**NATIONAL COUNCIL ELECTIONS**

**Outline for the Main Report of National Observers**

**Name of Elections: ……………………………………………..**

1. **Background**

[*Please specify and provide information with regard to your appointment and geographical jurisdiction for the election observation*]

1. **Summary of Observations**

[*Please specify and explain in brief your observation*]

1. **The Electoral Administration**

[*Please specify and explain in detail the system and procedures in place for conduct of elections in your Constituency, and the arrangements made for the conduct of free and fair elections. Review and report on the manner of the public election fund released, postal ballot handling, the election advertising and media sponsorship provisions implemented*]

1. **Voter and Civic Education**

[*Please provide details as to how prepared the voters were to objectively vote in the elections and the level of information dissemination with regard to Candidates, electoral process, etc.*]

1. **Voter Registration**

[*Please provide details with regard to the extent of voter registration and preparedness to vote in elections in your Constituency. Also, provide details of any inclusion or exclusion made to the Electoral Roll*]

1. **Candidates and/or Political Parties**

[*Please provide profiles of Candidates involved contesting elections in your Constituency or Dzongkhag. Provide details of activities carried out by them over the entire election cycle or period. Include observatory report on conduct of the candidate financial management practices and systems as per the format prescribed. Please be vigilant and report any irregularities and electoral malpractices observed* ***and in particular the involvement of political parties and their members***]

1. **Election Security**

[*Please provide an account of the security arrangements and security provided to the polling teams, election materials and secured storerooms as well as the voter in general such that every voter felt safe and secure to turn out to vote freely in the polling station was maintained. Any untoward incidences including coercion, intimidation or threat to voters and polling officials that took place must be reported as appropriate and completely to enable effective actions to be taken*]

1. **Media**

[*Please provide an account of the conduct of the media personnel, media’s coverage in the entire election cycle or period and also report any violation of the electoral laws and cases of evident partial reporting and coverage. Media also includes foreign media agencies and personnel*]

1. **Election Observation**

[*This part forms the crux of the entire report and therefore should be specified in detail to include observations during the pre-campaign period, campaign period, the poll day and post poll observations including counting and declaration of results. The observations of the poll day must be based on facts and observations made and recorded in the* ***Polling Station Observation Report*** *maintained for each polling station covered by you.* *Please provide an account of the voter turn-out and the behavior of the conduct of general voter, the level of voter enthusiasm and satisfaction of the process, environment and election administration*]

* 1. **Pre-Campaign Period**
  2. **Campaign Period**
  3. **Pre-Poll Observation**

[*Please provide an account of the Dham Ngoi Zomdu Process, Postal Ballot Process, Common Forum Observation, Public Debate Process, Refresher Course Process, Dispatch of Polling Officials*]

* 1. **Poll Day Observation**

[*Please provide Polling Station Observation Report Maintained*]

* 1. **Post Poll Observation**

1. **Conclusions**

[*Please provide an account of the general understanding gained from observation of the elections and how well the elections were conducted, the shortcomings and inadequacies. You could include any action that were taken by you or any action taken by concerned authority based on your on-the-spot recommendations and suggestions.*]

1. **Recommendations**

[*Please recommend changes and improvements needed in the conduct of future elections and delivery of electoral services including any further actions that are necessary to be taken by the Election Commission or any other authorities of the Royal Government*]

NB: All the points and event reported must be as self-conclusive as possible with specific mention of time, place and details of persons associated or involved. Where the infraction of laws and rules are reported these should also be quoted for ease and correctness of expected actions to be taken on the observations.