

**Election of deputies of the Federal Assembly of the  
Russian Federation of the sixth convocation**

# **HANDBOOK**

**for foreign  
(international)  
observers**



**Moscow**

**2011**

Election of deputies of the Federal Assembly  
of the Russian Federation of the sixth convocation

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(international)  
observers**

Publication by Central Election Commission  
of Russian Federation

Moscow

2011



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**Decree  
of the President of the Russian Federation  
No 1124 of August 29, 2011**

**“On calling of the elections of deputies of the State Duma of the  
Federal Assembly of the Russian Federation of a new convocation”**

Pursuant to part 2 of Article 6 of the Federal Law of May 18, 2005 № 51-FZ “On the elections of the State Duma of the Federal Assembly of the Russian Federation” I **declare**:

1. Call the elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation of a new convocation for December 4, 2011.
2. The Decree is effective from the date of its official publication.

**President of the Russian Federation**

**Dmitry A. Medvedev**

Published in Rossiyskaya Gazeta on August 30, 2011

# **Government of the Russian Federation**

## **Decree**

**of June 29, 2011, no. 511**

### **On measures of assistance to the election commissions in their operation during preparation and carrying out of the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and the elections of the President of the Russian Federation**

With the aim of providing assistance to the election commissions in preparation and carrying out of the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation, the elections of the President of the Russian Federation and following Federal Laws “On Basic Guarantees of Electoral Rights and the Right of Citizens of the Russian Federation to Participate in a Referendum”, “On the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation”, “On the Elections of the President of the Russian Federation” the Government of the Russian Federation **decrees:**

1. The Ministry of Finance of the Russian Federation shall forward funds provisioned in the Federal Law “On Federal Budget for the year 2011 and for the planned period of 2012 and 2013” according to the procedure and time frames established by the law of the Russian Federation at the disposal of the Central Election Commission of the Russian Federation for the purpose of preparation and carrying out of the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and the elections of the President of the Russian Federation.

2. The Central Bank of the Russian Federation (or Open Joint Stock Company “Sberbank of Russia” in case of absence of institutions of the Central Bank of the Russian Federation) shall be recommended to open accounts for the election commissions according to the established procedure for the purpose of conducting transactions with funds of the Federal

Budget allocated to the election commissions for preparation and carrying out of the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and the elections of the President of the Russian Federation and Open Joint Stock Company “Sberbank of Russia” shall be recommended to open special election accounts for the political parties which nominated their federal lists of candidates for deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation (hereinafter referred to as the federal lists of candidates), their regional branches and candidates for the position of the President of the Russian Federation.

3. The Ministry of Defense of the Russian Federation, the Ministry of Internal Affairs of the Russian Federation, the Ministry of the Russian Federation for Civil Defense, Emergencies and Elimination of Consequences of Natural Disasters, the Ministry of Foreign Affairs of the Russian Federation, the Ministry of Health Care and Social Development of the Russian Federation, the Ministry of Education and Science of the Russian Federation, the Federal Migration Service, the Federal Security Service of the Russian Federation, the Federal Penitentiary Service, the Federal Service for Hydrometeorology and Environmental Monitoring, the Federal Service for Supervision in the Sphere of Health Care and Social Development, the Federal Medical and Biological Agency and the Federal Fishery Agency shall ensure provision of information within the established authorities for preparation and updating of the voters' lists according to the procedure and time frames established in Article 15 of the Federal Law “On the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation”, Article 26 of the Federal Law “On the Elections of the President of the Russian Federation” and regulations of the Central Election Commission of the Russian Federation.

The Federal Marine and River Transport Agency shall assist within the established authorities in providing information for preparation and updating of the voters' lists according to the procedure and time frames established in Article 15 of the Federal Law “On the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation”, Article 26 of the Federal Law “On the Elections of the President of the Russian Federation” and regulations of the Central Election Commission of the Russian Federation.

4. The Ministry of Defense of the Russian Federation, the Ministry of Internal Affairs of the Russian Federation, the Ministry of the Russian



Federation for Civil Defense, Emergencies and Elimination of Consequences of Natural Disasters, the Ministry of Foreign Affairs of the Russian Federation, the Ministry of Health Care and Social Development of the Russian Federation, the Ministry of Education and Science of the Russian Federation, the Federal Migration Service, the Federal Security Service of the Russian Federation, the Federal Penitentiary Service, the Federal Service for Hydrometeorology and Environmental Monitoring, the Federal Service for Supervision in the Sphere of Health Care and Social Development, the Federal Medical and Biological Agency and the Federal Fishery Agency shall assist in organization of polling stations (ensure organization in cases established by the law) according to the procedure and time frames established by Article 13 of the Federal Law “On the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation” and Article 25 of the Federal Law “On the Elections of the President of the Russian Federation” on the territory of military units located in special or remote settlements, in places of voters’ temporary stay (hospitals, health resorts and vacation resorts, transport stations, airports, detention facilities for suspects and the accused and other places of temporary stay), in remote or hard-to-reach areas, on ships which are on the sea on the voting day, at polar stations and outside the territory of the Russian Federation and assist in delivery of Protocols on voting results from the corresponding Precinct Election Commissions to higher election commissions and transmission of the above Protocols to higher election commissions via communication lines in compliance with Sections 27 and 29 Article 79 of the Federal Law “On the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation”, Sections 27 and 29 Article 73 of the Federal Law “On the Elections of the President of the Russian Federation”, delivery of absentee certificates, ballots and other election documents to Precinct Election Commissions organized at the above polling stations.

5. The Ministry of Defense of the Russian Federation, the Ministry of Internal Affairs of the Russian Federation and the Federal Security Service of the Russian Federation shall ensure organization of Precinct Election Commissions in compliance with Section 5 Article 15 of the Federal Law “On the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation” and Clause 5 Article 15 of the Federal Law “On the Elections of the President of the Russian Federation”.

The Ministry of Defense of the Russian Federation, the Ministry of Internal Affairs of the Russian Federation and the Federal Security Service

of the Russian Federation shall assist the Central Election Commission of the Russian Federation in organization of a Territorial Election Commission(s) to manage the operation of Precinct Election Commissions organized according to Section 5 Article 21 of the Federal Law “On the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation” and Section 5 Article 15 of the Federal Law “On the Elections of the President of the Russian Federation” and assist such Territorial Election Commission in enforcement of its authorities.

6. The Ministry of Internal Affairs of the Russian Federation, the Ministry of the Russian Federation for Civil Defense, Emergencies and Elimination of Consequences of Natural Disasters, the Ministry of Defense of the Russian Federation, the Federal Security Service of the Russian Federation and the Federal Penitentiary Service shall take measures to ensure the electoral rights of voters serving in the corresponding institutions and military units and citizens whose place of residence is on the territory of such military units (by subordination).

7. The Ministry of Internal Affairs of the Russian Federation together with other federal governmental institutions shall provide within the established authorities:

a) upon requests of the election commissions, protection of public order and public security during preparation and carrying out of the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and the elections of the President of the Russian Federation including free of charge guarding of the election commission facilities, polling premises and election documents during their transportation;

b) upon request of the Central Election Commission of the Russian Federation, present the information if the candidates for deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and candidates for the President of the Russian Federation have unexpunged or unspent convictions under criminal law of foreign countries for actions determined as crimes under the Criminal Code of the Russian Federation and about facts of administrative actions against them for committed administrative violations stipulated by Articles 20.3 and 20.29 of the Code of the Russian Federation on Administrative Violations;

c) take urgent measures to preclude illegal campaigning activity, to prevent production of illegal and false election campaigning materials and

to expropriate them, to determine the producers and distributors of the above materials, the sources of their financing, to determine the participants of other illegal campaigning activities, to inform the corresponding election commissions in timely manner about identified facts and taken measures and to take the materials to court in timely manner.

8. The Ministry of the Russian Federation for Civil Defense, Emergencies and Elimination of Consequences of Natural Disasters shall provide control over fire safety compliance in the facilities of election commissions and polling premises.

9. Upon request of the Central Election Commission of the Russian Federation, the Ministry of Foreign Affairs of the Russian Federation shall provide where possible the information if the candidates for deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and candidates for the President of the Russian Federation possess foreign citizenship or residence permit or some other document authorizing the right of residence on the territory of a foreign country for a citizen of the Russian Federation.

10. The Ministry of Defense of the Russian Federation, the Ministry of Internal Affairs of the Russian Federation, the Federal Security Service of the Russian Federation and the Federal Penitentiary Service shall:

a) provide constant assistance to the election commissions in ensuring of electoral rights of citizens of the Russian Federation during voting of citizens suspected or accused in committed crimes and confined in detention facilities and disciplinary military units;

b) take measures for execution of Clause 21 of Regulation on the Russian Passport enacted by Decree of the Government of the Russian Federation of July 8, 1997, No. 828 and Decree of the Government of the Russian Federation of July 2, 2003, No.391 "On Procedure of Issuance of Certificates for Participation in Elections and Referendums to Citizens Confined in Detention Facilities for Suspects and Accused".

11. The Federal Service for Supervision in the Sphere of Communications, Information Technology and Mass Communications shall forward to the Central Election Commission of the Russian Federation according to Clauses 7 and 8 Article 47 of the Federal law "On Basic Guarantees of Electoral Rights and the Right of Citizens of the Russian Federation to Participate in a Referendum" lists of state entities performing television and/or radio broadcasting, state printed periodicals obliged to provide correspondingly broadcasting time and printed pages

for campaigning prior to the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and the elections of the President of the Russian Federation.

12. For preparation of lists specified in Clause 11 of this Decree, the Federal Agency for Print and Mass Media shall submit to the Federal Service for Supervision in the Sphere of Communications, Information Technology and Mass Communications the information about entities performing television and/or radio broadcasting, state printed periodicals received state support in the form of a grant for their operation from the federal budget within the year preceding the day of the official publication of decision about calling of the elections and/or entities which chartered/pooled capital has a share/holding of the Russian Federation on the day of the official publication of decision about calling of the elections.

13. The Ministry of Internal Affairs of the Russian Federation, the Ministry of Justice of the Russian Federation, the Federal Service for Supervision in the Sphere of Communications, Information Technology and Mass Communications and the Federal Security Service of the Russian Federation shall take urgent action to preclude extremist and any other illegal campaigning activities including provoking of social, racial, national, religious hatred and hostility and timely inform the election commissions about identified facts and taken measures.

The Ministry of Internal Affairs of the Russian Federation shall ensure timely bringing to court of materials on the corresponding violations.

14. The State Courier Service of the Russian Federation under coordination with the Central Election Commission of the Russian Federation shall provide timely delivery of ballots to the Central Election Commission of the Russian Federation, the Election Commissions of the Subjects of the Russian Federation and provide the Central Election Commission of the Russian Federation and the Election Commissions of the Subjects of the of the Russian Federation with state courier services at rates established for federal governmental institutions and their territorial bodies.

15. The Federal State Unitary Enterprise “Main Center for Special Communications” upon coordination with the Central Election Commission of the Russian Federation shall provide timely delivery of election documents to the Central Election Commission of the Russian Federation, the Election Commissions of the Subjects of the Russian Federation, Territorial and Precinct Election Commissions and provide the election commissions of all levels with special communication services

at rates established for the federal governmental institutions and their territorial bodies.

The Ministry of Communications and Mass Media of the Russian Federation shall ensure control over timely delivery of election documents to the Central Election Commission of the Russian Federation, the Election Commissions of the Subjects of the Russian Federation, Territorial and Precinct Election Commissions by the Federal State Unitary Enterprise “Main Center for Special Communications”.

16. Upon request of the election commissions, the Ministry of Transport of the Russian Federation shall assist in first priority delivery of materials related to the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and the elections of the President of the Russian Federation.

17. The Ministry of Communications and Mass Media of the Russian Federation shall take measures to provide uninterrupted operation of the public communication network segment allocated for communication services of the election commissions of all levels including operation of the State Automated System of the Russian Federation “Vybory”.

18. The Ministry of Energy of the Russian Federation together with power supply companies shall take measures to ensure uninterrupted power supply for polling premises and the election commissions of all levels.

The Federal Service for Environmental, Technological and Nuclear Supervision shall assist in provision of safe operation of power installations of polling premises and the election commissions of all levels.

The Ministry of the Russian Federation for Civil Defense, Emergencies and Elimination of Consequences of Natural Disasters together with governmental institutions of Subjects of the Russian Federation shall review possibility to provide a reserved independent power supply for polling premises of Precinct Election Commission where ballot processing and computerized voting complexes are used and buildings where Election Commissions of the Russian Federation subject and Territorial Election Commissions are located.

19. The Federal Service for Supervision in the Sphere of Communications, Information Technology and Mass Communications shall provide:

a) timely and proper measures against the entities performing television and/or radio broadcasting, editorials of printed periodicals which vio-

lated the requirements of the Federal Laws “On Basic Guarantees of Electoral Rights and the Right of Citizens of the Russian Federation to Participate in a Referendum”, “On the Elections of Deputies of the State Duma of the federal Assembly of the Russian Federation” and “On the Elections of the President of the Russian Federation” with regard to provision of broadcast time and printing pages to the election commissions, political parties with registered federal lists of candidates, to registered candidates for the President of the Russian Federation and political parties nominated candidates for the President of the Russian Federation;

b) content analysis of printed, audio and audiovisual mass media materials produced and/or distributed on the territory of the Russian Federation in order to determine its compliance with the election law of the Russian Federation upon requirement;

c) timely delivery of documents about mass media registration and/or certificates authorizing broadcasting and other materials related to mass media activities to the election commissions upon their request in case of initiation of proceedings on administrative violations and administrative investigations.

20. Upon request from the corresponding election commissions, the Ministry of Internal Affairs of the Russian Federation, the Ministry of Justice of the Russian Federation, the Ministry of Finance of the Russian Federation, the Ministry of Economic Development of the Russian Federation, the Ministry of Communications and Mass Media of the Russian Federation, the Ministry of Education and Science of the Russian Federation and their subordinate federal services and federal agencies, the Ministry of the Russian Federation for Civil Defense, Emergencies and Elimination of Consequences of Natural Disasters, the Federal Security Service of the Russian Federation and the Federal Customs Service of the Russian Federation shall assign specialists for supervision and auditing service under the Central Election Commission of the Russian Federation and supervision and auditing services under the Election Commissions of the Subjects of the Russian Federation.

Upon request from the Central Election Commission of the Russian Federation and Election Commissions of the Subjects of the Russian Federation, the Central Bank of the Russian Federation and Open Joint Stock Company “Sberbank of Russia” shall be recommended to assign specialists supervision and auditing services under the corresponding election commissions.

21. Upon request from the Central Election Commission of the Russian Federation and Election Commissions of the Subjects of the Russian Federation, the Ministry of Internal Affairs of the Russian Federation, the Ministry of Defense of the Russian Federation, the Ministry of Justice of the Russian Federation, the Federal Security Service of the Russian Federation, the Federal Migration Service shall assign their specialist for participation in supervision over procedure compliance during collection of voter signatures and preparation of signature lists, control over reliability of data included in the signature lists about voters and signatures affixed in support of nomination of the federal lists of candidates and candidates for the President of the Russian Federation.

22. The Federal Migration Service shall:

notify the fact of registration of a citizen at a new place of residence to the authority for registration of citizens of the Russian Federation at his previous place of residence within 3 days in order to ensure his deregistration in case such citizen is not deregistered at his previous place of residence;

upon request from the Central Election Commission of the Russian Federation and Election Commissions of the Subjects of the Russian Federation, check reliability of data included in signature lists about voters affixed their signatures in support of nomination of the federal lists of candidates and candidates for the President of the Russian Federation.

23. Upon request from the Central Election Commission of the Russian Federation and Election Commissions of the Subjects of the Russian Federation and within the established authorities, the Ministry of Justice of the Russian Federation, the Federal Migration Service and the Federal Tax Service shall ensure verification of data provided by citizens and legal entities during contribution/transfer of voluntary donations to electoral funds of political parties which nominated the federal lists of candidates, electoral funds of regional branches of political parties (if they exist) and electoral funds of candidates nominated for the President of the Russian Federation and inform the corresponding election commissions about the results of such checking.

24. Upon request from the Central Election Commission of the Russian Federation and Election Commissions of the Subjects of the Russian Federation and within the established authority, the Ministry of internal Affairs of the Russian Federation, the Federal Tax Service, the

Federal Service for Financial Markets and the Federal Service for State Registration, Cadastral Records and Cartography shall check reliability of:

data about the amount and sources of income, property belonging to candidates included in the federal lists of candidates and candidates for the President of the Russian Federation on the basis of legal ownership (including joint ownership), property liability, security papers and bank deposits of the above candidates;

data about the amount and sources of income, property belonging to spouses of candidates for the President of the Russian Federation on the basis of legal ownership (including joint ownership), property liability, security papers and bank deposits.

25. The federal governmental institutions and the governmental institutions of the Subjects of the Russian Federation shall be recommended to develop administrative and technical measures related to preparation and carrying out of the elections and ensure their fulfillment during the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and the elections of the President of the Russian Federation.

26. The governmental institutions of the subjects of the Russian Federation shall be recommended to:

a) provide the election commission with required premises including polling premises and rooms for keeping of election documents (including guarding of such rooms and election documents), transport facilities, communication facilities and technical equipment and provide upon requirement other assistance to the election commissions in their operation established by the law of the Russian Federation free of charge;

b) provide the corresponding election commissions with sufficient number of off-road transport facilities with the number of seats required to ensure equal possibility to reach destination for at least 2 non-voting members of the election commissions and observers travelling together with the voting members of the election commissions for voting including early voting in remote, hard-to-reach areas and areas outside polling premises;

c) provide equipment of polling stations with special tools allowing disabled persons to exercise their electoral rights in full scope;

d) allocate specially equipped places for distribution of printing campaigning materials;

e) ensure publication of information related to organization of polling station and the election commissions as well as information



issued by the election commissions on the progress of preparation and carrying out of elections, time and procedure of voting, candidates and political parties;

f) assist the election commissions in fulfilling their orders for production of election documents at rates established for entities financed from the corresponding budgets;

g) provide required normative technical conditions for uninterrupted operation of the State Automated System of the Russian Federation “Vybory”;

h) assist territorial subdivisions of the Ministry of Internal Affairs of the Russian Federation, the Ministry of Justice of the Russian Federation, the Federal Tax Service of the Russian Federation, the Federal Service for Financial Markets, the Federal Service for State Registration, Cadastral Records and Cartography in checking within the established authority and upon request of the election commissions;

i) provide the election commissions with death records of citizens of the Russian Federation for update of voters’ lists according to the procedure established by the Federal Laws and regulations of the Central Election Commission of the Russian Federation;

j) assist the Central Election Commission of the Russian Federation and Election Commissions of the Subjects of the Russian Federation in verification of reliability of data included in signature lists about voters affixed their signatures in support of nomination of the federal lists of candidates and candidates for the President of the Russian Federation;

k) provide territorial bodies of the Federal Service for Supervision in the Sphere of Communications, Information Technology and Mass Communications with timely submission of data required for listings specified in Clause 11 of this Decree, data about entities performing television and/or radio broadcasting, printed periodicals which founders (co-founders) are represented by state institutions and institutions of the Subjects of the Russian Federation on the day of the official publication of decision about calling of the election or which received state support in the form of a grant for their operation from the budgets of a Subject(s) of the Russian Federation within the year preceding the day of the official publication of decision about calling of the election and/or entities which chartered/pooled capital has a share/holding of a subject(s) of the Russian Federation on the day of the official publication of decision about calling of the election.

27. The Office of the Prosecutor General of the Russian Federation shall be recommended to enhance supervision over observance of the law of the Russian Federation by the participants of the electoral process during the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and the elections of the President of the Russian Federation.

**Chairman of the Government  
of the Russian Federation**

**V. PUTIN**

**Membership  
of the Central Election Commission  
of the Russian Federation**

**Chairman  
of the Central Election Commission of the Russian Federation**

CHUROV	
Vladimir Evgenyevich	606-99-66

**Deputy Chairmen  
of the Central Election Commission of the Russian Federation**

VAILOV	
Stanislav Vladimirovich	606-79-09

IVLEV	
Leonid Grigoryevich	606-11-63

**Secretary  
of the Central Election Commission of the Russian Federation**

KONKIN	
Nikolay Evgenyevich	606-33-15

**MEMBERS  
of the Central Election Commission of the Russian Federation**

DANILENKO	
Sergey Andreyevich	606-31-63

DUBROVINA	
Elena Pavlovna	606-11-58

EBZEEV	
Boris Safarovich	606-77-96

GRISHINA Mayya Vladimirovna	606-97-39
KOLYUSHIN Evgeny Ivanovich	606-37-85
KRYUKOV Valery Alexandrovich	606-78-05
KULYASOVA Nina Alexandrovna	606-22-72
LAVROV Oleg Leonidovich	606-24-51
LOPATIN Anton Igorevich	606-72-65
SHAPIEV Siyabshakh Magomedovich	606-40-33
VORONOVA Tatyana Gennadyevna	606-42-66

# **CENTRAL ELECTION COMMISSION OF THE RUSSIAN FEDERATION**

## **RESOLUTION**

April 07, 2011

Moscow

No. 3/18-6

### **On distribution of activity-specific responsibilities among the members of the Central Election Commission of the Russian Federation**

Pursuant to Clause 6 of Article 21 of the Federal Law “On basic guarantees of electoral rights and the right of citizens of the Russian Federation to participate in a referendum” and in accordance with Article 20 of the Rules of the Central Election Commission of the Russian Federation, the Central Election Commission of the Russian Federation resolves:

1. To distribute the activity-specific responsibilities of the Central Election Commission of the Russian Federation as follows:

M.V.Grishina, E.P.Dubrovin, B.S. Ebzeyev shall be responsible for generalization and analysis of the practices of carrying out elections and referendums in the Russian Federation, development of proposals on improvement and development of law enforcement practice and legislation, as well as monitoring implementation of measures to bring the legislation of the Russian Federation in compliance with the Federal Law “ On basic guarantees of electoral rights and the right of citizens of the Russian Federation to participate in a referendum”; interaction with the highest judicial agencies;

S.V. Vavilov, A.I. Lopatin shall be responsible for organization of funding elections and referendums, activity of the Central Election Commission of Russian Federation, election commissions of territorial subjects of the Russian Federation, other election commissions and referendum commissions; funding operation and development of automation equipment, including the GAS “Vybory”; training of election officials and voters; distribution of funds, allocated from the federal budget for these purposes, and control of their use;

S.V.Vavilov, T.G.Voronova, S.A.Danilenko, E.I. Kolyushin shall be responsible for control over the sources, accounting and use of the cash flow of the electoral funds, referendum funds, audits of the financial reports of candidates, electoral associations, referendum initiative groups, initiative campaign groups, audit of consolidated financial reports and information about receipt and expenditure of funds by political parties; control over the sources and sizes of property obtained by political parties in the form of admission and membership fees, donations from citizens and legal entities, informing citizens about the results of such audits;

V.E. Churov, L.G. Ivlev, T.G. Voronova, S.A. Danilenko, E.P. Dubrovina, O.L. Lavrov shall be responsible for interaction with political parties and other public associations, noncommercial nongovernmental organizations, and the Public Chamber of the Russian Federation;

N.A. Kulyasova shall be responsible for interaction with groups of voters, referendum initiative groups of the Russian Federation, initiative campaign groups; control over organization of the state system of voters and referendum members registration; formation and maintenance of voters and referendum members register; control over observance of electoral rights and the right of persons with disabilities to participate in a referendum;

T.G. Voronova, M.V. Grishina, S.A. Danilenko, E.I. Kolyushin shall be responsible for ensuring the rights of voters and referendum members to obtain information on elections and referendums, the rights of Russian citizens, political parties and other associations to campaign during elections and referendums, particularly via mass media;

N.E. Konkin, M.V. Grishina, S.A. Danilenko, S.M. Shapiyev shall be responsible for development and implementation of activities connected with legal training of voters, professional training of members of election commissions and other election or referendum officials; production of necessary printed and audiovisual materials;

S.V. Vavilov, L.G. Ivlev, N.E. Konkin, T.G. Voronova, M.V. Grishina, S.A. Danilenko, E.P. Dubrovina, E.I. Kolyushin, V.A. Kryukov, N.A. Kulyasova, O.L. Lavrov, A.I. Lopatin, S.M. Shapiyev, B.S. Ebzeyev shall be responsible for observance of electoral rights and the right of citizens of the Russian Federation to participate in referendums during preparation and carrying out of elections to the government bodies of territorial subjects of the Russian Federation, local self-government bodies, referendums of the territorial subjects of the Russian Federation, local referen-

dums; control over observance of the rights of citizens of the Russian Federation to participate in voting on recall of officials to be elected directly by citizens; and control over compliance with the procedure of formation of election commissions and referendum commissions stipulated by the Federal Law “On basic guarantees of electoral rights and the right of citizens of the Russian Federation to participate in a referendum”;

S.M. Shapiyev shall be responsible for observance of electoral rights and the right of citizens of the Russian Federation to participate in a referendum when voting is organized in remote or hard-to-reach areas;

N.E. Konkin shall be responsible for observance of electoral rights and the right of citizens of the Russian Federation to participate in a referendum when voting is organized on ships at sea on the voting day;

N.E. Konkin, O.L. Lavrov shall be responsible for observance of electoral rights and the right of servicemen to participate in a referendum;

E.P. Dubrovina, S.M. Shapiyev shall be responsible for observance of electoral rights and right of citizens of the Russian Federation to participate in the referendum, when residing outside of the territory of the Russian Federation or being on extended business trips abroad, and other citizens being outside of the Russian Federation;

S.V. Vavilov, M.V. Grishina, E.P. Dubrovina, E.I. Kolyushin, A.I. Lopatin, S.M. Shapiyev shall be responsible for interaction with the judicial and law enforcement agencies for ensuring and protecting electoral rights and the right of citizens of the Russian Federation to participate in a referendum;

V.A. Kryukov, A.I. Lopatin shall be responsible for coordination of use, operation and development of the State Automated System of the Russian Federation “Vybory”, including organization of work of the Information Center of the Central Election Commission of the Russian Federation, maintenance of the Internet portal sites of the State Automated System of the Russian Federation “Vybory”; control over use, operation and development of GAS “Vybory”, implementation of decisions of the CEC of Russia by the Federal Informatization Center under the Central Election Commission of the Russian Federation;

S.V. Vavilov, T.G. Voronova, M.V. Grishina, S.A. Danilenko, E.P. Dubrovina, E.I. Kolyushin, N.A. Kulyasova, O.L. Lavrov, S.M. Shapiyev, B.S. Ebzeyev shall be responsible for processing complaints about decisions and activities (inactivities) of election commissions of the Russian Federation and their officials;

N.E. Konkin shall be responsible for development and implementation of standards for technological equipment necessary for the work of election commissions and referendum commissions, and control over their observance; development of the form, including the degree of protection, of the ballot, the voters' list and other election documents, as well as preparation of the normative standards, in accordance with which the election documents and documents relating to the preparation and carrying out of a referendum shall be produced; implementation of the measures to establish a uniform procedure for determination of voting results, determination of the results of elections and referendums, as well as the order of publication of voting results and the results of elections and referendums;

V.E.Churov, S.V. Vavilov, T.G.Voronova, E.P. Dubrovina, B.S. Ebzeyev shall be responsible for implementation of international cooperation in the field of electoral systems, generalization of the electoral law and electoral practices outside the Russian Federation;

L.G. Ivlev, T.G. Voronova, M.V. Grishina shall be responsible for supervision to ensure the equality of parliamentary parties in the coverage of their activities by governmental public television and radio channels; and information analysis support to the activity of the electoral system.

2. To declare invalid the decisions of the Central Election Commission of the Russian Federation No. 86/681-5 dated January 17, 2008 "On the distribution of activity-specific responsibilities among the members of the Central Election Commission of the Russian Federation", No. 169/1209-5 dated January 17, 2008 "On making amendments to the Resolution of the Central Election Commission of the Russian Federation" No. 86/681-5 dated September 1, 2009 "On the distribution of activity-specific responsibilities among the members of the Central Election Commission of the Russian Federation".

3. To publish this Resolution in the journal "Bulletin of the Central Election Commission of the Russian Federation".

**Chairman  
of the Central Election Commission  
of the Russian Federation**

**V.E. Churov**

**Secretary  
of the Central Election Commission  
of the Russian Federation**

**N.E. Konkin**



# **CENTRAL ELECTION COMMISSION OF THE RUSSIAN FEDERATION**

## **RESOLUTION**

April 07, 2011

Moscow

No. 3/19-6

### **On organization of cooperation between members of the Central Election Commission of the Russian Federation with election commissions and state power bodies of the Subjects of the Russian Federation**

Pursuant to Clause 6 of Article 21 of the Federal Law “ On basic guarantees of electoral rights and the right of citizens of the Russian Federation to participate in a referendum” and in accordance with Article 20 of the Rules of the Central Election Commission of the Russian Federation, the Central Election Commission of the Russian Federation resolves:

1. To determine that the voting members of the Central Election Commission of the Russian Federation shall cooperate with election commissions and state power bodies of the Subjects of the Russian Federation (according to Annex).

2. The decision of the Central Election Commission of the Russian Federation No. 86/682-5 dated January 17, 2008 “On organization of cooperation between members of the Central Election Commission of the Russian Federation with election commissions and state power bodies of the Subjects of the Russian Federation” shall be considered to have ceased to be in force.

3. To publish this Resolution in the journal “Bulletin of the Central Election Commission of the Russian Federation”.

**Chairman  
of the Central Election Commission  
of the Russian Federation**

**V.E. Churov**

**Secretary  
of the Central Election Commission  
of the Russian Federation**

**N.E. Konkin**

## Scheme of interaction of the Central Election Commission of the Russian Federation with the election commissions and state power bodies of the Subjects of the Russian Federation

Central Federal District	North-Western Federal District	Southern Federal District	North-Caucasian Federal District	Privolzhsky Federal District	Urals Federal District	Siberian Federal District	Far-Eastern Federal District
center – Moscow City	center – St. Petersburg City	center – Rostov-on-Don	center – Pyatigorsk City	center – Nizhny Novgorod City	center – Ekaterinburg City	center – Novosibirsk City	center – Khabarovsk City
1	2	3	4	5	6	7	8
<b>L.G. Ivlev</b> Moscow Region Moscow City	<b>L.G. Ivlev</b> Kaliningrad Region Leningrad Region Saint Petersburg City	<b>L.G. Ivlev</b> Krasnodar Krai Astrakhan Region Volgograd Region Rostov Region	<b>L.G. Ivlev</b> Stavropol Krai  <b>S.M. Shapiev</b> Dagestan Republic Ingush Republic	<b>N.A. Kulyasova</b> Bashkortostan Republic Mari El Republic Mordovian Republic Udmurt Republic	<b>S.A. Danilenko</b> Kurgan Region Sverdlovsk Region Khanty-Mansi Autonomous Area Yamalo-Nenetski Autonomous Area	<b>M.V. Grishina</b> Altai Republic Tyva Republic Altai Krai Krasnoyarsk Krai Irkutsk Region Kemerovo Region	<b>N.E. Konkin</b> Kamchatka Region Primorski Krai Magadan Region Sakhalin Region
<b>T.G. Voronova</b> Belgorod Region Bryansk Region Voronezh Region Kursk Region Orel Region Tver Region	<b>B.S.Ebzeev</b> Karelian Republic Komi Republic Arkhangelsk Region	<b>S.M. Shapiev</b> Adygei Republic (Adygei) Kalmyk Republic	Kabardino-Balkarian Republic Karachayevo-Cherkess Republic	Samara Region  <b>E.I. Kolyushin</b> Perm Krai	<b>E.P. Dubrovina</b> Chelyabinsk Region	Novosibirsk Region Omsk Region Tomsk Region	<b>O.L. Lavrov</b> Yakutian (Sakha) Republic Khabarovsk Krai

1	2	3	4	5	6	7	8
<b>E.P. Dubrovina</b> Kostroma Region Lipetsk Region	Vologda Region Nenets Autonomous Area		North Ossetian Republic – Alania Chechen Republic	Kirov Region Orenburg Region  <b>A.I. Lopatin</b> Tatarstan Republic (Tatarstan) Chuvash Republic – Chuvash Nizhni Novgorod Region Saratov Region  <b>O.L. Lavrov</b> Ulyanovsk Region	<b>O.L. Lavrov</b> Tyumen Region	<b>S.A. Danilenko</b> Buriat Republic  <b>E.P. Dubrovina</b> Khakass Republic Zabaikalye Krai	Amur Region Jewish Autonomous District Chukot Autonomous Area
<b>E.I. Kolyushin</b> Vladimir Region Ivanovo Region	<b>E.P. Dubrovina</b> Murmansk Region Novgorod Region						
<b>V.A. Kryukov</b> Kaluga Region Ryazan Region Smolensk Region Tula Region Yaroslavl Region	<b>T.G. Voronova</b> Pskov Region						
<b>N.A. Kulyasova</b> Tambov Region							

# **CENTRAL ELECTION COMMISSION OF THE RUSSIAN FEDERATION**

## **RESOLUTION**

May 12, 2011

Moscow

No. 10/97-6

### **On clarifications of operating procedures for foreign (international) observers at the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and an identity card of a foreign (international) observer**

In order to implement the requirements of Article 30 of the Federal Law “On basic guarantees of electoral rights and the right of citizens of the Russian Federation to participate in a referendum” and Article 31 of the Federal Law “On the Elections of Deputies of the State Duma of the Russian Federation”, the Central Election Commission of the Russian Federation resolves:

1. To approve the attached Clarifications of operating procedures for foreign (international) observers (Annex 1), and the form of an identity card of a foreign (international) observer for the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation (Annex 2).

2. To publish this Resolution in the journal “Bulletin of the Central Election Commission of the Russian Federation”.

**Deputy Chairman  
of the Central Election Commission  
of the Russian Federation**

**S.V. Vavilov**

**Secretary  
of the Central Election Commission  
of the Russian Federation**

**N.E. Konkin**

APPROVED  
by the Resolution of the Central Election  
Commission of the Russian Federation  
No.10/97-6 dated May 12, 2011

**Clarifications  
of operating procedures for foreign (international) observers  
at the Elections of Deputies of the State Duma  
of the Federal Assembly of the Russian Federation  
of the sixth convocation**

These Clarifications on operating procedures for foreign (international) observers at the elections of deputies of the Sixth State Duma of the Federal Assembly of the Russian Federation (hereinafter referred to as the Clarifications) have been prepared on the basis of the provisions of the Federal Law “On basic guarantees of electoral rights and the right of citizens of the Russian Federation to participate in a referendum”, the Federal Law “On the Elections of Deputies of the State Duma of the Russian Federation,” generally recognized principles and norms of international law, international treaties of the Russian Federation, the Convention on the Standards of Democratic Elections, Electoral Rights and Freedoms in the Member States of the Commonwealth of Independent States.

These Clarifications for the uniform application of the legislation of the Russian Federation on elections, in accordance with paragraph 3 of Article 25 of the Federal Law “On the Elections of Deputies of the State Duma of the Russian Federation” set forward the operating procedures for foreign (international) observers at the elections of deputies of the Sixth State Duma of the Federal Assembly of the Russian Federation, who carry out observation individually, as members of observer groups, as well as members of an international observation mission.

**1. General Provisions**

1.1. A representative of a foreign or international organization, who is not a citizen of the Russian Federation, entitled to carry out observation of the preparation and carrying out of elections of deputies of the State Duma

of the Federal Assembly of the Russian Federation (hereinafter – the State Duma) in the manner prescribed by the law shall qualify to become a foreign (international) observer.

1.2. International Organization in accordance with the Vienna Convention on the Law of International Treaties, Federal Law dated from July 15, 1995 No. 101-FZ “On International Treaties of the Russian Federation” shall be interpreted as an interstate, intergovernmental organization.

In accordance with Article 47 of the Federal Law “On Public Associations” international public associations do not fall into the category of an international organization and, therefore, shall not be entitled to appoint foreign (international) observers.

1.3. A foreign organization within the context of Clarifications is a state authority of a foreign country or a foreign non-profit organization with a volume of legal capacity which allows carrying out international observation in the Russian Federation. Legal status and legal capacity of a foreign organization, if necessary, shall be proved with documents, recognized as such by laws of the country where it has been established.

1.4. In accordance with international law, foreign or international organizations (their branches, offices, etc.) can be registered and located both outside of the Russian Federation, as well as on the territory of the Russian Federation.

1.5. Foreign (international) observers shall be granted permission to enter the Russian Federation in accordance with the Federal Law “On procedure of exit from the Russian Federation and entry to the Russian Federation”, and if there is a relevant invitation they shall be accredited by the Central Election Commission of the Russian Federation on the basis of submitted documents.

1.6. The term of authority of a foreign (international) observer shall start on the date of accreditation by the Central Election Commission of the Russian Federation and end on the day of official publication of the results of the Election of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation.

1.7. A foreign (international) observer shall operate on his/her own and independently. Material and financial support of a foreign (international) observer shall be at the expense of the organization which sends such observer, or at his/her own expense.

## **2. The procedure of invitation and accreditation of foreign (international) observers**

2.1. Invitations may be extended by the President of the Russian Federation, the Federation Council of the Federal Assembly of the Russian Federation, the State Duma of the Federal Assembly of the Russian Federation, the Government of the Russian Federation, the Central Election Commission of the Russian Federation after official publication of the Decree on calling the elections of deputies of the State Duma.

2.2. The Central Election Commission of Russian Federation shall be entitled to send invitations to the election authorities of foreign countries, as well as to foreign and international organizations specializing in electoral legislation and elections, ensuring rights of citizens to participate in elections.

2.3. Suggestions for invitations may be submitted by the Commissioner for Human Rights in the Russian Federation, international and national governmental and nongovernmental organizations, if their statutory objectives include election observation, as well as by individuals who enjoy high prestige in the field of protecting the rights and freedoms of man and citizen.

2.4. For accreditation as a foreign (international) observer at the elections of deputies of the State Duma of the sixth convocation a representative of the foreign (international) organization that meets the requirements of paragraphs 1.2 and 1.3 of these Clarifications sends to the body that invited him/her and is authorized to invite foreign (international) observers an application for accreditation as a foreign (international) observer, copies of identity documents, as well as the profile of a foreign (international) observer in the prescribed form.

2.5. Documents listed in paragraph 2.4 of these Clarifications should reach the body which sent the invitation within the period after receipt of the invitation, but no later than ten days prior to the voting day. Documents submitted in violation of the deadline shall not be accepted.

2.6. The body authorized to invite foreign (international) observers after checking received documents from the representative of a foreign (international) organization required for accreditation as a foreign (international) observer shall pass them to the Central Election Commission of the Russian Federation for decision-making on accreditation.

2.7. The Central Election Commission of the Russian Federation shall issue an identity card of a foreign (international) observer of the estab-

lished form to the representative of a foreign (international) organization if received documents meet the prescribed requirements. Such identity card shall entitle the representative of a foreign (international) organization to carry out his/her observation of the elections of deputies to the State Duma of the sixth convocation as a foreign (international) observer.

2.8. The Central Election Commission of the Russian Federation shall be entitled to deny accreditation to foreign (international) observers in the following cases:

- Lack of legal capacity of the foreign (international) organization, which has sent a foreign (international) observer to observe elections of deputies of the State Duma of the Russian Federation of the sixth convocation;

- If the representative of a foreign (international) organization of the relevant foreign (international) organization fails to submit documents specified in paragraph 2.4 of these Clarifications or submits them with incomplete or inaccurate information;

- If the statutory objectives of the foreign (international) organization or the purpose of stay in the Russian Federation and activities of the foreign (international) organization or its representative contradicts the Constitution and laws of the Russian Federation, threatens sovereignty, security, territorial integrity, national unity and national interests of the Russian Federation;

- If previously the representative of the foreign (international) organization or the organization itself were denied accreditation as foreign (international) observers on the territory of the Russian Federation in connection with a flagrant violation of the Constitution of the Russian Federation, legislation of the Russian Federation, international instruments or principles of international observation.

### **3. The authorities and operating procedures for foreign (international) observers**

3.1. Activities of foreign (international) observers are regulated by international treaties of the Russian Federation, federal laws “On basic guarantees of electoral rights and the right of citizens of the Russian Federation to participate in a referendum”, “On the Elections of Deputies to the State Duma of the Russian Federation”, other laws of the Russian Federation.



3.2. A foreign (international) observer during his/her stay in the Russian Federation shall be under the patronage of the Russian Federation. Election commissions at all levels, federal authorities of state power and state power authorities of the Subjects of the Russian Federation, other state power authorities, local self-governments and their officials shall be obliged to provide him/her necessary assistance within their competence.

3.3. A foreign (international) observer visiting election commissions at all levels, federal authorities of state power and state power authorities of the Subjects of the Russian Federation, other state authorities and local self-governments shall demonstrate his/her identity cards of a foreign (international) observer together with a document proving his/her identity.

3.4. Foreign (international) observers shall be entitled to:

3.4.1. Meet with candidates to deputies of the State Duma of the sixth convocation, representatives of political parties and public organizations and observers.

3.4.2. Have access to all documents (not affecting interests of national security and not containing confidential information) governing the electoral process, receive necessary information and copies of election documents specified in the Federal Law "On the Elections of Deputies of the State Duma of the Russian Federation" from election commissions.

3.4.3. Be present at polling stations, including those established outside of the territory of the Russian Federation, including premises for voting on voting day and on days of early voting, from the time a precinct election commission begins its work and until it is notified by the higher election commission of the acceptance of the protocols of voting results, as well as when votes are recounted.

3.4.4. Be present during work of election commissions for determining voting results, results of elections, preparation of protocols on voting results and election results as well as during vote recount.

3.4.5. Visually inspect the voters' list, registry of issuing absentee certificates, absentee certificates themselves, register of statements (claims) on the voting outside the polling station.

3.4.6. Monitor delivery of ballots to voters.

3.4.7. Get acquainted with the working process of technical means for vote counting (complex of ballots processing, complex of electronic voting systems) and monitor their use by the Election Commission on the voting day.

3.4.8. Upon close of vote observe counting of the number of voters in the voters' list, ballots issued to voters; be present at counting and cancellation of unused ballots, announcement of the number of canceled ballots, the number of unused and canceled absentee certificates.

3.4.9. Visually inspect canceled, unused and spoiled ballots, tear tags and absentee certificates under the supervision of voting members of the precinct election commission.

3.4.10. Be present at the announcement of aggregate data on the list of voters, conducted by the precinct election commission before starting to count the votes.

3.4.11. Get acquainted visually with sorted ballots of standard type on votes for federal lists of candidates under the control of voting members of the precinct election commission.

3.4.12. Be present at the direct counting of votes and observe counting at a distance and in conditions providing visibility of voters' marks contained in ballots, visually inspect any completed or uncompleted ballot.

3.4.13. Watch the election commission draw up a protocol on voting results and other documents from the moment the precinct election commission starts work on the voting day, including days of early voting, and up to obtaining information on acceptance of the protocol on voting results by the higher election commission as well as votes re-counting.

3.4.14. Inspect protocols on voting results and election results drawn by the election commission, where they are present, receive copies of protocol and documents attached thereto from the election commission.

3.4.15. Put their signatures on sealed bags or boxes, where ballots, absentee certificates are packed into after vote counting.

3.4.16. Inform members of election commissions on results of their observations; make recommendations without interference into the work of election commissions and attempts to guide the electoral process.

3.4.17. Attend the final meeting of the precinct election commission, which examines complaints and statements on violations in voting and vote counting.

3.4.18. Learn the results of consideration of complaints (claims), applications related to violations of election legislation.

3.4.19. Receive for reviewing from the relevant election commission voting results for each polling station or territory under the commission's supervision, election results in respect to the amount of data contained in its

protocol on voting results and protocols on voting results from directly subordinated commissions.

3.4.20. Upon completion of voting express their opinion on the legislation of the Russian Federation on elections, preparation and carrying out of the elections of deputies to the State Duma, to hold press conferences and appeal to the media.

3.4.21. At the end of voting time to provide election officials, state power authorities, local self-government bodies and relevant officials with their conclusions on results of their observation of preparation and carrying out of the election.

#### **4. Obligations of foreign (international) observers and liability for violation of election legislation and rights of foreign (international) observers**

4.1. Foreign (international) observers shall:

4.1.1. Act in accordance with provisions of the Constitution, federal laws, Resolutions of the Central Election Commission of the Russian Federation, universally recognized principles and norms of international law on the organization and carrying out of elections and observation.

4.1.2. Fulfill responsibilities in implementing the international observation at the elections of deputies of the State Duma, guided by the principles of political neutrality, impartiality, respect of national sovereignty of the Russian Federation, disclaimer of any preferences or judgments in respect of election commissions, state power authorities, other state authorities and local self-government officials, members of the electoral process.

4.1.3. Carry their accreditation identity cards of a foreign (international) observer and present them at the request of election officials and other officials.

4.1.4. Carry out observation without interference in the electoral process at any of its phases, including election campaign, voting, votes counting and determination of the voting results, as well as in processes following the voting day.

4.1.5. Ground all their conclusions on observations and factual material.

4.1.6. Abstain until the end of voting from making any comments, evaluations, proposals and recommendations in connection with their observations or findings to the media and public.

4.2. Foreign (international) observers shall not carry out other activities other than those listed in paragraphs 3.3, 3.4 and 4.1 of these Clarifications, as well as use their status for activities not related to the observation of the elections campaign, preparation and carrying out of the elections.

4.3. The Central Election Commission of the Russian Federation shall be entitled to revoke accreditation of any foreign (international) observer should he/she violate universally recognized principles and norms of international law on the organization and carrying out of the election and their observation, federal laws, established procedure for activities of a foreign (international) observer on the territory of the Russian Federation or in the event of newly-discovered circumstances being grounds for refusal of accreditation as a foreign (international) observer under paragraph 2.8 of these Clarifications.

4.4. Persons who infringe rights of foreign (international) observers shall be held liable in accordance with federal laws.

APPROVED  
by the Resolution of the Central Election  
Commission of the Russian Federation  
No.10/97-6 dated May 12, 2011

**The form of an identity card of a foreign  
(international) observer at the elections of deputies  
of the State Duma of the Federal Assembly of the  
Russian Federation of the sixth convocation**

<b>Elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation</b>	
<b>IDENTITY CARD No. _____</b>	
_____	
<i>(surname)</i>	
_____	
<i>(name)</i>	
_____	
<i>(country, organization)</i>	
<b>has been accredited by the Central Election Commission of the Russian Federation as a foreign (international) observer</b>	
Chairman of the Central Election Commission of the Russian Federation	Stamp _____
	“ _____ ” _____ 20 ____.
	<i>(accreditation date)</i>
(Certificate is valid upon presentation of a personal identity document)	

An identity card of a foreign (international) observer is a document certifying his/her status.

An identity card is issued on a three-color printed form sized 135x90 mm. The identity card of a foreign (international) observer at the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation contains a number, name of a foreign (international) observer, the name of presented country and/or organization, accreditation date as well as signature of the Chairman of the Central Election Commission of the Russian Federation sealed with the circular hologram of the official seal of the Central Election Commission of the Russian Federation.

An identity card of a foreign (international) observer is valid upon presentation of a personal identity document.

# **CENTRAL ELECTION COMMISSION OF THE RUSSIAN FEDERATION**

## **RESOLUTION**

August 31, 2011

Moscow

No. 29/261-6

### **On the Schedule of activities the preparation and carrying out of the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation**

Based on Article 21 of the Federal Law “ On basic guarantees of electoral rights and the right of citizens of the Russian Federation to participate in a referendum”, Article 25 of the Federal Law “On the elections of deputies to the State Duma of the Federal Assembly of the Russian Federation”, Decree of the President of the Russian Federation No. 1124 of August 29, 2011 “On calling the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the new convocation” the Central Election Commission of the Russian Federation resolves:

1. To approve the Schedule of activities for the preparation and carrying out of the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation (hereinafter referred to as the Schedule) (attached).

2. Control over implementation of the Schedule is imposed on the Secretary of the Central Election Commission of the Russian Federation N.E. Konkin.

3. To publish this Regulation in the journal “Bulletin of the Central Election Commission of the Russian Federation” and send it for publication in “Russian newspaper”, “Parliamentary newspaper”.

**Chairman  
of the Central Election Commission  
of the Russian Federation**

**V.E. Churov**

**Secretary  
of the Central Election Commission  
of the Russian Federation**

**N.E. Konkin**

APPROVED  
by the Resolution of the Central Election  
Commission of the Russian Federation  
No. 29/261-6 of August 31, 2011

**SCHEDULE**  
of activities for preparation and carrying out of the elections  
of deputies of the State Duma of the Federal Assembly  
of the Russian Federation of the sixth convocation

**Date of official publication of the Decree  
of the President of the Russian Federation  
of No. 1124 August 29, 2011**

**August 30, 2011**

## Voting day

December 4, 2011

No.	Content of the activity	Time for execution	Executing officers
1	2	3	4

## I. POLLING STATIONS. VOTERS' LISTS

- |                                  |                                 |  |
|----------------------------------|---------------------------------|--|
| 1. Formation of polling stations | Not later than October 14, 2011 | Heads of local administrations of municipal districts, urban districts, inner city areas of cities of federal significance, and in cases prescribed by laws of the Russian Federation – cities of federal importance, – the heads of territorial executive authorities in cities of federal significance (hereinafter referred to as heads of local administrations), in coordination with relevant territorial election commissions |
|----------------------------------|---------------------------------|--|



1	2	3	4
2.	Formation of polling stations in places of temporary stay of voters in hard-to-reach or remote areas, on ships that will be at sea on the voting day, at polar stations as well as in places where the voters reside, not having registered place of residence within the Russian Federation	Not later than October 14, 2011 and in exceptional cases – in coordination with election commissions of the Subjects of the Russian Federation - not later than November 30, 2011	Territorial election commissions, including in coordination with heads of facilities, located in hard-to-reach or remote areas, ships' captains and ship owners, heads of polar stations
3.	Formation of polling stations within territories of military units situated in isolated areas, far from populated centers	Not later than October 14, 2011 and in exceptional not later than November 28, 2011	Commanders of military units on the decision of relevant election commissions of the Subjects of the Russian Federation
4.	Formation of polling stations for voting and votes' counting of voters residing or staying outside the Russian Federation	Not later than October 14, 2011 and in exceptional not later than November 28, 2011	Heads of diplomatic missions or consular posts of the Russian Federation on countries' territories of voters stay
5.	Making decision on the formation of polling stations if they are not formed in terms set by Parts 2 and 4 of Article 13 of the Federal Law "On Elections of deputies of the State Duma of the Federal Assembly of the Russian Federation" (hereinafter – the Federal Law)	Within three days after expiration of the formation of polling stations set by part 2 or 4 of Article 13 of the Federal Law	Election commissions of the Russian Federation Subjects
6.	Publication of lists of polling stations with their numbers and boundaries (if the polling station was established on the part of settlement's territory) or the list of settlements (if	Not later than October 19, 2011	Heads of local administrations, including in coordination with commanders of military units (when polling stations are formed on the

1	2	3	4
	polling station was established on territories of several settlements), location of precinct election commissions, premises for voting and phone numbers of precinct election commissions		territory of military units)
7.	Publication of information about polling stations established later than October 14, 2011	No later than two days after the formation of such polling stations	Heads of local administrations, including in coordination with commanders of military units (when polling stations are formed on the territory of military units)
8.	Notification the CEC of the Russian Federation on the formation of polling stations for voting and votes' counting of voters residing or staying outside the Russian Federation	Not later than October 24, 2011, and in exceptional cases – not later than November 30, 2011	Heads of diplomatic missions or consular posts of the Russian Federation on countries' territories of the voters stay
9.	Providing of information on voters to territorial election commissions for compiling voters' lists	Not later than October 4 2011	Heads of local administrations, commanders of military units, heads of educational institutions with full-time education, which have hostels on the basis of operational management or independent possession
10.	Informing territorial election commissions about changes in voters' data previously submitted for complying of voters' lists	Weekly from the date of submission of information	Heads of local administrations, commanders of military units, heads of educational institutions with full-time education, which have hostels on the basis of operational management or independent possession
11.	Compilation of voters' lists separately for each polling station	Not later than November 12, 2011	Territorial election commissions

1	2	3	4
12.	Transfer of first copies of voters' lists to relevant precinct election commissions	November 13, 2011	Territorial election commissions
13.	Providing of information on voters for voters' lists compilation to election commissions of polling stations formed in hard-to-reach or remote areas, within territories of military units, ships that will be at sea on the voting day, at polar stations	Immediately after the formation of precinct election commissions	Heads of local administrations of settlements located in hard-to reach or remote areas, commanders of military units, ships' captains, leaders of polar stations
14.	Providing of information on voters for voters' lists compilation and updating to election commissions of polling stations where there are voters who have temporary residence	Not later than November 26, 2011, and daily since November 26, 2011 to voting day	Managers of hospitals, sanatoria, rest houses, places of detention of suspected and accused persons, and other places of temporary stay
15.	Compilation of voters' lists at polling stations formed in hard-to-reach areas, in territories of military units	Not later than November 13 2011, and if precinct election commission is being formed later – no later than the day of formation of the commission	Precinct election commissions
16.	Compilation of voters' lists at polling stations formed in places of temporary stay of voters, on ships, which will be at sea on voting day, at polar stations	Not later than December 3, 2011	Precinct election commissions
17.	Compilation of voters' lists at polling stations formed in places where there are voters without registered place of residence within the Russian Federation	Not later than December 4, 2011 on voters' inquiries	Precinct election commissions
18.	Compilation of voters' lists at polling stations formed in places of temporary stay of voters at railway, bus stations and airports	December 4, 2011	Precinct election commissions

1	2	3	4
19.	Compilation of voters' lists at polling stations outside the territory of the Russian Federation	Not later than December 3, 2011	Precinct election commissions
20.	Providing voters' lists for review and further clarification to voters	On November 13, 2011, if the list is complying later – immediately after completion of voters' list	Precinct election commissions
21.	Sending of invitations to voters for review and further clarification of voters' lists (in the form prescribed by the CEC of the Russian Federation)	Not earlier November 13 and not later November 18 2011	Precinct election commissions in the manner determined by election commissions of the Subjects of the Russian Federation
22.	Update of voters' lists	Upon receipt of the voters' list from the territorial election commission (its preparation by the precinct election commission) through voting time	Precinct election commissions
23.	Sending of information on voters to update voters' lists to territorial or precinct election commissions	From 13 to November 25, 2011 – every three days, and from November 26, 2011 through the voting day – every day	Election Commission of the Subjects of the Russian Federation, heads of local administrations; offices of civil registration as well as local self-governments in accordance with laws of the Russian Federation; territorial authorities of the Federal Migration Service, and in settlements where there are no such authorities – local self-governments of settlements;

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			military commissars; commanders of military units; heads of educational institutions with full-time education; courts; territorial election commissions
24.	Signing of checked and updated voters' list and stamping by the precinct election commission	Not later than 18 hours at local time on December 3, 2011	Chairmen and secretaries of precinct election commissions
25.	Making a list of individual books of voters' lists (ia the list is divided into separate books)	After signing voters' list, but not later than	December 3, 2011 Chairmen of precinct election commissions

## II. ELECTION COMMISSIONS

26.	The formation of territorial election commissions (if such election commissions are absent in respective territories)	Not later than October 4, 2011	Election commissions of the Subjects of the Russian Federation
27.	Formation (if necessary) of territorial election commissions to guide activities of precinct election commissions formed at polling stations on ships at sea, at polar stations	Not later than October 4, 2011	Election commissions of the Subjects of the Russian Federation
28.	Formation of territorial election commissions to guide activities of precinct election commissions formed at polling stations outside the territory of the Russian Federation	Not later than October 4, 2011	Central election commission of the Russian Federation
29.	Publication (publicizing) of information on formation of precinct election commissions and the period for receipt of proposals on nominees to precinct election commissions	After formation of polling stations	Territorial election commissions

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30.	Receiving suggestions on nominees to precinct election commissions	In a period of not less than 15 days after the date of publication (publicizing) of information on formation of precinct election commissions	Territorial election commissions
31.	Formation of precinct election commissions	Not earlier November 3 and no later than November 10, 2011	Territorial election commissions
32.	Formation of precinct election commissions at polling stations established in the territories of military units situated in an isolated, remote from human settlements areas, in hard-to-reach or remote areas, on ships at sea or at polar stations, in places of temporary stay of voters, or in places where there are voters without registered place of residence within the Russian Federation	Not earlier November 3 and no later than November 10, 2011, and in exceptional cases – not later than November 30, 2011	Territorial election commissions
33.	Formation of precinct election commissions at polling stations outside the territory of the Russian Federation	Not earlier November 3 and no later than November 10, 2011, and in exceptional cases – not later than November 30, 2011	Heads of diplomatic offices and consular missions of the Russian Federation or commanders of military units stationed outside the territory of the Russian Federation

### **III. POLITICAL PARTIES. NOMINATION AND REGISTRATION OF FEDERAL LISTS OF CANDIDATES**

34.	Preparation and publication in national state print media outlets of list of political parties eligible to participate in elections of deputies of the State Duma of the Federal	Not later than September 2, 2011	Ministry of Justice of the Russian Federation
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	<p>Assembly of the Russian Federation of the sixth convocation (hereinafter – the State Duma), including to nominate federal lists of candidates, placing it on the Internet, and also direction to the CEC of the Russian Federation of the said list and extracts from charters of political parties listed in it describing their logos as at the day of official publication a decision to call elections</p>		
35.	Realization of the right to appeal at any regional branch of any political party with a proposal for inclusion into the federal list of candidates nominated by that political party	Not later than September 2, 2011	Citizens of the Russian Federation, having eligibility to vote and who are not members of political parties
36.	Nomination of a federal list of candidates at a congress of political party	Not earlier than September 9 and not later than September 29, 2011	Political parties
37.	Submission of a federal list of candidates and other documents to the CEC of the Russian Federation	Not later than September 29, 2011	Authorized representatives of political parties
38.	Collection of voters' signatures in support of nomination of the federal list of candidates	From the date of payment for manufacturing of signature sheets	Political parties
39.	Review of documents submitted by authorized representative of a political party. Certification of the federal list of candidates and issuance to an authorized representative of a political party a copy of the certified federal list of candidates or refusal to certify the specified list with issuance of appropriate reasoned decision	Within seven days from the date of submission of federal list of candidates and other documents to the CEC of the Russian Federation	Central election commission of the Russian Federation

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40.	Submission of documents for registration of a federal list of candidates to the CEC of the Russian Federation	Not earlier than September 19 and not later than October 19, 2011 till 18 p.m. at Moscow time	Authorized representatives of political parties
41.	Notification of a political party that submitted documents for registration of a federal list of candidates, on apparent incompleteness of information about candidates or non-compliance with requirements of the Federal law to design of documents submitted to the CEC of the Russian Federation	Not later than three days prior the meeting of the CEC of the Russian Federation, which should consider the issue of registration of the federal list of candidates	Central election commission of the Russian Federation
42.	Transferring a copy of final protocol of verification of signature sheets to the authorized representative of political party	Not later than two days prior the meeting of the CEC of the Russian Federation, which should consider the issue of registration of the federal list of candidates	Central election commission of the Russian Federation
43.	Realization of the right to make revisions and amendments to documents submitted to the CEC of the Russian Federation	Not later than one day prior the meeting of the CEC of the Russian Federation, which should consider the issue of registration of the federal list of candidates	Authorized representatives of political parties
44.	Making decision on registration of the federal list of candidates or a reasoned decision to refuse its registration	Not later than 10 days after receiving the necessary registration documents of the federal list of candidates	Central election commission of the Russian Federation



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45.	Issuance of a copy of the decision to refuse registration of the federal list of candidates and grounds of refusing (in case of such decision) to the authorized representative of a political party	Within one day since decision making	Central election commission of the Russian Federation
46.	Transferring of registered federal list of candidates along with information about registered candidates included in it to media representatives	Not later than 48 hours after registration of the federal list of candidates	Central election commission of the Russian Federation

#### IV. STATUS OF CANDIDATES

47.	Submission to the CEC of the Russian Federation of certified copies of orders (decrees) for release from performing official duties of registered candidates who work in state or municipal authorities or in organizations engaged in production of media for the time of participation in elections	No later than five days from the date of registration of the federal list of candidates	Authorized representatives of political parties
48.	Registration of agents of political parties	Within three days of receipt of the written submission of the political party on agents appointment together with statements of citizens on consent to be agents, but not before making a decision on the certification of a federal list of candidates nominated by the respective political party	Central election commission of the Russian Federation

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49.	Notification of a political party on cancelation of its agent registration	Within three days from the date of the decision making	Central election commission of the Russian Federation
50.	Realization the right of candidate to refuse his/her participation in elections as a member of the federal list of candidates, where he/she is included by submitting a written statement to the CEC of the Russian Federation	Not later than November 18, 2011, and if there are compelling circumstances – not later than December 2, 2011	Candidates
51.	Exclusion of candidates from the appropriate federal list of candidates based on submission of a written notice on refusal of further participation in elections as member of this federal list of candidates to the CEC of the Russian Federation	Not later than within three days from the date of receipt the candidate's statement, and three or less days before voting day – during the day	Central election commission of the Russian Federation
52.	Realization the right of political party to withdraw nominated federal list of candidates by submitting a written statement to the CEC of the Russian Federation	Not later than November 28, 2011	Authorized body of the political party
53.	Realization the right of political party to exclude certain candidates from nominated federal list of candidates certified (registered) by the CEC of the Russian Federation	Not later than November 18, 2011, except as provided by paragraph 11 of Article 91 of the Federal Law	Political parties in accordance with federal law and (or) their charter
54.	Statement submission to court to cancel the registration of the candidate, federal list of candidates, exclusion of a regional group of candidates from the federal list of candidates	Not later than November 25, 2011	CEC of the Russian Federation, political party, whose federal list of candidates is registered

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## V. INFORMING OF VOTERS AND ELECTION CAMPAIGNING

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| 55. | Provision of donated airtime to the CEC of the Russian Federation to inform voters, as well as to answer questions from citizens                  | From August 30, 2011 to the official publication of election results – no later than five days from the date of appeal  | National state television and radio broadcasting agencies                                   |
| 56. | Provision of donated print area to the CEC of the Russian Federation to inform voters, as well as to answer questions from citizens               | From August 30, 2011 until the date of submission of the report on funds expenditure allocated from the federal budget for the preparation and carrying out of elections by CEC of the Russian Federation to the chambers of the Federal Assembly of the Russian Federation – no later than five days from the date of appeal | Editorial offices of national state periodical print outlets published at least once a week |
| 57. | Provision of donated airtime to the election commissions of the Russian Federation to inform voters, as well as to answer questions from citizens | From August 30, 2011 to the official publication of election results – no later than five days from the date of appeal  | Regional state television and radio broadcasting agencies                                   |
| 58. | Provision of donated print area to the election commissions of the Russian Federation to inform voters,   | From August 30, 2011 until the date of submission of the  | Editorial offices of regional state periodical print outlets published at least once a week |

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	as well as to answer questions from citizens	report on funds expenditure allocated from the federal budget for the preparation and carrying out of elections by CEC of the Russian Federation to the chambers of the Federal Assembly of the Russian Federation – no later than five days from the date of appeal	
59.	The ban for publication (publicizing) of opinion polls, forecasts of election results and other studies related to elections, including their placement in information and telecommunications networks access to which is not restricted by a certain circle of persons (including the Internet)	From November 29 to December 4, 2011 inclusive	
60.	The ban for publication (publicizing) of voting results, election results, including their placement in information and telecommunications networks access to which is not restricted by a certain circle of persons (including the Internet)	December 4, 2011 until the end of voting in the Russian Federation	
61.	Placement on stands and in premises of territorial election commissions of information about registered federal lists of candidates and registered candidates with details provided for in paragraphs 3 and 4 of Article 72 of the Federal Law	Not later than November 18, 2011	Territorial election commissions

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62.	Placement on stands and in premises of territorial election commissions of information about cancellation of registration of registered federal lists of candidates, on disposal of candidates from registered federal lists of candidates	Immediately upon receipt of information in cancelation of registration, on disposal of candidates from election commissions of the Russian Federation	Territorial election commissions
63.	Providing of list of national state television and radio broadcasting agencies and national state periodicals print outlets to the CEC of the Russian Federation	Not later than September 4, 2011	Federal Service for supervision in the sphere of communications, information technologies and mass communications
64.	Providing of list of regional state television and radio broadcasting agencies and periodicals print outlets, as well as municipal television and radio broadcasting agencies and periodicals print outlets to election commissions of the Subjects of the Russian Federation	Not later than September 4, 2011	Territorial authorities of the Federal Service for supervision in the sphere of communications, information technologies and mass communications
65.	Publication of list of national state television and radio broadcasting agencies and national state periodicals print outlets	Not later than September 9, 2011	Central election commission of the Russian Federation
66.	Publication of list of regional state television and radio broadcasting agencies and periodicals print outlets, as well as municipal television and radio broadcasting agencies and periodicals print outlets	Not later than September 9, 2011	Election commissions of the Subjects of the Russian Federation
67.	Campaigning period	From the date of nomination of the federal list of candidates by a political party and to midnight local time on December 3, 2011	

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68.	The period of election campaigning on television and radio broadcasting channels of and in periodicals print outlets	From November 5, to midnight local time on December 3, 2011	
69.	Publication of information about the amount (in currency of the Russian Federation) and other terms of payment of airtime and print area. Submission of specified information and notice of readiness to provide airtime to political parties, print area to relevant election commissions	Not later than September 29, 2011	Television and radio broadcasting agencies and editorial offices of periodical print outlets
70.	Publication of information about total printed area, that editorial office state periodical print outlet provides for election campaigning	Not later than September 29, 2011	Editorial offices of national state periodical print outlets
71.	Realization the right of a political party, regional group of candidates to refuse receiving whole airtime or part of it	Not later than October 29, 2011	Political parties, regional groups of candidates (in respect with the air time provided by the relevant regional state television and radio broadcasting agencies)
72.	Drawing lots in accordance with part 11 of article 58 of the Federal law in order to determine the date and time of airing of joint campaign activities and election campaign materials of political parties on channels of national state broadcasting agencies	After completion of registration of federal lists of candidates but not later than November 3, 2011	Central Election Commission of the Russian Federation, representatives of national state television and radio broadcasting agencies
73.	Drawing lots in accordance with part 11 of article 58 of the Federal law in order to determine the date and time of airing of joint campaign activities and election campaign materials of groups of candidates on channels of regional state television and radio broadcasting agencies	After completion of registration of federal lists of candidates but not later than November 3, 2011	Election commission of the Subjects of the Russian Federation, representatives of relevant regional state television and radio broadcasting agencies

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74.	Drawing lots in order to determine the date and time of airing of joint campaign activities and election campaign materials within paid airtime reserved for election campaigning	After completion of registration of federal lists of candidates but not later than November 3, 2011	State television and radio broadcasting agencies on the basis of written applications submitted by authorized representatives of political parties
75.	Drawing lots in order to determine the date and time of airing of joint campaign activities and election campaign materials of groups of candidates within paid airtime reserved for election campaigning	After completion of registration of federal lists of candidates but not later than November 3, 2011	Municipal television and radio broadcasting agencies, that have met requirements provided for paragraph 11 of Article 57 of the Federal Law on the basis of written applications submitted by authorized representatives of political parties
76.	Realization the right of political party, regional group of candidates to refuse participation in joint campaigning event after drawing lots by notifying in writing the relevant television and radio broadcasting organization	No later than five days before airing, and if airing should be held less than five days from the date of the drawing lots – at drawing day	Political parties, regional groups of candidates
77.	Drawing lots for distribution among political parties of printed area of national state periodical print outlets and determination dates of publication of election campaign materials	After completion of registration of federal lists of candidates but not later than November 3, 2011	CEC of the Russian Federation, representatives of editorial offices of national state periodical print outlets
78.	Drawing lots for distribution among regional groups of candidates of printed area of regional state periodical print outlets and determination dates of publication of election campaign materials	After completion of registration of federal lists of candidates but not later than November 3, 2011	Election commissions of the Subjects of the Russian Federation, representatives of editorial offices of regional state periodical print outlets

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79.	Drawing lots to determine dates of publication of election campaign materials within paid print area reserved for election campaigning	After completion of registration of federal lists of candidates but not later than November 3, 2011	Editorial offices of state periodical print outlets published at least once a week, basis of written applications submitted by authorized representatives of political parties
80.	Drawing lots to determine dates of publication of election campaign materials within paid print area reserved for election campaigning of regional group of candidates	After completion of registration of federal lists of candidates but not later than November 3, 2011	Editorial offices of state periodical print outlets published at least once a week, and municipal periodical print outlets basis of written applications submitted by authorized representatives of political parties
81.	Realization the right of political party, regional group of candidates to abandon the use of paid or free print area for election campaign, notifying in writing the appropriate editorial office of the relevant periodical print outlet	Not later than five days before the publication of election campaign material	Political parties, regional groups of candidates
82.	Submission of a payment document on transfer funds in full to pay for the airtime and print area to the branch of the Savings Bank of the Russian Federation	Not later than two days before providing airtime, publishing of election campaign material	Authorized representatives on financial matters of political parties, authorized representatives on financial matters of regional branches of political parties
83.	Submission and review of notifications of organizers of rallies, demonstrations, parades and pickets, having agitation features	In accordance with the Federal Law "On assemblies, meetings, demonstrations, parades and pickets"	The organizer of a public event, executive authorities of the Russian Federation or local self-government
84.	Review of statements for providing premises for meetings of representatives of political parties and voters	Within three days from the date of filing a statement	Owners of premises referred to in paragraph 4 of Article 60 of the Federal Law



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85.	Written notice to election commission of the Russian Federation on the fact of provision of premises to a political party, on conditions under which it was provided and when these premises may be provided to other political parties during campaigning	Not later than the day following the day of providing premises to a political party	Owners of premises referred to in paragraph 4 of Article 60 of the Federal Law
86.	Placement on the Internet of information contained in the notice of the fact of provision of premises to political parties for meetings of representatives of political parties and voters, or informing other political parties otherwise about this	Within two days of receiving a notice of the fact that premises was provided to a political party	Election commissions of the Subjects of the Russian Federation
87.	Notification of authorized representatives or agents of political parties that registered federal lists of candidates on time and place of the meeting with military voters, organized in the location of military unit or military organization or institution (if there is no other suitable premises for meetings)	Not later than than three days prior to the meeting	Election Commission of the Subjects of the Russian Federation or territorial election commissions, at which request commanders of military units have provided buildings or premises
88.	Publication of information about the amount (in currency of the Russian Federation) and other terms of payment for manufacturing of printed election campaign materials. Submission of specified information to the CEC of the Russian Federation or to the election commission of the Russian Federation Subject where respective printing organization or individual entrepreneur is registered	Not later than September 29, 2011	Organizations, private entrepreneurs that perform work (provide services) on manufacturing of printed election campaigning materials
89.	Submission of samples of printed election campaigning materials or copies thereof, copies of audio-video election campaign-	Prior to dissemination of relevant materials	Political parties that have nominated federal lists of candidates

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ing materials, photos, other election campaigning materials to the CEC of the Russian Federation or to the election commission of the Russian Federation Subject where such materials will be distributed

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| 90. | Allocation and equipping each polling station with special places (special place) for placement of printed election campaigning materials   | Not later than November 3, 2011  | Local self-governments according to proposals of election commissions of the Subjects of the Russian Federation or territorial election commissions  |
| 91. | Publication by a political party that registered the federal list of candidates of its election program in at least one national state periodical print outlet, its placement in the Internet. Providing a copy of this publication and web-site address where election program of the political party is hosted to the CEC of the Russian Federation | Not later than November 13, 2011 | Political parties that have registered federal lists of candidates   |
| 92. | Providing respectively accounting data of amount and cost of airtime and print area given to political parties to the CEC of the Russian Federation and election commissions of the Subjects of the Russian Federation  | December 5–14, 2011              | National television and radio broadcasting agencies and editorial offices of national periodical print outlets, regional and municipal television and radio broadcasting agencies and editorial offices of regional and municipal periodical print outlets |

## VI. FINANCING OF ELECTIONS

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| 93. | Transferring of funds allocated from the federal budget for the preparation and carrying out of elections of deputies to the State Duma to the ownership of the Central Election Commission of the Russian Federation | Not later than September 8, 2011 |
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94.	Distribution of funds allocated for the preparation and carrying out of elections between election commissions of the Russian Federation	Not later than October 14, 2011	Central Election Commission of the Russian Federation
95.	Distribution of funds allocated for the preparation and carrying out of elections between territorial election commissions	Not later than November 3, 2011	Election commissions of the Subjects of the Russian Federation
96.	Distribution of funds for the preparation and carrying out of elections at polling stations, formed in accordance with Parts 5 and 6 of Article 13 of the Federal Law, between relevant state authorities, as well as between territorial election commission formed in accordance with parts 2 and 3 of Article 20 of the Federal Law	Not later than November 3, 2011	Central Election Commission of the Russian Federation
97.	Reporting on the receipt of funds allocated from the federal budget for the preparation and carrying out of elections and expenditure of these funds:		
	To territorial election commissions	Not later than December 14, 2011	Precinct election commissions
	To election commissions of the Russian Federation Subjects	Not later than December 24, 2011	Territorial election commissions
	To the CEC of the Russian Federation (along with information on the receipt of funds to election funds of regional branches of political parties and expenditure of these funds (in case of creation of campaign funds)	Not later than 50 days after the official publication of election results	Election commissions of the Subjects of the Russian Federation
	to chambers of the Federal Assembly of the Russian Federation (along with details of receipt of funds to campaign funds and expenditure of these funds)	Not later than three months after the official publication of election results	Central Election Commission of the Russian Federation

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98.	Publication of the report of the Central Election Commission of the Russian Federation on the expenditure of funds allocated from the federal budget for preparation and carrying out of elections, as well as information on receipt of funds to campaign funds and spending these funds in the journal "Bulletin of the Central Election Commission of the Russian Federation". Transferring of report and data to editorial offices of other media for publication	Not later than one month from the date of submission of the report and information to chambers of the Federal Assembly of the Russian Federation	Central Election Commission of the Russian Federation
99.	Return to the federal budget of funds not spent by election commissions and allocated from the federal budget for preparation and carrying out of elections	Not later than 60 days after submission of a report on the expenditure of these funds to chambers of the Federal Assembly	Central Election Commission of the Russian Federation
100.	Issuance of a regulation of the CEC of the Russian Federation to open a special election account at the branch of Saving Bank of the Russian Federation to a political party	Within three days after certification of the federal list of candidates and registration of authorized representatives on financial matters of political parties	Central Election Commission of the Russian Federation
101.	Delivery of decisions (resolutions) of election commission of the Russian Federation Subjects to open special election accounts at the branch of Saving Bank of the Russian Federation to regional offices of a political party	Within three days after submission of a copy of certified federal list of candidates, certified list of authorized representatives on financial issues of regional branches of a political party and registration of authorized representatives	Election commissions of the Subjects of the Russian Federation

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102.	Providing of the first financial report of a political party to the CEC of the Russian Federation	Along with the documents necessary for registration of a federal list of candidates	Authorized representatives on financial matters of political parties
103.	Providing of the final financial report of a political party to the CEC of the Russian Federation	Not later than 30 days after the official publication of election results	Authorized representatives on financial matters of political parties
104.	Providing of copies of final financial reports of regional branches of political parties, which created campaign funds to election commissions of the Russian Federation	Not later than 30 days after the official publication of election results	Authorized representatives on financial matters of regional branches of political parties
105.	Transfer of copies of the first and final financial reports of political parties to mass media for publication, as well as their placement on the Internet	Within five days of report's receipt	Central Election Commission of the Russian Federation
106.	Transfer of copies of final financial report of regional branches of political parties, which created campaign funds to mass media for publication, as well as their placement on the Internet	Within five days of report's receipt	Election commissions of the of Subjects of the Russian Federation
107.	The publication of financial reports submitted by the CEC of the Russian Federation, election commissions of the Russian Federation respectively.	Within three days of report's receipt	Editorial offices of national, regional state periodic print outlets
108.	Providing of of information on receipt of funds on special election accounts of political parties, regional branches of political parties respectively and expenditure of these funds to the CEC of the Russian Federation, election commissions of the Russian Federation	At least once a week, since November 24, 2011 – at least once every three banking days	Branches of the Savings Bank of Russian Federation

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109.	Direction (transferring) of information on receipt of funds on special election accounts of political parties, regional branches of political parties respectively and expenditure of these funds as well as other information specified in part 10 of Article 68 of the Federal Law to editorial offices of mass media for publication.	Periodically but not less frequently than once every two weeks, until December 4, 2011 (in terms of the movement of funds on special election accounts)	Central Election Commission of the Russian Federation, election commissions of the Subjects of the Russian Federation
110.	Submission of certified copies of primary financial documents confirming the receipt of funds on special election accounts of political parties, regional branches of political parties respectively and expenditure of these funds	In three days, and since November 30, 2011 – immediately	Branches of the Savings Bank of the Russian Federation at the request of the CEC of the Russian Federation, election commissions of the Russian Federation Subjects, as well as – in the corresponding election fund – at the request of the authorized representative on financial issues of a political party, authorized representative on financial issues of the regional branch of a political party
111.	Implementation at no charge basis of inspection of information provided by citizens and legal entities in making (transferring) voluntary contributions to election funds. Notification of inspection's results the election commission submitted information	Within five days from the date of receipt of submission	Registration authorities of citizens of the Russian Federation in the place of stay and place of residence within the Russian Federation, executive authorities in charge of state registration of legal entities or non-profit organizations authorized in registering
112.	Transferring of unspent funds on special election accounts to citizens and (or) legal entities who have made donations or transferred money to campaign funds	Since the day of official publication of election	results and prior the submission of final financial report Political parties, regional branches of political parties

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113.	Transferring of funds remaining on special election accounts to the federal budget	Since February 2, 2012	Branches of the Savings Bank of the Russian Federation at the request of the CEC of the Russian Federation, election commissions of the Russian Federation Subjects
114.	Secondment of experts belonging to the control and inspection services, established by the CEC of the Russian Federation, election commissions of the Russian Federation, at the disposal of relevant election commissions	Not later than September 30, 2011	State authorities and other authorities and organizations referred to in part 2 of Article 71 of the Federal Law at the request of the Election Commission

## VII. VOTING AND DETERMINATION OF ELECTION RESULTS

115.	Approval of procedure of manufacturing and use of special characters (marks), their quantity, as well as requirements for transfer of special characters (marks) by subordinate election commissions to election commissions	Not later than October 4, 2011	Central Election Commission of the Russian Federation
116.	Approval of procedure of manufacturing and delivery of ballots, as well as the procedure for control over their production and delivery	Not later than October 19, 2011	Central Election Commission of the Russian Federation
117.	Formation of control groups for use of GAS "Vybory" or some of its facilities in the Central Election Commission of the Russian Federation, election commissions of the Subjects of the Russian Federation	Not later than October 31, 2011	Central Election Commission of the Russian Federation, election commissions of the Subjects of the Russian Federation
118.	Formation of control groups for use of GAS "Vybory" or some of its facilities in territorial election commission	Not later than November 3, 2011	Territorial election commissions

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119.	Drawing of lots to determine the order in which names and logos of political parties, registered federal lists of candidates are placed in the ballot	Not later than November 3, 2011	Central Election Commission of the Russian Federation with participation of authorized representatives of political parties
120.	Determination of ballots' number	Not later than November 9, 2011	Central Election Commission of the Russian Federation
121.	Approval of the form and text of the ballot in Russian	Not later than November 9, 2011	Central Election Commission of the Russian Federation
122.	Approval of the form and text of the e-ballot	Not later than November 9, 2011	Central Election Commission of the Russian Federation
123.	Approval of the text of the ballot, printed in two or more languages	Not later than November 11, 2011	Election commissions of the Subjects of the Russian Federation
124.	Manufacturing of ballots:		
	for early voting and voting at polling stations established in hard-to-reach or remote places, and voting at polling stations outside the territory of the Russian Federation	Not later than November 13, 2011	Printing organization according to the decision of election commissions of the Subjects of the Russian Federation, Central Election Commission of the Russian Federation respectively
	for voting day	Not later than November 23, 2011	Printing organization according to the decision of election commissions of the Subjects of the Russian Federation
125.	Deciding on the location and time of transfer of ballots to members of the election commission placed an order for their manufacturing, destruction of excess ballots (if identified)	Not later than two days before the date of	receipt of ballots from printing organization Election commissions that placed an order for ballots



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126.	Transferring of ballots:		
	To territorial election commissions	In terms established by the CEC of the Russian Federation	Election commissions of the Subjects of the Russian Federation
	To precinct election commissions	Not later than December 2, 2011, and in case of early voting – not later than the day before the day of early voting	Territorial election commissions
127.	Approval of the text of an absentee certificate, number of absentee certificates, form of register of issued absentee certificates	Not later than October 4, 2011	Central Election Commission of the Russian Federation
128.	Transferring of absentee certificates:		
	To territorial election commissions	Not later than October 18, 2011	Election commissions of the Subjects of the Russian Federation
	To precinct election commissions	November 13, 2011	Territorial election commissions
129.	Delivery of absentee certificates to voters:		
	in territorial election commissions	From October 19 to November 13, 2011	Territorial election commissions
	in precinct election commissions	From November 14 to December 3, 2011	Precinct election commissions
130.	Direction of certified extracts from the register of issued absentee certificates to precinct election commissions	November 13, 2011	Territorial election commissions
131.	Informing citizens who are long period of time out of their places of residence, living in new buildings and are not registered by place of residence at these premises, migrants compatriots who have benefited	Periodically but not rarely than once every two weeks, from October 4 to December 4, 2011	Election commissions of the Subjects of the Russian Federation

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	from the state program to assist the voluntary resettlement to the Russian Federation of compatriots living abroad, as well as citizens who do not have registration by place of residence within the Russian Federation, on the procedure of their vote		
132.	Notification of voters about the date, time and place of voting via mass media or otherwise	Not later than November 13, 2011, and during early voting – no later than five days before early voting	Territorial and precinct election commissions
133.	Sending invitations to participate in elections to voters	Not earlier than November 28 and not later than November 30, 2011	Precinct election commission in the manner determined by election commissions of the Subjects of the Russian Federation
134.	Voting	December 4, 2011 from 8 a.m. to 20 p.m. local time. If the polling station is a place of residence of voters, whose working time coincides with the time of voting (working in companies with a continuous cycle of work or work on a rotational basis), according to the decision of election commission of the Russian Federation Subject statrt of voting at this polling station may be postponed to earlier time, but not more than two hours	Precinct election commissions

1	2	3	4
135.	Submission of written statements (oral application) to provide an opportunity to vote outside the polling station	After the formation of a precinct election commission but not later than 14 p.m local time on December 4, 2011	Voters who are unable for valid reason (health, disability) to arrive at the polling station independently
136.	Carrying out of early voting of voters (separate groups of voters who are at a considerable distance from the polling premises) on one or more polling stations established outside the territory of the Russian Federation, in hard-to-reach or remote areas, at ships that are at sea on the voting day, at polar stations	Not earlier than November 18, 2011	Precinct election commissions according to the decision of the CEC of the Russian Federation, election commissions of the Subjects of the Russian Federation respectively
137.	Votes counting	Immediately after completion of voting and without interruption until the establishment of voting results	Precinct election commissions
138.	Signing protocol on voting results by the precinct election commission	At the final meeting of the precinct election commission	Voting members of election commissions
139.	Issuance of certified copies of protocol of the precinct election commission on voting results to persons referred to in paragraph 5 of Article 29 of the Federal Law	Immediately after signing protocol	Precinct election commissions under appeal of relevant persons
140.	Placing of data contained in protocol of precinct election commissions on voting results on the Internet	As input of data into the GAS "Vybory", but no later than December 6, 2011 (for protocol with mark	Election commissions of the Subjects of the Russian Federation

1	2	3	4
		“Repeat” and “Votes recount” – no later than one day from the date of com- pletion of corre- sponding proto- col)	
141.	Establishment of voting results in the respective terri- tory	Not later than December 6, 2011	Territorial election commissions
142.	Establishment of voting results in the territory of the Russian Federation	Not later than December 8, 2011	Election commissions of the Subjects of the Russian Federation
143.	Determination of election results of deputies to the State Duma	Not later than December 19, 2011	Central Election Commission of the Russian Federation
144.	Direction of notice of signing protocol on election results to registered candidates elected to the State Duma	Immediately after signing protocol of elec- tion results	Central Election Commission of the Russian Federation
145.	Providing to the CEC of the Russian Federation of a copy of the order (or other document) for exemption from duties incompatible with the status of deputy of the State Duma or a copy of a document certi- fying that statement for exemption from such duties was filed within three days of receiving a notice of signing protocol on election results	Within five days of receiving a notice of signing protocol of elec- tion results	Registered candidates elected to the State Duma
146.	Realisation the right to refuse from receiving the parliamen- tary mandate, presenting a written statement to the CEC of the Russian Federation	Within five days of receiving a notice of signing	protocol of election results Registered candidate elected to the State Duma
147.	Direction of the preliminary data on results of elections of deputies of State Duma to editorial offices of mass media	On a rolling basis of data to the CEC of the Russian Federation	Central Election Commission of the Russian Federation

1	2	3	4
148.	Official publication of data contained in protocol of all territorial election commissions on voting results and related summary tables in regional state periodical print outlets	Not later than December 18 2011	Election commissions of the Subjects of the Russian Federation
149.	Official publication of election results as well as data on the number of votes received by each registered federal list of candidates	Not later than December 24 2011	Central Election Commission of the Russian Federation
150.	Official publication of complete data contained in protocol of election commissions of the Russian Federation Subjects on voting results in the journal "Bulletin of the Central Election Commission of the Russian Federation"	Not later than December 24 2011	Central Election Commission of the Russian Federation
151.	Registration of elected deputies of the State Duma and the issuance of certificates of their election	After the official publication of election results and fulfilling requirements set forth in Part 1 of Article 85 of the Federal Law by a registered candidate, elected to the State Duma	Central Election Commission of the Russian Federation
152.	Publication of information, which includes full information contained in protocol of all election commissions with the exception of precinct ones on voting results, election results as well as biographical and other information of all elected deputies of the State Duma in an amount established by the CEC of the Russian Federation in the journal "Bulletin of the Central Election Commission of the Russian Federation"	Not later than February 3, 2012	Central Election Commission of the Russian Federation

1	2	3	4
153.	Publication of information, which includes full information contained in protocol of all election commissions with the exception of precinct ones on voting results, election results as well as biographical and other information of all elected deputies of the State Duma in an amount established by the CEC of the Russian Federation in the Internet	Not later than seven days from the date of publication of this information in the journal "Bulletin of the Central Election Commission of the Russian Federation"	Central Election Commission of the Russian Federation
154.	Storage of minutes data of precinct election commissions on voting results on the Internet	At least one year after the official publication of election results	Election commissions of the Subjects of the Russian Federation
155.	Storage of information, which includes full information contained in protocol of all election commissions with the exception of precinct ones on voting results, election results as well as biographical and other information of all elected deputies of the State Duma in an amount established by the CEC of the Russian Federation in the Internet	At least one year after the official publication of election results	Central Election Commission of the Russian Federation
156.	Storage of documents related to preparation and carrying out of elections, their transfer to the higher election commission or to the archive, destruction of these documents	In accordance with the legislation of the Russian Federation and the decision of the CEC of the Russian Federation dated from June 1, 2011 No. 13/148-6	Election commissions
157.	Storage of ballots, absentee certificates, voters' lists and signature sheets with voters' signatures	At least one year after the official publication of election results	Election commissions

1	2	3	4
158.	Storage of the first copies of protocol of election commissions on voting results, election results and summary tables, reports of election commissions on receipt of funds allocated from the federal budget for preparation and carrying out of elections and expenditure of these funds, final financial reports of political parties, registered federal lists of candidates, their regional branches	Not less than five years after the official publication of election results	Election commissions
159.	Storage of video and audio recordings broadcasting in radio and television programs that contain pre-election campaign	Not less than 12 months after the official publication of election results	Television and radio broadcasting agencies
160.	Storage of accounting documents on providing free and paid airtime, free and paid print area for election campaigning	Prior to December 4, 2014	Organizations engaged in production of media

# **CENTRAL ELECTION COMMISSION OF THE RUSSIAN FEDERATION**

## **RESOLUTION**

17 August, 2011

Moscow

No. 26/254-6

**On regulations on organization of a unified procedure  
for determination of voting results, drawing up election  
commissions' protocol, establishment of election results, receiving,  
transmitting and processing information via State Automated System  
“Vybory” during the Election of Deputies of the State Duma of the  
Federal Assembly of the Russian Federation of the sixth convocation**

Pursuant to Article 25 of the Federal Law No. 51-FZ dated 18 May, 2005 “On the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation”, the Central Election Commission of the Russian Federation resolves:

1. To approve the Regulations on organization of a unified procedure for determination of voting results, drawing up election commissions' protocol, establishment of election results, receiving, transmitting and processing information via State Automated System “Vybory” during the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation (attached).

2. To consider the Resolutions of the Central Election Commission of the Russian Federation No. 15/128-5 dated June 8, 2007 “On regulations on the organization of a unified procedure for determination of voting results, drawing up election commissions' protocol, establishment of election results, receiving, transmitting and processing information via State Automated System “Vybory” during the Election of Deputies of the State Duma of the Federal Assembly of the Russian Federation of the fifth convocation”, and No. 30/213-5 dated 18 September, 2007 “On Amendments to the Resolution of the Central Election Commission No. 15/128-5 dated 8 June, 2007 “On regulations on the organization of a unified procedure for determination of voting results, drawing up election commissions' proto-



col, establishment of election results, receiving, transmitting and processing information via State Automated System “Vybory” during the Election of Deputies of the State Duma of the Federal Assembly of the Russian Federation of the fifth convocation” and No. 18/153-5 dated 28 June, 2007 “On regulations on the organization of a unified procedure for determination of voting results, drawing up election commissions’ protocol, establishment of election results, receiving, transmitting and processing information via State Automated System “Vybory” during the Election of the President of the Russian Federation” to have ceased to be in force.

3. To publish this Resolution in the journal “Bulletin of the Central Election Commission of the Russian Federation”.

**Chairman  
of the Central Election Commission  
of the Russian Federation**

**V.E. Churov**

**Secretary  
of the Central Election Commission  
of the Russian Federation**

**N.E. Konkin**

## **REGULATIONS**

**on organization of a unified procedure for determination of voting results, drawing up election commissions' protocol, establishment of election results, receiving, transmitting and processing information via State Automated System "Vybory" during the Elections of Deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation**

### **1. General provisions**

1.1. These regulations have been worked out pursuant to Paragraph 13 of Article 21 and Articles 68, 69, 74 of the Federal Law No. 67- FZ dated June 12, 2002 "On basic guarantees of electoral rights and the right of the citizens of the Russian Federation to participate in a referendum", Clauses 3 and 5 of Article 25, Articles 78-821, 87 of the Federal Law No. 51-FZ dated May 18, 2005 "On the Elections of deputies of the State Duma of the Federal Assembly of the Russian Federation", and SubClauses 1, 2 of Clause 2 and Clause 4 of Article 6, Clause 5 of Article 13 and Article 23 of the Federal Law No. 20-FZ dated May 18, 2005 "On the State Automated System of the Russian Federation "Vybory".

1.2. The legal basis for use of the State Automated System of the Russian Federation "Vybory" during preparation and carrying out of elections of deputies of the State Duma of the Federal Assembly of the Russian Federation are Federal Laws " On basic guarantees of electoral rights and the right of citizens of the Russian Federation to participate in a referendum" (hereinafter – the Federal Law on basic guarantees), "On the Elections of deputies of the State Duma of the Federal Assembly of the Russian Federation" (hereinafter referred to as the Federal Law on the Elections of deputies of the State Duma), "On the State Automated System of the Russian Federation "Vybory" (hereinafter referred to as the Federal Law on the GAS "Vybory"), regulatory instruments of the Central Election Commission of the Russian Federation.

While carrying out the elections with the use of technical means of vote counting – processing complexes for ballots and electronic voting systems – it's essential to follow subsequently the relevant regulations and the

procedures of their use approved by the Central Election Commission of the Russian Federation.

1.3. Key terms and concepts used in these regulations are set out in Article 2 of the Federal Law on Basic Guarantees, as well as in Article 2 of the Federal Law on the GAS “Vybory”.

1.4. Pursuant to Clause 5 of Article 87 of the Federal Law on the Elections of deputies of the State Duma from the start of voting and until the signing of the voting protocol by the relevant election commission, the GAS “Vybory”, telecommunication channels of which are used to transfer the data from subordinate election commissions to higher election commissions, is used to monitor the voting process and the establishment of its results.

Pursuant to Clause 4 of Article 74 of the Federal Law on Basic Guarantees and Part 6 of Article 87 of the Federal Law on Election of Deputies of the State Duma, the voting process data and the results obtained with the GAS “Vybory” are provisional information, which has no legal value, except the cases of using technical means of vote counting and (or) electronic voting systems in the order, prescribed by the Federal Law on Basic Guarantees or other law.

1.5. Pursuant to Clause 3 of Article 74 of the Federal Law on Basic Guarantees, Article 23 of the Federal Law on the GAS “Vybory” and Part 3 of Article 87 of the Federal Law on Election of deputies of the State Duma, the monitoring groups should be formed not later than 5 days after the switching the GAS “Vybory” into the mode of elections administration on the basis of relevant decisions of the Election Commission of the territorial subject of the Russian Federation, the territorial election commissions from among the voting members of the relevant Election Commission and Election Commission members in a consultative capacity.

Personnel of the monitoring group: the territorial Election Commission – 3–7 persons, the Election Commission of the territorial subject of the Russian Federation – 5–9 persons.

Members of the monitoring group shall elect from among its members the head of the monitoring group, which must be a voting member of the Election Commission.

The monitoring group has the rights to:

1) check the availability of automation equipment complexes and other technical means of GAS “Vybory” with system administrators;

2) monitor the compliance with the requirements of regulations and other documents of the Central Election Commission of the Russian

Federation and the Federal Information Center under the CEC of Russia on the use of GAS “Vybory”, including processing complexes for ballots and electronic voting systems;

3) examine any input and output information of the GAS “Vybory”, passed to the relevant election commission via telecommunication channels of the GAS “Vybory”, as well as other information necessary to exercise control;

4) control the accuracy of input data from the protocols of precinct election commissions and the accuracy of re-input or amendments of the input data, if thereof a reasoned decision of the election commission was made;

5) compare the results of manual and automated data processing;

6) demand an explanation of their actions from employees who operate the systems of automation in the relevant election commission;

7) monitor the regulatory documentation of the evidences of actions, provided by the regulations and plans of relevant election commissions (the log records, acts, computer printouts certified by the signatures of members of the monitoring group);

8) bring the experts and professionals in the field of automated data processing systems to their work at the request of the head of the monitoring group;

9) contact the appropriate Information Center with suggestions and comments.

The Monitoring Group shall monitor compliance with the Russian Federation legislation on elections and referendums, and other regulations concerning the use of GAS “Vybory”, including:

checking the availability of the automation means complex (hereinafter – the AMC) and the implementation of the rules during the use of technical means of GAS “Vybory” in compliance with the requirements of the operating instructions, the provisions on information security in the GAS “Vybory”, approved by decision No. 19/137-4 of the CEC of Russia from July 23, 2003 (as revised by the Resolution No. 200/1254-4 from February 28, 2007), the information security requirements of regulations and other documents of the CEC of Russia and the FIC under the CEC of Russia;

directing the comments on the work of technical means to the appropriate Information Center and to prepare suggestions for necessary remedial actions;

informing immediately the Chairman of the relevant Election Commission, the Referendum Commission on cases of violations and send him their suggestions for its elimination;

bringing in the results of inspections in the Information Center reporting documentation.

The access to the Election Commission Information Center quarters by observers and the media representatives should be carried out by the Chairman or Secretary of the Election Commission, Referendum Commission, in agreement with the head of the monitoring group.

1.6. Since the start of voting GAS “Vybory” is used to automate the following key processes:

tracing of the absentee certificates in accordance with the Procedure for transmission of the absentee certificates to election commissions, referendum commissions and accounting of the absentee certificates approved by the relevant Resolution of the Central Election Commission of the Russian Federation;

processing (input and summation) and presenting of the data on election districts opening and on voters participation in the election, on use of the absentee certificates to higher election commissions;

manual input of data of the voting results from precinct election commissions, the summation of data, its transmission to the higher election commissions. This provides the validation of data summarizing of the relevant protocols and its storage in a protected from distortion form;

preparing of information in tabular form, suitable for output to paper, for viewing on the display means such as displays and screens, and to publish it in the information and telecommunications network “Internet”.

1.7. The preparation and software configuration of AMC GAS “Vybory” are carried out by the system administrator in accordance with the operating instructions of GAS “Vybory”.

1.8. In case of the Voting Days overlapping during the Election (hereinafter – the Combination of the Election) of different levels (the Election of deputies of the State Duma of the Federal Assembly of the Russian Federation, the Election of deputies of legislative (representative) State Authority of the Territorial Subject of the Russian Federation and (or) the Election of local self-government), the protocol information from the territorial election commissions on the Election of deputies of the State Duma of the Federal Assembly of the Russian Federation should be input at the first place, the information on Election of deputies of legislative (representative)

tative) State Authority of the Russian Federation – afterwards, and then the information on the Election of local self-government.

## **2. PRECINCT ELECTION COMMISSION**

### **2.1. Organization of work of a precinct election commission on the voting day**

Immediately after the opening of the election district Precinct election commission (hereinafter – the PEC ) provides to the Territorial Election Commission (hereinafter – TEC) information about the opening of the Election district (as of 8:00 am, local time) via the phone, and within a voting day, as pursuant to Clause 31 of the Rules for providing information to the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation during the switching and the use of GAS “Vybory” in the mode of election administration (CEC of Russia Resolution No. 13/151-6 dated June 1, 2011), informs the TEC on the participation of voters in the election.

### **2.2. Protocol of the Precinct election commission on voting results**

2.2.1. PEC issues its decision on the voting results as Protocol of voting results at the relevant Election district.

2.2.2. Protocol of the PEC on the voting results shall be made on a single sheet of A3. In exceptional cases, the protocol can be made more than on one sheet, each sheet must be numbered and signed by all presenting PEC voting members and sealed by the PEC.

2.2.3. Protocol of the PEC on the voting results should contain:

- 1) copy number;
- 2) name of the election, the date of voting;
- 3) word “Protocol”;
- 4) address of the election district with its number;
- 5) following lines of the Protocol:
  - a) line 1: number of voters on the voters list at the end of voting,
  - б) line 2: number of ballots received by the PEC,
  - в) line 3 number of ballots issued to voters who voted in advance,
  - г) line 4: number of ballots issued by PEC to voters at the election district on the voting day,
  - д) line 5: number of ballots issued to voters who voted outside of the election district on the voting day,

- е) line 6: number of canceled ballots,
- ж) line 7: number of ballots in mobile ballot boxes,
- з) line 8: number of ballots in the stationary ballot boxes,
- и) line 9: number of invalid ballots,
- к) line 10: number of valid ballots,
- л) line 11: number of absentee certificates received by the PEC,
- м) line 12: number of absentee certificates issued by the PEC at the election district before the voting day,
- н) line 13: number of voters who voted with absentee certificates at the election district,
- о) line 14: number of the unused absentee certificates,
- п) line 15: number of absentee certificates issued to TEC voters,
- р) line 16: number of lost absentee certificates
- с) line 17: number of lost ballots,
- т) line 18: number of ballots not taken into account during the obtaining,

у) line 19 and the following lines, which contain the names of political parties that registered federal lists of candidates, in order of their position in the ballot, as well as the number of votes cast for each federal list of candidates;

6) information on the amount of complaints (claims) attached to the Protocol that were received by the PEC on the voting day and before the end of the vote count;

7) surnames and initials of the Chairman, Vice-Chairman, Secretary and other voting members of the PEC and their signatures (if the Protocol consist of more than one sheet – on each sheet of the Protocol);

8) date and time (hour and minutes) of signing of the Protocol (if the Protocol consist of more than one sheet – on each sheet of the Protocol);

9) PEC seal (if the Protocol consist of more than one sheet – on each sheet of the Protocol).

2.2.4. The numbers for all lines are input into the Protocol on the voting results in figures and in letters. The numbers should be input in the cells designated for this purpose, which are compulsory. If the number of digits in the string is less than four, the free cells standing in the beginning of the series shall be filled with a zero during the filing of the Protocol. For example:

0	8	7	4
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or

0	0	3	6
---	---	---	---

If digit “0” must be input in the string, then the zeros are put in all four cells, and the word “zero” should be written to the right of them.

In accordance with Part 6 of Article 21 of the Federal Law on Election of deputies of the State Duma, if more than 3,000 voters were registered at the election district outside the territory of the Russian Federation and the number of digits in the string will be more than four, the number representing a value of “tens of thousands” is written to the left of the four cells.

2.2.5. During the Election with the use of technical means of counting, the PEC Protocol on voting results, prepared by ballots processing complexes, has the look and form in accordance with the regulations on use of the technical means of counting; during the use of electronic voting systems the PEC Protocol on voting results are compiled in accordance with the regulations on voting results establishment order at the election district, the district of a referendum in which the electronic voting is carried out.

The form of the PEC Protocol on voting results can be produced using computer equipment (if PEC has any).

### **2.3 Preparation for direct counting of votes**

2.3.1 Vote counting is open and public with announcement and sequential listing the results of all actions performed in the counting the ballots and the votes of electors by the PEC voting members into the extended form of the Precinct Election Commission Protocol On the Election Results .

2.3. According to the provisions of Sections 1, 5, and 6 of the Article 29 of the Federal Law on the Election of Deputies of the State Duma, during any meeting of any election commission, and also during vote counting and performing of the relevant activity concerning polls, ballots, absentee certificates for voting, protocol, and summary tables of election results, members and staffers of superior election commissions, authorized representatives of the political party registered the list of candidates, or a candidate have right to attend. Listed persons are not required the additional permission by the members of the election Commission to present at election commission meetings. Media representatives have right to attend election commission meetings, its performing of the relevant activity concerning indicated documents, and counting the voices of electors.

Observers and foreign (international) observers have rights to present at polling stations on the voting day, on early voting dates, and until



receiving the report of the superior election commission on the adopting the Election Result Protocol, and also at revote counting of electors since the start of work of PEC.

Observers and foreign (international) observers have rights to present during establishment of voting results, determination of election results, executing the protocol on voting results and election results, and at revote counting of electors performed by the other elections commissions.

The access to the PEC place established in the polling station which was constituted in a military unit, a closed administrative-territorial institution, a hospital, a sanatorium, a holiday center, places of detention of suspected and accused persons, and other places of voter's temporary residence, and access to the place of vote counting, is to provide to the members of election commissions and the other persons listed above.

2.3.3 After the termination of voting (20.00, local time) the Chairman of PEC announces that only those voters who are inside the polling station at the moment may receive ballots and vote. After the voting of all the voters who were inside the polling station for the time of the Chairman's announcement on the termination of voting, the Chairman, the Deputy Chairman or the Election Agent of the PEC brings to the notice of the persons present in the place for vote counting the list of persons contained in the clause 2.3.2 of the Regulation having right to attend at the vote counting.

2.3.4 Vote counting starts immediately after the termination of voting and is implemented continuously until the determination voting results which are to announce to all the members of PEC and other persons listed in the clause 2.3.2 of the Regulations, present at the vote counting.

2.3.5 Observers, and other persons listed in the clause 2.3.2 of the Regulations, take places pointed by the relevant election commission and allowing them to observe the counting the number of voters listed in the poll, ballots given to voters, and cancelled ballots, vote counting at the distance and under conditions allowing them to observe voters' marks contained in ballots, to have a look at any filled in or unfilled in ballot during the vote counting, observe the executing the protocol on election results and other documents by the PEC, take photographs or video of the voting process and vote counting providing the maintenance of the secrecy of ballot and not putting obstacles to the work of the election commission.

2.3.6 The extended form of the PEC Protocol of is put up in the place of the vote counting. There are no reproduced signs of the PEC members

in the extended form of the protocol. The extended form of the Protocol should be placed in the polling station so that the persons listed in the Clause 2.3.2 of the Regulations could read the data on voting results from it. The extended form of the Protocol on voting results does not substitute the Protocol of the PEC, and the data recorded in it do not have any legal effect.

## **2.4 The fit-check for vote counting**

Before the termination of voting the Chairman of the PEC has to check the presence of all election documents executed on the voting day or earlier (in the case of the early voting) and the documents prepared for filling in:

1) The Register of complaints (requests) and appeals on the abuse of the Federal Law on the elections of Deputies of the State Duma received by the PEC;

2) The Report on transfer the ballots to the Territorial Election Commission by the relevant Precinct Election Commission;

3) The Report on transfer the absentee certificates for voting to the Territorial Election Commission by the relevant Precinct Election Commission;

4) Certified excerpt from the Absentee Certificates for Voting Register transferred to the Territorial Election Commission;

5) Reports on cancelling of the damaged ballots, if any;

6) Personal requests in written form by voters on including them into the poll, on mistakes or inaccuracy in their personal data in the poll, if any;

7) Requests by voters on issue of the absentee certificates for voting, if any;

8) Power of attorney on receipt the absentee certificate for voting, if any;

9) Reports on early voting, if the early voting was held;

10) Report on the number of cancelled unused absentee certificates for voting;

11) Register of requests (appeals) by voters on allowing them to vote outside the polling station

12) Requests in written form by the voters on allowing them to vote outside the polling stations, if any;

13) Sheet of issue ballots to the PEC members with deciding vote for giving them to the voters in the case of voting outside the polling station;

- 14) Report on the voting outside the polling station, if any;
- 15) The list of persons present at voting, counting of votes, and executing of protocol on voting results (filled in from the start of the work of the PEC on the voting day);
- 16) The sample report on the invalidation of ballots in the mobile ballot box;
- 17) Sample report on invalidation of ballots executed not in due form;
- 18) Unfilled register of issuing certified copies of the PEC Protocol on the election results in the precinct;
- 19) Forms of the PEC decisions;
- 20) Forms of the PEC letters;
- 21) Form of the PEC data on absentee certificates for voting filled in according to the Procedure on the Transfer the Absentee Certificates for Voting to Election Commissions, Referendum Commissions, and the Counting the Absentee Certificates for Voting, approved by CEC of the Russian Federation (The Resolution of the CEC of the Russian Federation No. 230/1508-5 of December 8, 2010)

In the cases of the vote counting with the technical counting means the Chairman of the PEC should also check the presence of documents provided in the manuals.

Concerning to the use of special marks (stamps) the Chairman of the PEC has to be certain of the presence of the relevant reports (documents), their receipt and use.

The Chairman of the PEC when got certain of readiness for vote counting informs all present persons on the use of special marks (stamps) in order to prevent falsification of ballots, and executing the data on absentee certificates for voting by the PEC, and invites the PEC voting members to start vote counting.

## **2.5 Announcement the procedure and the sequence of actions of the Precinct Election Commission**

After the termination of voting the Chairman of the PEC announces to the persons present at counting the voters (hereinafter – Presents) the general sequence of actions of the PEC voting members:

- 1) Counting and cancellation of unused ballots;
- 2) Work with voters' list;

3) Performing vote counting executed in due form in mobile ballot boxes (box-by-box) separately for every election campaigning (in the case of the election combining);

4) Opening the stationary ballot boxes, sorting the ballots;

5) Vote counting of the ballots and checkout of control ratios (separately for the every election campaigning in the case of the election combining);

6) The closing meeting of the PEC, administration of complaints (requests) received during vote counting, and signing the Protocol. Issuing the Protocol copies.

## **2.6 Procedure of unused ballots cancellation, processing the cancelled ballots and unused absentee certificates for voting**

2.6.1 During the actions on vote counting and cancellation of unused ballots the Chairman of the PEC explains step-by-step the requirements of the Federal Law on the Election of Deputies of the State Duma and the sequence of actions of the PEC members to the presents.

2.6.2 The PEC voting members in the presence of the persons listed in the Clause 2.3.2 of the Regulations count and cancel unused ballots by cutting their right lower corners, then announce and record in the **Line 6** of the PEC Protocol on Voting Results and its extended form (in the case of using the technical counting means – into the extended form only) the number of cancelled ballots which is determined as the sum of the number of unused ballots and the number of ballots damaged by voters during the voting.

2.6.3 The Chairman of the PEC, the Election Agent or the PEC voting member has right to record on-going data into the extended form of Protocol by order of the Chairman of the PEC.

Then, the PEC voting members announce the number of cancelled unused absentee certificates for voting indicated in the report executed under the Section 16 of the Article 74 of the Federal Law on the Election of Deputies of the State Duma, and record it into the **line 14** of the Protocol and its extended form (in the case of using of the technical counting means – into the extended form only).

Persons present at vote counting and listed in the Clause 2.3.2 of the Regulations have right to have a look at the cancelled ballots and absentee certificates for voting under control of the PEC voting members.

## **2.7 Filling in of the lines 2 and 7 of the Protocol on Voting Results and its extended form**

2.7.2 The Chairman of the PEC, the Deputy Chairman or the Election agent announces the indicated in the report number of ballots received by PEC and record it into the **line 2** of the Protocol on Voting Results and its extended form. (in the case of using of the technical counting means – into the extended form only) the number of ballots received by PEC, and announces the indicated in the report number of absentee certificates for voting and record into the **line 11** of the Protocol on Voting Results and its extended form the number of absentee certificates for voting received by the PEC.

2.7.2 In the case of the receiving by the PEC under exceptional circumstances of additional number of ballots and (or) absentee certificates for voting the Chairman of the PEC announces its total number.

## **2.8 Work with voters' list**

2.8.1 During the work with voters' list the Chairman of the PEC step-by-step explains requirements of the Federal Law on the Election of Deputies of the State Duma and the sequence of actions of the PEC to those present.

2.8.2 The work with voters' list should be implemented under the Regulations on the making, adjustment and using of the voters' list on the election of deputies of the State Duma of the Federal Assembly of the sixth convocation, and on the election of the President of the Russian Federation adopted by the Decision of the CEC of Russia (hereinafter the Regulations on the work with voters' list).

Before direct vote counting the PEC voting members record into the each page of the voters' list following summarized data for this page:

- 1) The number of voters recorded in the voters' list for the time of termination of voting (without taking into account the voters who received absentee certificates for voting, and the voters eliminated from the voters' list for other reasons). This number includes voters listed in the voters' list additionally, including voters listed under absentee certificates for voting;
- 2) The number of ballot issued to voters in the polling station on the voting day (defined on the number of voters' signs in the poll);
- 3) The number of ballots given to voters outside the polling station (defined on the number of marks "voted outside the polling station" in the poll);

4) The number of early voters (defined on the number of marks “voted earlier” in the poll);

5) The number of absentee certificates issued by the PEC in the precinct before the voting day (defined on the number of marks “issue the absentee certificate for voting No. \_\_\_\_” in the poll);

6) The number of the voters voted under absentee certificates for voting in the polling station (defined on the number of marks “voted by the absentee certificate for voting No. \_\_\_\_” in the poll);

7) The number of the absentee certificates for voting given to voters by the TEC (defined on the number of marks “the absentee certificate for voting No. given by the TEC “ in the voters’ list and checked according to the certified extract from the register on issuing the absentee certificates for voting received for the TEC);

2.8.3 After the recording indicated data each page of the voters’ list is signed by the PEC voting member recorded these data who announces and reports them to the present Chairman of the PEC, the Deputy Chairman or the Election Agent then. The Chairman of the PE, the Deputy Chairman or the Election Agent announces, records into the last page of the voters’ list and certifies by his/her sign and the PEC seal the results defined as the sum of the data above indicated for all pages of the poll.

For ease of counting it is appropriate to use the summing table of the voters’ list data (the table form is given in the Annex to the Regulations on the work with polls) to record the summarized data from each page of the poll. However, in that case before the summing it is necessary to ensure the identity of records for each page of the voters’ list and the records in the summing table.

If the voters’ list consists of several voters’ list books, the summarized data on each book are recorded in the last page of this voters’ list book. Herewith the summarized data from all pages of the book are recorded into the last page of this voters’ list book.

2.8.4 The further work of the PEC can be organized in the following way: the Chairman of the PEC announces the data, the Deputy Chairman records them into the extended form of the Protocol on Voting Results (in the case of his/her absence this work is organized under the Clause 2.6.3 of the Regulations), and the Election Agent records them directly into the Protocol on Voting Results (in the case of using the technical counting means into the extended form of Protocol only):

- 1) Into the **line 1** – the number of the voters listed in the voters' list for the moment of termination of voting;
- 2) Into the **line 3** – the number of the ballots given to the early voters;
- 3) Into the **line 4** – the number of the ballots given by the PEC to voters in the polling station at the voting day;
- 4) Into the **line 5** – the number of the ballots given to the voters votes outside the polling station at the voting day;
- 5) Into the **line 12** – the number of the absentee certificates for voters given by the PEC to voters in the precinct before the voting day;
- 6) Into the **line 13** – the number of the voters voted with absentee certificates for voters in the precinct;
- 7) Into the **line 12** – the number of the absentee certificates for voting given to voters by the TEC.

2.8.5 After the performing the indicated actions, the following control ratio: the number of the absentee certificates for voting received by the PEC must be equal to the sum of the number of the absentee certificates for voting issued by the PEC to the voters in the precinct before the voting day and the number of cancelled unused in the precinct the absentee certificates for voting, is checked. If the indicated control ratio is not implemented, the PEC makes decision on the additional counting of the data listed in the voters' list and the cancelled unused absentee certificates for voting. If the additional counting again results in the poor implementation of the control ratio, the PEC executes the report on loss of an absentee certificate form and makes corresponding decision attached to the Protocol on Voting Results, and records the discrepancy data into the **line 16** of the Protocol on Voting Results and its extended form. If the indicated control ratio implements, the figure "0" is recorded into the line 16.

Similarly this control ratio is checked in the columns of the filled data of the PEC on absentee certificates for voting: the value in the Column 1 (the number of absentee certificates received by the PEC) is equal to the sum of the values in the Column 2 (the number of the number of absentee certificates for voting issued by the PEC to voters in the precinct before the voting day), 3 (the number of cancelled in the precinct absentee certificates for voting), and 4 (number of absentee certificates for voting lost by the PEC).

After these actions the preliminary the check of the control ratio should be implemented: 2 is equal to 3+4+5+17-18 according to the Clause 2.15 of the Regulations.

2.8.6 After the recording of the indicated data into the Protocol on Voting Results and its extended form the persons listed in the Clause 2.3.2 of the Regulations have right to have a look at the poll, and the PEC members with a consultative capacity have right to ensure the correctness of the implemented counting.

2.8.7 Further work with voters' list is not to implement until the check of the control ratio of the data recorded in the election results Protocol. For this time the voters' list is hidden in the safe or in the other adapted for the documents storage place. The storage of the voters' list excluding the access of the persons present in the polling station is provided by the Chairman of the PEC or the Election Agent.

Unbinding of voters' list books is not allowed.

## **2.9 Direct counting of votes**

2.9.1. Before the start of direct vote counting, the Chairman of the PEC explains to the presents the requirements of the Federal Law on the Election of Deputies of the State Duma on the procedure of the vote counting, and checks the absence of writing materials of the PEC members.

2.9.2 Direct vote counting is implemented for the ballots containing in ballot boxes by the PEC voting members.

2.9.3 Direct vote counting is implemented in the polling station in the special place in the way so that to provide the access of the PEC voting members and a consultative capacity both. The PEC voting members excepting the Deputy Chairman and the Election Agent are not allowed to use writing material in the vote counting by the exception of the cases provided by the Sections 13 and 16 of the Federal Law on the Election of Deputies of the State Duma. All the actions of the PEC members are to be observed by the persons present at the direct vote counting.

2.9.4 In the sorting of ballots PEC separates the ballots executed executed not in due form, i.e. issued unofficially, without special mark (stamp) or not certified by the PEC. Ballots executed executed not in due form are not counted in direct vote counting. Such ballots are packed separately and sealed. In the case of revealing of ballots executed executed not in due form in stationary or mobile ballot boxes by the PEC, the PEC executes the corresponding report in which it is indicated the number of such ballots, and the reason of recognition them as the ballots executed executed not in due form. The report is attached to the first copy of the PEC Protocol is sent to the TEC.



## **2.10 Counting of ballots in mobile ballot boxes**

2.10.1 During the counting the ballots contained in mobile ballot boxes the Chairman of the PEC explains to the presents the sequence of action of the PEC members and the procedure on filling in of the line 7 of the Protocol on Voting Results.

2.10.2 Firstly, counting the ballots in contained in mobile ballot boxes is implemented. First, box-by-box, the portable boxes containing the ballots filled in by the early voters (if the early voting of the voters groups had been held in the precinct) are opened, then the ballot boxes with the ballots filled in by the voters voted outside the polling station at the voting day are opened.

2.10.3 Before the opening each mobile ballot box the number of voters voted using this ballot box is announced by the Chairman the Deputy Chairman, or the Election agent from the report on the early voting or report on the outside voting.

2.10.4 Before opening a mobile ballot box the integrity of seals (leads) of this mobile ballot box is checked and the Chairman of the PEC suggests to the members of the indicated commission, and other presents to make sure in it.

In the case of revealing the damage of seals (leads) the Chairman, the Deputy Chairman, or the election Agent executes the report on the fact and the kind of the damage of seals (leads) on the portable box which is signed by the present PEC voting members. The PEC members with a consultative capacity and the other persons indicated in the Clause 2.3.2 of the Regulations presenting during the check of integrity of seals (leds) on the mobile ballot box have right to sign this report.

In the case of the combined voting (several elections/referendums) the PEC members after the opening a ballot box sort ballots by elections/referendums types and put them into the different piles. Further actions on counting the ballots, pulled out of this mobile ballot box, are implemented separately for each type of elections/referendums.

2.10.6 Counting the ballots is implemented in such way so that the secrecy of ballot is not violated, and the ballots executed not in due form are separated. The number of pulled ballots is announced and recorded into the **line 7** of the extended form of the Protocol on voting results.

Herewith, if more than one mobile ballot box were presented in the precinct, the record for each mobile ballot box is made to the right of the squares for recording summarized data (only summarized data on all

mobile ballot boxes is recorded expressly into the line 7 of the Protocol). If the number of the ballots executed in due form does not exceed the previously announced number of the voters voted using this mobile ballot box, the PEC starts opening next mobile ballot box.

2.10.7 If the number of the ballots executed in due form revealed in a mobile ballot box exceeds the number of marks in the voters' list indicated the voting of an early voter, or the number of voters' requests containing the mark on receiving a ballot, all ballots contained in this mobile ballot box are recognized as invalid, and the report on this fact is executed and attached to the first copy of the Protocol on voting results, and which indicates surnames and initials of PEC members performed early voting or voting outside the polling station using this mobile ballot box (in the case of the different levels of elections in the situation above only the ballots of the relevant level of election are recognized as invalid).

The number of ballots recognized as invalid in that case is announced and recorded into the indicated report, and the summed up with the number of invalid ballots revealed during sorting the ballots. The record "The ballot is invalidated under the Section 13 of the Article 79 of the Federal Law on the Election of Deputies" is made on the face of each such ballot in the squares to the right of the names of political parties which is certified by the signs of two PEC voting members and the seal, and the ballots themselves are packed and sealed separately, and are not taken into account in the further vote counting.

2.10.8 After opening the mobile ballot boxes, the PEC summarizes the data on the number of ballots contained in mobile ballot boxes for all mobile ballot boxes, announces them and records into the **line 7** of the PEC Protocol on the voting results and its extended form (in the case of using technical counting means into the extended form only). Then the PEC starts opening the stationary ballot boxes.

## **2.11 Opening the stationary ballot boxes**

2.11.1 Before opening the stationary ballot boxes the Chairman of the PEC explains to the presents the procedure of the further processing the ballots.

2.11.2 Stationary ballot boxes are opened after the check of integrity of the seals (leads) on them.

In the case of the revealing damage of seals (leads) the Chairman, the Deputy Chairman or the Election Agent executes the report on the fact

and the kind of damage of seals (leads) on the stationary ballot box which is signed by the PEC voting members. The PEC members with a consultative capacity and the other persons indicated in the Clause 2.3.2 of the Regulations presenting during the check of integrity of seals (leads) on the stationary ballot box have right to sign this report.

2.11.3 After opening the stationary ballot boxes the ballots pulled out of them are mixed with the ballots pulled out of mobile ballot boxes.

If at the same time as the elections of Deputies of the State Duma are held the elections of deputies of the legislative (representative) governmental body of the Russian Federation Subject, elections for the local authorities, or referendums are held, the ballots are sorted and put into separate packs by types of elections or referendums and mixed with the ballots for corresponding elections pulled out of mobile ballot boxes.

The PEC is to take measures to provide the safety of ballots after distributing them into separate packs including independent storage of the indicated packs. In that case firstly the vote counting on the election of Deputies of the State Duma is implemented, then the counting ballots for the elections of deputies of the legislative (representative) governmental body of the Russian Federation Subject, for the referendum of the Russian Federation Subject, and then for the elections for the local authorities, or local referendum is implemented.

Simultaneous vote counting for the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation and for the other elections and referendums is not allowed.

2.11.4 Before the start processing the ballots for the election of deputies of the State Duma of the Federal Assembly of the Russian Federation, the PEC members should to make sure that after distributing the ballots by types of elections, referendums, the packs with the ballots for the indicated elections, referendums do not contain the ballots for the election of deputies of the State Duma of the Federal Assembly of the Russian Federation.

## **2.12 Vote counting and executing a protocol on voting results by the precinct election commission.**

2.12.1 Before the start sorting the ballots the Chairman of the PEC explains to the presents the sequence of the actions of the PEC members and the requirements of the Federal Law of Deputies of the State Duma concerning the ballots processing

2.12.2 For ease the sorting the ballots the using of labels with the names of political parties registered federal candidates lists is possible.

2.12.3 The PEC voting members sort the ballots pulled out of stationary and mobile ballot boxes putting them into the independent packs by the votes for each federal candidates list at the same time separating the ballots executed not in due form, i.e. issued unofficially, without special mark (stamp) or not certified by the PEC (without the PEC members' signs and (or) without the PEC seal), and invalid ballots (invalid ballots are such ballots which do not contain marks in the squares to the right of the names of political parties, or which contain marks in more than one squares).

If the PEC of precinct established in the remote or hard-to reach areas, on the ships sailing at the voting day, in the polar stations, beyond the borders of the Russian Federation made decisions of making the ballots by themselves, in such case the ballots not certified by the indicated PEC are recognized as invalid.

2.12.4 In the case of doubts in the defining the intention of the voter this ballot is put into the separate pack. After the sorting the PEC make decision on the validity of each doubtful ballot by the voting providing the record of recognition as invalid or valid on the back side of each such ballot. This record is certified by the signs of no less than two members of the PEC with a deciding vote and the seal of the PEC.

The ballot recognized as invalid or valid is put into the corresponding pack.

2.12.5 In sorting the ballots the PEC voting members announce the marks contained in the ballot of the voter and represent them for visual check to the presents. Simultaneous announce of the marks contained in two or more the ballots of voters is not allowed.

2.12.6 Invalid ballots are counted and summed up separately. The total number of invalid ballots (taking into account the number recognized as invalid under the Section 13 of the Federal Law on the Election of Deputies of the State Duma, i.e. the ballots pulled out of mobile ballot boxes and recognized invalid for the reason of their number exceeding the number of marks in the voters' list on the early voting or exceeding the number)

The number of the voters' requests containing the mark on receiving the ballot, and also the ballots recognized as invalid under the Clause 2.3.2 of the Regulations) is announced and recorded into the line 9 of the election results protocol and its extended form.

2.12.7 After sorting the ballots, counting the sorted ballots executed in due form is implemented (separately for each pack) by the number of votes for each registered federal candidates list.

Herewith the ballots are counted by the restacking them one by one in such way so that the persons present at the vote counting have the possibility to observe the voter's mark in each ballot.

Simultaneous counting the ballots from different packs is not allowed. After the announcing the data obtained are recorded into the line 9 and the next lines of the Protocol on Voting Results and its extended form).

### **2.13. Recording of electoral votes by a precinct election commission, cast for the registered federal list of candidates, withdrawn after or during an early voting of elector groups**

2.13.1. If an early voting of separate elector groups was conducted at an election precinct and after beginning of an early voting one or more registered federal lists of candidates were withdrawn, the chairman of the PEC explains to those present the order for handling ballots, in which voters ticked in the boxes to the right from information on federal lists of candidates, withdrawn after or during an early voting.

2.13.2. If the registered federal list of candidates was withdrawn after or during an early voting, and an early voting of separate elector groups was conducted at an election precinct, when determining voting results the PEC, after sorting of ballots by votes, including those cast for the specified federal list of candidates, come to a decision to recognize these ballots to be invalid (annex No. 1), which is attached to the protocol of voting results.

2.13.3. If two or more registered federal lists of candidates have been withdrawn, the number of ballots recognized as invalid, in which votes were cast for these federal lists of candidates, are summed.

2.13.4. The ballots recognized as invalid on these grounds are packed in separate sheaves by federal lists of candidates and sealed.

### **2.14. Filling of lines 8 and 10 of the protocol on voting results, review of the sorted ballots**

2.14.1. Before filling lines 8 and 10 of the protocol on voting results the PEC Chairman explains to those present the requirements of the Federal Law on Election of Deputies of the State Duma to fill them.

2.14.2. Voting members of the PEC determine the number of valid ballots by summing the data contained in line 19 and subsequent lines of the

PEC protocol on voting results, announce it and fill it in **line 10** of the protocol and its large size copy.

2.14.3. Voting members of the PEC determine the number of ballots of the specified form that were in stationary ballot boxes (by subtracting the data of line 7 from the amount of data in lines 9 and 10), announce it and fill it in **line 8** of the PEC protocol and its large size copy.

2.14.4. Then, the observers have the right to visually review the sorted ballots, foreign (international) observers under the control of voting members of the PEC, and non-voting members of the PEC have the right to make sure that calculation has been conducted properly.

## **2.15. Verification of control ratios**

2.15.1. When verifying control ratios of the data, given in the PEC protocol on voting results (numbers identify protocol lines, numbered according to Article 78 of the Federal Law on Elections of Deputies of the State Duma), the PEC chairman explains to those present the procedure for verification.

2.15.2. After reviewing the sorted ballots by non-voting members of the PEC, observers, foreign (international) observers, the following control ratios should be verified:

1 is more than or equal to  $3 + 4 + 5$ ;

2 is equal to  $3 + 4 + 5 + 6 + 17 - 18$ ;

$7 + 8$  is equal to  $9 + 10$ ;

10 is equal to  $19 +$  all subsequent lines of the protocol.

Before verifying control ratios, conformity of data records in protocol lines, performed in figures and words, is verified.

The second control ratio (2 is equal to  $3 + 4 + 5 + 6 + 17 - 18$ ) at first is verified with values of **protocol lines 17 and 18**, which are equal to 0.

2.15.3. If control ratios are performed, figure "0" is filled in lines 17 and 18 of the protocol and its large size copy.

2.15.4. If the specified control ratios are not performed, the PEC shall decide to make an additional data calculation for all or individual lines of the protocol, including an additional calculation of ballots and data by sheets of the voters list. Reliability of the act on getting the number of ballot copies from the TEC is also verified.

If as a result of an additional calculation it is necessary to bring amendments in the protocol, a new protocol form is filled, and appropriate amendments are filled in its large size copy. At that, each page of the old form of the protocol is marked "Wrong."

2.15.5. If as a result of an additional calculation of lines 2, 3, 4, 5 and 6 of the protocol control ratios again are not performed, the PEC makes an appropriate act, attached to the protocol, and fills the information on discrepancies in special lines of the protocol: in line 17 “The number of ballots lost” and in line 18 “The number of ballots not considered when received”. If the number, given in line 2, is more than the sum of the numbers, indicated in lines 3, 4, 5 and 6, the remainder of the number, given in line 2, and the sum of numbers in lines 3, 4, 5 and 6, is filled in line 17, while figure “0” is filled in line 18. If the sum of numbers in lines 3, 4, 5 and 6 is more than the number, specified in line 2, the remainder of the sum of numbers in lines 3, 4, 5 and 6, and the number, specified in line 2, is filled in line 18, while figure “0” is filled in line 17. After that, the second control ratio (2 is equal to  $3 + 4 + 5 + 6 + 17 - 18$ ) is verified with the values of lines 17 and 18 of the protocol, equal to values, calculated according to this Clause of the Manual.

Before verification of this control ratio the PEC should assure itself of strict compliance with the above calculating procedure for values of lines 17 and 18 of the protocol.

2.15.6. If in the course of the specified verification the PEC came to the conclusion that there was a theft (loss) of ballots, not given to voters, the ballots, previously recognized to be of an unidentified form, are again verified, and reliability of the act on getting the number of ballot copies from the TEC is verified. If after the verification a preliminary conclusion of the PEC is proved, , the PEC shall send an appropriate statement to law enforcement agencies.

2.15.7. The PEC after conducting the verification of control ratios is recommended to verify the following relations:

$3 + 4 + 5$  is more than or equal to  $9 + 10$ ;

4 is more than or equal to 8;

$3 + 5$  is more than or equal to 7.

The verification of these relations allows to evaluate the work of the PEC on calculation of valid and invalid ballots, as well as to avoid technical errors when filling in lines 7 and 8. When the situation described in Clause 2.10.6 of this Manual occurs, verification of the relation  $3 + 5$  is more than or equal to 7 is not performed.

If during the verification the PEC comes to the conclusion that there is a fact of excess of ballots, contained in the stationary ballot boxes, over the number of ballots, given to voters at polling stations on voting day, the PEC

should first of make sure that the number in line 8 of the PEC protocol on voting results is calculated correctly (Clause 2.14.3 of this Manual), verify once again all the ballots for compliance with the prescribed form, including verification of the seal, visual appearance of a special sign (mark), on which a dark band appears in case of photocopying, as well as verification of signatures of PEC members, certified the ballots. If after the verification conducted the preliminary conclusion of the PEC does not changed, the PEC makes an act of excess of ballots, contained in the stationary ballot boxes, over the number of ballots, given to voters at polling stations on voting day, which is attached to the first copy of the protocol on voting results of the PEC. The PEC should immediately inform the relevant TEC on drawing up the above act.

2.15.8. After carrying out these steps the chairman and secretary of the PEC verify data on the number of voters, who voted by absentee certificates at the polling station, specified in column 5 of the PEC Information on absentee certificates and in line 13 of the PEC protocol on voting results. If the data match, the chairman and secretary of the PEC sign the PEC Information on absentee certificates. If the data do not match, the chairman and secretary of the PEC clarify the data, including, if necessary, those by records in the voter list.

### **2.13. Recording of electoral votes by a precinct election commission, cast for the registered federal list of candidates, withdrawn after or during an early voting of elector groups.**

2.13.1. If an early voting of separate elector groups was conducted at an election precinct and after beginning of an early voting one or more registered federal lists of candidates were withdrawn, the chairman of the PEC explains to those present the order for handling ballots, in which voters ticked in the boxes to the right from information on federal lists of candidates, withdrawn after or during an early voting.

2.13.2. If the registered federal list of candidates was withdrawn after or during an early voting, and an early voting of separate elector groups was conducted at an election precinct, when determining voting results the PEC, after sorting of ballots by votes, including those cast for the specified federal list of candidates, come to a decision to recognize these ballots to be invalid (Annex No. 1), which is attached to the protocol of voting results.

2.13.3. If two or more registered federal lists of candidates have been withdrawn, the number of ballots recognized as invalid, in which votes were cast for these federal lists of candidates, are summed.



2.13.4. The ballots recognized as invalid on these grounds are packed in separate sheaves by federal lists of candidates and sealed.

## **2.14. Filling of lines 8 and 10 of the protocol on voting results, review of the sorted ballots**

2.14.1. Before filling lines 8 and 10 of the protocol on voting results the PEC Chairman explains to those present the requirements of the Federal Law on Election of Deputies of the State Duma to fill them.

2.14.2. Voting members of the PEC determine the number of valid ballots by summing the data contained in **line 19** and **subsequent lines** of the PEC protocol on voting results, announce it and fill it in **line 10** of the protocol and its large size copy.

2.14.3. Voting members of the PEC determine the number of ballots of the specified form that were in stationary ballot boxes (by subtracting the data of line 7 from the amount of data in lines 9 and 10), announce it and fill it in **line 8** of the PEC protocol and its large size copy.

2.14.4. Then, the observers have the right to visually inspect the sorted ballots, foreign (international) observers under the control of voting members of the PEC, and non-voting members of the PEC have the right to make sure that calculation has been conducted properly.

## **2.15. Verification of control ratios**

2.15.1. When verifying control ratios of the data, given in the PEC protocol on voting results (numbers identify protocol lines, numbered according to Article 78 of the Federal Law on Election of Deputies of the State Duma), the PEC chairman explains to those present the procedure for verification.

2.15.2. After reviewing the sorted ballots by non-voting members of the PEC, observers, foreign (international) observers, the following control ratios should be verified:

1 is more than or equal to  $3 + 4 + 5$ ;

2 is equal to  $3 + 4 + 5 + 6 + 17 - 18$ ;

$7 + 8$  is equal to  $9 + 10$ ;

10 is equal to  $19 +$  all subsequent lines of the protocol.

Before verifying control ratios, conformity of data records in protocol lines, performed in figures and words, is verified.

The second control ratio (2 is equal to  $3 + 4 + 5 + 6 + 17 - 18$ ) at first is verified with values of **protocol lines 17 and 18**, which are equal to 0.

2.15.3. If control ratios are performed, figure “0” is filled in lines 17 and 18 of the protocol and its large size copy.

2.15.4. If the specified control ratios are not performed, the PEC shall decide to make an additional data calculation for all or individual lines of the protocol, including an additional calculation of ballots and data by sheets of the voters list. Reliability of the act on getting the number of ballot copies from the TEC is also verified.

If as a result of an additional calculation it is necessary to bring amendments in the protocol, a new protocol form is filled, and appropriate amendments are filled in its large size copy. At that, each page of the old form of the protocol is marked “Wrong.”

2.15.5. If as a result of an additional calculation of lines 2, 3, 4, 5 and 6 of the protocol control ratios again are not performed, the PEC makes an appropriate act, attached to the protocol, and fills the information on discrepancies in special lines of the protocol: in line 17 “The number of ballots lost” and in line 18 “The number of ballots not considered when received”. If the number, given in line 2, is more than the sum of the numbers, indicated in lines 3, 4, 5 and 6, the remainder of the number, given in line 2, and the sum of numbers in lines 3, 4, 5 and 6, is filled in line 17, while figure “0” is filled in line 18. If the sum of numbers in lines 3, 4, 5 and 6 is more than the number, specified in line 2, the remainder of the sum of numbers in lines 3, 4, 5 and 6, and the number, specified in line 2, is filled in line 18, while figure “0” is filled in line 17. After that, the second control ratio ( $2$  is equal to  $3 + 4 + 5 + 6 + 17 - 18$ ) is verified with the values of lines 17 and 18 of the protocol, equal to values, calculated according to this Clause of the Manual.

Before verification of this control ratio the PEC should assure itself of strict compliance with the above calculating procedure for values of lines 17 and 18 of the protocol.

2.15.6. If in the course of the specified verification the PEC came to the conclusion that there was a theft (loss) of ballots, not given to voters, the ballots, previously recognized to be of an unidentified form, are again verified, and reliability of the act on getting the number of ballot copies from the TEC is verified. If after the verification a preliminary conclusion of the PEC is proved, the PEC shall send an appropriate statement to law enforcement agencies.

2.15.7. The PEC after conducting the verification of control ratios is recommended to verify the following relations:

3 + 4 + 5 is more than or equal to 9 + 10;

4 is more than or equal to 8;

3 + 5 is more than or equal to 7.

The verification of these relations allows to evaluate the work of the PEC on calculation of valid and invalid ballots, as well as to avoid technical errors when filling in lines 7 and 8. When the situation described in Clause 2.10.6 of this Manual occurs, verification of the relation 3 + 5 is more than or equal to 7 is not performed.

If during the verification the PEC comes to the conclusion that there is a fact of excess of ballots, contained in the stationary ballot boxes, over the number of ballots, given to voters at polling stations on voting day, the PEC should first of make sure that the number in line 8 of the PEC protocol on voting results is calculated correctly (Clause 2.14.3 of this Manual), verify once again all the ballots for compliance with the prescribed form, including verification of the seal, visual appearance of a special sign (mark), on which a dark band appears in case of photocopying, as well as verification of signatures of PEC members, certified the ballots. If after the verification conducted the preliminary conclusion of the PEC does not changed, the PEC makes an act of excess of ballots, contained in the stationary ballot boxes, over the number of ballots, given to voters at polling stations on voting day, which is attached to the first copy of the protocol on voting results of the PEC. The PEC should immediately inform the relevant TEC on drawing up the above act.

2.15.8. After carrying out these steps the chairman and secretary of the PEC verify data on the number of voters, who voted by absentee certificates at the polling station, specified in column 5 of the PEC Information on absentee certificates and in line 13 of the PEC protocol on voting results. If the data match, the chairman and secretary of the PEC sign the PEC Information on absentee certificates. If the data do not match, the chairman and secretary of the PEC clarify the data, including, if necessary, those by records in the voter list.

## **2.16. Packaging of ballots and absentee certificates**

2.16.1. When packing ballots the PEC chairman explains to those present the requirements of the Federal Law on Election of Deputies of the State Duma to carry out this work.

2.16.2. After completion of calculation ballots are packed in separate sheaves by votes, cast for registered federal lists. Invalid and canceled bal-

lots are packed in separate sheaves. Each sheaf with ballots contains the number of its ballots, the name of a political party, marked in the appropriate ballots, or it is marked with “Invalid ballots”, “Canceled ballots”. Ballots packed in such a manner, as well as ballots packed according to Clauses 2.9.4 and 2.10.6 of this Manual, packed absentee certificates, a voters list (packed separately) are placed in bags or boxes, which indicate the name of elections and the voting date, the number of an election precinct, the total number of all ballots packed, the total number of all absentee certificates packed.

At election precincts, where technical means of votes counting have been used – complexes for ballots processing, after signing the PEC protocol on voting results, ballots are extracted from a holding bin and without being sorted are packed in bags or boxes, which indicate the election name and the voting date, the number of a election precinct, the total number of all ballots packed.

Bags or boxes, including those with the voters list, are sealed and can be opened only by the decision of a higher election commission or a court. The PEC members can put their signatures on these bags and boxes, both voting and non-voting ones, as well as other persons, specified in Clause 2.3.2 of this Manual.

## **2.17. Conducting of the final meeting of the precinct election commission**

2.17.1. Before conducting the final meeting the PEC chairman explains to those present the requirements of the Federal Law on Elections of Deputies of the State Duma for further actions of PEC members.

2.17.2. After carrying out all necessary actions and calculations the PEC obligatorily holds the final meeting, where complaints (statements) are considered on violations of the Federal Law on Elections of Deputies of the State Duma, committed during voting and votes counting.

2.17.3. Before filling in the column “Information on the number of complaints (statements), received by the PEC on the voting day and before the counting of votes, attached to the protocol” the PEC chairman in the PEC protocol on voting results brings to the attention of those present the information on complaints (statements), received by the PEC on the voting day and before completing of votes counting, as well as decisions made by the PEC on these complaints (statements), enquires those present about comments and complaints against PEC actions (if necessary, the PEC considers comments, complaints and make decisions on them).

2.17.4. After that, the Register of complaints (statements), applications for violation of the Federal law on Elections of Deputies of the State Duma, received by the PEC, is signed, and the protocol column “Information on the number of complaints (statements), received by the PEC on the voting day and before the counting of votes, attached to the protocol” is filled (in the absence of complaints (statements) received by the PEC on the voting day and before the counting of votes, zeros are put in the appropriate column of the protocol).

Complaints (statements) received by the PEC during this period, but connected with elections of deputies of a legislative (representative) government body of the Russian Federation subject, local elections, if they are conducted together with elections of the deputies of the State Duma, are attached to the PEC protocol on voting results on relevant elections.

2.17.5. Then the PEC protocol on voting results is signed (according to section 1 of article 78 of the Federal Law on Elections of Deputies of the State Duma, the PEC draws its decision on the voting results by the protocol on voting results at the appropriate election precinct), and its certified copies are issued to the persons specified in Clause 2.3 .2 of this Manual at their request. The protocol is prepared in two copies and is signed by all voting members of the PEC, it contains the date and time (hours and protocol) of its signing. The signed protocol is sealed by the PEC. The protocol obtained with the usage of technical means of votes counting or with the usage of an electronic voting system or a computer takes a legal effect after signing it by the persons specified. It is not permitted to fill the protocol with a pencil and a pen, technical properties of which allow to completely erase the written text, as well as to make any amendments in it. Signing of the protocol with violation of this procedure is the basis for recognizing this protocol to be invalid and for vote recount.

2.17.6. If some voting members are absent when filling the PEC protocol on voting results, it is recorded in the protocol and the reason for their absence is stated, for example, “Sick”, “Business travel”, etc. The record is certified by the signature of the PEC chairman, deputy chairman or secretary.

2.17.7. The protocol is valid if it is signed by the majority of the established number of voting members of the PEC. If a signature of at least one voting member of the PEC is presented by the other member of the PEC or the third person when signing the protocol, this is the basis for recognizing this protocol to be invalid and for vote recount.

2.17.8. When signing the PEC protocol on voting results, a voting member of the PEC, who does not agree with the whole protocol or its individual provisions, may attach his dissenting opinion in writing to the protocol, what is marked in the space for a signature of the relevant PEC member with “Dissenting opinion” and this voting member of the PEC puts his signature.

## **2.18. The procedure for issuing copies of the protocol on voting results of the precinct election commission**

2.18.1. After signing the protocol on voting results the PEC chairman explains to those present the procedure for further actions of PEC members and relevant requirements of the Federal Law on Elections of Deputies of the State Duma.

2.18.2. At the request of a PEC member and other persons, specified in Clause 2.3.2 of this Manual, the PEC immediately after signing the PEC protocol on voting results (including those marked “Repeated” and “Vote recount”) should issue to those persons certified copies of the first copy of the protocol on voting results. The PEC records the fact of issuance of a certified copy of the protocol in the appropriate register, which indicates the last name, the first name, the patronymic and the status in the election campaign of the person, who is issued the certified copy of the protocol on voting results, the number of the copy of the protocol issued, and the person, who has obtained the copy, signs it, indicating the contact telephone number, on which, if necessary, he/she can be informed about the PEC meeting for re-signing of the protocol or for vote recount, as well as the date and time of receipt of a copy of the protocol.

2.18.3. Responsibility for timely issuance of copies of the PEC protocols on voting results is imposed on the PEC chairman or the person, taking his place, responsibility for full conformity of data, contained in the copy of the protocol, the data contained in the report, is imposed on the person certified this copy of the report.

A copy of the PEC protocol on voting results, which must fully comply with the original protocol in form and content, is certified by the chairman, deputy chairman or the secretary of the PEC, after verifying compliance of the data in the copy of the protocol with the data, contained in the first copy of the PEC protocol on voting results, signed by all voting members of the PEC present (the number of the copy, the number of an election precinct, address of a polling station, numeric data filled in all lines of the

protocol – in this case it is necessary to check conformity of the value of a number, recorded in figures and words), then it is marked “Copy” in the certified document on its front side in the upper right corner, then following lines of the protocol or indication of the date and time of drawing up the protocol it is marked “Right” or “True copy”, he/she indicates his last name, first name, patronymic and position in the election commission, signs and obligatory indicates the date and time (hour, minute) of certification and puts the PEC seal. On the front side next to the word “Copy” it is necessary to indicate the number of the copy of “No. \_\_\_\_”, corresponding with the number listed in the register of issuance of copies of the protocol. If the copy of the protocol on voting results is drawn up in more than one sheet, each sheet is certified according to the above procedure.

2.18.4. When conducting an early voting for all voters of the polling station, data from the copy of the PEC protocol on voting results, issued to the person from those listed in Clause 2.3.2 of this Manual, cannot be made public before 9 pm. at Moscow time on the voting day in elections of deputies of the State Duma.

## **2.19. Procedure of work with the protocol of the precinct election commission on voting results after its signing**

2.19.1. The first copy of the PEC protocol on voting results after its signing by all voting members of the PEC present and issue of its certified copies to persons, entitled to receive them, should be immediately sent to the relevant TEC and is not a subject to return to the PEC.

PECs, formed at election precincts outside the territory of the Russian Federation, send the first copy of the protocol together with the attached documents directly to the CEC of Russia, and if the TEC is formed according to section 3 of article 20 of the Federal Law on Elections of Deputies of the State Duma – in the given TEC.

2.19.2. The first copy of the protocol includes dissenting opinions of voting members of the PEC, complaints (statements) about violations of the Federal Law on Elections of Deputies of the State Duma, received by the PEC on the voting day and before the end of vote counting, the PEC information about absentee certificates, as well as PEC decisions made on these complaints (statements) and acts and registers made by it. Certified copies of these documents and decisions of the PEC are attached to the second copy of the protocol. The first copy of the protocol with the attached documents is delivered to the TEC by the chairman, secretary or

other voting member of the PEC by order of its chairman. When sending the protocol other PEC members may be present, as well as observers, directed to this PEC.

2.19.3. All ballots of PECs, formed in election precincts outside the territory of the Russian Federation, including the ballots, except for the first copy of the PEC protocol on voting results and documents attached to it, submitted to the higher election commission, are stored in diplomatic premises and consular institutions of the Russian Federation at least one year after the official publication of results of elections of deputies of the State Duma, and then they are destroyed by drawing up the act according to the procedure established by the Central Election Commission of the Russian Federation.

2.19.4. According to clause 31 of article 68 of the Federal Law on Basic Guarantees and section 28 of article 79 of the Federal Law on Election of Deputies of the State Duma, the second copy of the PEC protocol on voting results is given for examination to the persons, specified in clause 2.3.2 of this Manual, and its certified copy is posted up for general acquaintance at the place, established by the PEC. The second copy of the protocol together with the election documents, provided by the Federal Law on Elections of Deputies of the State Duma, including sealed ballots, lists of non-voting members of the PEC and other persons, specified in clause 2.3.2 of this Manual, who are present when determining voting results and drawing up the protocol, the voters list and the PEC stamp are given for storage in the appropriate TEC no later than five days after the official publication of the results of elections of deputies of the State Duma. Responsibility for the safety of the voters list and the PEC stamp after their transfer to the TEC is imposed on the TEC chairman. Voters lists and the PEC stamp of all election precincts, established in the given territory, are stored in a safe or other place specially designated for storing documents, which are closed for access of outsiders.

2.19.5. If after signing the PEC protocol on voting results and sending its first copy to the TEC, the PEC, which prepared the protocol, identifies an inaccuracy in lines 1-18 of the protocol (including a cleric error, a misprint or an error in data summing), or if an inaccuracy is identified by the TEC during the preliminary check of the protocol accuracy, the PEC should in its meeting consider the question on making amendments in lines 1–18 of the protocol. The PEC, informing about conducting this meeting according to section 2 of article 29 of the Federal Law on Elections of



Deputies of the State Duma, must indicate, that this question will be considered in it. The PEC must obligatory inform about its decisions its non-voting members, representatives of mass media, and other persons present at drawing up of the previously approved PEC protocol on voting results. In this case, the PEC draws up the protocol on voting results, marked “Repeated”.

If it is necessary to make amendments in line 19 and subsequent lines of the protocol, vote recount is conducted in the procedure provided for in section 17 of article 80 of the Federal Law on Elections of Deputies of the State Duma. Violation of this procedure in redrawing up the protocol is the basis to recognize of this protocol to be invalid.

At the request of a PEC member and persons specified in clause 2.3.2 of this Manual, the PEC issues them copies of the protocol on voting results marked “Repeated” or “Vote recount” and certifies them in the procedure specified in clauses 2.18.2 and 2.18.3 of this Manual. This protocol shall be immediately sent to the TEC. The PEC protocol on voting results, previously submitted to the TEC, is attached to the protocol marked “Repeated” or “Vote recount”.

## **2.20. The usage of technical means of votes counting, electronic voting systems, transfer of information on elections through communication channels**

2.20.1. By decision of the CEC of Russia or on the basis of its order by decision of the election commission of the Subjects of the Russian Federation (hereinafter – ECRFS) the PEC uses technical means of votes counting in voting at elections of deputies of the State Duma of the Federal Assembly of Russian Federation instead of stationary ballot boxes, at that, in the case of combined elections of different levels it is necessary to use of these technical means while counting votes in all elections. Electronic voting systems are used in conducting electronic voting.

The decision to hold electronic voting is taken by the Central Election Commission of the Russian Federation. The procedure of electronic voting, votes counting and determination of voting results at an election precinct, the form of the protocol on voting results of an election commission, as well as details of determination of voting results by higher commissions and determination of election results on the basis of results of electronic voting are established by the Central Election Commission of the Russian Federation.

The list of election precincts, which use technical means of vote counting and electronic voting systems are established by the CEC of Russia or by its order by the relevant ECSRF.

When using technical means of votes counting of the PEC, vote counting is performed according to clause 24 of article 68 of the Federal Law on Basic Guarantees. The PEC protocol on voting results, obtained with the usage of technical means of votes counting, filled in two copies, takes a legal effect after its signing by all voting members of the PEC present. The date and time (hours and protocol) of signing are indicated in the protocol.

2.20.2. The order and terms of transfer, processing and usage of information about elections (including, if necessary, the PEC information about absentee certificates), transferred through communication channels, in the preparation and conduct of the elections of deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation and election of the President of the Russian Federation at election precincts, established on ships at sea, at polar stations, in remote or hard-to-reach areas or outside the Russian Federation, are set by the decision of the CEC of Russia.

### **3. The territorial election commission**

#### **3.1. Counting of absentee certificates, ballots cancellation**

3.1.1. On the voting day before voting, voting members of the TEC count and cancel, cutting off the upper left corner, unused absentee certificates held in the TEC. The relevant act on the number of the unused absentee certificates is drawn up.

3.1.2. After executing the above procedures the relation is verified: the number of absentee certificates received by the TEC must be equal to the sum of the number of absentee certificates issued to voters by the TEC, the number of absentee certificates issued to the subordinate PEC by the TEC, the number of unused absentee certificates, canceled by the TEC, and the number of absentee certificates lost in TEC. If the specified control ratio is not performed, the TEC takes a decision on additional counting of the unused absentee certificates canceled. If after additional counting this relation is not performed, the TEC draws up an act about loss of the form of an absentee certificate, takes an appropriate decision, which is attached to the TEC protocol on voting results, and fills in information about a discrepancy in the relevant data line “the number of absentee certificates lost in the TEC.” If this relation is performed, the figure “0” is given in this line.

3.1.3. After the lapse of the voting, voting members of the TEC cancel, cutting off the upper left corner, the ballots held in the TEC. The relevant act is drawn up on the number of ballots canceled. Persons, specified in clause 2.3.2 of this Manual, May be present when cancelling the ballots.

3.1.4. After drawing up the acts, specified in clauses 3.1.1, 3.1.2, 3.1.3 of this Manual, the chairman, vice-chairman or secretary of TEC transfers data on the number of the unused absentee certificates canceled, absentee certificates lost and canceled ballots to the system administrator of the TEC system of automatic means to enter in the GAS “Vybory”.

### **3.2. Integration of information on opening polling stations, on participation of voters in elections**

3.2.1. On the voting day, voting members of the TEC receive information by the telephone or otherwise from the chairmen or secretaries of the PEC about opening of polling stations (as of 8 am at local time) and according to the terms and the procedure of information transfer, established by the CEC of Russia (as of 10 am, 12 am, 15.00 pm, 18.00 pm at local time) – information about participation of voters in elections. After obtaining the relevant information, the chairman, deputy chairman or the secretary of the TEC transfers this information to the system administrator, providing operation of the TEC system of automatic means, to enter in the GAS “Vybory” and to transfer the information through telecommunication channels of GAS “Vybory” to the higher election commissions.

### **3.3. Organization of work on summing the data, contained in the protocols of precinct election commissions, on voting results**

3.3.1. On the basis of data in PEC protocols on voting results, including those transferred through communication channels from the PECs, formed in election precincts in remote or hard-to-reach areas, on ships in the sea on the voting day, at polar stations or outside the Russian Federation, the TEC determines voting results in the relevant territory after the preliminary check of accuracy of protocols no later than the third day after the voting day by summing all data, specified in them.

The TEC chairman determines the procedure of work of the TEC members on the voting day and the processing procedure for PEC protocols beforehand. Summing of data, contained in these protocols, is carried out directly by voting members of the TEC.

At that, persons, specified in clause 2.3.2 of this Manual, can be present.

3.3.2. Receipt of PEC protocols on voting results, summing of data, contained in these protocols, and drawing up the TEC protocol on voting results are carried out in the same room. All the actions of TEC members on receipt of PEC protocols on voting results, summing the data, contained in them, and drawing up the TEC protocol on voting results should be in sight of TEC members and other persons, specified in clause 2.3.2 of this Manual.

In that room the large scale TEC summary table should be placed, which is filled with the data of the first copy of the PEC protocol on voting results with the time of their filling immediately after arrival of the chairman, secretary or other voting member of the PEC by order of the chairman. Data of the PEC protocol on voting results are filled in the large scale TEC summary table by the chairman, secretary or other voting member of the PEC by order of the chairman.

The large scale summary table does not replace the summary table attached to the TEC protocol and has no legal significance.

The large scale summary table should be placed so that the observers and other persons, specified in clause 2.3.2 of this Manual, have the possibility freely to acquaint themselves with the information of PEC protocols on voting results received.

3.3.3. In case of conducting an early voting in accordance with article 76 of the Federal Law on Elections of Deputies of the State Duma and receipt of data of PEC protocols on voting results by the TEC, transferred through communication channels, these data are stored by the chairman of the relevant TEC until the end of voting on the voting day.

After 8 pm at local time on the voting day the chairman, deputy chairman or the secretary of TEC fills in the data of PEC protocols on voting results, received by the TEC through communication channels, in the large scale summary table, including data of PEC protocols of election precincts, where an early voting of all voters was conducted (if original protocols has not yet been delivered to the TEC), and signs in the appropriate boxes of the large scale summary table. Then the data of the above protocols of the TEC system of automatic means are entered in the GAS "Vybory" and in the TEC summary table.

3.3.4. After entering data of the PEC protocol on voting results in the large scale TEC summary table the chairman, secretary or other voting member of the PEC by order of the chairman transfers the first copy of the

PEC protocol on voting results with the attached documents to the voting member of the TEC, which verifies the accuracy of drawing up the protocol and completeness attached documents, including the PEC information about absentee certificates, at receipt of which he/she compares the data, specified in them, with the relevant data of the PEC protocol PEC on voting results. The data, contained in the report, are immediately entered into the GAS “Vybory”. If after entering the data, contained in the protocol, into the GAS “Vybory”, technical errors in entering are detected, correcting data is entered in the GAS “Vybory” by the motivated decision of the TEC only.

3.3.5. If the PEC protocol on voting results is drawn up with violation of the requirements for drawing up the protocol, provided by the Federal Law on Elections of Deputies of the State Duma, the PEC must draw up the second protocol according to the requirements of clause 2.19.5 of this Manual, and the original protocol remains in the TEC.

When submitting the PEC protocol marked “Repeated” to the TEC, the chairman, deputy chairman, secretary or the authorized voting member of the PEC immediately after its receipt fills in the data of this protocol, indicating the time of filling them in the large scale summary table on the relevant territory in the corresponding column, at that, the data from the repeated protocol are filled next to the already revised data of the original protocol. If the repeated PEC protocol has been received by the TEC through communication channels, the chairman, deputy chairman or the secretary of TEC fills in the data from this protocol in the large scale summary table and signs it in the appropriate boxes. If data from the repeated protocol do not match in any line, data from the original protocol are crossed out by one slant line.

The procedure of further work with the repeated PEC protocol on voting results in the TEC is similar to the procedure of work with the original TEC protocol on voting results.

3.3.6. If the submitted together with the protocol of voting results information about the PEC absentee certificates identified weaknesses in the design of a detected error in the data, including the discrepancy referred to in these data with the corresponding rows of the protocol of voting results, LIC inform the PEC.

The Chairman and Secretary of the PEC to identify the causes of inaccuracies, inconsistencies, where necessary, new information marked “Duplicate”, who immediately forwarded to the TEC.

If errors have been detected in filling out the PEC information about absentee certificates, submitted together with the protocol on voting results, or data inaccuracy, including the discrepancy of the data, specified in them, with the data of relevant lines of the protocol on voting results, the TEC informs the PEC about it.

The chairman and secretary of the PEC identify the reason of inaccuracy, discrepancies, and compose, if necessary, new information marked “Repeated”, which are immediately sent to the TEC.

3.3.7. If the PEC protocol on voting results is drawn up according to the requirements for drawing up the protocol, provided by the Federal Law on the Elections of Deputies of the State Duma, a voting member of TEC fills in the data, contained in this protocol, in the summary table of the TEC. The chairman, secretary or other voting member of the PEC, who transferred the protocol to the TEC member, signs in the large scale TEC summary table under the data, contained in this protocol.

3.3.8. Upon detection of errors and disparities in the protocol on voting results or doubts concerning accuracy in drawing up the protocol, received from the PEC, the TEC may take a decision to conduct a vote recount of the PEC or to conduct an independent vote recount at the relevant election precinct. The vote recount, conducted by the TEC decision, must be completed before drawing up the relevant protocol (summary table) of the TEC.

3.3.9. Upon receipt of PEC acts on detection of ballots of an unidentified form by the PEC, the TEC considers them and takes an appropriate decision on them, which is sent to the ECRFS together with the protocol.

3.3.10. According to section 1 of article 92 of the Federal Law on the Elections of Deputies of the State Duma, if violations of the Federal law on the Elections of Deputies of the State Duma and of the Federal Law on Basic Guarantees have been committed in conduct of voting or determining its results, the TEC before determining voting results may cancel the decision of the PEC on voting results and decide to conduct a vote recount, and if the violations committed do not allow to reliably determine the results of the will expression of voters – to recognize voting results to be invalid.

Grounds for recognizing by the TEC of voting results at an election precinct to be invalid can only be documented and proven violations of the requirements of the law on the voting procedure and counting of votes, which do not allow to reliably determine the results of the will expression of voters.

Voting results can be recognized to be invalid also by a decision of the court (according to subclause “c” of clause 9 of article 70 of the Federal Law on Basic Guarantees).

3.3.11. If voting results at an election precinct are recognized to be invalid, the large scale summary table of the protocol on the relevant PEC is filled with the data of line 1 only of the PEC protocol on voting results, which are not then summed. When drawing up the TEC protocol these data are considered when filling the line item “The total number of voters included in voters lists at the end of voting at election precincts, voting results of which have been considered to be invalid.” When entering the data of the protocol on voting results of this PEC in GAS “Vybory”, only data of line 1 of the protocol are entered, indicating the date and reasons for taking a decision on recognition of voting results at an election precinct to be invalid.

In case of recognition of voting results at an election precinct to be invalid after drawing up the TEC protocol on voting results, this TEC should draw up a new protocol on voting results marked “Repeated”.

3.3.12. After determining voting results by the ECSRF, the TEC decision on voting results may be recalled only by the court, or the court may decide to amend the protocol of the electoral commission and (or) the summary table.

If the court decides to amend the TEC protocol and (or) the summary table, the TEC draws up a new protocol on voting results marked “Repeated” and (or) a new summary table marked “Repeated”.

#### **3.4. Calculation of votes by the territorial election commission, cast for the registered federal list of candidates, withdrawn after early voting**

3.4.1. If a registered federal list of candidates is withdrawn after an early voting and the TEC receives the PEC protocol on voting results, where the number of votes, cast for this federal list, is considered in the appropriate line after line 18 of the protocol, the TEC decides to recognize this number to be equal to the number of relevant ballots, and to recognize these ballots to be invalid (Annex No. 2). By the TEC decision the specified number of ballots in summing the data, contained in PEC protocols, shall be deducted from the total number of data in lines 10 of these protocols, and added to the total number of data, contained in lines 9.

3.4.2. The number of votes, cast for the federal list of candidates, specified in clause 3.4.1 of this Manual, filled in the appropriate line after line

18 of the PEC protocol, is not filled in by the TEC in lines of its protocol and summary table on voting results in this territory.

### **3.5. Drawing up of the protocol on voting results of a territorial election commission**

3.5.1. According to voting results the TEC draws its decision on voting results by the protocol on voting results, which shall contain the following information:

- 1) the number of PECs in the relevant territory;
- 2) the number of received PEC protocols on voting results, according to which this protocol is drawn up;
- 3) the number of election precincts, voting results in which were recognized to be invalid, and the total number of voters, included in voters lists in these election precincts at the end of voting;
- 4) summarized data for all lines of PEC protocols on voting results, provided by section 2 of article 78 of the Federal Law on Elections of Deputies of the State Duma;
- 5) the number of absentee certificates, received by the TEC, the number of absentee certificates, issued to subordinate precinct election commissions, the number of unused absentee certificates, canceled by the TEC, the number of absentee certificates lost in the TEC.

3.5.2. After summing up the information, contained in PEC protocols, accuracy of votes counting in the TEC protocol is verified in the same manner as in verifying the PEC protocol.

The summary table and the protocol for signing by TEC members are recommended to drawn up with the help of GAS “Vybory”. At that, the data of the summary table, drawn up with the help of GAS “Vybory”, are obligatory compared with the data from the first copies of PEC protocols and the data, filled in the summary table, which is drawn up according to the procedure established by clause 3.3.7 of this Manual, and is attached to the second copy of the summary table.

3.5.3. The TEC protocol on voting results is drawn up in two copies and signed by all voting members of the TEC present with indication of the date and time (hours and minutes) of its signing. The signed protocol is certified by the TEC seal. Signing of the protocol with violation of this procedure is the basis to recognize this protocol to be invalid.

The following is attached to each copy of the TEC protocol on voting results:



1) the TEC summary table, which includes full data, contained in all PEC protocols on voting results received by the TEC;

2) acts on transfer of ballots by the TEC to the appropriate PEC, as well as cancellation of unused ballots, kept in TEC, indicating the number of these ballots;

3) acts on issue of absentee certificates to voters by the TEC, on transfer of absentee certificates to the appropriate PEC, as well as cancellation of unused absentee certificates, kept in the TEC, with an indication of an amount and numbers of such ballots.

Acts, specified in this clause of this Manual, are signed by the chairman (deputy chairman) and the secretary of the TEC.

3.5.4. If some voting members of the TEC are absent when filling the protocol on voting results, the chairman, deputy chairman or the secretary of the TEC makes a record in the protocol opposite the last name of this TEC member (members) and indicates the reason for his (their) absence, for example, “Sick”, “Business travel”, etc. This record is certified by the signature of the TEC chairman, deputy chairman or secretary. The protocol is valid if it is signed by the majority of the established number of voting members of the TEC.

3.5.5. It is not permitted to fill the protocol with a pencil and a pen, technical properties of which allow to completely erase the written text, as well as to make any amendments in it. A voting member of the PEC, who does not agree with the whole protocol or its individual provisions, may attach his dissenting opinion in writing to the protocol, what is marked in the space for a signature of the relevant PEC member with “Dissenting opinion” and this voting member of the PEC puts his signature.

### **3.6. The summary table to the territorial election commission Protocol on voting results**

3.6.1. When filling a summary table, which copies are attached to every territorial election commission Protocol copy, all Precinct Election Commission Protocol data are filled into relevant lines. It is necessary to specify the number of the copy, sheets amount and index number of the summary table sheet at every sheet of the summary table. In case if summary table sheet does not fit one paper sheet of A3 format, then copy number, sheets amount and index number of the summary table sheet are specified at every paper sheet.

The column “Total” is filled only at the last sheet of the summary table. Printed summary table is checked with the first copies of Precinct Election Commission Protocol data.

3.6.2. Every sheet of summary table is signed by the chairman and the secretary of the territorial election commission and certified with its seal with indication of the summary table compiling date. In case if summary table sheet does not fit one paper sheet of A3 format, then every paper sheet of summary table is signed by the chairman and the secretary of the territorial election commission and certified with its seal with indication of the summary table compiling date.

### **3.7. Work with the voting results protocol of the territorial election commission**

3.7.1. It is necessary to hold a final session for the investigation of reached the address of commission appeals (claims) against violations of the Federal Law on Election of deputies of the State Duma committed when voting, voters' head counting, establishing voting results, of reached special opinions of Precinct Election Commission voting members, acts attached to the first copies of the Precinct Election Commission Protocol (in particular, about facts of stealing (losing) of election documents, facts of exceeding of necessary amount of ballots), reached Precinct Election Commission decisions on appeals (claims) reached to their address against the violation of the Federal Law on Election of deputies of the State Duma, and also appeals (claims) reached Territorial Election Commission related to the voting, head counting and Precinct Election Commission Protocol compiling, prior to signing of the voting results Protocol of the territorial election commission.

Territorial Election Commission makes a decision according to the identified facts of violations of the Federal Law on Election of deputies of the State Duma and has the right to address Law-Enforcement bodies, reporting about this to the election commission of a subject of RF.

Then Territorial Election Commission after checking of compliance with control data ratio, filled in Protocol and ratio, established in the Clauses 2.8.5, 2.15.7 and 3.1.2 of the present Instruction, signs the voting results Protocol and issues its certified copies to the persons, specified in the Clause 2.3.2 of the present Instruction.

3.7.2. Territorial Election Commission voting results Protocol is compiled in two copies and signed by all attendant Territorial Election

Commission voting members, Protocol signing date and time (hours and protocol) are specified there. Signing Protocol with the violation of specified order is a basis for nullification of Protocol.

3.7.3. Special opinions of the Territorial Election Commission members, and appeals (claims) against the violations of the Federal Law on Election of deputies of the State Duma, committed when voting, voters head counting, voting results, reached the noted commission at the period, which starts on the voting day and ends on the voting results Protocol of the Territorial Election Commission compiling day, and decisions, made in accordance with reached appeals (claims) are attached to the first copy of the voting results Protocol of the Territorial Election Commission. Certified copies of the special opinions, appeals (claims) and the Territorial Election Commission decisions are attached to the second copy of Protocol.

3.7.4. The first copy of the voting results Protocol of the Territorial Election Commission after its signing by all attendant Territorial Election Commission voting members, together with the documents and first copies of the voting results Protocol of the Precinct Election Commission, and Precinct Election Commission information about absentee certificates, attached to it, are immediately sent to the election commission of a subject of RF. The voting results Protocol of the Territorial Election Commission, compiled in accordance with the section 3 of the article 20 of the Federal Law on election of deputies of the State Duma, is sent to the Central Election Commission of the Russian Federation. The voting results Protocol of the Territorial Election Commission, which was sent to the superior election commission, is not the subject to return to the Territorial Election Commission.

3.7.5. The second copy of the voting results Protocol of the Territorial Election Commission, the second copies of the summary table and acts, specified in the Clause 3.5.3 of the present Instruction, are provided to the Territorial Election Commission members, the superior election commissions members with the right of the decisive vote, other persons, specified in the Clause 2.3.2 of the present Instruction, for information, and its certified copies are put up for the public information at place, chosen by the Territorial Election Commission.

3.7.6. The chairman, deputy chairman or the secretary of the Territorial Election Commission, after checking the compliance of Protocol copies' data with the original Protocol' data, contained in the first copy of the vot-

ing results Protocol, signed by all attendant Territorial Election Commission voting members (copy number, Territorial Election Commission name, numeric data, filled in all Protocol lines), writes “Copy” in the document, being certified, on the top side in the upper right corner, then after lines of Protocol or notice stating date and time of Protocol compiling, writes “True” or “True copy”, writes his/her surname, name and patronymic, title in the election commission, signs and it is also necessary to specify date and time (hours and protocol) of the certification and set a seal of the Territorial Election Commission, when presenting to the Territorial Election Commission members and persons, specified in the Clause 2.3.2 of the present Instruction, copies of the voting results Protocol of the Territorial Election Commission, which in the form and content shall fully comply with original Protocol. On the top side near the word “Copy” one should specify the copy number “No \_\_”, corresponding to the number, specified in the register of the issuance of the copies of Protocol.

Territorial Election Commission notes the issuance of the certified copy of Protocol in the relevant register, where surname, name, patronymic and title of the person in the election commission, whom the certified copy of the voting results Protocol is issued to, Protocol copy number are filled in, and a person, received the copy, signs and specifies contact telephone number, by which he/she can be notified in case of necessity of holding the Territorial Election Commission session for signing of the duplicative Protocol or for the vote recounting.

The chairman of the Territorial Election Commission or person, replace him is responsible for the timely issuance of the copies of voting results Protocol of the Territorial Election Commission, and the person, certified the copy of Protocol is responsible for the fullness and veracity of the data, contained in the copy of voting results Protocol.

3.7.7. Territorial Election Commission shall consider on its session a question about Protocol and (or) the summary table emendation in case, if the commission, which compiled Protocol and summary table, or the superior election commission after signing of the voting results Protocol of the Territorial Election Commission and (or) the summary table of the Territorial Election Commission and its first copies’ sending to the superior election commission of the Territorial Election Commission during the examination identified inaccuracy (including clerical error, misprint or an error in the summation of data, contained in voting results Protocol of the Precinct Election Commission).

Territorial Election Commission notifying about holding of the specified session in accordance with the section 2 of the article 29 of the Federal Law on the election of deputies of the State Duma, shall specify, that it is going to consider such question. It is necessary that Territorial Election Commission notifies all its members with the right of the decisive vote and other persons, specified in the Clause 2.3.2 of the present Instruction, and attendant when the earlier signed Protocol of Territorial Election Commission was compiled, about its decision. In this case Territorial Election Commission compiles voting results Protocol and (or) the summary table, where it makes a note "Repeated". Specified Protocol and (or) the summary table are immediately sent to the superior election commission. Voting results Protocol and (or) the summary table, earlier provided by Territorial Election Commission to the superior election commission, are attached to the repeated Protocol and (or) the repeated summary table. Violation of the specified order of the compilation of the repeated Protocol and (or) repeated summary table is a basis for the repeated Protocol nullification.

Territorial Election Commission provides the Territorial Election Commission members, persons, specified in the Clause 2.3.2 of the present Instruction, voting results Protocol copies and certifies it in order, specified in the Clause 3.7.6 of the present Instruction on their request.

3.7.8. If Territorial Election Commission identified inaccuracy (including clerical error, misprint or an error in the summation of data, contained in Protocol of the Precinct Election Commission) after signing Protocol and (or) the summary table with voting results, but prior to its first copies sending to the election commission of a subject of RF, it shall immediately consider a question on its session about Protocol and (or) the summary table emendation, make the appropriate decision and compile new Protocol with "Repeated" and (or) the new summary table with "Repeated". The first copies of either repeated and the first Protocol and the summary table are sent to the election commission of a subject of RF. Herewith the copies of repeated Protocol are issued in the order, specified in the Clause 3.7.6 of the present Instruction.

3.7.9. Territorial Election Commission has the right to make a decision about necessity of recounting votes by Precinct Election Commission or recount it itself on the relevant election district if it identified the mistakes and discrepancy in voting results Protocol, which was sent by Precinct Election Commission, or in case of doubting in its compilation correctness.

Specified repeated counting can be held prior the Territorial Election Commission establishment of voting results and voting results Protocol compilation.

3.7.10. Recounting of voters' voices is held by Precinct Election Commission, which compiled and proved Protocol which is subject to examination, in the presence of the Territorial Election Commission voting member (members), or the Territorial Election Commission, which made decision to recount voters' voices. The election commission, which recounts voters' voices, notifies the members of the relevant Precinct Election Commission, other persons, specified in the Clause 2.3.2 of the present Instruction, who have the right to attend while voters' voices recounting. According to the results of recounting of voters' voices the election commission, which held such recount, compiles voting results Protocol with the note "Voters' voices recounting". Manufactured and certified copies of such Protocol are issued to the persons, specified in the Clause 2.3.2 of the present Instruction, in the order, specified in the articles 2.18.2, 2.18.3 of the present Instruction. Protocol is immediately sent to the Territorial Election Commission if it is compiled by the Precinct Election Commission. Voting results Protocol, earlier provided the Territorial Election Commission by the Precinct Election Commission is attached to new Protocol. Violation of the specified order of voters results Protocol compilation with the note "Voters' voices recounting", committed by the election commission, which held recounting of voters' voices, is a basis for Protocol nullification.

3.7.11. Data, which should be corrected, are filled in GAS "Vybory" only on reasoned decision of the Territorial Election Commission in case of identifying of a technical mistake when filling voting results Protocol of the Precinct Election Commission data in the database of State Automated System "Vybory". The draft decision can be prepared by the head of the control group of the Territorial Election Commission on each case of technical mistake commitment.

### **3.8. Use of GAS "Vybory" in work of territorial election commissions**

3.8.1. The Territorial Election Commission organizes data entry into the State Automated System (GAS) "Vybory" and transmission to higher election commissions of information about opening of the voting premises, data on voter participation in the election, information on traffic record of

absentee certificates and ballots, data from the Precinct Election Commission protocols in accordance with terms and procedure of information transmission established by the Central Election Commission (CEC) of the Russian Federation.

3.8.2. Operation of the Complex of Automated Facilities (CAF) of GAS “Vybory” is carried out by a system administrator according to the requirements of the maintenance documentation, provision about information center of the election commission of a Subject of the Russian Federation, and duty regulations of a worker of the information center of the election commission of a Subject of the Russian Federation, performing functional responsibilities of a system administrator of the CAF in the Territorial Election Commission.

3.8.3. The system administrator providing operation of the CAF of GAS “Vybory” in the Territorial Election Commission works under the guidance of the Territorial Election Commission chairman, in cooperation with a control group leader and control group members. The system administrator shall be obliged upon request of the control group leader and control group members to explain significance and purpose of the performed actions, and to introduce available technical and maintenance documentation to them.

3.8.4. By the decision of the Territorial Election Commission, the data entry specified in clause 3.8.1 of the present Instruction can be organized at the same time in two and more automated working places, included according to the maintenance documentation and configuration of software and hardware facilities in the automation complex of the Territorial Election Commission. In this case the work must be organized as follows: system administrator gives instructions to the operators of working places, and duties of the control group members are distributed in such a way to surely provide a control group member at each automated working place when receiving reports of the Precinct Election Commission.

Operators of the automated working places can be:

members of the election commissions;

the election commission staff workers, including system administrators of the CAF of the election commission of a Subject of the Russian Federation and the Territorial Election Commission, being workers of information centers of the election commission of a Subject of the Russian Federation, and government officials of a Subject of the Russian Federation;

workers of the Federal Center of Information Technologies (FCIT) under the Central Election Commission of the Russian Federation.

An automated working place operator shall receive training for the right to operate the CAF, and shall obtain a certificate in the order established by the FCIT Center under the Central Election Commission of Russia.

3.8.5. On the voting day the system administrator, in the presence of a control group leader or a control group member, transmits to higher election commissions by the telecommunications channels of GAS “Vybory” the information about opening of the election district premises for voting, and data on voter participation in the election.

3.8.6. For performing data entry of the Precinct Election Commission protocol, a chairman, deputy chairman, secretary or an authorized member of the Precinct Election Commission shall be necessarily present.

3.8.7. In the process of the Precinct Election Commission protocol data entry the GAS “Vybory” system automatically checks control ratios between protocol numerical data, providing accuracy control for the data entered in the protocol; in this connection a control ratio, the check of which is pointed out in clause 2.8.5 of the present Instruction is expressed as:

$$11 = 12 + 14 + 16.$$

3.8.8. If the control ratios between protocol numerical data are not disrupted, data from the protocol entered in a screen form are checked visually for compliance with the protocol by the present chairman, deputy chairman, secretary or authorized member of the Precinct Election Commission, with a deciding vote; system administrator (operator) by agreement with the leader or member of the control group, supervising the data entry registers these protocol data in the GAS “Vybory” database.

3.8.9. After being entered in the GAS “Vybory” database, the Precinct Election Commission protocol data are printed out in the form of a computer printout in two copies. These printouts are compared to the first copy of the Precinct Election Commission protocol, and if they correspond to each other both printed copies are signed, with indication of date and time of the data entry, by the system administrator (operator) and leader or member of the control group present during the protocol data entry.

3.8.10. The first copy of the computer printout is passed against signed receipt to a chairman, deputy chairman, and secretary or authorized member of the Precinct Election Commission present during the protocol data entry, with a deciding vote, and is appended to the second copy of the



Precinct Election Commission protocol. System administrator keeps the second copy of the printout.

3.8.11. The fact of data entry from the Precinct Election Commission protocol in the GAS “Vybory” system, of correspondence of these data to the first copy of the protocol and the transfer of a printout to the chairman, deputy chairman, secretary or authorized member of the Precinct Election Commission, with a deciding vote, are fixed in the report of correspondence of data entered in the GAS “Vybory” system to the first copies of the Precinct Election Commission protocol (Annex No. 3). The given report is appended to the second copy of the Territorial Election Commission protocol. The fact of data entry of the Precinct Election Commission protocols of voting results received by the Territorial Election Commission via technical communication channels, including the Precinct Election Commission protocol data of the election districts, where early voting of all voters has been held (if originals of the reports are not delivered yet to the Territorial Election Commission), also is fixed in the report of correspondence of data entered in the GAS “Vybory” system to data of the corresponding Precinct Election Commission protocols (Annex No. 3); and the printout is passed to chairman, deputy chairman or secretary of the Territorial Election Commission.

3.8.12. In case of the disruption of control ratios an error message is displayed on a monitor screen. The system administrator passes the protocol with disrupted control ratios to a control group leader for the relevant examination. Further actions of the Territorial Election Commission and the Precinct Election Commission are carried out in accordance with the procedure, stipulated by clauses 3.7.10, 2.19.5 of the present Instruction.

3.8.13. After the Precinct Election Commission protocol data entry the system administrator in the presence of chairman, deputy chairman, secretary or authorized member of the Precinct Election Commission, with a deciding vote; and a control group member checks the entered protocol data for correspondence to data entered in GAS “Vybory” earlier from corresponding ballots and absentee certificates transfer acts. In case of finding discrepancy of the specified data, a message of discrepancy between data in the final protocol and data of these acts is displayed on monitor screen; after that a reason for this discrepancy shall be determined and necessary measures shall be taken to remove it.

In case of error detection in the Precinct Election Commission voting results protocol, the indicated Precinct Election Commission draws up a protocol with notification “Repeated”.

3.8.14. Transmission of data of the Precinct Election Commission voting results protocols to higher election commissions is carried out by sending data to the CAFs of higher election commissions according to the preliminary established routine schedule of data submission.

3.8.15. After the data entry of protocols of all Precinct Election Commissions the system administrator, using the GAS “Vybory” system, develops preliminary voting results data. For this purpose data of all relevant protocols automatically are summarized, a computer-based summary table and computer protocol of voting results are arranged. In this connection in the following data lines:

- number of absentee certificates received by the Territorial Election Commission;

- number of absentee certificates issued by the lower Precinct Election Commission;

- number of unused absentee certificates invalidated by the Territorial Election Commission;

- number of absentee certificates lost in the Territorial Election Commission

- the information to be displayed was entered in the GAS “Vybory” system earlier on the basis of corresponding acts and decisions of the Territorial Election Commission.

The computer-based summary table and computer protocol of voting results are presented in the form of printouts.

3.8.16. After signing the Territorial Election Commission protocol of the voting results, the system administrator, in the presence of leader or member of control group, performs entry of information about date and time of the corresponding protocol signing and transmits results of the GAS “Vybory” work via telecommunication channels of GAS “Vybory” to higher election commissions.

3.8.17. With the use in the Precinct Election Commission of vote-counting equipment and complexes for electronic voting, the reception of the Precinct Election Commission protocol in the Territorial Election Commission is carried out in the following order.

Chairman, secretary or other member of the Precinct Election Commission, with a deciding vote, on delivering the Precinct Election Commission protocol of voting results in the Territorial Election Commission, after the entry of the protocol data in the enlarged form of a summary table, passes the first copy of the protocol with accompanying

documents and a key information carrier to a member of the Territorial Election Commission, with a deciding vote, who checks the accuracy of the protocol executed by the Precinct Election Commission, and its conformity with the requirements of the law.

The system administrator of the CAF of GAS “Vybory” in the presence of chairman, secretary or other member of the Precinct Election Commission, with a deciding vote, and a control group member from members of the Territorial Election Commission, with a deciding vote, performs the entry of the Precinct Election Commission protocol data in the GAS “Vybory” system from the key information carrier and print them out to compare with the first copy of the Precinct Election Commission protocol.

If the data of the Precinct Election Commission protocol, contained in a printout from the key information carrier, do not correspond to the data from the first copy of the Precinct Election Commission protocol, the Territorial Election Commission, organizing data entry of the Precinct Election Commission protocols in the GAS “Vybory” database, shall take a motivated decision of either carrying out the repeated vote counting of the voters in the corresponding election district, or correction of the relevant data of the protocol of this Precinct Election Commission, entered in the GAS “Vybory” database from a key information carrier, according to the first copy of the Precinct Election Commission protocol.

If it turns to be impossible to enter the Precinct Election Commission protocol data in the GAS “Vybory” database and obtain a printout of the Precinct Election Commission protocol data from a key information carrier, the system administrator enters data from the Precinct Election Commission protocol in GAS “Vybory” and prints them out to compare with the first copy of the Precinct Election Commission protocol.

The fact of correspondence of the data from the Precinct Election Commission protocol placed in the GAS “Vybory” database to the data of the first protocol copy, and the transfer of a printout to chairman, secretary or other Precinct Election Commission member, with a deciding vote, are fixed in the act (Annex No. 3). After that the Territorial Election Commission member enters data of this protocol in a summary table of the Territorial Election Commission.

In any cases of discrepancy between computer printout and the first copy of the Precinct Election Commission protocol, this printout is appended to the second copy of the Precinct Election Commission protocol of voting results.

The data of all protocols entered from a key information carrier are saved in the GAS “Vybory” database.

If the Precinct Election Commission protocol of voting results is executed according to the protocol execution requirements, the chairman, secretary or other Precinct Election Commission member, with a deciding vote, who passed protocol of voting results to the Territorial Election Commission member, undersigns in the enlarged form of a summary table under the data of the Precinct Election Commission protocol of voting results.

## **4. Election Commission of the Subject of the Russian Federation**

### **4.1. Counting and cancellation of absentee certificates**

4.1.1. On the day of the voting before voting starts, members of the ECSRF shall count unused absentee certificates held by ECSRF and cancel them by cutting off top left corner. Relevant certificate regarding amount of unused absentee certificates cancelled should be drawn up.

4.1.2. Once the procedures specified are fulfilled, proportions should be checked up: amount of absentee certificates received by ECSRF should be equal to the amount of absentee certificates issued by down-line Territorial Election Commission plus amount of unused absentee certificates cancelled by ECSRF plus amount of absentee certificates lost by ECSRF. If check proportion is not achieved, ECSRF shall make decision on additional count of canceled unused absentee certificates. In case of non-achieving proportion specified after additional count, ECSRF shall draw up certificate regarding loss of the form of absentee certificate and make corresponding decision that should be attached to the record of the voting results as well as put data on quantity discrepancy into appropriate data row named “amount of absentee certificates lost in ECSRF”. If proportion specified is achieved, “0” should be put into such data row.

4.1.3. Once certificates mentioned in clauses 4.1.1 and 4.1.2 are drawn up, Chairman or Deputy Chairman or Secretary of the ECSRF shall forward such data to the System Administrator, who keeps Complex of Automated Facilities of the State Automated System of the Russian Federation “Vybory” in ECSRF in operation, to put such data into the State Automated System of the Russian Federation “Vybory”.

## **4.2. Integration of data on opening voting premises and voter participation**

4.2.1. On the day of the voting, data on opening voting premises of election districts and voter participation are received by ECSRF and CEC of the Russian Federation from State Automated System “Vybory” through telecommunication channels.

4.2.2. ECSRF maintains control of timeliness of receiving data from relevant Territorial Election Commissions.

4.3. Drawing up record of the voting results (records of the voting results in every of the territorial parts of the subject of the Russian Federation) by election commission of the subject of the Russian Federation

4.3.1. With reference to the data containing in the first copies of the records of the voting results drawn up by Territorial Election Commission, ECSRF, after preliminary checkout of accuracy of such records, shall fix voting results in the territory of the subject of the Russian Federation (or in every part of the territory of the subject of the Russian Federation) by summing up aforementioned data not later than 5 days of the voting day. Summing up of the data containing in the aforementioned records should be carried out directly by voting members of ECSRF.

In case of presence at least one regional group of the candidates corresponding to the territorial part of the subject of the Russian Federation, such ECSRF shall fix voting results not for the territory of the subject of the Russian Federation as a whole, but for every territorial part of the subject of the Russian Federation particularly.

4.3.2. Receiving records of the voting results drawn up by Territorial Election Commission as well as summing up data containing in such records and drawing up record of the voting results (records of the voting results for every territorial part of the subject of the Russian Federation) by ECSRF should be carrying out at one premise. All actions of the members of ECSRF regarding receiving of the records drawn up by Territorial Election Commission as well as summing up data containing in such records and drawing up record of the voting results (records of the voting results for every territorial part of the subject of the Russian Federation) by ECSRF should be in the purview of the members of ECSRF and other persons specified in clause 2.3.2 herein.

4.3.3 Scaled-up ECSRF’s summary chart of voting results in the territory of the subject of the Russian Federation or scaled-up ECSRF’s summary charts of voting results in every territorial part of the subject of the

Russian Federation, if with regard to clause 4.3.1 herein ECSRF fixes voting results for every territorial part of the subject of the Russian Federation particularly, (hereinafter referred to as “scaled-up summary chart of voting results”) should be available at premise specified. Immediately upon arriving Chairman or Secretary or any other voting member of the Territorial Election Commission with the first copy of the record of voting results drawn up by the Territorial Election Commission, data containing in such record should be put into appropriate scaled-up summary chart with specifying time of carrying out such operation.

4.3.4. In no case scaled-up summary chart of voting results shall supersede record of voting results in the territory of the subject of the Russian Federation (records of voting results for every territorial part of the subject of the Russian Federation) drawn up by ECSRF, and data put into scaled-up summary chart of voting results have no legal force.

4.3.5. Chairman, Secretary or any other voting member of Territorial Election Commission shall forward first copy of the record of voting results drawn up by the Territorial Election Commission with all the documents attached to the voting member of ECSRF who checks up accuracy of the record and completeness of the documents attached as well as achieving check proportions.

4.3.6. If ECSRF's record and (or) summary chart of voting results are drawn up with violation of the requirements for drawing up record and (or) summary chart provided for by Federal Law “On Elections for the State Duma”, Territorial Election Commission should draw up second copy of record and (or) summary chart in compliance with the requirements provided for by clause 3.7.7 herein, while initially provided record and (or) summary chart should be kept in ECSRF.

Second record data drawn up by Territorial Election Commission should be put into scaled-up summary chart of voting results, whilst data non-corresponding to the data containing in the second record should be crossed out from scaled-up summary chart of voting results by sloping line.

If record and (or) summary chart of voting results are drawn up by Territorial Election Commission in compliance with the requirements for drawing up record and (or) summary chart provided for by Federal Law “On Elections for the State Duma”, member of the ECSRF puts the data containing in such record into the summary chart of ECSRF. Chairman, Secretary or any other voting member of the Territorial Election Commission forwarded record to the member of the ECSRF, shall sign in

scale up summary chart of ECSRF after data containing in aforementioned record. Any voting member of ECSF shall fix time of its presentation in reception of records and summary charts of voting results drawn up by Territorial Election Commission.

4.3.7 With regard to the records of voting results drawn up by relevant Territorial Election Commissions, ECSRF makes its decision regarding voting results by drawing up record of voting results in the territory of the subject of the Russian Federation (or records of voting results for every territorial part of the subject of the Russian Federation).

ECSRF's record of voting results (of voting results of territorial part of the subject of the Russian Federation) should include the following data:

1) amount of Territorial Election Commissions in the territory (territorial part) of the subject of the Russian Federation;

2) amount of records of voting results drawn up by Territorial Election Commissions, with regard to which record of voting results (of voting results of territorial part of the subject of the Russian Federation) is drawn up by ECSRF;

3) amount of election districts, voting results of which are considered as invalid, as well as total amount of voters included to the voter lists with regard to the data provided by electoral districts as of the moment of end of the voting;

4) summarized data from all rows containing in the records of voting results drawn up by Territorial Election Commissions;

5) amount of absentee certificates received by ECSRF, amount of absentee certificates issued by downline Territorial Election Commission, amount of unused absentee certificates cancelled by ECSRF as well as amount of absentee certificates lost by ECSRF. Such data should be put into appropriate record rows with regard to the data contain in certificates and other documents of ECSRF.

4.3.8. It is recommended to use State Automated System "Vybory" to drawn up summary chart (summary charts) and record (records) to be signed by the members of ECSRF. Moreover, summary chart (summary charts) data drawn up using State Automated System "Vybory" should be mandatory compared with data put into summary chart (summary charts) drawn up with regard to the procedures specified in clause 4.3.7 herein, and attached to the second copy of the summary chart (summary charts).

#### **4.4. Final session of the election commission of the Subject of the Russian Federation**

4.4.1. Prior to signing of voting results Minutes of the Election Commission of the Subject of the Russian Federation voting results of voting on the part of the territory of the Subject of the Russian Federation) the named commission necessarily holds a final session to investigate appeals (claims) cases of violations of the Federal Law on election of deputies of the State Duma, committed when voting, voters head accounting, voting results establishment, including related to voting holding, voices accounting and Minutes compiling by inferior election commissions. Then the chairman of the Election Commission of the Subject of the Russian Federation informs session members about results of usage of the absentee certificates on the territory (on each part of the territory) of the Subject of the Russian Federation.

Then the Election Commission of the Subject of the Russian Federation, after checking the control correlation of data, filled in Minutes, and correlations, established in the paragraphs 2.8.5, 2.15.7 and 4.1.2 of the present Instruction, signs Minutes and issues its certified copies to the persons, specified in the paragraph 2.3.2 of the present Instruction.

4.4.2. Minutes is composed in two copies and signed by all the Election Commission of the Subject of the Russian Federation attendant members with the right of decisive voice; the date and time (hours and minutes) of Minutes signing are specified in Minutes. Signed Minutes is certified with the seal of the Election Commission of the Subject of the Russian Federation. Signing of Minutes with the violation of this order is a basis for this Minutes nullification.

If some the Election Commission of the Subject of the Russian Federation members with the right of a decisive voice are absent when voting results Minutes filling, there should be a note with reasons of the absence, for example: "Ill", "Business trip" etc. The notification is certified with a signature of the chairman or a secretary of the Election Commission of the Subject of the Russian Federation.

4.4.3. An Election Commission of the Subject of the Russian Federation member with the right of a decisive voice, who does not agree with Minutes in the whole or with some of its provisions, has the right to attach his special opinion in written; in such cases this Election Commission of the Subject of the Russian Federation member with the



right of a decisive voice makes a note “Special opinion” in the place for signature of a suitable Election Commission of the Subject of the Russian Federation member and signs it.

4.4.4. Filling of voting results Minutes, pivot table with a pencil, a pen, which technical features allow to erase the written text entirely, and any kinds of Minutes amendments are prohibited.

4.4.5. According to the section 1 of the article 92 of the Federal Law on Election of deputies of the State Duma, the Election Commission of the Subject of the Russian Federation, prior to its establishment of voting results, has the right to cancel inferior Precinct Election Commission or Territorial Election Commission decision on voting results and to make a decision to hold recounting of voices, if the violations of the specified Federal Law, the Federal Law on basic warranties were committed when holding a voting or its resulting establishment; and if the committed violations do not allow to identify with certainty the results of voters’ will expression, the Election Commission of the Subject of the Russian Federation has the right to nullify the results of voting on the election district on the relevant territory.

The Election Commission of the Subject of the Russian Federation follows the clause 9 of the article 70 of the Federal Law on the basic warranties when makes decision to nullify the voting results.

Only document supported and verified facts of violations of the law requirements on implementation of the order of voting holding and voters’ voices counting, which do not allow to identify with certainty the results of voters’ will expression, can be the basis for the results of voting at the election district, territory of the Election Commission of the Subject of the Russian Federation nullification.

Only the first line of voting results Minutes of the relevant Territorial Election Commission data, which are not subject to the following summarizing, are filled in the extended form of the pivot table of the voting results, if the results of voting at the relevant territory were nullified. The specified data are taken into account when filling the “The summarized amount of the voters, included into list of voters at the moment of ending of voting at the election districts, which results were nullified”, when compiling Minutes of the Election Commission of the Subject of the Russian Federation.

After establishment of the results of election of deputies of the State Duma by superior election commission, the decision of the inferior election commission about voting results can be canceled only by the court, or the

court can make a decision to make an amendments in Minutes of the election commission and (or) in the pivot table. The election commission, which compiled Minutes and (or) the pivot table, shall compile new voting results Minutes with the note “Repeated” and (or) new pivot table with the note “Repeated”, if the court made a decision to make amendments in Minutes of the election commission and (or) in the pivot table. The amendments are made in Minutes and the pivot table on the basis of voting results Minutes with the notes “Repeated” or “Recounting voters’ voices”, compiled after the voting results Minutes, election results Minutes and the pivot table compilation by the superior election commission.

If results of voting on the relevant territory are nullified, then the amount of voters, included in the lists of the voters are filled in the “The summarized amount of the voters, included into list of voters at the moment of ending of voting at the election districts, which results were nullified” from the Territorial Election Commission Minutes, moreover the Election Commission of the Subject of the Russian Federation system administrator recommends the relevant Territorial Election Commission system administrator to install a sign of invalid Minutes in the data base of SAS “Vybory” for all districts of this territory.

4.4.6. When providing members of ECSRF, persons specified in clause 2.3.2 of these Instructions, with copy of record (records) of voting results drawn up by ECSRF, which should be identical to its original in form and in content, Chairman or Deputy Chairman or Secretary of ECSRF after checkup of compliance of the data containing in record copy to the data containing in the first copy of the record of voting results, signed by all voting members of ECSRF present (number of the copy, name of the Election Commission of the Subject of the Russian Federation, numeric data entered into all record rows), shall write “Copy” at the upper right corner of the face of the document certified as well as write “True” or “True copy” below record strings or text stating the date and time of the record being drawn up with the indication of full name, his or her position at Election Commission, mandatory stating date and time (hours and minutes) of certification and affixing a signature and setting ECSRF’s seal. On the face of the document near the word “Copy” number of the copy “No. \_\_\_\_” corresponding to the number specified in the register of issuing record copies should be specified.

ECSRF records fact of issuing record copy certified in appropriate register where full name, status of the person, whom copy of record of voting

results certified is issued to, and number of record copy should be specified in, and person received such copy shall sign in such register specifying his or her contact number that can be used to notify of meeting of ECSRF held to sign second copy of the record or recount votes of electors, if any.

Chairman of ECSRF or person substituting him/her, shall be liable for organization of work considering issuing copies of record of voting results drawn up by ECSRF, while person, who certified aforementioned record copy, shall be liable for accurateness and completeness of the data containing in the copy of record of voting results.

4.4.7. Every copy of the record of voting results (of the voting results for every territorial part of the subject of the Russian Federation) drawn up by ECSRF should be supplemented with:

1) ECSRF's summary chart of voting results, including full data containing in all (for territorial part of the subject of the Russian Federation – appropriate) records of voting results drawn up by Territorial Election Commissions and provided to ECSRF. Every sheet of such summary chart should be signed by Chairman and Secretary of ECSRF and stamped;

2) deeds of transfer of ballots from Territorial Election Commissions (for territorial part of the subject of the Russian Federation – from relevant Territorial Election Commission) to ECSRF with indication of amount of ballots transferred;

3) deeds of transfer of absentee certificates from Territorial Election Commissions (for territorial part of the Subject of the Russian Federation – from relevant Territorial Election Commission) to ECSRF with indication of amount of certificates transferred;

4.4.8. Deeds should be signed by Chairman (Deputy Chairman) and Secretary of ECSRF.

4.4.9. First copy of record of voting results (voting results for territorial part of the subject of the Russian Federation) drawn up by ECSRF should be supplemented with individual opinions of the members of ECSRF as well as complaints (statements) (in case of drawing up record of voting results for territorial part of the subject of the Russian Federation – relevant complaints (statements) or their certified copies) of violation of Federal Law “On Elections for the State Duma” reported within the period specified by Commission that starts on the voting date and ends on the date of drawing up record of voting results by ECSRF, and decisions made by ECSRF regarding aforementioned complaints (statements).

4.4.10 Certified copies of individual opinions, complaints (statements) and ECSRF's decisions should be attached to the second copy of record.

4.4.11 First copy of the record of voting results (voting results for territorial part of the subject of the Russian Federation) drawn up by ECSRF with documents attached to it after record and summary chart signed should be forwarded to the Central Election Commission of the Russian Federation and should not be a subject to return to ECSRF.

4.4.12. Second copy of the record of voting results (voting results for territorial part of the subject of the Russian Federation) drawn up by ECSRF as well as second copies of the summary chart and deeds mentioned in clause 4.4.7 herein should be provided for inspection by ECSRF, members of the Central Election Commission of the Russian Federation with consultative votes and other persons specified in clause 2.3.2 herein. Certified copies of aforementioned documents should be put up for public inspection where specified by ECSRF.

4.4.13 Second copy of the record of voting results (voting results for territorial part of the subject of the Russian Federation) drawn up by ECSRF as well as second copies of the summary chart and deeds mentioned in clause 4.4.7 herein and lists of the members of the Election Commission with consultative votes and other persons specified in clause 2.3.2 herein and present when fixing voting results and drawing up record, supplemented with records drawn up by Territorial Election Commissions and Precinct Election Commissions and other documents provided for by Federal Law "On Elections for the State Duma" should be kept by Secretary of ECSRF.

#### **4.5. Introduction of updates into the protocol on voting results and/or summary table of the subject election commissions of the Russian Federation**

4.5.1. If after signing of the Protocol of the Subject Election Commissions of the Russian Federation on voting results (voting results on a part of the territory of the Subject of the Russian Federation) and/or Summary Table and sending their first copies to the CEC of Russia the Subject Election Commission which prepared the Protocol and the Summary Table detects a discrepancy or the CEC of Russia detects a discrepancy (including a clerical error, misprint or a mistake in data summary in the documents from the Territorial Election Commissions) during their preliminary review, the Subject Election Commission shall be obliged

to consider the issue of introduction of updates into the Protocol and/or the Summary Table during its meeting. Informing about scheduling of the above meeting in accordance with Section 2 Article 29 of the Federal Law on the Election of Deputies of the State Duma, the Subject Election Commission shall specify that such issue will be considered in the course of the meeting. The Subject Election Commission shall obligatory inform all its non-voting members and other persons specified in Clause 2.3.2 of the Regulations who were present during preparation of the previously approved Protocol of the Subject Election Commission. In this case the Subject Election Commission shall prepare Protocol on voting results and/or a Summary Table marked "Updated".

Upon request from a member of the Subject Election Commission and persons listed in Clause 2.3.2 of the Regulations, the Subject Election Commission shall provide them with copies of the Protocol on voting results marked "Updated" and validated under the procedure specified in Clause 4.4.6 of the Regulations.

The above mentioned Protocol and/or Summary Table shall be sent immediately to the CEC of Russia. The Protocol and/or Summary Table previously presented to the CEC of Russia shall be attached to the updated Protocol and/or Summary Table. Violation of the provisioned procedure of preparation of the updated Protocol and/or Summary Table shall constitute a basis to declare such Protocol invalid.

4.5.2. In case of detected mistakes or discrepancies in the Protocol on voting results from the lower election commissions or doubts in their correctness, the Subject Election Commission shall have rights to decide on the second vote counting at the corresponding election district of the corresponding territory. The second vote counting may happen before the Subject Election Commission determines the voting results and prepares the Protocol on voting results.

4.5.3. In the case specified in Clause 4.5.2 of the Regulations, the repeated vote counting shall be done in presence of a voting member(s) of the Subject Election Commission by the election commission which prepared and approved the Protocol on voting results under checking, by a higher Territorial Election Commission the Subject Election Commission of the Russian Federation. The Election Commission providing the repeated vote counting shall notify it the members of the corresponding election commission and other persons specified in Clause 2.3.2 of the Regulations who have rights to be present during the repeated vote counting. Upon the results of the

repeated vote counting, the election commission providing such counting shall prepare Protocol on voting results in two copies which shall be marked "Repeated Vote Counting". Such protocol serve as a basis to introduce changes into the Protocol on voting results of a higher election commission. he/she copies of such Protocol prepared and validated in accordance with the procedure specified in Clause 2.18.3 of the Regulations shall be handed over to the persons specified in Clause 2.3.2 of the Regulations upon their request.

If such Protocol are prepared by a lower election commission, they shall be sent to the Subject Election Commission immediately after their validated copies are distributed among the persons entitled to the receipt. The Protocol on voting results previously submitted by a Precinct Election Commission or a Territorial Election Commission shall be attached to the Protocol prepared following the results of the repeated vote counting. Violations of the stipulated procedure for preparation of the Protocol on voting results marked "Repeated Vote Counting" shall constitute a reason to declare such Protocol invalid.

#### **4.6. Application of the GAS "Vybory" to Operation of the Subject Election Commissions of the Russian Federation**

4.6.1. Application of the Complex of Automated Facilities (CAF) of the GAS "Vybory" is provided by a System Manager in accordance with the requirements of manual documents, the Regulation on the Information Center of the Subject Election Commission of the Russian Federation and duty regulations for an employee of the Information Center of the Subject Election Commission holding a position of a System Manager of the CAF in the Subject Election Commission.

The System manager providing application of the CAF in the Subject Election Commission is responsible for its continuous operation, reliability of transmitted information about the results of voting and other information obtained with the aid of the GAS "Vybory" during preparation and running of the elections.

4.6.2. The System manager providing application of the CAF in the Subject Election Commission is working under management of the Chairman of the Subject Election Commission of the Russian Federation in cooperation with the members of the Quality Control Group. The System Manager is obliged to clarify the meaning and purpose of performed actions and familiarize the members of the Quality Control Group with the available manual documents upon their request.

4.6.3. The Subject Election Commission receives information about opening of voting rooms at polling stations, voter turn-out, voting results and ensures operational control over timely input of the above information into the GAS “Vybory”.

On the voting day the information about opening of voting rooms at polling stations is transmitted from the Territorial Election Commission to the CEC of Russian and the Subject Election Commission via the telecommunication channels of the GAS “Vybory”. The Data on the voter turn-out are transmitted from the Territorial Election Commission to the CEC of Russian and the Subject Election Commission via the telecommunication channels of the GAS “Vybory” within the time frames established by the CEC of Russia.

4.6.4. The data about voting results are transmitted from the Territorial Election Commission to the CEC of Russian and the Subject Election Commission via the telecommunication channels of the GAS “Vybory” as far as they are entered according to previously established procedural time frames for submission of information starting from 20.00 local time until completion of data entry about the Protocol on voting results from all Precinct Election Commissions.

4.6.5. Upon signing of the Protocol of the Subject Election Commission, the System Manager performs entry of data about the time and date of signing of the corresponding Protocol and immediately transmits the results to the CEC of Russia in presence of the Head of the Quality Control Group a member of the Quality Control Group.

4.6.6. The Subject Election Commission receives via the GAS “Vybory” the data about transmission of ballots to the lower election commissions, about transmission and receipt of absentee certificates by the Territorial Election Commissions and Precinct Election Commissions, and about progress of handing out of absentee certificates to the voters.

In order to ensure automated flow registration for the ballots and absentee certificates, the Subject Election Commissions shall provide control over timely entry of the required data into the database of the GAS “Vybory” at the CAF of GAS “Vybory” of the Subject Election Commissions and Territorial Election Commissions.

4.6.7. Upon receipt of the data specified in Clause 4.6.6 of the Regulations, the Subject Election Commission shall review during its meeting the result of ballots and absentee certificates using on the territory of the Subject of the Russian Federation. The decision regarding this

issue shall be immediately sent to the CEC of Russia via e-mail and include the statement if the summary data about the number issued and cancelled ballots matches or does not match the number of received ballots, the statement if the summary data about the number issued and cancelled absentee certificates matches or does not match the number of received absentee certificates. If the above mentioned numbers do not match, the Subject Election Commission shall determine the reason of such mismatch. The decision of the Subject Election Commission shall express its opinion to what extent the mismatch of the above data may affect the voting results shown in the Protocol of the Precinct Election Commission, Territorial Election Commission and the Subject Election Commission.

## **5. Result Determination for the Election of the Deputies of the State Duma**

Result determination for the election of the Deputies of the State Duma shall be provided by the CEC of Russia in accordance with Articles 82, 821 and 83 on the Federal Law on the Election of the Deputies of the State Duma.

## **6. Liability for violation of the law of the Russian Federation on the Election of Deputies of the State Duma**

Liability for violation of the law of the Russian Federation on the Election of the Deputies of the State Duma is determined by the Federal Laws.



Annex No. 1

To Regulations on organization of a unified procedure for determination of voting results, drawing up election commissions' protocol, establishment of election results, receiving, transmitting and processing information via State Automated System "Vybory" during the Election of Deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation

**RESOLUTION**  
**on invalidation of ballots that contain votes for a registered federal list of candidates that was eliminated either after or during the period of early voting**

as of " \_\_\_\_ " \_\_\_\_\_ 201\_ No. \_\_\_\_\_

The precinct election commission of electoral precinct No \_\_\_\_\_

\_\_\_\_\_  
*(address of the precinct election commission)*

based on results of sorting of identifiable ballots extracted from mobile and stationary ballot boxes by the number of votes cast for each of the registered federal list of candidates, and separation of ballots cast for federal list of candidates

\_\_\_\_\_,  
*(name of the political party that registered the federal list of candidates)*  
that was eliminated due \_\_\_\_\_

\_\_\_\_\_  
*(name, date, month, year of the resolution regarding the cancellation/revocation of the registration)*

\_\_\_\_\_,  
made the following decision:

1. The ballots in the quantity of \_\_\_\_\_, which were cast for the aforementioned federal list of candidates, shall be declared invalid.
2. The number of votes cast for \_\_\_\_\_

\_\_\_\_\_,  
*(name of the political party that registered the federal list of candidates)*  
shall be added up to the total number of invalid ballots and entered into Line 9 of the protocol of vote returns.

3. This resolution shall be attached to the protocol of vote returns and forwarded to \_\_\_\_\_  
*(name of the territorial election commission )*

\_\_\_\_\_.

Chairman of the precinct  
election commission      \_\_\_\_\_      \_\_\_\_\_  
*(signature)*      *(initials, last name)*

STAMP HERE

Secretary of the precinct  
election commission      \_\_\_\_\_      \_\_\_\_\_  
*(signature)*      *(initials, last name)*

Annex No. 2

To Regulations on organization of a unified procedure for determination of voting results, drawing up election commissions' protocol, establishment of election results, receiving, transmitting and processing information via State Automated System "Vybory" during the Election of Deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation

**RESOLUTION**

**on calculation and invalidation of ballots that contain votes f  
or a registered federal list of candidates that was eliminated either  
after or during the period of early voting**

as of " \_\_\_\_ " \_\_\_\_\_ 201\_ No. \_\_\_\_\_

The territorial election commission \_\_\_\_\_

\_\_\_\_\_  
*(name, location address)*

on the groun of the data of the protocol of the precinct election commission of polling station No. \_\_\_\_\_ on the voting results, having identified in them a number of votes for the registered federal list of candidates \_\_\_\_\_

\_\_\_\_\_  
*(name of the political party that registered the federal list of candidates)*

that was eliminated due \_\_\_\_\_

\_\_\_\_\_  
*(name, date, month, year of the resolution regarding the cancellation/revocation of the registration)*

that are contained in line \_\_\_\_\_, while ballots in which these votes are cast for the said registered federal list of candidates are included into the total number of valid ballots in line 10, took the following decision:

1. The number of votes \_\_\_\_\_, included into line \_\_\_\_\_, is to be recognized equal to the number of ballots \_\_\_\_\_, in which the votes are for \_\_\_\_\_

\_\_\_\_\_  
*(name of the political party that registered the federal list of candidates)*

2. To recognise the ballots in the number of \_\_\_\_\_, in which votes are for the said federal list of candidates, null and void.

3. The number of ballots containing votes for \_\_\_\_\_

\_\_\_\_\_,  
*(name of the political party that registered the federal list of candidates)*  
is to be subtracted from line 10 and added to the total number of invalid ballots, including the summed up data into line 9 of the protocol.

4. To enclose the present resolution to the protocol of vote returns and send it to \_\_\_\_\_

*(name of the election commission of the subject of the Russian Federation)*

Chairman of the territorial  
election commission

\_\_\_\_\_  
*(signature)*

\_\_\_\_\_  
*(initials, last name)*

STAMP HERE

Secretary of the territorial  
election commission

\_\_\_\_\_  
*(signature)*

\_\_\_\_\_  
*(initials, last name)*

### Annex No. 3

To Regulations on organization of a unified procedure for determination of voting results, drawing up election commissions' protocol, establishment of election results, receiving, transmitting and processing information via State Automated System "Vybory" during the Election of Deputies of the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation

Election of deputies of the State Duma of the Federal Assembly of the Russian Federation of the Fifth convocation

“ \_\_\_\_ ” \_\_\_\_\_ 2011

*(name of territorial election commission)*

### THE ACT of conformity of the data fed into GAS "Vybory" with the first copies of protocol of Precinct Election Commissions

Work station No. \_\_\_\_

SN	Election district number	Surname, initials of representative of a Precinct Election Commission	Signature of representative of a Precinct Election Commission, which has received computer listing	Signature of a member of control group which have given out computer listing	Date	Time

System administrator

\_\_\_\_\_  
*(signature)*

\_\_\_\_\_  
*(surname, initials)*

Members of control group

\_\_\_\_\_  
*(signature)*

\_\_\_\_\_  
*(surname, initials)*

\_\_\_\_\_  
*(signature)*

\_\_\_\_\_  
*(surname, initials)*

\_\_\_\_\_  
*(signature)*

\_\_\_\_\_  
*(surname, initials)*

**Note.** The act is filled out in a chronological order in process of data input of protocol of Precinct Election Commissions.

## **REFERENCE DATA**

**on the Central Elections Commissions and Election commissions of the Subjects of the Russian Federation with addresses of the commissions and contact phone numbers of their officials**

### **Adygei Republic (Adygei)**

(Dialling code: 877-2. Moscow time)

#### **Central Election Commission of Adygei Republic**

Tel.: 57-03-80 (Chairman); Fax: 52-30-35 (Office)

(385000, Adygei Republic, Maikop, Pionerskaya Str. 199)

Chairman	Huth Yuri Abubachirovich
Deputy Chairman	Kazykhanov Fanyus Raisovich
Secretary	Hatsats Fatima Zaurkanovna
Head of Information Center	Abramova Galina Vladimirovna

### **Altai Republic**

(Dialling code: 38882. Time zone difference is 3 hours)

#### **Election Commission of Altai Republic**

Tel.: 22234; Fax: 22234

(649000, Gorno-Altaysk, Erkemen Palkin Str. 1)

Chairman	Karanina Iraida Aleksandrovna
Deputy Chairman	Meshkinov Yevgeny Kaylyukovich
Secretary	Cherkasov Dmitry Viktorovich
Head of Information Center	Zimarev Vladimir Valentinovich

### **Bashkortostan Republic**

(Dialling code: 347. Time zone difference is 2 hours)

#### **Central Election Commission of Bashkortostan Republic**

Tel.: 250-66-22; Fax: 250-16-00

(450000, Ufa, Zaki Validi Str. 46)

Chairman	Valeev Haydar Arslanovich
Deputy Chairman	Altynova Naylya Fayazovna
Secretary	Dolmatova Marina Borisovna
Head of Information Center	Arslanov Rif Zakuvanovich

### **Buriat Republic**

(Dialling code: 3012. Time zone difference is 5 hours)

#### **Election Commission of Buriat Republic**

Tel.: 213498; Fax: 220643

(670001, Ulan-Ude, Buriat Republic, Lenin Str. 54)

Chairman	Ivaylovsky Dmitry Aleksandrovich
Deputy Chairman	Dondubon Vladimir Molotovitch
Secretary	Sidorenko Lyudmila Valentinovna
Head of Information Center	Tyrheev Munko Sergeevich

### **Dagestan Republic**

(Dialling code: 88772. Moscow time)

#### **Election Commission of Dagestan Republic**

Tel.: 672122; Fax: 678350

(367000, Makhachkala, Lenin Square, a building of Association of Trade Union Organizations of Dagestan Republic)

Chairman	Dibirov Magomed Tagirovich
Deputy Chairman	Gusaev Bagavudin Magomedovich
Secretary	Halidov Halid Magomedovich
Head of Information Center	Dzhamalov Shamil Badrudinovich

### **Ingush Republic**

(Dialling code: 88732. Moscow time)

#### **Election Commission of Ingush Republic**

Tel.: 221563; Fax: 221574

(386101, Nazran, Ozdov Str. 44)

Chairman	Evloev Mussa Hasanovich
Deputy Chairman	Ekazhev Ayup Yakubovich
Secretary	Parizheva Madina Alihanovna
Head of Information Center	Malsagov Magomet Magometovich

### **Kabardino-Balkarian Republic**

(Dialling code: 866-2. Moscow time)

#### **Election Commission of Kabardino-Balkarian Republic**

Tel.: 40-72-05; Fax: 47-22-87

(360028, Kabardino-Balkarian Republic, Nalchik, Lenin Avenue 27)

Chairman	Geshev Viacheslav Micevich
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Deputy Chairman	Evtushenko Sergey Viktorovich
Secretary	Atmurazova Irina Ahmatovna
Head of Information Center	Beshtokov Murat Hamidbievich

### **Kalmyk Republic**

(Dialling code: 847-22. Moscow time)

#### **Election Commission of Kalmyk Republic**

Tel.: 4-07-21; Fax: 4-07-21

(358000, Elista, Lenin Square, Government House)

Chairman	Dikalov Alexander Nikolaevich
Deputy Chairman	Amninova Tatyana Amurovna
Deputy Chairman	Muchaev Batyr Ivanovich
Secretary	Fedorchenko Natalia Dmitrievna
Head of Information Center	Uchurov Gennady Aleksandrovich

### **Karachayevo-Cherkess Republic**

(Dialling code: 8782. Moscow time)

#### **Election Commission of Karachayevo-Cherkess Republic**

Tel.: 257369, 256992, 256986, 254292; Fax: 257369, 250198

(369000, Cherkessk, Krasnoarmeyskaya Str. 54)

Chairman	Baytokov Mehti Hamidovich
Deputy Chairman	Aparin Vyacheslav Vladimirovich
Secretary	Zizdok Alla Viktorovna
Head of Information Center	Kanyukov Oleg Pavlovich

### **Karelian Republic**

(Dialling code: 8-814-2. Moscow time)

#### **Central Election Commission of Karelian Republic**

Tel.: 717541; Fax: 765337

(185610, Petrozavodsk, Kuybyshev Str. 5)

Chairman	Bahilin Alexey Yevgenevich
Deputy Chairman	Levkin Vladimir Aleksandrovich
Secretary	Barinova Natalia Fedorovna
Head of Information Center	Kondrashov Oleg Alekseevich



### **Komi Republic**

(Dialling code: 8212. Moscow time)

#### **Election Commission of Komi Republic**

Tel.: 24-64-24, 28-56-76; Fax: 24-64-24  
(167010, Syktyvkar, Communisticheskaya Str. 8)

Chairman	Shabarshina Elena Viktorovna
Deputy Chairman	Baskakova Elena Mihaylovna
Secretary	Serditova Larisa Mihaylovna
Head of Information Center	Kozak Svetlana Nikolaevna

### **Mari El Republic**

(Dialling code: 8362. Moscow time)

#### **Central Election Commission of Mari El Republic**

Tel.: 425570; Fax: 424010  
(424001, Mari El Republic, Lenin Avenue 29)

Chairman	Klementyev Nikolay Konstantinovich
Deputy Chairman	Patrusheva Galina Aleksandrovna
Secretary	Fomina Nadezhda Dmitrievna
Head of Information Center	Yakovlev Peter Nikolaevich

### **Mordovian Republic**

(Dialling code: 8342. Moscow time)

#### **Central Election Commission of Mordovian Republic**

Tel.: 24-06-56; Fax: 47-82-15  
(430002, Saransk, Sovetskaya 26)

Chairman	Kosov Alexander Vasiljevich
Deputy Chairman	Kalinin Alexander Sergeevich
Secretary	Chudaeva Nina Ivanovna
Head of Information Center	Abrosimov Vladimir Anatolevich

### **Yakutian (Sakha) Republic**

(Dialling code: 4112. Time zone difference is 6 hours)

#### **Central Election Commission of Yakutian (Sakha) Republic**

Tel.: 342154; Fax: 342154  
(677022, Yakutian (Sakha) Republic, Yakutsk, Lenin Str. 30)

Chairman	Krivoshapkin Anatoly Denisovich
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Deputy Chairman	Pahomov Egor Afanasevich
Secretary	Alenina Galina Georgievna
Head of Information Center	Sharin Anatoly Mihaylovich

**North Ossetian Republic – Alania**

(Dialling code: 8672. Moscow time)

**Central Election Commission of North Ossetian Republic – Alania**

Tel.: 53-85-36; Fax: 54-38-15

(362038, Vladikavkaz, Svobody Square 1)

Chairman	Kadiev Konstantin Nikolaevich
Deputy Chairman	Dzagoev Vyacheslav Aleksandrovich
Secretary	Markova Olga Pavlovna
Head of Information Center	Dzhioev Oleg Egorovich

**Tatarstan Republic (Tatarstan)**

(Dialling code: 843. Moscow time)

**Central Election Commission of Tatarstan Republic**

Tel.: 292-84-33; Fax: 292-84-33

(420014, Kazan, Kreml Str. 3)

Chairman	Fomin Anatoly Alekseevich
Deputy Chairman	Vahitova Rushaniya Mustafievna
Secretary	Kamenkova Valentina Nikolaevna
Head of Information Center	Potapov Roman Viktorovich

**Tyva Republic**

(Dialling code: 39422. Time zone difference is 4 hours)

**Election Commission of Tyva Republic**

Tel.: 2-10-09; Fax: 2-10-09

(667000, Kyzyl, Chuldum Str. 18)

Chairman	Ondar Bolat-Ool Dogbutovich
Deputy Chairman	Fortuna Oleg Vladimirovich
Secretary	Sambala Mergen Shimitovich
Head of Information Center	Davaakay Mongun-ool Maadyr-oolovich

### **Udmurt Republic**

(Dialling code: 3412. Moscow time)

#### **Central Election Commission of Udmurt Republic**

Tel.: 68-25-28; Fax: 68-29-79

(426074, Izhevsk, 50 let Oktyabrya Square 15)

Chairman	Ponomarev Vladimir Alekseevich
Deputy Chairman	Gluhova Nadezhda Andreevna
Deputy Chairman	Vyalkina Elena Vasilevna
Secretary	Pchelnikov Georgy Sergeevich
Head of Information Center	Nikitin Leonid Anatolevich

### **Khakassia Republic**

(Dialling code: 3902. Time zone difference is 4 hours)

#### **Election Commission of Khakass Republic**

Tel.: 29-91-93; Fax: 29-92-72

(655019, Abakan, Lenin Avenue 67)

Chairman	Chumanin Alexander Vladimirovich
Secretary	Togochakov Vladimir Nikolaevich
Head of Information Center	Mitruhin Yevgeny Gennadevich

### **Chechen Republic**

(Dialling code: 88712. Moscow time)

#### **Election Commission of Chechen Republic**

Tel.: 62-88-73, 62-88-76; Fax: 62-88-73

(364000, Chechen Republic, Grozny, Garazhnaya Str. 2a)

Chairman	Bayhanov Ismail Bautdinovich
Deputy Chairman	Karimov Alu Muhadinovich
Secretary	Vahitov Ela Alievich
Head of Information Center	Metsalov Ahmed Zaynadinovich

### **Chuvash Republic (Chuvashia)**

(Dialling code: 8-8352. Moscow time)

#### **Central Election Commission of Chuvash Republic**

Tel.: 62-12-38; Fax: 58-62-02

(428004, Cheboksary, Presidentsky Boulevard 17)

Chairman	Tsvetkov Alexander Ivanovich
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Deputy Chairman	Kuprin Petr Karlovich
Secretary	Tarasov Sergey Nikolaevich
Head of Information Center	Saykin Anatoly Semenovich

### **Altai Krai**

(Dialling code: 3852. Time zone difference is 3 hours)

#### **Election Commission of Altai Territory**

Tel.: 36-70-68; Fax: 369266

(656035, Barnaul, Lenin Avenue 59)

Chairman	Akimova Irina Leonidovna
Deputy Chairman	Smetanin Yuri Nikolaevich
Secretary	Ponomarenko Anna Gennadevna
Head of Information Center	Sidorov Yuri Vladimirovich

### **Krasnodar Krai**

(Dialling code: 391. Moscow time)

#### **Election Commission of Krasnodar Territory**

Tel.: 268-29-16; Fax: 268-26-38

(350000, Krasnodar, Gymnazicheskaya Str. 30)

Chairman	Burlachko Yuri Aleksandrovich
Deputy Chairman	Mikheev Igor Viktorovich
Secretary	Kucherenko Svetlana Sergeevna
Head of Information Center	Topolev Vladimir Nikolaevich

### **Krasnoyarsk Krai**

(Dialling code: 861. Time zone difference is 4 hours)

#### **Election Commission of Krasnoyarsk Territory**

Tel.: 2493061; Fax: 2493659

(660009, Krasnoyarsk Territory, Krasnoyarsk, Mira Avenue 110)

Chairman	Bocharov Konstantin Anatolevich
Deputy Chairman	Popov Alexander Ivanovich
Secretary	Kozhemyakina Valentina Martynovna
Head of Information Center	Krupinin Vladimir Nikolaevich

### **Primorski Krai**

(Dialling code: 423. Time zone difference is 7 hours)

#### **Election Commission of Primorski Krai**

Tel.: 2209426; Fax: 2209426

(690110, Primorski Krai, Vladivostok, Svetlanskaya Str. 22)

Chairman	Gladkih Tatyana Valerevna
Deputy Chairman	Shklyarova Tatyana Aleksandrovna
Secretary	Ohotnikov Roman Andreevich
Head of Information Center	Gladun Elena Anatolevna

### **Stavropol Krai**

(Dialling code: 865. Moscow time)

#### **Election Commission of Stavropol Territory**

Tel.: 22-72-10; Fax: 29-65-10

(355025, Stavropol Territory, Stavropol, Lenin Square 1)

Chairman	Demyanov Yevgeny Viktorovich
Deputy Chairman	Lipirov Stepan Grigorevich
Secretary	Dikansky Roman Vladimirovich
Head of Information Center	Tsarev Dmitry Borisovich

### **Khabarovski Krai**

(Dialling code: 4212. Time zone difference is 7 hours)

#### **Election Commission of Khabarovski Territory**

Tel.: 30-55-28; Fax: 30-55-28

(680002, Khabarovsk, Frunze Str. 70)

Chairman	Tsyrfya Victor Mefodjevich
Deputy Chairman	Astashova Elena Nikolaevna
Secretary	Nakushnov Gennady Konstantinovich
Head of Information Center	Yan Galina Yungyuevna

### **Amur Region**

(Dialling code: 4162. Time zone difference is 6 hours)

#### **Election Commission of Amur Region**

Tel.: 51-29-49; Fax: 51-83-68

(675023, Amur Region, Blagoveshchensk, Lenin Str. 135)

Chairman	Nevedomsky Nikolay Alekseevich
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Deputy Chairman	Viskulova Victoria Vyacheslavovna
Secretary	Nyrkova Tatyana Yurevna
Head of Information Center	Yasevich Yevgeny Konstantinovich

### **Arkhangelsk Region**

(Dialling code: 8182. Moscow time)

#### **Election Commission of Arkhangelsk Region**

Tel.: 215330, 215736; Fax: 215330

(163000, Arkhangelsk, Lenin Square 1)

Chairman	Yashkov Alexander Georgievich
Deputy Chairman	Kontievsky Andrey Vasilevich
Secretary	Plotitsyna Elena Vladimirovna
Head of Information Center	Lobanov Valery Aleksandrovich

### **Astrakhan Region**

(Dialling code: 8512. Moscow time)

#### **Election Commission of Astrakhan Region**

Tel.: 51-36-44; Fax: 51-36-44

(414000, Astrakhan, Sovetskaya Str. 14)

Chairman	Korovin Igor Mihaylovich
Deputy Chairman	Zolotokopov Vladimir Yakovlevich
Secretary	Mizova Vera Mihaylovna
Head of Information Center	Abrosimova Elena Mihaylovna

### **Belgorod Region**

(Dialling code: 4722. Moscow time)

#### **Election Commission of Belgorod Region**

Tel.: 325048; Fax: 325048

(308005, Belgorod, Sobornaya Square 4)

Chairman	Pletnev Nikolay Tihonovich
Deputy Chairman	Belaya Lidia Borisovna
Secretary	Shovgenya Vladimir Nikolaevich
Head of Information Center	Belousov Andrey Yurevich

### **Bryansk Region**

(Dialling code: 4832. Moscow time)

#### **Election Commission of Bryansk Region**

Tel.: 74-08-52, 64-43-05; Fax: 74-08-96, 64-54-14  
(241002, Bryansk, Lenin Avenue 33)

Chairman	Kaplunov Igor Viktorovich
Deputy Chairman	Proyanenkov Vladimir Dmitrievich
Secretary	Buyanova Galina Aleksandrovna
Head of Information Center	Zalashkov Dmitry Vyacheslavovich

### **Vladimir Region**

(Dialling code: 4922. Moscow time)

#### **Election Commission of Vladimir Region**

Tel.: 33-06-87; Fax: 33-06-87  
(600000, Vladimir, Oktyabrsky Avenue 21)

Chairman	Komatovsky Vladimir Nikolaevich
Deputy Chairman	Minaev Vadim Aleksandrovich
Secretary	Kanishchev Sergey Anatolevich
Head of Information Center	Vorobeva Elena Vladimirovna

### **Volgograd Region**

(Dialling code: 8442. Moscow time)

#### **Election Commission of Volgograd Region**

Tel.: 55-25-15; Fax: 55-25-08  
(400131, Volgograd, Novorossiyskaya Str. 15)

Chairman	Sirotin Andrey Ivanovich
Deputy Chairman	Guseva Tatyana Valentinovna
Deputy Chairman	Dinega Maxim Alekseevich
Secretary	Kuts Dmitry Nikolaevich
Head of Information Center	Sushko Maxim Valerevich

### **Vologda Region**

(Dialling code: 8172. Moscow time)

#### **Election Commission of Vologda Region**

Tel.: 72-89-47; Fax: 72-14-52  
(160000, Vologda, Herzen Str. 2)

Chairman	Antonova Lyudmila Ivanovna
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Deputy Chairman	Smirnova Tatyana Vladimirovna
Secretary	Osipov Denis Leonidovich
Head of Information Center	Matyushkin Alexey Aleksandrovich

### **Voronezh Region**

(Dialling code: 4732. Moscow time)

#### **Election Commission of Voronezh Region**

Tel.: 77-55-41; Fax: 77-55-41

(394018, Voronezh, Square named after Lenin 1)

Chairman	Selyanin Vladimir Egorovich
Deputy Chairman	Cherepuhin Vyacheslav Ivanovich
Secretary	Pankov Alexey Yevgenevich
Head of Information Center	Harlanova Zinaida Olegovna

### **Ivanovo Region**

(Dialling code: 84932. Moscow time)

#### **Election Commission of Ivanovo Region**

Tel.: 416130; Fax: 416128

(153000, Ivanovo, Pushkin Str. 9)

Chairman	Smirnov Victor Vladimirovich
Deputy Chairman	Pavlov Alexander Anatolevich
Secretary	Zubova Vera Mihaylovna
Head of Information Center	Koreshkov Roman Valeryevich

### **Irkutsk Region**

(Dialling code: 395-2. Time zone difference is 5 hours)

#### **Election Commission of Irkutsk Region**

Tel.: 34-20-63; Fax: 25-60-68

(664027, Irkutsk, Lenin Str. 1a)

Chairman	Ignatenko Victor Vasilevich
Deputy Chairman	Timofeev Anatoly Innokentevich
Secretary	Shavenkova Lyudmila Ivanovna
Head of Information Center	Zemskova Natalia Aleksandrovna



### **Kaliningrad Region**

(Dialling code: 4012. Time zone difference is -1 hour)

#### **Election Commission of Kaliningrad Region**

Tel.: 539-167; Fax: 539-167

(236006, Kaliningrad, Moskovsky Avenue 95)

Chairman	Plyuhin Michail Yurevich
Deputy Chairman	Vinyarskaya Inessa Petrovna
Secretary	Kudryavin Igor Vladimirovich
Head of Information Center	Beletsky Pavel Petrovich

### **Kaluga Region**

(Dialling code: 8-484-2. Moscow time)

#### **Election Commission of Kaluga Region**

Tel.: 599120; Fax: 768207

(248001, Kaluga, Lenin Str. 74, building 1b)

Chairman	Kuznetsov Vyacheslav Ivanovich
Deputy Chairman	Knyazeva Ekaterina Yurevna
Secretary	Konyashin Alexander Semenovich
Head of Information Center	Klypin Igor Vladimirovich

### **Kemerovo Region**

(Dialling code: 8-384-242. Time zone difference is 3 hours)

#### **Election Commission of Kemerovo Region**

Tel.: 58-52-89 (Chairman), 36-39-85 (Information Center); Fax: 58-54-62  
(650064, Kemerovo Region, Kemerovo, Sovetsky Avenue 58)

Chairman	Emelyanov Yuri Petrovich
Deputy Chairman	Razlomova Oksana Aleksandrovna
Secretary	Pleshkan Natalia Nikolaevna
Head of Information Center	Krasnikov Yuri Vladimirovich

### **Kirov Region**

(Dialling code: 8332. Moscow time)

#### **Election Commission of Kirov Region**

Tel.: 62-46-69; Fax: 38-18-35

(610019, Kirov Region, Kirov, K. Liebknecht Str. 69)

Chairman	Verzilina Irina Gennadevna
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Deputy Chairman	Zlobin Alexander Viktorovich
Secretary	Samodelkina Svetlana Valentinovna
Head of Information Center	Perminov Vadim Vitalevich

### **Kostroma Region**

(Dialling code: 4942. Moscow time)

#### **Election Commission of Kostroma Region**

Tel.: 311386; Fax: 311386

(156006, Kostroma Region, Kostroma, Dzerzhinsky Str. 15)

Chairman	Barabanov Michail Vladimirovich
Deputy Chairman	Shilik Olga Nikolaevna
Secretary	Korotaev Vladislav Viktorovich
Head of Information Center	Sergienko Oleg Grigorevich

### **Kurgan Region**

(Dialling code: 3522. Time zone difference is 2 hours)

#### **Election Commission of Kurgan Region**

Tel.: 431966; Fax: 434049

(640000, Kurgan, Gogol Str. 25)

Chairman	Gulkevich Svetlana Anatolevna
Deputy Chairman	Samokrutov Valery Pavlovich
Secretary	Pavlenko Alexander Vasilevich
Head of Information Center	Usoltsev Victor Valerevich

### **Kursk Region**

(Dialling code: 4712. Moscow time)

#### **Election Commission of Kursk Region**

Tel.: 560886 (Office); Fax: 565927

(305001, Kursk, A. Nevsky Str. 7)

Chairman	Zaika Galina Dmitrievna
Deputy Chairman	Molokova Margarita Aleksandrovna
Secretary	Maltsev Sergey Yakovlevich
Head of Information Center	Teslenko Tatyana Anatolevna

### **Leningrad Region**

(Dialling code: 812. Moscow time)

#### **Election Commission of Leningrad Region**

Tel.: 492-96-51; Fax:

(197342, Saint Petersburg, Torzhkovskaya Str. 4, letter A)

Chairman	Zhuravlev Vladimir Pavlovich
Deputy Chairman	Trofimov Vladimir Osipovich
Secretary	Bodyagin Vladimir Mihaylovich
Head of Information Center	Zinchenko Andrey Vitalevich

### **Lipetsk Region**

(Dialling code: 4742. Moscow time)

#### **Election Commission of Lipetsk Region**

Tel.: 22-84-61; Fax: 72-04-76

(398014, Lipetsk, Lenina-Sobornaya Square 1)

Chairman	Altukhov Yuri Ivanovich
Deputy Chairman	Lunev Boris Aleksandrovich
Secretary	Cherkasova Margarita Vasilevna
Head of Information Center	Ryzhkov Vladimir Aleksandrovich

### **Magadan Region**

(Dialling code: 4132. Time zone difference is 8 hours)

#### **Election Commission of Magadan Region**

Tel.: 625417; Fax: 625417

(685000, Magadan, Gorky Str. 6)

Chairman	Epifanov Vladimir Iosifovich
Deputy Chairman	Buravchenko Irina Leonidovna
Secretary	Batsaeva Larisa Grigorevna
Head of Information Center	Paikov Alexander Sergeevich

### **Moscow Region**

(Dialling code: 495 Moscow time)

#### **Election Commission of Moscow Region**

Tel.: 606-63-51; Fax: 625-57-59

(101000, Moscow, Maly Spasoglinishchevsky lane 3/1)

Chairman	Vildanov Irek Raisovich
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Deputy Chairman	Zemskova Natalia Gennadevna
Secretary	Pavlyukova Tatyana Nikolaevna
Head of Information Center	Dokin Alexander Petrovich

### **Murmansk Region**

(Dialling code: 8152. Moscow time)

#### **Election Commission of Murmansk Region**

Tel.: 453198; Fax: 453567

(183006, Murmansk, Lenin Avenue 75)

Chairman	Stepanova Tatyana Alekseevna
Deputy Chairman	Zhdanova Marina Aleksandrovna
Secretary	Koval Elena Anatolevna
Head of Information Center	Zaynutdinova Svetlana Aleksandrovna

### **Nizhni Novgorod Region**

(Dialling code: 831. Moscow time)

#### **Election Commission of Nizhni Novgorod Region**

Tel.: 439-12-91; Fax: 439-16-16

(603082, Nizhni Novgorod, a territory of the Kremlin, building 2)

Chairman	Kuzmenko Sergey Aleksandrovich
Deputy Chairman	Ivanov Alexander Sergeevich
Secretary	Andrianova Olga Vladimirovna
Head of Information Center	Volovetsky Sergey Nikolaevich

### **Novgorod Region**

(Dialling code: 816-2. Moscow time)

#### **Election Commission of Novgorod Region**

Tel.: 732-101; Fax: 777-454

(173005, Veliky Novgorod, Pobedy-Sofia Square 1)

Chairman	Alekseev Boris Vladimirovich
Deputy Chairman	Lebedeva Tatyana Igorevna
Secretary	Shavaev Yevgeny Vasilevich
Head of Information Center	Dmitrienko Elena Viktorovna

### **Novosibirsk Region**

(Dialling code: 383. Time zone difference is 3 hours)

#### **Election Commission of Novosibirsk Region**

Tel.: 223-46-31; Fax: 223-46-31

(630011, Novosibirsk Region, Novosibirsk, Krasny Avenue 18)

Chairman	Petukhov Yuri Fedorovich
Deputy Chairman	Olhovikova Galina Sergeevna
Secretary	Lebedev Sergey Vladimirovich
Head of Information Center	Gulyaeva Marina Nikolaevna

### **Omsk Region**

(Dialling code: 3812. Time zone difference is 3 hours)

#### **Election Commission of Omsk Region**

Tel.: 245693; Fax: 245337

(644002, Omsk, Krasny Put 1)

Chairman	Kushnarev Alexander Ivanovich
Deputy Chairman	Yakovlev Yuri Aleksandrovich
Secretary	Hristolyubov Alexander Valentinovich
Head of Information Center	Bezluk Sergey Grigorevich

### **Orenburg Region**

(Dialling code: 3532. Time zone difference is 2 hours)

#### **Election Commission of Orenburg Region**

Tel.: 77-70-74; Fax: 77-48-68

(460046, Orenburg, 9 Yanvarya 64)

Chairman	Kulagin Dmitry Vladimirovich
Deputy Chairman	Nalvadov Alexander Yurevich
Secretary	Homtsov Pavel Valerevich
Head of Information Center	Abramov Andrey Valentinovich

### **Orel Region**

(Dialling code: 4862. Moscow time)

#### **Election Commission of Orel Region**

Tel.: 475-471; Fax: 45-49-31

(302021, Orel, Lenin Square 1)

Chairman	Sokolov Vadim Vyacheslavovich
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Deputy Chairman	Merkulov Victor Egorovich
Secretary	Markina Lyudmila Leonidovna
Head of Information Center	Polotovskiy Arcady Aleksandrovich

### **Penza Region**

(Dialling code: 841-2. Moscow time)

#### **Election Commission of Penza Region**

Tel.: 59-56-46; Fax: 55-31-65

(440025, Penza, Moskovskaya Str. 75)

Chairman	Taktarov Nikolay Mihaylovich
Deputy Chairman	Klimuhin Aleksey Nikolaevich
Secretary	Rozhkova Tatyana Borisovna
Head of Information Center	Burunov Aleksey Viktorovich

### **Pskov Region**

(Dialling code: 8-811-2. Moscow time)

#### **Election Commission of Pskov Region**

Tel.: 66-30-04; Fax: 66-30-04

(180001, Pskov, Nekrasov Str. 23)

Chairman	Tsvetkov Nikolay Yurevich
Deputy Chairman	Patlach Ivan Vasilevich
Secretary	Kovalchuk Sergey Vladimirovich
Head of Information Center	Ivanova Angelina Anatolevna

### **Rostov Region**

(Dialling code: 863. Moscow time)

#### **Election Commission of Rostov Region**

Tel.: 240-51-51; Fax: 240-83-10

(344050, Rostov-on-Don, Socialisticheskaya 112)

Chairman	Yusov Sergey Vladimirovich
Deputy Chairman	Gorodetsky Alexey Fedorovich
Deputy Chairman	Rozin Mihail Dmitrievich
Secretary	Romanenko Natalia Zhorzhhevna
Head of Information Center	Dyubo Nina Grigorevna

### **Ryazan Region**

(Dialling code: 0912. Moscow time)

#### **Election Commission of Ryazan Region**

Tel.: 218141; Fax: 215640

(390000, Ryazan Region, Ryazan, Polonsky Str. 7)

Chairman	Muraveva Galina Mihaylovna
Deputy Chairman	Grachev Vladimir Mihaylovich
Secretary	Skobelev Sergey Borisovich
Head of Information Center	Volkov Victor Dmitrievich

### **Samara Region**

(Dialling code: 846. Moscow time)

#### **Election Commission of Samara Region**

Tel.: 242-00-06; Fax: 242-25-98

(443006, Samara, Molodogvardeyskaya Str. 210)

Chairman	Mikheev Vadim Nikolaevich
Deputy Chairman	Soldatov Aleksey Nikolaevich
Secretary	Bogdanov Sergey Nikolaevich
Head of Information Center	Proskin Andrey Arkadevich

### **Saratov Region**

(Dialling code: 8452. Moscow time)

#### **Election Commission of Saratov Region**

Tel.: 8-(8452)-277-522; Fax: 8-(8452)-277-522, 260-965

(410012, Saratov Region, Saratov, Chelyuskintsev Str. 116)

Chairman	Tochilkin Pavel Gennadevich
Deputy Chairman	Bryzgalin Yuri Vladimirovich
Secretary	Burmak Alexander Vladimirovich
Head of Information Center	Fedosova Olga Olegovna

### **Sakhalin Region**

(Dialling code: 4242. Time zone difference is 7 hours)

#### **Election Commission of Sakhalin Region**

Tel.: 724128; Fax: 724128

(693011, Yuzhno-Sakhalinsk, Communistichesky Avenue 39)

Chairman	Vetrova Lyudmila Leonidovna
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Deputy Chairman	Sovetnikov Sergey Viktorovich
Secretary	Lukyanova Lyudmila Nikolaevna
Head of Information Center	Shaptala Lyudmila Nikolaevna

### **Sverdlovsk Region**

(Dialling code: 3436. Time zone difference is 2 hours)

#### **Election Commission of Sverdlovsk Region**

Tel.: 3717824; Fax: 3718383

(620031, Yekaterinburg, Oktyabrskaya Square 1)

Chairman	Mostovshchikov Vladimir Dmitrievich
Deputy Chairman	Krasnoperov Sergey Mihaylovich
Secretary	Raykov Vladimir Ivanovich
Head of Information Center	Saptsyn Sergey Petrovich

### **Smolensk Region**

(Dialling code: 8-481-2. Moscow time)

#### **Election Commission of Smolensk Region**

Tel.: 38-62-56; Fax: 38-62-56

(214008, Smolensk, Lenin Square 1)

Chairman	Medvedev Vladimir Vladimirovich
Deputy Chairman	Stepanov Aleksey Nikolaevich
Secretary	Avinova Elena Yevgenevna
Head of Information Center	Maltseva Galina Ilinichna

### **Tambov Region**

(Dialling code: 4752. Moscow time)

#### **Election Commission of Tambov Region**

Tel.: 72-27-24; Fax: 72-27-24

(392036, Tambov, Internatsionalnaya Str. 53)

Chairman	Puchnin Aleksey Sergeevich
Deputy Chairman	Valeeva Galina Yurevna
Secretary	Makarova Galina Vasilevna
Head of Information Center	Kochurov Sergey Aleksandrovich



### **Tver Region**

(Dialling code: 4822. Moscow time)

#### **Election Commission of Tver Region**

Tel.: (4822) 551970; Fax: 35-86-41

(170000, Tver, Sovetskaya Str. 23)

Chairman	Dronova Valentina Yevgenevna
Deputy Chairman	Tumanov Maxim Aleksandrovich
Secretary	Bykova Valentina Mihaylovna
Head of Information Center	Dolmatova Angelina Yurevna

### **Tomsk Region**

(Dialling code: 8-382-2. Time zone difference is 3 hours)

#### **Election Commission of Tomsk Region**

Tel.: 510907; Fax: 510-907

(634050, Tomsk, Lenin Avenue 6)

Chairman	Yusubov Elman Suleymanovich
Deputy Chairman	Obukhova Elena Anatolevna
Secretary	Maevskaya Margarita Aleksandrovna
Head of Information Center	Chudinov Vadim Igorevich

### **Tula Region**

(Dialling code: 4872. Moscow time)

#### **Election Commission of Tula Region**

Tel.: 55-48-67; Fax: 36-49-53

(300600, Tula, Lenin Square 2)

Chairman	Kostenko Sergey Yurevich
Deputy Chairman	Mashkov Alexander Nikolaevich
Secretary	Klimov Nikolay Mihaylovich
Head of Information Center	Sotnikov Konstantin Yurevich

### **Tyumen Region**

(Dialling code: 3452. Time zone difference is 2 hours)

#### **Election Commission of Tyumen Region**

Tel.: 46-57-59; Fax: 46-55-96

(625004, Tyumen, Volodarsky Str. 49)

Chairman	Khalin Igor Nikolaevich
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Deputy Chairman	Kashkarova Svetlana Mihaylovna
Secretary	Nikolaev Andrey Sergeevich
Head of Information Center	Kravets Svetlana Vasilevna

### **Ulyanovsk Region**

(Dialling code: 8422. Moscow time)

#### **Election Commission of Ulyanovsk Region**

Tel.: 442589; Fax: 442585

(432970, Ulyanovsk, Radishchev Str. 1)

Chairman	Andrienko Yuri Ivanovich
Deputy Chairman	Seleznev Georgy Mihaylovich
Secretary	Gusev Ivan Viktorovich
Head of Information Center	Astakhov Vyacheslav Vasilevich

### **Chelyabinsk Region**

(Dialling code: 3512. Time zone difference is 2 hours)

#### **Election Commission of Chelyabinsk Region**

Tel.: 657870; Fax: 657870, 657789

(454009, Chelyabinsk, Kirov Str. 114)

Chairman	Starostina Irina Arkadevna
Deputy Chairman	Fartygin Aleksey Leonidovich
Secretary	Gluzdan Irina Nikolaevna
Head of Information Center	Kondratenkov Vladimir Gennadevich

### **Yaroslavl Region**

(Dialling code: 84852. Moscow time)

#### **Election Commission of Yaroslavl Region**

Tel.: 302311; Fax: 302290

(150000, Yaroslavl, Sovetskaya 3)

Chairman	Baburkin Sergey Aleksandrovich
Deputy Chairman	Kotomin Sergey Nikolaevich
Secretary	Fefilin Sergey Vladimirovich
Head of Information Center	Posherstnik Andrey Efimovich

### **Moscow City**

(Dialling code: 495. Moscow time)

#### **Moscow City Election Commission**

Tel.: 6335156; Fax: 633-51-25

(125009, Moscow, Mokhovaya Str., 11)

Chairman	Gorbunov Valentin Pavlovich
Deputy Chairman	Bobychev Alexander Nikolaevich
Deputy Chairman	Sinelshchikova Lyudmila Vladimirovna
Secretary	Halilulin Fayas Fatehovich
Head of Information Center	Miryugin Vladimir Nikolaevich

### **Saint Petersburg City**

(Dialling code: 812. Moscow time)

#### **Saint Petersburg Election Commission**

Tel.: 570-11-14; Fax: 318-80-18

(190107, Saint Petersburg, Isaakievskaya Square 6)

Chairman	Gnetov Alexander Valentinovich
Deputy Chairman	Krasnyansky Dmitry Valerevich
Secretary	Shubina Nina Vladimirovna
Head of Information Center	Kuzmin Dmitry Vasilevich

### **Jewish Autonomous District**

(Dialling code: 42622. Time zone difference is 7 hours)

#### **Election Commission of Jewish Autonomous District**

Tel.: 8-(42622) 6-16-88, 2-05-35, 6-36-24; Fax: 2-05-35, 4-13-63, 4-08-01  
(679016, Birobidzhan, Transformatornaya Str. 3a)

Chairman	Sautina Elena Viktorovna
Deputy Chairman	Petukhova Valentina Ivanovna
Secretary	Efimova Olga Ivanovna
Head of Information Center	Tyutrina Marina Alekseevna

### **Nenets Autonomous Area**

(Dialling code: 81853. Moscow time)

#### **Election Commission of Nenets Autonomous Area**

Tel.: 4-22-13, 4-57-66, 4-57-65; Fax: 4-57-66

(166000, Nenets Autonomous Area, Naryan-Mar, Smidovich 20)

Chairman	Popov Georgy Aleksandrovich
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Deputy Chairman	Gorelik Maxim Sergeevich
Secretary	Sviridova Larisa Viktorovna
Head of Information Center	Vaganov Alexander Gennadevich

**Khanty-Mansi Autonomous Area – Yugra**

(Dialling code: 34673. Time zone difference is 2 hours)

**Election Commission of Khanty-Mansi Autonomous Area – Yugra**

Tel.: 92452; Fax: 92394

(628011, Tyumen Region, Khanty-Mansiysk, Mira Str. 5)

Chairman	Pavkin Andrey Yevgenevich
Deputy Chairman	Korneev Denis Stanislavovich
Secretary	Dmitrieva Kseniya Ivanovna
Head of Information Center	Popov Vladislav Viktorovich

**Chukot Autonomous Area**

(Dialling code: 42722. Time zone difference is 8 hours)

**Election Commission of Chukot Autonomous Area**

Tel.: 22121; Fax: 28124

(689000, Anadyr, Tevlyanto 8)

Chairman	Umanskaya Lyudmila Fedorovna
Deputy Chairman	Petrusev Aleksey Petrovich
Deputy Chairman	Agapova Alexandra Nikolaevna
Secretary	Talyzina Oksana Viktorovna
Head of Information Center	Rykunov Alexander Borisovich

**Yamalo-Nenetski Autonomous Area**

(Dialling code: 34922. Time zone difference is 2 hours)

**Election Commission of Yamalo-Nenetski Autonomous Area**

Tel.: 47796; Fax: 4-09-99

(629008, Salekhard, Respubliki Str. 72)

Chairman	Gibert Andrey Nikolaevich
Deputy Chairman	Gorelik Igor Moiseevich
Secretary	Tarasova Olga Albertovna
Head of Information Center	Ivanenko Andrey Vasilevich

### **Perm Region**

(Dialling code: 342. Time zone difference is 2 hours)

#### **Election Commission of Perm Region**

Tel.: 2351405; Fax: 2351405

(614006, Perm, Lenin Str. 51)

Chairman	Saydakova Tamara Nikolaevna
Deputy Chairman	Ponomarev Sergey Vladimirovich
Secretary	Smertin Alexander Nikolaevich
Head of Information Center	Ryazantseva Elena Ivanovna

### **Kamchatka Region**

(Dialling code: 415. Time zone difference is 8 hours)

#### **Election Commission of Kamchatka Region**

Tel.: 412560; Fax: 412560

(683000, Kamchatka Region, Petropavlovsk-Kamchatsky,  
Sovetskaya Str. 35)

Chairman	Irinina Inga Vitalevna
Deputy Chairman	Denisov Alexander Vyacheslavovich
Secretary	Boyarkina Inga Leonidovna
Head of Information Center	Saldyga Elena Aleksandrovna

### **Zabaykalsky Krai**

(Dialling code: 3022. Time zone difference is 6 hours)

#### **Election Commission of Zabaykalsky Territory**

Tel.: 35-19-78; Fax: 35-19-81

(672051, Chita, Chkalov Str. 158)

Chairman	Buyanov Valery Pavlovich
Deputy Chairman	Peshkova Irina Aleksandrovna
Secretary	Sudakova Svetlana Viktorovna
Head of Information Center	Bychenkov Dmitry Aleksandrovich

**Federal Districts  
of the Russian Federation  
and Presidential Plenipotentiary Envoys of  
the Russian Federation to the Federal Districts**

**Central Federal District (CFD):**

Belgorod Region, Bryansk Region, Vladimir Region, Voronezh Region, Ivanovo Region, Kaluga Region, Kostroma Region, Kursk Region, Lipetsk Region, Moscow Region, Orel Region, Ryazan Region, Smolensk Region, Tambov Region, Tver Region, Tula Region, Yaroslavl Region, Moscow City.

A center of Federal District is Moscow.

Presidential Plenipotentiary Envoy of the Russian Federation to CFD:

**GOVORUN Oleg Markovich**

(495) 606-60-29,

606-61-46,

Fax: (495) 606-72-73

**Northwestern Federal District (NWFD):**

Karelian Republic, Komi Republic, Arkhangelsk Region, Vologda Region, Kaliningrad Region, Leningrad Region, Murmansk Region, Novgorod Region, Pskov Region, Saint Petersburg City, Nenets Autonomous Area.

A center of Federal District is Saint Petersburg.

Presidential Plenipotentiary Envoy of the Russian Federation to

NWFD: **VINNICHENKO Nikolay Alexandrovich**

(812) 347-66-88,

(495) 606-12-18,

606-72-68,

Fax: (812) 346-28-71

(495) 606-65-50

### **Southern Federal District (SFD):**

Adygei Republic (Adygei), Kalmyk Republic, Krasnodar Territory, Astrakhan Region, Volgograd Region, Rostov Region.

A center of Federal District is Rostov-on-Don.

Presidential Plenipotentiary Envoy of the Russian Federation to SFD:

**USTINOV Vladimir Vasilevich**

(863) 249-96-16,

(495) 606-63-85

Fax: (863) 240-39-40

(495) 606-70-73

### **North Caucasian Federal District (NCFD):**

Dagestan Republic, Ingush Republic, Kabardino-Balkarian Republic, Karachayevo-Cherkess Republic, North Ossetian Republic – Alania, Chechen Republic, Stavropol Territory.

A center of Federal District is Pyatigorsk.

Presidential Plenipotentiary Envoy of the Russian Federation to

NCFD: **KHLOPONIN Alexander Gennadyevich**

(87934) 5-69-16,

5-69-01

### **Volga Federal District (VFD):**

Bashkortostan Republic, Mari El Republic, Mordovian Republic, Tatarstan Republic (Tatarstan), Udmurt Republic, Chuvash Republic, Perm Region, Kirov Region, Nizhni Novgorod Region, Orenburg Region, Penza Region, Samara Region, Saratov Region, Ulyanovsk Region.

A center of Federal District is Nizhny Novgorod.

Presidential Plenipotentiary Envoy of the Russian Federation to VFD:

**RAPOTA Grigory Alekseevich**

(0831) 431-46-14

(495) 606-67-71

606-12-41,

Fax: (8312) 31-47-51,

(495) 606-79-74

### **Urals Federal District (UFD):**

Kurgan Region, Sverdlovsk Region, Tyumen Region, Chelyabinsk Region, Khanty-Mansi Autonomous Area, Yamalo-Nenetski Autonomous Area.

A center of Federal District is Yekaterinburg.

Presidential Plenipotentiary Envoy of the Russian Federation to UFD: **KUYVASHEV Yevgeny Vladimirovich**

(0343) 377-18-96,

(495) 606-09-66,

Fax: (343) 378-91-20,

(495) 606-66-24

### **Siberian Federal District (SFD):**

Altai Republic, Buriat Republic, Tyva Republic, Khakass Republic, Altai Territory, Zabaykalsky Territory, Krasnoyarsk Territory, Irkutsk Region, Kemerovo Region, Novosibirsk Region, Omsk Region, Tomsk Region.

A center of Federal District is Novosibirsk.

Presidential Plenipotentiary Envoy of the Russian Federation to SFD: **TOLOKONSKY Viktor Alexandrovich**

(0383) 221-58-84,

221-56-22,

(495) 606-72-71,

Fax: (0383) 217-06-31,

(495) 606-63-46

### **Far Eastern Federal District (FEFD):**

Yakutian (Sakha) Republic, Primorski Krai, Khabarovski Territory, Amur Region, Kamchatka Region, Magadan Region, Sakhalin Region, Jewish Autonomous District, Koryak Autonomous Area, Chukot Autonomous Area.

A center of Federal District is Khabarovsk.

Presidential Plenipotentiary Envoy of the Russian Federation to FEFD: **ISHAEV Viktor Ivanovich**

(0421) 31-30-45,

(495) 606-70-83,

Fax: (0421) 32-65-31



# **LIST OF THE HEADS** **of News Agencies, TV and Radio Companies,** **Newspapers and Magazines** (as of October, 2011)

- |                                   |   |
|-----------------------------------|---|
| Seslavinsky<br>Mikhail Vadimovich | – head of the Federal Agency for Press and Mass Communications, 127006, Moscow, Strastnoy boulevard, 5, tel./fax (495) 694-11-77, 694-22-81. Official web-site: <a href="http://www.fapmc.ru/">http://www.fapmc.ru/</a> |
| Bogdanov<br>Vsevolod Leonidovich  | – Chairman of the Union of Journalists, 119991, Moscow, Zubovsky boulevard, 4, (495) 637-51-01, 637-23-95   |

## **NEWS** **AGENCIES**

- |                                 |  |
|---------------------------------|--|
| Komissar<br>Mikhail Vitalyevich | – Director General of Interfax News Agency, 127006, Moscow, 1-st Tverskaya-Yamskaya Street, 2, building 1, tel. (499) 250-98-40, 251-05-47 |
| Ignatenko<br>Vitaly Nikitich    | – Director General of ITAR-TASS, Tverskoy Blvd., 10-12, Moscow, 125993, tel. 629-7925  |
| Kolerov<br>Modest Alekseyevich  | – chief editor of NA “Regnum”, 2-d Yuzhnoportovy Passage, 20-A, building 4, 115088, tel. 921-24-50, 921-24-51                              |
| Mironyuk<br>Svetlana Vasilyevna | – chief editor of RIA Novosti, Zubovsky Blvd., 4, Moscow, 119021, 645-64-64.   |
| Rovensky<br>Yury Alexandrovich  | – Director General of company RNA “RosBusinessConsulting”, 117393, r. Moskow, Profsoyusnaya Street, 78, tel. 363-11-11                     |
| Afonina<br>Larisa Vladimirovna  | – Director General and chief editor of Rosbalt NA, 191119, St. Petersburg, Ligovsky Avenue 92, litera I, 8 (812) 320-50-30                 |

## TV Companies

- |  |   |
|--|---|
| Ernst<br>Konstantin Lvovich            | – Director General of Channel One Russia,<br>127427, Russia, Moscow, Academic Korolev<br>Street, 12, tel. 617-9250  |
| Dobrodeyev<br>Oleg Borisovich          | – Director General of VGTRK (All-Russia State<br>Television and Radio Broadcasting Company),<br>125040, Moscow, Yamskogo Polya<br>5-th Street, 19/21, 234-86-00 |
| Kulistikov<br>Vladimir Mikhailovich    | – Director General of TV company NTV,<br>127427, 127427, Russia, Moscow, Akademika<br>Koroleva Street, 12, tel. 725-51-03                                       |
| Ponomarev<br>Alexander Sergeyevich     | – Director General of TV Center, OJSC 115184,<br>Moscow, Bolshaya Tatarskaya Street, 33,<br>building 1, tel. 959-3903   |
| Ordzhonikidze<br>Alexander Sergeyevich | – Director General of Media Holding REN-TV,<br>119847, Moscow, Zubovsky Boulevard, 17,<br>building 1, tel. (495) 937-61-77                                      |
| Brodsky<br>Alexey Yuryevich            | – Director General of “Fifth Channel –<br>Petersburg”, 191023, Russia, St.-Petersburg,<br>Italyanskaya Street, 27, tel. (812) 335-15-60                         |

## RADIO

- |                                    |   |
|------------------------------------|---|
| Kurokhtin<br>Sergey Vladimirovich  | – Deputy Director General of VGTRK, director<br>of VGTRK Branch GRK “Mayak”, 115326,<br>Moscow, Pyatnitskaya Street, 25, tel. 955-8374  |
| Venediktov<br>Aleksey Alekseyevich | – chief editor of radio station “Ekho Moskvyy”,<br>119992, Moscow, Noviy Arbat, 11,<br>tel. 363-3660  |
| Dorenko<br>Sergey Leonidovich      | – Director General of Russian News Service NA,<br>123298, Moscow, 3-d Khoroshevskaya Street, 29,<br>tel. 925-3508 add. 1066, 232-16-36.   |
| Bystritsky<br>Andrey Georgiyevich  | – Chairman of Russian State Broadcasting<br>Company “Voice of Russia” (FSC RSBC<br>“Voice of Russia” 115326, Russia, Moscow,<br>Pyatnitskaya Street, 25, building 1,<br>tel. 950-6331, 953-4027 |

Umanovsky – director of SRC “Radio of Russia”, 125040,  
Vyacheslav Vladlenovich Moscow, Yamskogo Polya 5-th Street, 19/21,  
tel. 739-30-00

## NEWSPAPERS

Fedotkin – chief editor of the newspaper  
Andrey Borisovich “Parlamentskaya Gazeta”, 125881, Moscow,  
Pravdy Street, 27, (499)-257-50-90,  
Fronin – chief editor of the newspaper “Rossiyskaya  
Vladislav Alexandrovich Gazeta”, 125993, Moscow, Pravdy Street, 24,  
(499) 257-5252  
Mikhaylin – chief editor of the newspaper “Kommersant”,  
Mikhail Anatolyevich 125080, Moscow, Vrubelya Street, 5,  
(499) 943-97-50  
Gurevich – chief editor of the newspaper “Moskovskiye  
Vladimir Semyonovich Novosti”, 119021, Moscow, Zubovsky  
Boulevard, 4, tel. 645-64-10  
Gusev – chief editor of the newspaper “Moskovskiy  
Pavel Nikolayevich Komsomolets”, Moscow, 1905 goda Street, 7,  
tel. 253-20-94, 253-20-98  
Efimov – chief editor of the newspaper “Krasnaya  
Nikolay Nikolayevich Zvezda”, 123007, Moscow, Khoroshevskoe  
Highway, 38 tel. (495) 941-21-58  
Zyatkov – chief editor of the newspaper “Argumenty  
Nikolay Ivanovich i Fauty”, 125993, Moscow, Myasnitskaya  
Street, 42,  
Kuzin – chief editor of the newspaper “Tribuna”,  
Oleg Sergeyevich Moscow, 127015, Bumazhny Passage, 14,  
building 1, (499) 257-5913 add 583  
Malyutin – chief editor of the newspaper “Izvestiya”,  
Alexander Stanislavovich 125040, Russia, Moscow, Yamskogo Polya  
5-th Street, 5, building 1, tel. 663-38-12  
Muratov – chief editor of the newspaper “Novaya  
Dmitry Andryeevich Gazeta”, 101990, Moscow, Center,  
Potapovsky Lane, 3, editorial office of  
“Novaya Gazeta”, tel. 926-40-01

- Lysova  
Tatiana Gennadiyevna – chief editor of the newspaper “Vedomosti”,  
127018, Moscow, Polkovaya Street, 3, build-  
ing 1, 956-07-19
- Remchukov  
Konstantin Vadimovich – chief editor of the newspaper “Nezavisimaya  
Gazeta”, 101000, Moscow, GSP,  
Myasnitskaya Street, 13 building 10,  
645-54-34, add. 15400
- Sinelnikov  
Alexey Ivanovich – chief editor of the newspaper “Trud”,  
Electrozavodskaya Street, 27, 234-17-40
- Sungorkin  
Vladimir Nikolayevich – chief editor of the newspaper  
“Komsomolskaya Pravda”, 125993, Moscow,  
Sary Petrovsko-Razumovsky Passage, 1/23,  
building 1, 637-64-67
- Uglanov  
Andrey Ivanovich – chief editor of the newspaper “Argumenty  
nedeli”, 125167, Moscow, Aeroporta Passage,  
14, 981-68-36
- Yakov  
Valery Vasilyevich – chief editor of the newspaper “Novye  
Izvestiya”, Moscow, Electrozavodskaya  
Street, 33, 783-06-37/35

## **MAGAZINES**

- Loginov  
Mikhail Anatolyevich – chief editor of the “Profile”, 109544, Moscow,  
B. Androyevskaya Street, 17, tel. 745-84-01,  
fax 678-52-05,
- Kovalsky  
Maksim Ilyich – chief editor of the weekly magazine  
“Komersant-Vlast”, 125080, Moscow,  
Vrubelya Street, 4, tel. (499) 195-96-36,  
fax (499)943-97-14
- Dybsky  
Kirill Alexandrovich – chief editor of the magazine “Itogi”, 125080,  
Moscow, Lenengradskoye Highway, 5-a,  
tel. 753-41-31,753-41-33, fax 943-0541
- Fadeyev  
Valery Alexandrovich – chief editor of the magazine “Expert”,  
125866, Moscow, Pravdy Street, 24,  
tel: (495) 789-44-65, fax: (495) 228-00-78

**International Department  
of the Central Election Commission  
of the Russian Federation  
(109012, Moscow, Bolshoy Cherkassky lane 9)**

**Head of Department**

Smuglin Fedor Savelevich 606-86-51

**Deputy head of Department**

Davydov Andrey Anatolevich 606-82-52

**Deputy head of Department –**

**head of international cooperation  
and international organization division**

Kudachkin Aleksey Mihaylovich 606-79-63

**Head of division**

Evlanov Igor Alexandrovich 606-86-90

**Head of division**

Balashova Olga Viktorovna 606-78-13

**Deputy head of division**

Shapovalov Yuri Petrovich 606-82-52

**Chief Advisers:**

Obernibesov Alexander Nikolaevich 606-10-85

Perevozchikov Vsevolod Nikolaevich 606-82-50

Borodin Andrey Nikolaevich 625-61-42

**Principal Adviser**

Tabolkin Anatoly Anatolevich 606-91-10

**General Counsel**

Osipov Konstantin Yurevich 625-72-23

**Key Specialist**

Petrenko Yuliana Yurevna 606-88-21

**List  
of NGOs and nonprofit agencies which exercise  
public control (monitoring) over elections  
in the Russian Federation  
and their contact telephone numbers**

Coordinating council of non-government agencies for protection of electoral rights of citizens

POC: (495) 978-52-08

Nonprofit agency the “Russian Foundation for Free Elections”

Public hotline for voters 8-800-505-47-21 (free call)

Association for protection of electoral rights “Civilian control”

“The Code of Truth” SMS data-portal +7(916) 99-33-22-4

Russian public institute of electoral law (ROIIP)

POC: (495) 624-14-30,  
(495) 506-38-36

Public council “Fair elections “

Mobile phone hotline number 8-(926)-907-90-98

## Russian Foundation for Free Elections

The “Russian Foundation for Free Elections” nonprofit organization (RFFE) within its program of public control (monitoring) over elections in the Russian Federation established a number of public hotline regional offices to communicate directly with the local electorate during the elections to the State Duma of the Federal Assembly of the Russian Federation of the sixth convocation scheduled on December 4, 2011 (listed below).

### Contact telephone numbers of RFFE public hotline regional offices

№	Subjects of Russian Federation	Tel. Code	Contact of regional “Hot Line” points
1	2	3	4
1.	Buriatia Republic	(301-2)	Tel.: 29-78-91; fax: 46-78-64
2.	Komi Republic	(821-2)	Tel./fax: 21-49-91
3.	Khakassia Republic	(390-2)	Tel./fax: 22-07-76
4.	Primorski Krai	(423-2)	Tel.: 2205-255; tel.: 2205-310
5.	Arkhangelsk Region	(818-2)	Tel.: 23-70-30
6.	Bryansk Region	(483-2)	Tel.: 64-22-19
7.	Vladimir Region	(492-2)	Tel.: 53-86-76; fax: 53-39-93
8.	Vologda Region	(817-2)	Tel.: 56-53-11; fax: 56-53-12
9.	Voronezh Region	(473-2)	Tel./fax: 55-60-87
10.	Ivanovo Region	(493-2)	Tel.: 50-02-08; mob./tel.: 8-915-820-02-08
11.	Kaluga Region	(484-2)	Mob./tel.: 8-965-700-80-00
12.	Kemerovo Region	(384-2)	Tel.: 36-39-57; Tel./fax: 36-37-65
13.	Kursk Region	(471-2)	Tel.: 51-33-37
14.	Moscow Region	(495)	Tel.: 988-37-24; fax: 988-37-25
15.	Omsk Region	(381-2)	Tel./fax: 24-80-93

1	2	3	4
16.	Orenburg Region	(353-2)	Tel.: 78-63-05; fax: 77-80-01; fax: 78-63-32
17.	Orel Region	(486-2)	Tel./ fax: 76-02-25; fax: 43-51-63
18.	Pskov Region	(811-2)	fax: 73-73-65
19.	Samara Region	(846)	Tel.: 242-34-69; fax: 242-23-99
20.	Saratov Region	(845-2)	Tel./ fax: 27-50-97
21.	Yaroslavl Region	(485-2)	Tel.: 30-32-23
22.	Jewish Autonomous District	(426-22)	Tel./ fax: 4-76-25
23.	Chukot Autonomous Area	(427-22)	Tel.: 6-90-62; fax: 2-04-26
24.	Central Office (Moscow)		Mob./tel.: 8-800-505-47-21 (free call)

RFFE POC:

tel.: (495)978-5208; tel./fax: (495)683-6356;

e-mail: hotline@rfsv.ru or oprf\_rfsv@mail.ru;

web: <http://www.rfsv.ru>.

Person in charge – Batischev Vladimir Nikolaevich

(mob.tel.: 8-906-094-4358).



## **TELEPHONE NUMBERS OF CITY EMERGENCY SERVICES**

**Toll-free numbers of emergency services for fixed location phones:**

**01 – fire protection service and rescuers**

**02 – police**

**03 – medical emergency**

**04 – gas emergency service**

**112** is one of phone numbers of emergency services used in GSM standard. It is possible to dial 112 even when phone keyboard is locked.

### **Attention!**

If a phone doesn't support short numbers, it is necessary to dial numbers of emergency services adding \*

**Phone numbers of emergency services for mobile phones:**

**01\* – fire protection service and rescuers**

**02\* – police**

**03\* – medical emergency**

**04\* – gas emergency service**

## **PHONE NUMBERS OF SERVICES FOR EMERGENCY SITUATIONS, NATURAL DISASTERS, ACCIDENTS**

Firemen and rescuers	01
Emergency service (round-the-clock), all kinds of aid	937-99-11
Moscow Center for management in crisis situations, on-duty service (round-the-clock)	995-99-99
Moscow police administration of air transport	214-08-05
Moscow police administration of railway transport	264-68-34

## **PHONE NUMBERS OF SERVICES FOR FIRES**

Firemen and rescuers	01
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Central administrative board of the State fire-prevention service of the Ministry of Internal Affairs of the Russian Federation	217-20-59
Administrative board of the State fire-prevention service of the Municipal Department of Internal Affairs of Moscow	244-82-33

### **PHONE NUMBERS OF SERVICES FOR CRIMES AND OFFENCES**

Federal Security Service of the Russian Federation (FSB of Russia)	921-07-62
Administrative board of State Traffic Safety Inspectorate of Moscow	923-33-90, 923-49-09

### **PHONE NUMBERS OF MEDICAL EMERGENCY AND HOSPITALIZATION SERVICES (03)**

Sklifosovsky Institute, medical admission room (round-the-clock)	280-9360, 280-4154, 929-1009
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### **MILITARY AND POLICING AGENCIES**

The Ministry of Internal Affairs of the Russian Federation	237-85-51
Central administrative board on struggle against the organized crime of the Ministry of Internal Affairs of the Russian Federation	204-88-15
Central administrative board of Non-departmental security of the Ministry of Internal Affairs of the Russian Federation	251-40-51
Central administrative board of Protection of public order of the Ministry of Internal Affairs of the Russian Federation	239-64-28
The Municipal Department of Internal Affairs of Moscow Region	222-48-01
Office of FSB of the Russian Federation	924-31-58
Public Prosecutor's Office of the Russian Federation	928-70-61
Military Registration and Enlistment Office	924-77-88

## HELPLINE NUMBERS

Anonymous free telephone emergency service – a helpline (round-the-clock).

205-05-50

Emergency services

(numbers for mobile (cellular) phones):

If your mobile phone doesn't support dialing of double digit numbers, it is necessary to dial \* after service number when **calling emergency services**.

**01\* – fire protection service and rescuers**

**02\* – police**

**03\* – medical emergency**

**04\* – gas emergency service**

Emergency services numbers for MTS mobile phones

010 – fire protection service and rescuers

020 – police

030 – medical emergency

040 – gas emergency service

Emergency services numbers for MEGAFON mobile phones

010 – fire protection service and rescuers

020 – police

030 – medical emergency

040 – gas emergency service

Emergency services numbers for Beeline mobile phones

001 – fire protection service and rescuers

002 – police

003 – medical emergency

004 – gas emergency service

Emergency services numbers for Skylink mobile phones

901 – fire protection service and rescuers

902 – police

903 – medical emergency

904 – gas service

Emergency services numbers for TELE2 mobile phones

010 – fire protection service and rescuers

020 – police

030 – medical emergency

040 – gas emergency service

Emergency services numbers for U-tel mobile phones

010 – fire protection service and rescuers

020 – police

030 – medical emergency

040 – gas service

Emergency services numbers for Motiv mobile phones

901 – fire protection service and rescuers

902 – police

903 – medical emergency

904 – gas emergency service

*Call for emergency services through 112 number*

**Federal Migration Service Directorate (FMSD)  
Department of FMSD (Visa and Registration for Foreigners Office)  
of Russia for Moscow**

Hotline numbers of Visa and Registration for Foreigners Office of Russia for Moscow:

**(499) 238-64-00,**

**(499) 238-64-04,**

**(499) 238-77-13,**

**(499) 230-70-24,**

**(499) 230-73-21**

Website of Visa and Registration for Foreigners Office for Moscow:

<http://www.fmsmoscow.ru/>

Address: 115035, Moscow, Bolshaya Ordynka Str. 16, building 4

## **Inquiry offices of rail terminals of Moscow**

### **Belorussky Rail Terminal**

Inquiry office: (495) 973-81-91

Rail terminal master-on-duty: (495) 973-85-57

Luggage compartment: (495) 973-89-36

Address: Tverskaya Zastava Square 7 (Belarusskaya underground station)

### **Kazansky Rail Terminal**

Inquiry office: (495) 264-66-56

Rail terminal master-on-duty: (495) 266-28-43

Luggage compartment: (495) 266-21-26

Address: Komsomolskaya Square 2 (Komsomolskaya underground station)

### **Kiyevsky Rail Terminal**

Inquiry office: (495) 240-04-15

Rail terminal master-on-duty: (495) 262-62-30

Address: Kiyevsky Vokzal Square (Kiyevskaya underground station)

### **Kursky Rail Terminal**

Inquiry office: (495) 916-20-03

Luggage compartment: (495) 266-45-82

Address: Zemlyanoy Val Str. 29 (Kurskaya underground station)

### **Leningradsky Rail Terminal**

Inquiry office: (495) 262-91-43

Luggage compartment: (495) 262-98-76

Address: Komsomolskaya Square 3 (Komsomolskaya underground station)

### **Paveletsky Rail Terminal**

Inquiry office: (495) 235-68-07

Luggage compartment: (495) 235-91-05

Address: Paveletskaya Square 1 (Paveletskaya underground station)

### **Savyolovsky Rail Terminal**

Inquiry office: (495) 285-90-05

### **Yaroslavsky Rail Terminal**

Inquiry office: (495) 921-59-14

Luggage compartment: (495) 266-05-23

Address: Komsomolskaya Square 5 (Komsomolskaya underground station)

### **United inquiry service of rail terminals of Moscow**

(price for railway tickets, train schedule, availability of railway tickets, commuter electric train schedule): (495) 266-93-33

### **Inquiry offices of airports of Moscow**

Inquiry office of Sheremetyevo International airport (495) 578-91-01;

Reference information on flights of the Sheremetyevo airport:

Terminal 1: (495) 232-65-65;

Terminal 2: (495) 956-46-66;

United inquiry office of the Domodedovo Airport: (495) 933-66-66;

United inquiry office of the Vnukovo Airport: (495) 436-28-13.

### **Taxi (united service)**

Tel.: (495) 504-30-10,

669-32-66

669-35-66