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CENTRAL ELECTORAL COMMISSION OF THE REPUBLIC OF ARMENIA

1 February 2007

No. 27-N

Yerevan

DECISION

**OF THE CENTRAL ELECTORAL COMMISSION OF THE REPUBLIC OF ARMENIA
“ON ESTABLISHMENT OF AN OVERSIGHT-AUDIT SERVICE ADJUNCT TO THE
CENTRAL ELECTORAL COMMISSION OF THE REPUBLIC OF ARMENIA AND ON
DEFINING THE PROCEDURE FOR THE FORMATION AND ACTIVITIES OF THE
OVERSIGHT-AUDIT SERVICE”**

Being guided by Article 26 of the Electoral Code of the Republic of Armenia, the Central Electoral Commission of the Republic of Armenia hereby *decides to*:

1. Establish an oversight-audit service adjunct to the Central Electoral Commission of the Republic of Armenia on calling day of each national election.

(point 1 edited by No. 161-N of 9 November 2007)

2. Define the procedure for the formation and activities of the Oversight-Audit Service.

3. Repeal the Decision of the Central Electoral Commission of the Republic of Armenia No. 47-N of 14 March 2003 “On Defining the Procedure for the Activities of the Oversight-Audit Service adjunct to the Central Electoral Commission of the Republic of Armenia”.

**Chairperson of the Central Electoral
Commission of the Republic of Armenia**

G. Azaryan

Annex 1

to the Decision of the Central Electoral Commission of the Republic of Armenia No. 27-N of 1 February 2007

PROCEDURE

FOR THE FORMATION AND ACTIVITIES OF THE OVERSIGHT-AUDIT SERVICE

I. GENERAL PROVISIONS

1. The oversight-audit service adjunct to the Central Electoral Commission of the Republic of Armenia (hereinafter referred to as “the Service”) shall, in the cases provided for by the Electoral Code of the Republic of Armenia and pursuant to this Procedure, carry out supervision over the targeted use of means allocated to the electoral commissions for the organisation and conduct of national elections, as well as over the contributions made to the election funds (hereinafter referred to as “the funds”), and the accounting and spending thereof.

2. The Service shall be established from the date of calling of national elections.

3. In its activities, the Service shall be guided by the Electoral Code of the Republic of Armenia, this Procedure, and by other legal acts. The Service shall be accountable to the Central Electoral Commission.

4. The Service shall carry out its activities in collaboration with the Central Electoral Commission.

II. FORMATION OF THE SERVICE

5. The Service shall, on contractual basis, engage:

(a) Head of the Service;

(b) up to three personnel members of the Service.

The requirements set forth for the Head of the Service shall include: higher education and at least five years of service record in the field of public administration or at least one year of service record in discretionary positions or an academic degree in economics.

The requirements set forth for a personnel member of the Service shall include: higher education, computer skills and capabilities for handling other modern technical devices.

6. The composition of the Service shall be defined by the administrative order of the Head of the Central Electoral Commission.

7. The Head of the Service shall be paid the amount of the 4-fold of the minimum salary; and a personnel member of the Service shall be paid the amount of the 3-fold of the minimum salary.

Specialists involved in the composition of the Service shall be released from the obligation to perform their official duties for the whole period of the activities of the Service. The salary usually received by these specialists in their main places of work shall be preserved.

(point 7 amended by No. 161-N of 9 November 2007)

8. The activities of the Service shall be terminated on the forty-fifth day following the publication of final results of the elections.

III. ACTIVITIES OF THE SERVICE

9. The Head of the Service shall manage the activities of the Service.

10. The Service shall:

(a) carry out supervision over the targeted use of means allocated to the electoral commissions for the organisation and conduct of national elections;

(b) carry out supervision over the contributions made to the election funds of the candidates, political parties, alliance of parties, and the accounting and spending thereof;

(c) within twenty days following the receipt of declarations on expenses from the election funds of candidates, parties and alliances of parties audit and submit the materials to the consideration of the Central Election Commission;

(d) examine and make recommendations on the complaint on spending of means allocated for the organisation of elections, expenses from election funds of candidates, political parties, alliance of political parties for organisation of elections.

IV. AUTHORITIES OF THE SERVICE

11. The Service shall be entitled to:

(a) examine the financial documents available in the electoral commissions;

(b) if necessary, demand information, statements, copies of documents concerning the contributions to and expenses from the election funds of candidates, parties and alliances of parties from the banks having opened temporary special accounts for the formation of election funds;

(c) prepare draft decisions on issues related to its activities and to recommend their submission to the discussion of the Central Electoral Commission;

(d) participate in the process of drafting legal acts by the Central Electoral Commission during the elections with a view to provide financial support.

12. The Service shall conduct secretarial work while performing its functions according to the procedure established by legislation.

V. FINANCES AND LOGISTICS OF THE SERVICE

13. Logistics of the activities of the Service shall be funded by the State Budget.