only be the responsible person as mentioned on the Accreditation Request Form)

**The Republic of the Union of Myanmar**  
**Union Election Commission**  
**2020 General Elections**

**Letter of Accreditation for International Election Organization**

**(No ....., Date .....) )**

This Accreditation Letter is to accredit the following Election Observation Organization to observe 2020 General elections.

Name of the Organization : \_\_\_\_\_

Address : \_\_\_\_\_

Responsible Person : \_\_\_\_\_

Phone: \_\_\_\_\_ Email: \_\_\_\_\_

Location of Observation : \_\_\_\_\_

Period of Validity : \_\_\_\_\_

Chairman  
Union Election Commission

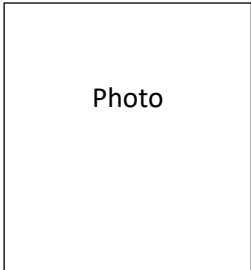
**Identification Card for International Election Observers  
(Yellow)**



ပြည်ထောင်စုသမ္မတမြန်မာနိုင်ငံတော်  
ပြည်ထောင်စုရွေးကောက်ပွဲကော်မရှင်  
Republic of the Union of Myanmar  
Union Election Commission

နိုင်ငံတကာရွေးကောက်ပွဲလေ့လာသူသက်သေခံကတ်ပြား  
ID Card for International Observer

ကတ်အမှတ်စဉ် (Card No) .....  
ရက်စွဲ (Date) .....



၂၀၂၀ ပြည့်နှစ် အထွေထွေရွေးကောက်ပွဲအတွက်  
(For 2020 General Elections)

အမည် (Name) : .....  
နိုင်ငံသား (Nationality) : .....  
နိုင်ငံကူးလက်မှတ်အမှတ် (Passport number) : .....  
အဖွဲ့အစည်းအမည် (Organization) : .....  
ကုန်ဆုံးမည့်နေ့ရက် (Period of Validity) : .....

ဥက္ကဋ္ဌ (Chairman)

ပြည်ထောင်စုရွေးကောက်ပွဲကော်မရှင် (Union Election Commission)

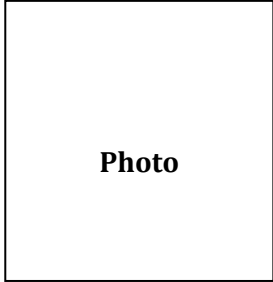
**Identification Card for Diplomatic Election Observers  
(Green)**



ပြည်ထောင်စုသမ္မတမြန်မာနိုင်ငံတော်  
ပြည်ထောင်စုရွေးကောက်ပွဲကော်မရှင်  
Republic of the Union of Myanmar  
Union Election Commission

နိုင်ငံတကာရွေးကောက်ပွဲလေ့လာသူသက်သေခံကတ်ပြား  
ID Card for International Observer

ကတ်အမှတ်စဉ် (Card No) .....  
ရက်စွဲ (Date) .....



၂၀၂၀ ပြည့်နှစ် အထွေထွေရွေးကောက်ပွဲအတွက်  
(For 2020 General Elections)

အမည် (Name) : .....  
နိုင်ငံသား(Nationality) : .....  
နိုင်ငံကူးလက်မှတ်အမှတ် (Passport number) : .....  
အဖွဲ့အစည်းအမည်(Organization) : .....  
ကုန်ဆုံးမည့်နေ့ရက် (Period of Validity) : .....

ဥက္ကဋ္ဌ (Chairman)

ပြည်ထောင်စုရွေးကောက်ပွဲကော်မရှင် (Union Election Commission)

**[To be printed on the back of the ID Card]**

**For the Election Observers to Abide by**

- A. To respect and acknowledge the sovereignty of the State and to comply with the laws and bylaws.
- B. To display the ID card throughout the observation.
- C. To respect the local custom and culture.
- D. The accredited election observers shall comply with the Code of Conduct for election observers issued by Union Election Commission.
- E. This card can be used only by the person in whose name it is issued.

**\* If found by somebody then it should be returned to the nearest sub-commission office.**

### The Observation Organization's Pledge

1. Our organization shall observe the[year] Hluttaw Elections/by-elections (complete and delete as appropriate) 2020 General Elections.
2. Our organization is not the agent or member of any group or party standing in the elections.
3. We will conduct the impartial, unbiased and accurate observation by complying with this Code of Conduct, and we do not have any political and financial interest that can obstruct the election.
4. We have read and understood the Code of Conduct for Election Observers issued by Union Election Commission, the Republic of the Union of Myanmar, and share it with our designated observers. We hereby pledge to abide and to ensure our designated observers will abide by these codes and to comply with them.

**Sign:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

### Individual Observer's Pledge

1. I will observe the elections scheduled on \_\_\_\_ (Year), \_\_\_\_ (Month), \_\_\_\_ (Day).
2. I am not the agent or member of any group or party standing in the elections.
3. I will conduct the impartial, unbiased and accurate observations by complying with this Code of Conduct, and I don't have any political and financial interest that can obstruct the election.
4. I have read and understood the Code of Conduct for Election Observers issued by Union Election Commission, the Republic of the Union of Myanmar. I hereby pledge to abide by these codes and to comply with them.

**Sign:** \_\_\_\_\_

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_