



Republika e Kosovës
Republika Kosova - Republic of Kosovo
Komisioni Qendror i Zgjedhjeve
Centralna Izborna Komisija
Central Election Commission



Pursuant to the Article 64, paragraph 2 and sub-paragraphs 2.1 and 2.2 and Articles 8, 11, 96, 97 and 98 of the Law no. 08/L-228 on General Elections in the Republic of Kosovo (LGE) and Articles 20, 24 and 29.2 of the Law no. 03/L-072 on Local Elections in the Republic of Kosovo, the Central Election Commission (CEC), on 23.07.2024, adopts this:

REGULATION NO. 17/2024
REGISTRATION AND OUT-OF-KOSOVO VOTING

Article 1
Purpose

This Regulation determines the manner of registering to vote from outside Kosovo, receiving and identification of postal deliveries, processing and evaluation of applications received by mail and via electronic platform, confirmation and challenging process, voting by mail, evaluation of postal deliveries, and voting at diplomatic missions.

Article 2
Scope

This Regulation is implemented by the Central Election Commission (KQZ) and applies to all citizens of the Republic of Kosovo who register and vote from outside Kosovo.

Article 3
Registration to vote outside Kosovo

1. A citizen living outside Kosovo can vote in elections based on the procedures defined by this Regulation if they apply and successfully register to vote from abroad within the time period specified by this Regulation.
2. A citizen with the right to vote, living outside Kosovo, can apply as a voter from abroad by submitting a registration request in one of the following methods:
 - 2.1. Through the electronic platform for registering voters from outside Kosovo;
 - 2.2. By mail, to the CEC postal address.
3. The request for registration through the CEC electronic platform is made by completing and attaching:

- 3.1. The information in electronic registration form (including the email address);
 - 3.2. a copy of one of the identification documents issued by the Republic of Kosovo, such as an ID card, passport, or driver's license;
 - 3.3. double verification of voter's identity;
 - 3.3.1. the applicants upload their photographs; in which they are holding their identity document of Republic of Kosovo;
 - 3.3.2. if the application is made through the state electronic platform E-Kosova, the applicant must have already completed the dual-factor verification of identity.
 - 3.4. In the event that the identification document issued by the Republic of Kosovo has expired, a copy of a valid identification document from the country of residence must also be attached.
4. The request for registration by mail is made by completing and attaching:
- 4.1. The completed and signed registration form (Appendix I – Registration Application Form);
 - 4.2. a copy of one of the identification documents issued by the Republic of Kosovo, such as ID card, passport, or driver's license;
 - 4.3. if the identification document issued by the Republic of Kosovo has expired, a copy of a valid identification document from the country of residence must also be attached;
 - 4.3.1. the applicant includes a photograph of themselves holding their Republic of Kosovo identity document, fully visible.
5. When applying for registration, the citizen selects one of the following voting methods:
- 5.1. To vote in person at one of the diplomatic missions of Republic of Kosovo. This option is only applicable for elections to the Assembly of Kosovo;
 - 5.2. by mailing the ballot to the CEC's postal address in Kosovo;
 - 5.3. by mailing the ballot to one of the postal boxes designated by the CEC outside Kosovo.
6. In exceptional circumstances, when it is objectively impossible to register through the CEC electronic platform as specified in paragraph 2.1, the CEC permits voter registration from outside Kosovo via personal email.
7. Based on the assessment of voting capacities at diplomatic missions, the CEC determines the maximum number of voters for each diplomatic mission designated as a voting center.
8. In the event that the maximum number of voters at diplomatic missions is reached, based on the principle of application time, the applicant will be instructed on other methods of voting.
9. The period of registration for voting outside Kosovo begins immediately after the publication of Preliminary Voters List and ends no later than 45 days before election day.

10. The CEC reviews daily voter registration applications from outside Kosovo to verify the applications and supporting documents. Immediately after reviewing the applications, the CEC notifies each applicant outside Kosovo of their application status via email.

Article 4

Receipt and recording of registration requests by mail

1. The applications for registration submitted by mail are received by the voting service official, and records are maintained of the number of envelopes received by date, as outlined in Appendix II – Form for recording postal submissions to the CEC mailbox.
2. The envelope containing the registration form must display the delivery date and the stamp or postmark of the country of origin.

Article 5

Processing of applications received by mail

1. The registration forms with supporting documents, received by mail at the postal box in Kosovo, are entered into the electronic platform by the Voting Service.
2. The Voting Service reviews and approves completed applications according to the criteria specified in Article 3 of this Regulation.
3. Citizens who successfully register will receive a registration confirmation via email, which contains a unique registration code generated as a barcode. This code will be used to identify the voter during the mail-in voting period.
4. All incomplete applications missing supporting documents will be rejected. In these cases, the CEC instructs applicants to reapply by completing the required documents within the registration period or to exercise their right to an administrative appeal.

Article 6

Review of applications received through the electronic platform

1. The Voting Service analyzes and reviews the applications received through the electronic platform according to the criteria specified in Article 3 of this Regulation.
2. Citizens who successfully register will receive a registration confirmation via email, containing a unique registration code generated in a barcode, which will be used to identify the voter during the mail-in voting period.

3. All incomplete applications, which lack supporting documents, will be rejected. In these cases, the CEC will instruct applicants to reapply by submitting the required documents within the registration period or to exercise their right to an administrative appeal.

Article 7

The process of confirming and challenging the list of voters outside Kosovo

1. A person living outside Kosovo who applied for registration and whose request to vote from abroad has been rejected has the right to file an administrative objection with the CEC within twenty-four (24) hours after the registration period ends.
2. The complaint is submitted via email to the official email address of the CEC, created specifically for this purpose.
3. The CEC establishes a commission within the institution to review administrative objections.
4. From the moment the objection is received, the commission is obliged to review the request within 24 (twenty-four) hours. If the objection is approved, the commission immediately notifies the appealing party, and in cases of rejection, the commission presents its recommendation for rejection to the CEC.
5. A person whose administrative objection is rejected has the right of appeal to Election Complaints and Appeals Panel (ECAP) within 48 (forty-eight) hours of receiving the CEC's decision.
6. A registered voter for voting outside Kosovo who wishes to return to the voter list inside Kosovo has time to submit a request up to 24 (twenty-four) hours before the end of the objection period.

Article 8

Opening of postal boxes outside Kosovo

With the assistance of diplomatic missions, the CEC opens postal boxes outside Kosovo in post offices of countries where citizens of the Republic of Kosovo reside. The postal boxes outside Kosovo are used for submitting ballots by citizens who have successfully registered for voting outside Kosovo. .

Article 9

Voting by mail

1. A person who has successfully registered as a voter outside Kosovo and has chosen to vote by mail will receive a ballot:

- 1.1. Via email to the electronic address provided during the registration period, or
- 1.2. by downloading the ballot from the CEC's website.
2. The mail-in voting period begins once the ballots have been approved.
3. The postal submission must be individual.

Article 10
Collection of mail from postal boxes outside Kosovo

1. The packages containing ballots sent to postal boxes outside Kosovo are collected by teams authorized by the CEC, who retrieve only those packages that have arrived in the postal box by the time polling stations at the diplomatic missions close.
2. The team consists of at least two (2) officials authorized by the CEC.
3. During the mail-in voting period, the packages containing ballots sent to a postal box outside Kosovo are periodically collected according to the assessment of Voting Service and sent to Kosovo as diplomatic mail.
4. After the packages with ballots are collected, they are counted at the post office and placed in a sack, which is sealed with a security strip. The authorized team must record the number of envelopes and the number of the security strip in Appendix III – Form for reporting packages with ballots received by mail at the postal boxes outside Kosovo.
5. The responsible team is required to immediately send the completed form included in Appendix III via email to the responsible officer of the Voting Service.
6. The sealed sack is delivered to the diplomatic mission facility and placed in a secured area monitored by security cameras. The materials will remain in these areas until they are handed over to the operator.
7. According to the assessments of the Voting Service, in coordination with the authorized team, the collected sacks from diplomatic missions, which are sealed with security strips, are packaged together. After packaging, diplomatic strips are placed, and the package is handed over to the operator.
8. After delivering the package to the operator, the authorized team must send a confirmation letter along with the tracking information to the responsible Voting Service officer via email.
9. Packages with ballots received by Saturday before the voting day at the diplomatic missions will be sent to Kosovo as diplomatic mail no later than one (1) day after election day.

10. Any package with ballots that arrives at the diplomatic mission's postal boxes after the specified deadlines will be considered invalid. The CEC regulates their processing with a special procedure.
11. The Voting Service notifies interested observer organizations to monitor the process.

Article 11
Receipt of ballot shipments in Kosovo

1. Packages with ballots sent to the postal box in Kosovo are accepted by the CEC until the day after election day at 16:00, provided they have a postage mark dated before election day.
2. The transport of postal submissions that have arrived in the postal box in Kosovo is conducted under the supervision of Kosovo Police, and observer organizations are informed.
3. Postal submissions received via postal services in Kosovo must be recorded in a report and stored at the Counting and Results Center (CRC) under the supervision of security cameras and Kosovo Police.
4. To implement this article, the CEC signs a cooperation agreement with the Post of Kosovo.
5. Postal submissions that arrive as diplomatic mail and submissions from private postal services are received at the CRC by Voting Service officials.

Article 12
Composition and management of polling stations at diplomatic missions

1. Polling Station Councils (PSC) at diplomatic missions consist of 3 (three) to 5 (five) members.
2. The composition of PSC members is regulated based on Article 74, paragraph 11 of the Law on General Elections.
3. The CEC appoints the manager of the Polling Station at the respective diplomatic mission in accordance with provisions of Article 14 of this Regulation.
4. Immediately after the approval of polling stations at diplomatic missions, the Department of Electoral Operations invites political entities to submit their nominations for PSC members from within the community.
5. Political entities are required to submit their nominations for PSC members no later than 15 days before election day.

6. The CEC, no later than twenty-four (24) hours after the certification of political entities, approves the formula for composition and allocation of seats in the PSC. After approving the formula, the CEC immediately invites all certified political entities to submit nominations for PSC members for the respective diplomatic missions.
7. The PSC members at diplomatic missions are appointed by the CEC no later than five (5) days after the receipt of nominations, and on the same day, the CEC informs the Ministry of Foreign Affairs and Diaspora (MFAD) of the names of the members.
8. The CEC is responsible for filling vacant seats in the PSC if political entities do not nominate PSC members.

Article 13

Delivery of electoral materials to diplomatic missions

1. No later than three (3) days before the departure of the diplomatic package containing sensitive and non-sensitive electoral materials, the CEC notifies the MFAD with an official letter specifying the following information:
 - 1.1. address of the diplomatic mission where the package is to be sent;
 - 1.2. details and specifications of materials contained in the diplomatic package;
 - 1.3. information about the official designated to bring the package to the MFAD for diplomatic validation, including first and last name, official position, and personal number;
 - 1.4. information about the official(s) designated to receive the package at the diplomatic mission, including first and last name, official position, and personal number;
 - 1.5. the mode of transport: air or ground;
 - 1.6. the date and time when the package is planned to be sent.
2. The MFAD, in accordance with the official letter and provisions of paragraph 1 of this article, prepares a Verbal Note for the specific package and informs the CEC about the time the package will be brought to the MFAD for diplomatic validation, which includes the application of diplomatic strips and MFAD seal, a process that should occur on the day of the delivery.
3. Regarding diplomatic deliveries during the election period, the MFAD is the sole official institution responsible for process, which includes applying the diplomatic strip and sealing it with the diplomatic seal.
4. On the day of delivery, after receiving an electronic notification from MFAD, CEC is required to bring the package to the MFAD for sealing and applying the diplomatic strip. The responsible official must deliver the package to the MFAD, as specified in subparagraph 1.3 of this article.

5. The responsible official at the MFAD performs the validation of package, which is then removed from the MFAD premises by the responsible CEC official, who delivers it to the contracted economic operator.
6. The MFAD is responsible only for the validation and preparation of the Verbal Note for the package containing diplomatic materials. The CEC remains responsible for the receipt, safekeeping, or handover of the package to the contracted economic operator.
7. The information included in the Verbal Note by the MFAD is compiled according to technical specifications outlined in the official letter received from the CEC. The MFAD does not assume responsibility for checking or verifying the package before delivery, as this responsibility lies with the CEC, which submitted the request.
8. The procedure outlined in the provisions of paragraphs 1 to 7 of this article applies to all packages that are planned to be sent to or from diplomatic missions by the CEC.
9. The transport of the package from the CEC to MFAD and its dispatch from the MFAD premises is conducted under the escort of the Kosovo Police, and observer organizations are notified.
10. The CEC ensures that the electoral materials arrive at the diplomatic missions no later than one day before the voting day at diplomatic missions.
11. The election material includes:
 - 11.1. ballot boxes;
 - 11.2. ballots;
 - 11.3. badges for the chairperson and members of the PSC;
 - 11.4. stamps for stamping ballots, which must include the following: the CEC logo, the type and date of elections, and polling station number;
 - 11.5. security seals with serial numbers;
 - 11.6. the electronic form for reporting voter turnout during election day and after the closing of polling station;
 - 11.7. poll book;
 - 11.8. the data matching form.

Article 14

Security of electoral materials

1. The MFAD official nominated by the MFAD and designated by the CEC to manage the polling center at the diplomatic mission is responsible for:
 - 1.1. receiving the diplomatic package containing electoral materials at the diplomatic mission;

- 1.2. safekeeping the diplomatic package within the diplomatic mission, ensuring it is not opened until the election day;
 - 1.3. overseeing and managing the polling center on election day;
 - 1.4. packaging and delivering electoral materials as a diplomatic package to the economic operator, together with the PSC chairperson.
2. The MFAD official designated to manage the polling center at the diplomatic mission exercises their functions within the scope defined for Polling Center managers under the Law on General Elections and Regulation on Establishment of Polling Centers.
 3. The MFAD official designated to manage the Polling Center at the diplomatic mission will be compensated according to the fee set by the CEC.
 4. When the electoral materials are sent to the diplomatic mission, they are placed in a secured area monitored by security cameras. After the voting process, the electoral materials are returned to the same secured area, which is locked until the moment of handover to the operator.

Article 15

Voting at diplomatic missions

1. Voting at diplomatic missions is organized one day before the election day in Kosovo. Voting begins at 07:00 and ends at 19:00 local time in the respective country. Only individuals who have successfully registered to vote at diplomatic missions are eligible to vote in diplomatic missions.
2. The voting procedures in the polling station at the diplomatic missions are the same as the voting procedures in a polling station in Kosovo, as outlined in Regulation No. 12/2024 on Voting, Counting at Polling Stations, and Polling Station Management
3. During voting at diplomatic missions, voters are identified by an identification document issued by the Republic of Kosovo, such as an ID card, passport, or driver's license.
4. Voter turnout reporting during the election day is conducted according to procedures used for reporting within Kosovo.
5. After voting is completed, the PSC undertakes the following actions:
 - 5.1. Closes the slot (opening) of the ballot box and records the ballot box security seal numbers on the relevant form for polling stations outside Kosovo;
 - 5.2. records the number of voter signatures on the voter list and number of unused ballots on respective form for polling stations outside Kosovo;

- 5.3. places the voter list, stamp, unused ballots, voting book, forms, and other sensitive materials into a bag, which is sealed with a security seal and recorded on the form before sealing the bag.
6. The packaging process is carried out by the PSC in the presence of observers.
7. Once the electoral process is completed, the ballot box, along with the bag containing sensitive electoral materials, is placed in the designated secured area for storing electoral materials, as outlined in Article 14, where they remain until collected by the economic operator.
8. The PC Manager and at least two PSC members deliver the electoral materials to the contracted economic operator, who, according to the contract, will arrive at the respective diplomatic mission to collect the package with the electoral materials.
9. The teams engaged in organizing voting at diplomatic missions are included in the voter list of the diplomatic mission to ensure they do not lose their right to vote.

Article 16

Receipt and recording of the ballot box and the bag at the CRC

The procedure for receiving and recording materials from polling stations at diplomatic missions is regulated according to Regulation No. 14 on the Counting and Results Center (CRC).

Article 17

Counting of ballots

Ballots sent by mail and ballots cast in the ballot boxes during the voting process at the diplomatic missions are counted at the CRC.

Article 18

Voting by post in local elections

1. For local elections, voting outside Kosovo is not conducted at the diplomatic missions of the Republic of Kosovo.
2. Voters who have successfully registered for voting outside Kosovo exercise their right to vote by mail, sending their package with ballots to the CEC's postal box at the diplomatic mission or postal box in Kosovo.

Article 19

Second round of elections for mayor

For the second round of elections for mayor, only voters who are successfully registered as voters outside Kosovo during the application period in the first round will be eligible to vote.

Article 20
Transitional and final provisions

1. Upon the entry into force of this Regulation, Regulation No. 06/2023 on Registration and Voting outside Kosovo, is repealed.
2. Integral parts of this Regulation are:

Appendix I – Registration Application Form;
Appendix II – Form for recording postal deliveries to the CEC postal box;
Appendix III – Form for reporting packages with ballots received by mail at the postal box outside Kosovo.
3. No later than sixty (60) days after the entry into force of this Regulation, the CEC develops procedures and manuals for registration and voting outside Kosovo.
4. No later than thirty (30) days after the entry into force of this Regulation, the CEC designs and approves the appendices listed in paragraph 2 of this article.
5. Immediately after this Regulation comes into effect, the CEC shall ensure the development and functionality of the electronic platform for registering voters outside Kosovo.
6. No later than thirty (30) days after the entry into force of this Regulation, the CEC signs a cooperation agreement with the Ministry of Foreign Affairs and Diaspora regarding the implementation of this regulation.

Article 21
Entry into Force

This Regulation shall enter into force upon adoption by the CEC

Chairperson
Central Elections Commission

Kreshnik Radoniqi