



THE CENTRAL ELECTION COMMISSION (CEC), pursuant to the Article 64, paragraph 2, sub-paragraph 2.1 and 2.2, Articles 99, 100 and 127 of the Law No. 08/L-228 on General Elections in the Republic of Kosovo (LGE), Articles 20, 25 and 29, paragraph 2 of the Law No. 03/072 on Local Elections in the Republic of Kosovo (LLE) on 28.03.2024 adopts this:

ELECTORAL REGULATION NO. 09/2024

REGISTRATION AND VOTING OF PERSONS WITH SPECIAL NEEDS

Article 1

Purpose

This Regulation determines the procedure for registration, documentation and voting of persons with special needs (VPSN) on election day, by the Mobile Voting Teams Commission (MVTC), organized by the Municipal Election Commission (MEC) in the respective municipality.

Article 2

Registration of voters with special needs

1. Voters with special needs are considered those legally eligible voters who are unable to leave their homes to vote in person at the polling station (PS) due to physical, health-related or any other disability.
2. A legally eligible voter who wishes to register as a voter with special needs must apply for registration through the electronic platform or physically at the offices of the respective Municipal Election Commission (MEC).
3. The registration request must be submitted by attaching the following documents:
 - 3.1. one of the valid identification documents: ID card, passport, or driver's license.
 - 3.2. a copy of the disability certificate, medical diagnosis, or other relevant evidence supporting his/her application.

- 3.3. a photograph of the voter holding the identification document in hand.
4. Non-governmental organizations (NGOs) that are registered and specialized in assisting persons with special needs may accept forms and documents as required in paragraph 3 of this article and submit them to the Municipal Election Commission (MEC) with a notarized authorization from the applicants.
5. The MEC, within two days of the submission of the application, will review all registration requests and will inform in writing all applicants whether their request has been approved or denied.
6. The MEC will inform applicants whose applications have been denied that they may vote in person at the designated polling station (PS) or request legal remedy within the deadline specified in the notification, in accordance with Article 10 of this Regulation.
7. After the completion of registration process, the MEC will:
 - 7.1. Prepare a list of voters with special needs with following information: first and last name, date of birth, personal identification number, home address, and phone number.
 - 7.2. No later than 48 hours before the opening of polling stations (PS), it divides the list by addresses, so that voters from the same geographic area are visited by the same MVTC.

Article 3

Registration of voters in institutions

1. Voters in institutions are considered voters with legal capacity who have restricted movement within an institution, such as hospitalized patients, elderly individuals in designated nursing homes, persons undergoing treatment in mental health institutions, prisoners in prisons, and pre-trial detainees in detention centers.
2. The CEC, through memorandums of cooperation with relevant institutions, registers these voters.
3. The MEC identifies the institutions specified in paragraph 1 of this article within its municipality. The Voter Services (VS), in cooperation with the administration of the institutions, registers all citizens eligible to vote in these institutions no later than ten (10) days before election day. This registry must include the following data: first and last name, date of birth, personal identification number, gender, and phone number, if available.
4. VS organizes the registration of voters in:
 - 4.1. hospitals;
 - 4.2. nursing homes;
 - 4.3. victim protection shelters.

5. Voters categorized according to paragraph 4 of this article may also register individually through the electronic platform.
6. The voter list identified by mental health institutions, prisoners in prisons, and pre-trial detainees in detention centers is considered as registered voters.
7. The CEC prepares the ballots and other materials based on the voters' data according to their municipality of origin.
8. In the second round of elections for municipal mayors, VS confirms the list of voters from all institutions at least ten (10) days before election day.
9. For the second round of elections, VS facilitates registration of voters through the electronic platform.

Article 4

Registration of voters in special circumstances

1. Voters in special circumstances are considered those voters who, for security reasons and voters who are under house arrest, cannot vote at their designated polling station (PS).
2. Voters who, for security reasons, are unable to vote at the PS may register through the electronic platform as well as by seeking assistance from the MEC for physical registration.
3. VS, in cooperation with the relevant institutions, registers all citizens under house arrest who have the right to vote. This registry must include the following data: first and last name, date of birth, personal identification number, gender, phone number, and home address.
4. The MEC, no later than forty-eight (48) hours before the opening of the polling stations, divides the list by addresses in such a way that voters from the same geographic area are visited by the same MVTC.

Article 5

Deadline for Registration and confirmation of the VL for PSN

1. The registration period through the electronic platform and at the MEC begins on the day of certification of the Voter List (VL) and ends on the last Wednesday before election day at 16:00.
2. The Voters Services (VS), no later than forty-eight (48) hours before election day, confirms the voter list for PSN received from the relevant institutions, in accordance with paragraph 6 of Article 3 and paragraph 3 of Article 4 of this regulation.

3. Registration teams for institutions, as specified in paragraph 4 of Article 3 of this regulation, shall begin registering voters no later than 10 days before election day and shall complete the registration by the last Wednesday before election day.
4. VS, no later than forty-eight (48) hours before the opening of polling station (PS), shall make the final confirmation of the VL for persons with special needs (PSN).

Article 6

Marking of registered voters in the Voter List (VL)

Voter Services (VS), no later than one (1) day before election day, marks (voids) the voter in the Voter List (VL) and clarifies that the voter cannot vote at the polling station (PS).

Article 7

Composition and responsibilities of the MVTC

1. MVTC consists of a chairperson and two members, who are nominated by political entities according to Election Regulation No. 11/2024 for Polling Station Committees.
2. The MEC recommends to the CEC the necessary number of Mobile Voting Teams needed in the respective municipality to lead the voting process for voters with special needs, voters in institutions, and voters in special circumstances.
3. The MEC preliminarily informs accredited observers about the location and planned schedule to enable the observers to accompany them during their visits to voters with special needs, voters in institutions, and voters in special circumstances.
4. MVT records the important data related to the development of VPSN in the voting book.
5. The VPSN voting process is conducted from 07:00 to 19:00.

Article 8

Distribution of ballots for Persons with Special Needs (VPSN)

1. VS distributes the ballots for persons with special needs (PSN) from the reserve ballot packages.
 - 1.1. The ballots are allocated for voters in institutions and for voting with mobile teams for voters with special needs.
 - 1.2. For local elections, VS ensures that the distribution of ballots for voters in institutions according to the municipality where the voter is listed in the voter list.
2. VS prepares a sensitive package that contains the following materials: VL, ballots, matriculation color and the stamp, for each mobile voting team (MVTC).

Article 9

Voting process

1. The Municipal Election Commission (MEC) makes the necessary preparations for voting and informs the administration of relevant institutions about the plan and schedule for mobile voting teams (MVTC) for voting in institutions and at home for Persons with special needs (VPSN).
2. For voting in hospitalization institutions, elderly homes, and shelters for the protection of victims, MEC ensures the identification of voting spaces and makes preliminary preparations for a process similar to conditional voting.
3. The Mobile Voting Team (MVTC) implements the same voting procedures as specified in Election Regulation No. 12/2024, Voting, Counting at Polling Station, and Polling Station Management.
4. Before commencing, under the supervision of MEC and any present observer, MVT:
 - 4.1. Receives from MEC a package with sensitive materials that includes: VL, ballots, matriculation color and stamp.
 - 4.2. closes the ballot box and records the number of security closure strips, number of received ballots, on the data form for VPSN – Appendix I, attached;
 - 4.3. receives VPSN list, which contains addresses and contact numbers of voters in the VL, for the voter categories according to Articles 2 and 4 of this regulation.
 - 4.4. receives the voting logbook.
5. The MVT carries out the following steps to each voter prior to the voting process:
 - 5.1. Displays the identification distinctives, provided and stamped by MEC, throughout the duration of the process;
 - 5.2. requests the voter to identify themselves using an identification document and ensure that the voter appears on the voter list received by MEC.
 - 5.3. after confirmation, instructs the voter to sign the voter list and gives them the ballot. Instructs them on the voting procedures, ensuring the secrecy of vote.
 - 5.4. for local elections, MVTC instructs the voter to sign the voter list and gives them the ballots and the secrecy envelope.
 - 5.5. provides the voter another ballot, if they have damaged the first one, keeps the damaged ballot and registers it as "damaged";
 - 5.6. ensures that, after completing the ballot(s), the voter inserts the ballot(s) into the secrecy envelope(s). After closing the envelope, the voter places it in the ballot box.

6. If MVT identifies that the voter is not at the residence address or finds that the voter refuses to vote, the case is recorded in the voting book.
7. At the end of the process, MVT closes the ballot box and records the data in the form in appendix I, including: number of used ballots, number of unused ballots, number of damaged ballots, number of voters signed in the voter list, ballot box seal number, and the time voting ended, which is signed by all MVT members.
8. After completing the form, MVT sends all materials to the MCC according to the procedures set forth in Election Regulation No.16/2024 on Municipal Counting Centers.

Article 10

Right of appeal

1. Every voter registered as a voter with special needs (VSP) in the MEC, as a result of changes in certain circumstances, may request MEC to revert them to a regular voter at the polling station (PS), but no later than the last Wednesday before election day.
2. The MEC must notify in writing every legally eligible voter whose request for VSP has been denied, no later than 24 hours after the submission of the request, informing them of their right to appeal to the ECAP.

Article 11

Transitional and final provisions

1. Upon the entry into force of this Regulation, the Rule No. 09/2023 Registration and Voting of Persons with Special Needs, dated 09.03.2023 is repealed
2. The following are integral part of this Regulation:
 - 2.1. Appendix I - Data Form on VPSN.

Article 12

Entry in to Force

This Regulation shall enter into force on the date of its adoption.

Chairperson

Central Elections Commission

Kreshnik Radoniqi