

2024 REGISTRATION OF ELECTORS ACT

COMMONWEALTH OF DOMINICA

ARRANGEMENT OF SECTIONS

PART I

PRELIMINARY

1. Short title.
2. Interpretation.
3. Application of Act.

PART II

**POLLING DISTRICTS;
APPOINTED OFFICERS**

Polling Districts

4. Division of constituencies.

Appointment of Officers

5. Chief Registering Officer, registering officers, etc.

PART III

REGISTRATION OF ELECTORS

Qualification and Disqualification for Registration

6. Registration as elector required.
7. Eligibility for registration.

Registration Process

2024 REGISTRATION OF ELECTORS ACT

8. Application for registration.
9. Power to investigate.
10. Voter identification card.
11. Right to remain on register.

Constitution of New Register of Electors

12. Adoption of register.
13. Transitional preliminary register.

Registers and Lists

14. Preliminary register.
15. Corrections and additions to register.
16. Continuous registration; supplementary lists.
17. Special provisions where register, etc., not prepared, etc.
18. Supplementary register.
19. Register of Electors.
20. Claims and objections.
21. Effect of the register.
22. Special registration period.
23. [Closure of register.]
24. Request for deregistration.

General Provisions relating to Registration and the Register of Electors

25. Duty of public officers to provide information.
26. Notice to be given before name deleted.
27. Corrupt and illegal practices list.
28. Adaptation of register.
29. Time taken to compile register, etc.
30. Extension of time.

Use of Technology - Enabled System in the Registration of Electors

31. Notice concerning technology-enabled system.
32. Use of system in accordance with regulations.

PART IV

GENERAL

33. Continuation of Electoral Office.
34. Disclosure of information to authorised officer.
35. Regulations.
36. Commission may hear appeals.

Offences

37. False claim for registration.
38. Multiple registration.
39. Making a false objection.
40. Failure to obey summons, etc.
41. Destruction, etc. of register, etc.
42. Destruction etc. of voter identification card, etc.
43. Forgery, etc. of record or voter identification card.
44. Offences by registering officers, etc.
45. Offences by other persons.
46. Aiding, abetting, etc. person to commit offence.
47. General penalty.

PART V

CONFIRMATION OF REGISTRATION

48. Confirmation of registration required.
49. Confirmation period.
50. Request for late confirmation.
51. Effect of confirmation.
52. Regulations relating to confirmation.
53. Resources for confirmation process.

PART VI

**REPEAL, SAVINGS AND TRANSITIONAL
PROVISIONS**

54. Repeal.
55. Electoral Office: preservation of rights, etc.
56. Policies, etc. issued under former Act.
57. Persons employed under former Act.
58. Offences, appeals under former Act.

Schedule - Registration of Electors Regulations

2024 REGISTRATION OF ELECTORS ACT

COMMONWEALTH OF DOMINICA

ACT NO. OF 2024.

BILL

FOR

AN ACT to make new provision for the registration of electors, to repeal the Registration of Electors Act, Chap. 2:03, and for related matters.

(Gazetted , 2024.)

BE IT ENACTED by the Parliament of the Commonwealth of Dominica as follows:

**PART I
PRELIMINARY**

Short title.

1. This Act may be cited as the –

REGISTRATION OF ELECTORS ACT, 2024

2024 REGISTRATION OF ELECTORS ACT

Interpretation.

2. (1) In this Act, unless the context otherwise requires –

”assistant registering officer” means an officer appointed under section 5(2)(b);

”Chief Registering Officer” means the officer designated as such under section 5(1);

”Commission” means the Electoral Commission established under section 56(1) of the Constitution;

”constituency” has the meaning assigned to it under subsection (2);

”effective date” means the date on which this Act comes into force;

”election” means an election of a member to serve in the House of Assembly for a constituency or on any City Council, Town Council, Urban Council, Village Council or the Kalinago Territory Council;

”elector”, in relation to an election, means a person whose name is, for the time being, on the register of electors to be used at that election;

”enumerator” means a person appointed under section 5(2)(c);

Chap. 2:03

”former Act” means the Registration of Electors Act,;

”functions” includes powers and duties;

”legal incapacity” includes (in addition to any incapacity by virtue of any subsisting provision of the common law) any disqualification imposed by this Act or any other enactment;

2024 REGISTRATION OF ELECTORS ACT

”local government areas” means the areas within the boundaries of City, Town, Urban and Village Councils and the Kalinago Territory Council, respectively;

”person in service overseas” means a person who —

(a) holds office as Ambassador, High Commissioner or other principal representative of Dominica and lives overseas;

(b) is a public officer required to perform duties on behalf of the Government of Dominica under the direction of a person specified in paragraph (a) and who is absent from Dominica for the purpose of taking up office or performing such duties; or

(c) is a member of the family of a person specified in paragraph (a) or (b) and is part of the person’s household;

”polling district” means a polling district constituted in accordance with section 4;

”prescribed” means prescribed by Regulations;

“publish” means to make any information or document available to the public in print or other form;

“qualified person” means a person who is qualified under this Act to be registered as an elector;

“qualifying date” means, in relation to the qualification of a person to be registered as an elector, the date on which the person applies to be registered as an elector unless, in respect of any particular year of election, the Commission by order appoints some other date;

2024 REGISTRATION OF ELECTORS ACT

”register of electors” or “register” means a register prepared under this Act in print or any other form containing the names of persons entitled to vote at an election, and includes a part of such register;

”registering officer” means an officer appointed under section 5(2)(a);

“registration record” means all documentation used and all records made in connection with the registration of a person under this Act, including all completed forms used in the compilation of the record;

“regulations” means regulations made under section 35;

“security features” means a water mark, a hologram and a unique identifier; and

”technology-enabled voter registration system” means a system specified in a notice published under section 31(1)(a).

(2) For the purposes of this Act, a “constituency” means

—
(a) one of the twenty-one constituencies into which Dominica is divided by the Boundaries Commission Order, being constituencies that were transitionally adopted for the purposes of the election of Representatives to the House of Assembly by paragraph 3(1) of Schedule 2 to the Commonwealth of Dominica Constitution Order 1978; or

(b) any other constituency established by modification of or in substitution for any of such constituencies, by Order made under section 57 of the Constitution.

2024 REGISTRATION OF ELECTORS ACT

3. This Act applies to the registration of electors for the election of members of – Application of Act.

- (a) the House of Assembly;
- (b) a City, Town, Urban or Village Council; and
- (c) the Kalinago Territory Council.

**PART II
POLLING DISTRICTS; APPOINTED OFFICERS**

Polling Districts

4. (1) Subject to the provisions of this section, each constituency shall be divided into polling districts with boundaries that coincide, where possible, with local government areas. Division of constituencies.

(2) The Chief Registering Officer may, with the approval of the Commission, constitute a polling district containing either more or less than four hundred and fifty qualified persons, where the Chief Registering Officer is satisfied that, because of congestion or the sparsity of the population or other special circumstances, it is more convenient to do so.

(3) In determining the boundaries of any polling district, the Chief Registering Officer shall have regard to local government areas, geographical considerations and such other factors as may affect the facilities of communication between various places within the polling district.

(4) The Chief Registering Officer shall keep the polling districts of each constituency under review and, subject to the approval of the Commission, by notice published in the *Gazette* make such alteration in the districts, including the abolition or establishment of any polling district, as the Chief Registering Officer may consider

2024 REGISTRATION OF ELECTORS ACT

proper, having regard to subsections (1), (2) and (3).

(5) If, at any time, the Commission considers it necessary or desirable to do so, it may review the polling districts in any constituency and, if it thinks fit, direct the Chief Registering Officer by instrument in writing to make such alteration, including the abolition or establishment of polling districts, as shall be specified by the Commission in the instrument.

(6) If the Chief Registering Officer, having been directed under subsection (5) to make an alteration, fails to do so within one month of the date of the instrument in writing, the Commission may, by notice published in the *Gazette*, effect the alteration.

Appointment of Officers

Chief Registering Officer,
registering officers, etc.

5. (1) For the purposes of this Act, the Chief Elections Officer appointed under section 87 of the Constitution shall be the Chief Registering Officer.

(2) There shall be, for the purposes of this Act –

- (a) a registering officer for each constituency who shall be appointed by the Commission after consultation with the Chief Registering Officer;
- (b) an assistant registering officer for each polling district who shall be appointed by the Commission after consultation with the Chief Registering Officer;
- (c) so many enumerators as may be considered necessary, who shall be appointed by the Chief Registering Officer after consultation with the Commission; and

2024 REGISTRATION OF ELECTORS ACT

(d) such other officers as the Commission may appoint, after consultation with the Chief Registering Officer, to perform prescribed functions.

(3) An appointment under subsection (2) shall be made by instrument in writing containing the terms and conditions of the appointment.

(4) A person selected for appointment as an enumerator shall, preferably, be a person who is qualified as an elector and resident in the polling district in respect of which the appointment is made.

(5) The Chief Registering Officer shall supervise the registering officers in the performance of their functions, and the registering officers shall comply with any general or specific directions that the Chief Registering Officer may give them.

(6) Any function assigned under this Act to a registering officer may be performed by an assistant registering officer, subject to the supervision and control of the registering officer.

(7) Notwithstanding subsection (2)(b), the Chief Registering Officer, if of the opinion that it is necessary or expedient, may direct that an assistant registering officer act for more than one polling district.

(8) A registering officer, an assistant registering officer, an enumerator and any other officer appointed under subsection (2) shall receive such remuneration for the carrying out of functions under this Act, as may be approved by the Commission after consultation with the Chief Registering Officer.

**PART III
REGISTRATION OF ELECTORS**

Qualification and Disqualification for Registration

2024 REGISTRATION OF ELECTORS ACT

Registration as elector required.

6. (1) Subject to the provisions of this Act, a person is entitled to vote as an elector at an election in a polling district only if, on polling day, the person-

(a) is qualified to be an elector for that polling district; and

(b) is on that day registered in the register of electors to be used at that election.

(2) A person who, under any written law is subject to any legal incapacity to vote is not entitled to vote as an elector at an election.

(3) A person may not be registered as an elector for more than one polling district.

(4) In subsection (1) “polling day” has the meaning assigned to that expression in section 2 of the House of Assembly (Elections) Act.

Eligibility for registration.

7. (1) Subject to the provisions of this Act and any other enactment imposing a disqualification for registration as an elector, a person is qualified for registration as an elector for a polling district if the person-

(a) is either –

(i) a citizen of Dominica; or

(ii) a Commonwealth citizen who has resided in Dominica for a period of not less than twelve months immediately before the qualifying date;

(b) is eighteen years of age or over; and

(c) has resided in that polling district for a continuous

period of at least three months immediately preceding the qualifying date, except that, in the case of a person who has attained the age of eighteen years within the period of three months immediately preceding the date of the person's registration, no such residence qualification shall be required.

(2) For the purpose of subsection (1)(c) and subject to subsection (3) –

- (a) a person in service overseas whose name is listed in a notice given to the Chief Registering Officer pursuant to section 25(1)(a) shall be deemed to reside on the qualifying date at the address specified in a declaration made by that person in the prescribed form; and
- (b) a person who is a *bona fide* student studying abroad shall be deemed to continue to reside on the qualifying date in the polling district in which the person's family home is located.

(3) Subsection (2) applies in the case of –

- (a) a person referred to in paragraph (a), where the person was resident in Dominica immediately before commencing the overseas posting;
- (b) a person referred to in paragraph (b), where the person was resident in Dominica immediately before commencing study abroad.

(4) Where an elector for a polling district has ceased to reside in that polling district, the elector shall not, on that account, cease to be qualified to be registered as an elector for that polling district until he or she has become registered as an elector for

2024 REGISTRATION OF ELECTORS ACT

another polling district.

(5) A person shall not be registered as an elector until he or she has satisfied all the requirements of this Act and the regulations relating to the registration of electors.

(6) The onus of proving that the requirements set out in subsection (1) are met shall lie with the person seeking to be registered as an elector.

Registration Process

Application for
registration.

8. (1) A person who qualifies for registration as an elector for a polling district shall apply in the prescribed form and manner to the registering officer for the constituency in which the polling district is located to have his or her name entered in the register of electors for that polling district prepared under section 14 or in any supplementary list for such polling district prepared under section 16.

(2) Every occupier of a house shall, at the request of the registering officer of the polling district in which the house is situated, furnish the registering officer with the name of every person living in that house who, to the best of the occupier's knowledge, is qualified to be registered as an elector for that polling district.

(3) Where a building is let in separate apartments, flats or lodgings, the person receiving the rent payable by the tenants or lodgers, whether on his or her own account or as the agent of another person shall, if requested to do so by or on behalf of the registering officer, give the name of every tenant or lodger by whom the rent for any such apartment, flat or lodging is payable.

(4) The Chief Registering Officer or a duly authorised representative may require an occupier of a building to provide such other information as may be required for the performance of

2024 REGISTRATION OF ELECTORS ACT

the functions assigned to the Chief Registering Officer or registering officer under this Act.

(5) A person who refuses, without reasonable cause, to furnish the information requested under this section or who gives information which the person knows to be false or knows not to be true, commits an offence under this Act.

(6) In this section –

”house” means a dwelling-house, and includes any building or part of a building occupied as a separate dwelling; and

”occupier” in relation to any building let in separate apartments, flats or lodgings, means the tenant, lodger or other person by whom the rent for the apartment, flat or lodging is payable.

9. (1) The Chief Registering Officer, or the registering officer or assistant registering officer for a polling district may carry out an investigation for the purpose of - Power to investigate.

(a) ascertaining whether a person whose name appears in a register or list of electors or was known to reside in a particular polling district is still alive; or

(b) determining the residency status of a person in a particular polling district or in the State.

(2) The Commission may, after consultation with the Chief Registering Officer, prescribe other purposes for which the Chief Registering Officer may conduct an investigation under this Act.

(3) In carrying out an investigation under this section, the Chief Registering Officer, registering officer or assistant register-

2024 REGISTRATION OF ELECTORS ACT

ing officer may, in such circumstances as may be considered necessary, visit any place within a polling district.

Voter identification card.

10. (1) Where a person has been duly registered as an elector, the Chief Registering Officer shall cause a voter identification card, in the prescribed form and containing the prescribed information, including a photograph and appropriate security features, to be issued to the person in accordance with the Regulations.

(2) The Chief Registering Officer may designate locations for the purpose of the issue of voter identification cards.

(3) There shall be established and maintained by the Chief Registering Officer a roll of the names of persons to whom voter identification cards have been issued.

Right to remain on register.

11. A person who is registered under this Part is entitled to have his or her name remain on the register unless and until it is deleted from the register pursuant to a provision of this Act because –

- (a) an objection to the person's registration has been allowed;
- (b) the person-
 - (i) has died;
 - (ii) has become disqualified for registration as an elector under this Act or any other written law imposing disqualifications for registration as an elector;
- (c) the person has requested the deletion of his or her name from the register; or
- (d) the person's registration has not been confirmed

2024 REGISTRATION OF ELECTORS ACT

in accordance with section 48.

Constitution of New Register of Electors

12. (1) Notwithstanding any provision of this Act to the contrary, on the effective date, the existing lists shall be adopted as the first register of electors under this Act and, subject to subsections (2) and (3), shall be the register of electors for the several polling districts until it is superseded by the preliminary register constituted and published under section 14.

Adoption of register.

(2) Within three days after the effective date, the Chief Registering Officer shall cause the register of electors adopted under subsection (1) to be published in the *Gazette*, on the website of the Electoral Office and in such other manner as may be prescribed and may be published in a newspaper widely circulated in Dominica.

(3) The Chief Registering Officer shall revise the register adopted under subsection (1) -

(a) by adding thereto the names of persons who, since the publication of the existing lists, qualified for registration as electors; and

(b) subject to section 26, by removing therefrom the name of any person referred to in subsection (4),

and, not later than forty-five days after the effective date, shall publish the register so revised in the manner specified in subsection (2).

(4) A person to whom subsection (3)(b) refers is a person whose name appears on the register adopted under subsection (1) and who -

(a) since the last publication of the register of electors

2024 REGISTRATION OF ELECTORS ACT

under the former Act, appears to the Chief Registering Officer -

(i) to have died;

(ii) being a Commonwealth citizen, other than a citizen of Dominica, to be no longer resident in a polling district on the effective date and to have departed from Dominica;

(iii) to have requested the deletion of his or her name from the register; or

(iv) whose registration has not been confirmed in accordance with section 48;

(b) has become disqualified for registration under this Act or under any other written law imposing disqualification for registration as an elector.

(5) In this section “existing lists” means -

(a) the register of electors;

(b) the supplementary lists of electors; and

(c) any other list of electors, for the several polling districts, certified by the Chief Registering Officer as the register and lists prepared, revised and last published under the former Act before the effective date.

Transitional
preliminary
register.

13. (1) During the confirmation period declared under section 51, the Chief Registering Officer shall prepare for each polling district and shall publish not later than the fifteenth day after the end of each month, a list of electors whose registration has been confirmed in the preceding month.

2024 REGISTRATION OF ELECTORS ACT

(2) On the expiration of the confirmation period, the Chief Registering Officer shall prepare for each polling district, a list of electors containing-

- (a) the names of persons whose registration has been confirmed pursuant to Part V, including the names appearing on the list published in respect of each month under subsection (1); and
- (b) the names appearing on the supplementary lists prepared under section 16(2),

but the list shall not include the names of persons whose registration has not been confirmed pursuant to Part V.

(3) Within forty-five days of the date of expiration of the confirmation period, the Chief Registering Officer shall cause the list prepared under subsection (2) to be published in the *Gazette*, on the website of the Electoral Office and in such other manner as may be prescribed and may be published in a newspaper widely circulated in Dominica.

(4) The list of electors published under subsection (3) shall be deemed to be the preliminary register of electors for the year in which it is published, until it is superseded by the preliminary register of electors constituted and published in the next succeeding year in accordance with section 14.

(5) The provisions of this Act and the regulations that apply to a preliminary register published under section 14 shall apply, *mutatis mutandis* to the preliminary register published under subsection (4).

(6) Where it appears to the Commission that, having regard to the date of publication of the preliminary register pursuant to subsection (4), the actions which are required or permitted under this Act to be taken by the Commission, the Chief

2024 REGISTRATION OF ELECTORS ACT

Registering Officer, a registering officer or any other person after the publication of such register, cannot be taken or completed in time for a new register to be published by 30th September next following as required by section 14, the Commission shall, as it considers appropriate in the circumstances, either –

- (a) reduce the time specified in this Act or the regulations by which any such action must or may be taken in relation to the preliminary register published under subsection (4), in order to ensure that the publication of the new register can occur by 30th September next following; or
- (b) notwithstanding section 30, specify a date, being a date later than 30th September next following, by which the new register must be published.

(7) If a writ for an election is issued during the confirmation period, the register of electors to be used for that election shall be the register of electors published under section 12(3), together with such monthly lists as have been published under subsection (1) and the supplementary lists last published under section 16(2).

Registers and Lists

Preliminary register.

14. (1) Except where section 13 applies, the Chief Registering Officer shall, in every year, cause to be prepared and shall publish not later than 30th September, a register of electors in provisional form to be called the preliminary register, containing the names of persons in each polling district who are entitled to vote at an election.

(2) The preliminary register of electors prepared under subsection (1) shall, subject to subsection (3), consist of the names of all persons appearing in -

- (a) the register of electors for the polling district last

published under this Act;

(b) the supplementary lists prepared and published under section 16 since the date of publication of the register referred to in paragraph (a); and

(c) a list prepared under section 15 in relation to a polling district.

(3) The preliminary register shall not include the names of persons who, in the opinion of the Chief Registering Officer, -

(a) since the date of publication of the register mentioned in subsection (2)(a) or the list mentioned in subsection (2)(b) appear –

(i) to have died;

(ii) being Commonwealth citizens, on 30th March in any year, to be no longer resident in that polling district and to have departed from Dominica; or

(iii) to have requested the deletion of his or her name from the register; or

(iv) whose registration has not been confirmed in accordance with section 48;

(b) has become disqualified for registration as an elector under this Act or under any other written law imposing disqualifications for registration as an elector.

(4) A person who is qualified to be registered as an elector under this Act but whose name does not appear in the preliminary register is entitled to be registered, and such person

2024 REGISTRATION OF ELECTORS ACT

may, in the form and manner prescribed, make an application for registration to the registering officer in the polling district in which the person resides, and the application shall be determined in accordance with the regulations as if it were a claim made under section 20.

(5) The Chief Registering Officer –

(a) shall revise the preliminary register prepared under subsection (1) in respect of each polling district by adding thereto or making removals therefrom in consequence of any action taken under subsection (3) or (4); and

(b) on or before the 30th November in each year, shall publish the preliminary register so revised, as the register of electors containing the names of electors who are entitled to vote at an election.

Corrections and additions to register.

15. With a view to making corrections and additions to the preliminary register, the Chief Registering Officer shall, not later than the fifteenth day of the month following each quarter in a year, cause to be prepared in alphabetical order, a list of all persons

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(a) whose names appear in a part of the register related to a polling district and who have notified the Chief Registering Officer of a change of residence to another polling district and appear to have resided in the new polling district for a continuous period of at least three months;

(b) whose names appear in a part of the register related to a polling district, and who have effected a change of residence within the polling district and have notified the Chief Registering Officer thereof;

2024 REGISTRATION OF ELECTORS ACT

(c) who have reached the age of eighteen years and who appear to the Chief Registering Officer to satisfy the other requirements for registration under this Act; and

(d) who, being persons other than those referred to in paragraphs (a) to (c), qualify for registration under this Act.

(2) The names of those persons referred to in subsection (1) shall, if possible, appear –

(a) in the case of those persons mentioned in paragraphs (a) and (b), in the register prepared for the year in respect of which the notification was made; and

(b) in the case of those persons mentioned in paragraphs (c) and (d), in the register prepared for the year in respect of which a claim to be registered was made.

(3) For the purpose of subsection (1) the quarters shall commence on 1st December, 1st March, 1st June, and 1st September in each year.

16. (1) There shall be the continuous registration of persons qualified under this Act to be registered as electors.

Continuous registration; supplementary lists.

(2) The Chief Registering Officer shall cause to be prepared and shall publish not later than the fifteenth day of the month following each quarter (such quarters commencing, respectively, on 1st December, 1st March, 1st June, and 1st September in every year), a supplementary list of electors registered pursuant to subsection (1).

2024 REGISTRATION OF ELECTORS ACT

(3) In relation to a supplementary list published under subsection (2), claims for registration and objections to the inclusion of the names of persons therein may be made, and the provisions of section 20 shall apply in respect of such claims or objections.

(4) A supplementary list shall be revised by making such additions thereto or removals therefrom as are authorised under this Act in relation to the preliminary register, and the list so revised shall be published in the *Gazette*, on the website of the Electoral Office and in such other manner as may be prescribed, and may be published in a newspaper widely circulated in Dominica.

Special provisions
where register, etc.
not prepared, etc.

17. (1) If in any year the Commission is satisfied that due to war, public calamity, public disturbance, civil disorder or to any other cause which may be reasonably justifiable in a democratic society, the preparation of a register of electors or any list relating to any polling district or any constituency has not taken place or has not properly taken place, the Commission may make a declaration to that effect, and such declaration shall be published in the *Gazette*.

(2) Where a declaration is made under subsection (1) in respect of the preparation of a register of electors or list which has not taken place, the register of electors or list, as the case may be, in force for any such polling district or constituency as the case may be, shall remain in force until a new register of electors or list is declared by the Commission to come into force in its place.

(3) Where a declaration is made in respect of the preparation of a register of electors or list which has not properly taken place, such preparation shall be rendered null and void and the register of electors or list, as the case may be, in force for such polling district or constituency before such preparation took place shall remain in force until a new register or list of electors, as the case may be, is declared by the Commission to come into force

2024 REGISTRATION OF ELECTORS ACT

in its place.

(4) Notwithstanding provisions in this Act to the contrary, no person shall be deemed to have been required at any time to serve any notice or do any act in relation to the preparation of a register of electors or list concerning which a declaration is made.

(5) A declaration made by the Commission under this section shall apply only to the polling district or districts or the constituency or constituencies specified in the Proclamation.

(6) A declaration made under this section may at any time be varied, altered, amended or revoked by the Commission.

18. The Chief Registering Officer shall, as soon as possible after the date of the issue of a writ for the holding of an election and, in any event, not later than ten days thereafter, cause to be published a supplementary register which shall include the following –

Supplementary register.

- (a) the names of all persons that appear in the revised supplementary lists published in accordance with section 16(4); and
- (b) the names of all persons who have been registered since the publication of the last supplementary list up to and including the date of the issue of the writ.

19. The register of electors and the supplementary register of electors revised and last published in any year under section 14(5) and section 18, respectively, shall constitute the register of electors and, after the publication thereof, shall be used for any election held until it is superseded by the register of electors published and constituted in the next succeeding year in accordance with this Part.

Register of Electors.

2024 REGISTRATION OF ELECTORS ACT

Claims and objections.

20. (1) A person who qualifies for registration as an elector under this Act, and whose name does not appear in a register or list of electors published under this Part, may make a claim for registration in the prescribed manner.

(2) Where a claim for registration is not allowed by a registering officer, the matter shall be referred in the prescribed manner to the Chief Registering Officer for a decision, and a person aggrieved by the decision of the Chief Registering Officer may, in the prescribed manner, appeal to the Commission whose decision shall be final.

(3) Objections to the inclusion of the name of a person in a register or list of electors published under this Act shall be made in accordance with the prescribed provisions.

Effect of the register.

21. The register of electors as constituted under section 19 shall be conclusive on the following questions -

(a) whether or not any person registered therein was, on the date of publication of the register, resident at the address shown; and

(b) whether or not that address is in a polling district or any part of a polling district.

Special registration period.

22. (1) Without prejudice to section 16, the Commission may, in any year, after consultation with the Chief Registering Officer, by notice declare such periods as it thinks fit, to be special registration periods during which such steps as the Commission may specify shall be taken to encourage and facilitate qualified persons to apply for registration as electors.

(2) A notice issued under subsection (1) –

(a) shall be published in the *Gazette* and on the website of the Electoral Office and may be

2024 REGISTRATION OF ELECTORS ACT

published in a newspaper widely circulated in Dominica at such intervals as the Commission thinks fit; and

(b) shall specify the date on which any special registration period shall begin, the date on which it shall end, and the place or places in a constituency at which application for registration as electors may be made.

(3) The Commission may by notice published in the manner described in subsection (2)(a), extend or reduce the period specified in a notice published under subsection (2)(b).

23. (1) The register of electors shall be closed to amendments immediately upon the issuance of a writ for the holding of an election.

Closure of register.

(2) Notwithstanding anything to the contrary in this Act, on the issue of the writ the following provisions shall have effect

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(a) no application under section 8 and no claim or objection under section 20 shall be considered by the Chief Registering Officer or a registering officer until after polling day;

(b) no name shall be entered in or removed from the register pursuant to any provision of this Act until after polling day; and

(c) no appeal relating to the register or any list shall be heard or determined until after polling day.

(3) Where a writ is issued for the holding of an election other than a general election, references in this section to the register of electors shall be construed as references to the part of the register that relates to the election in respect of which the writ

2024 REGISTRATION OF ELECTORS ACT

is issued.

Request for
deregistration.

24. (1) A person may, by application made to the Chief Registering Officer in the prescribed form and manner, request the deletion of his or her name from the register of electors.

(2) An applicant under subsection (1) shall provide such documents and information as may be prescribed or as may be required by the Chief Registering Officer, and the Chief Registering Officer, after due enquiry and on being satisfied as to the authenticity of the application shall, in accordance with the prescribed procedures, delete the name of the applicant from the register and take such further steps in relation to the deletion as may be prescribed.

General Provisions relating to Registration and the Register of Electors

Duty of public officers to
provide information.

25. (1) For the purpose of facilitating the composition and revision of the register of electors by the Chief Registering Officer as required under this Act –

(a) the Permanent Secretary of the Ministry under which the subject of external affairs falls, shall cause to be submitted to the Chief Registering Officer –

(i) not later than 30th May in every year, a written report containing the name of every person -

(A) who, at the date of the report, is a person in service overseas and who is eligible to be registered as an elector or is a registered elector;
and

2024 REGISTRATION OF ELECTORS ACT

(B) who, at the date of the report, has ceased to be a person in service overseas;

(ii) regular returns of the names, addresses, employment designation and status of officers in service overseas;

(b) the Superintendent of Prisons shall, not later than the fifteenth day of the month following each quarter, transmit to the Chief Registering Officer a list of the names of all persons who, at the date of issue of the list, are serving in Dominica, a sentence of imprisonment exceeding twelve months or under a sentence of imprisonment exceeding twelve months, the execution of which has been suspended;

(c) the Registrar General shall, within fifteen days after the end of each quarter, cause to be transmitted to the Chief Registering Officer a list of persons eighteen years of age or over whose deaths have been registered under the Registration of Births and Death Act during that quarter.

(2) Information required to be supplied under this section may be submitted in electronic form.

(3) In subsection (1) -

“quarter” means a period commencing, on 1st December, 1st March, 1st June, and 1st September in every year;

“Registrar General” means the Registrar appointed under the Registration of Births and Deaths Act.

2024 REGISTRATION OF ELECTORS ACT

Notice to be given before name deleted.

26. (1) Before deleting the name of any person from the register of electors or any list the Chief Registering Officer -

(a) except where an elector makes a request under section 24, shall cause the prescribed notice to be sent to the elector at his or her address last notified to the Chief Registering Officer; and

(b) shall act in accordance with the prescribed provisions.

(2) A person whose name has been deleted from the register of electors or any list in accordance with the provisions of this Act may make an application for registration as an elector, if he or she is eligible for registration under section 7.

Corrupt and illegal practices list.

27. (1) The Chief Registering Officer shall, in each year, make out from information supplied in respect of convictions under sections 61 and 62 of the House of Assembly (Elections) Act, a corrupt and illegal practices list containing —

(a) the name and description of every person who, though otherwise qualified to be registered as an elector in relation to a polling district, is not so qualified because he or she has been convicted or reported guilty of a corrupt or illegal practice; and

(b) a statement of the offence of which each person has been found guilty.

(2) At least fourteen days before the publication of the preliminary register pursuant to section 14, the Chief Registering Officer shall make a copy of the corrupt and illegal practices list available for inspection at a suitable location in the constituency in which the polling district is located.

Adaptation of register.

28. (1) Where, in accordance with section 4, any change is

2024 REGISTRATION OF ELECTORS ACT

made to the number or the boundaries of polling districts, the Chief Registering Officer, in consultation with the registering officer of any constituency affected by the change may, in accordance with such provisions as may be prescribed, combine or divide parts of the register or transfer registration records from one part of the register to another or make such other adjustments to the parts of the register affected as are rendered necessary by the change.

(2) The Chief Registering Officer shall, in writing, notify electors who are affected by any change made pursuant to subsection (1).

29. The Chief Registering Officer shall ensure that the register of electors and lists required to be prepared under this Act are completed as expeditiously as possible and in time for the publication of the preliminary register by 30th September in every year.

Time taken to compile register, etc.

30. Where anything in connection with the preparation or publication of a register or list under this Act-

Extension of time.

- (a) is omitted to be done;
- (b) cannot be done at the time required by or under this Act;
- (c) is done before or after that time; or
- (d) is otherwise irregularly done in matter of form,

the Commission, by resolution published in the *Gazette*, at any time before the time or after the time within which the thing is required to be done, extend the time or, as the case may be, validate anything done before or after the time required, or irregularly done in matter of form.

2024 REGISTRATION OF ELECTORS ACT

Use of Technology-Enabled System in the Registration of Electors

Notice concerning technology-enabled system.

31. (1) The Commission may—

(a) by notice published in the *Gazette* and on the website of the Electoral Office declare that on and after a date stated in the notice, the activities and procedures set out in the notice shall be carried out by means of the technology-enabled voter registration system specified in the notice; and

(b) alter the regulations to ensure that they facilitate and support the operation of the technology-enabled voter registration system so specified.

(2) In subsection (1)(b) “alter” means amend, adapt, revoke or add to.

Use of system in accordance with regulations.

32. The Chief Registering Officer shall ensure that, on and after the date stated in the notice published under section 31(1)(a), the activities and procedures set out therein are carried out by means of the technology-enabled voter registration system so specified, subject to such regulations as the Commission may prescribe.

**PART IV
GENERAL**

Continuation of Electoral Office.

33. The Electoral Office established under the former Act is continued.

Disclosure of information to authorised officer.

34. (1) Subject to the following provisions of this section, the Chief Registering Officer may share information from registration records with an authorised officer.

(2) In this section “authorised officer” means –

- (a) the Commissioner of Police;
- (b) the Director of the Financial Intelligence Unit;
- (c) a person for the time being lawfully exercising the functions of the person specified in paragraph (a) or (b); or
- (d) a person authorised to act on behalf of a person mentioned in paragraphs (a), (b) or (c).

35. (1) The Commission may make Regulations to give full effect to the provisions of this Act and, without prejudice to the generality of the foregoing, such Regulations may prescribe provisions with respect to –

Regulations.

- (a) the functions of a registering officer, an assistant registering officer or an enumerator;
- (b) the appointment of enrolment officers and other officers for the purposes of this Act and the functions to be performed by them;
- (c) the remuneration of and travelling allowances (if any) to be paid to persons exercising functions under this Act;
- (d) the registration of persons as electors, including the form and manner of an application for registration, the documents and other information to be furnished in connection with the application, and the procedures to be followed in determining the application;

- (e) the evidence that must be produced by a person to establish age, residence or nationality for the purposes of this Act;
- (f) the determination of the place of residence in Dominica of any person;
- (g) the evidence to be supplied by a person to establish the existence, extent or duration of a physical incapacity;
- (h) the establishment or designation of any place as a centre at which shall be carried out, such activity required or permitted to be done under this Act, as the Commission shall specify;
- (i) the treatment by a registering officer of information or documents submitted by a person after the date or time specified in this Act or the regulations for submission;
- (j) claims or objections, including the form and manner in which a claim or objection must be made, the treatment and disposition of a claim or objection and the functions of the Chief Registering Officer and a registering officer in relation to them;
- (k) registration records, including the unique identification number assigned to a person who qualifies for registration as an elector, in particular, the form, generation and use of such records and the manner in which they must be kept and maintained;
- (l) the voter identification card, including the form and features of the card and the procedure for

2024 REGISTRATION OF ELECTORS ACT

issuing the card;

- (m) the replacement of a voter identification card and the fees (if any) payable with respect to the replacement;
- (n) the conduct of any hearing under this Act;
- (o) the making and determination of an appeal against a decision of the registering officer or the Chief Registering Officer;
- (p) the establishment of a time-table for the preparation of the register of electors or any list;
- (q) the form of the register of electors, supplementary lists, or supplementary register;
- (r) the making available for inspection by the public, at such places as may be prescribed, or in electronic form, of any register of electors or any list of electors or other documents (or part thereof) prepared under this Act;
- (s) the supply to such category of persons as may be prescribed, of the whole or part of any register or list prepared under this Act, whether free of charge or on payment of a prescribed fee;
- (t) the deletion of an elector's name from the register or list of electors, whether at his or her request or by the Chief Registering Officer pursuant to a provision of the Act;
- (u) the adaptation of a register of electors where polling districts are altered;

2024 REGISTRATION OF ELECTORS ACT

- (v) the design, delivery and conduct of public campaigns aimed at fostering awareness of and encouraging persons to participate in, the registration process;
- (w) forms to be used for the purposes of this Act, including electronic versions thereof;
- (x) the use of technology, generally, in connection with the registration of electors; and
- (y) any other matter required under this Act to be prescribed.

Schedule.

(2) Regulations contained in the Schedule shall have effect as if made under subsection (1) until Regulations are made under that subsection, and the Regulations contained in the Schedule may be amended or revoked by the Commission.

Chap. 3:01

(3) Notwithstanding section 29(1)(b) of the Interpretation and General Clauses Act, Regulations made under this section may provide that, in respect of a breach thereof the offender shall be liable on summary conviction to such fine, not exceeding five thousand dollars or to a term of imprisonment not exceeding six months, as may be specified in the Regulations.

Commission may hear appeals.

36. (1) The Commission shall have the power to hear and determine appeals against decisions of the Chief Registering Officer.

(2) The Commission may by regulations provide that a decision of the Chief Registering Officer in relation to any matter specified in such regulations shall be final.

Offences

False claim for registration.

37. A person who –

2024 REGISTRATION OF ELECTORS ACT

- (a) has ceased to be a Commonwealth citizen after attaining the age of eighteen years and has not subsequently thereto become a Commonwealth citizen;
- (b) has not attained the age of eighteen years; or
- (c) does not have the requisite residential qualifications for inclusion in the register of electors, and who willfully makes a claim to be included in the register of electors, commits an offence.

38. (1) A person who, knowing that he or she is registered in a polling district, wilfully seeks to be registered in another polling district or more than once in the same polling district, commits an offence.

Multiple registration.

(2) A person who induces or procures another person to do an act which the person knows is an offence under subsection (1), or would be an offence under subsection (1) but for the other person's want of knowledge, commits an offence.

39. A person who objects to the inclusion of the name of any other person on the register of electors or a list prepared under this Act on any ground that the person knows or should know is false, or does not believe to be true, commits an offence.

Making a false objection.

40. A person who, without reasonable excuse, fails to obey any request made or summons issued requiring the person's attendance at a hearing or enquiry relating to an application or claim for registration or an objection to the registration of any person under this Act, commits an offence.

Failure to obey summons, etc.

41. A person who, without lawful authority, destroys, mutilates, defaces or removes, or makes any alteration in, any register or notice published under this Act or a copy thereof that has been

Destruction, etc. of register, etc.

2024 REGISTRATION OF ELECTORS ACT

made available for inspection by the public under this Act, commits an offence.

Destruction etc. of voter identification card, etc.

42. A person who, without lawful authority, willfully destroys, mutilates, defaces, duplicates, attempts to duplicate, or makes any alteration to –

- (a) any unused, completed, incomplete or cancelled registration record or any duplicate thereof;
- (b) a voter identification card; or
- (c) any other document issued under this Act,

whether or not the record, card or document, as the case may be, relates to the person or to another person, commits an offence and is liable on summary conviction to a fine not exceeding five thousand dollars or to imprisonment for a term not exceeding six months or to both such fine and imprisonment.

Forgery, etc. of record or voter identification card.

43. A person who, with intent to deceive, forges or counterfeits any registration record or voter identification card is liable on summary conviction to a fine not exceeding five thousand dollars or to imprisonment for a term not exceeding six months or to both such fine and imprisonment.

Offences by registering officers, etc.

44. (1) A registering officer or an assistant registering officer who, wilfully and without reasonable excuse —

- (a) omits from the register of electors or a list relating to a polling district in a constituency the registration record or other details relating to a person who is entitled to be registered;
- (b) wilfully frustrates (by any means whatsoever) the registration of a person who is entitled to be

2024 REGISTRATION OF ELECTORS ACT

registered;

- (c) knowingly enters in the register of electors or any list the name of a person who is not qualified or entitled to be registered as an elector under this Act;
- (d) omits to enter in the registration record of a person any relevant matter or thing that he or she knows or reasonably believes to be true;
- (e) creates a registration record relating to a fictitious or non-existent person; or
- (f) knowingly, falsely certifies any registration record, register of electors or list to be correct,

commits an offence and is liable on summary conviction to a fine not exceeding five thousand dollars or to imprisonment for a term not exceeding six months or to both such fine and imprisonment.

(2) A registering officer or assistant registering officer convicted of an offence under subsection (1) shall, in addition to any penalty specified in that subsection, forfeit the right to payment for services provided as a registering officer or assistant registering officer, as the case may be, and shall be incapable during a period of seven years from the date of the conviction –

- (a) of being qualified as an elector or of voting at any election; or
- (b) of being elected a member of the House of Assembly or of any local government body.

(3) Notwithstanding that an appeal is made against a conviction for an offence under subsection (1), the incapacity specified in subsection (2) in the event of any such conviction shall

2024 REGISTRATION OF ELECTORS ACT

continue until the appeal is determined and, thereafter, unless the conviction is quashed, the incapacity shall remain in force for a period of seven years from the determination of the appeal, unless the court hearing the appeal directs that the period of seven years shall run from the date of conviction.

Offences by
other persons.

45. Any person (not being a registering officer or assistant registering officer) exercising functions under this Act and who does any unlawful or unauthorised act in relation to the register of electors, any list or the registration record of any person commits an offence and is liable on summary conviction to a fine not exceeding ten thousand dollars or to imprisonment for a term not exceeding nine months, or to both such fine and imprisonment.

Aiding, abetting etc.
person to commit
offence.

46. A person who aids, abets, induces or procures a registering officer, assistant registering officer or a person referred to in section 45 to do any act that is an offence under this Act commits an offence and is liable on summary conviction to a fine not exceeding five thousand dollars or to imprisonment for a term not exceeding six months or to both such fine and imprisonment.

General penalty

47. Any person who commits an offence against this Act for which no specific penalty is provided is liable on summary conviction to a fine not exceeding five thousand dollars or to imprisonment for a term not exceeding six months, or to both such fine and imprisonment.

PART V CONFIRMATION OF REGISTRATION

Confirmation of
registration required.

48. (1) This Part applies to a person who, on the effective date, is registered as an elector in the register of electors adopted and revised under section 12.

(2) A person to whom this Part applies shall, within the confirmation period specified in section 49, apply to have his or her

2024 REGISTRATION OF ELECTORS ACT

registration as an elector confirmed, and the application shall be made in the prescribed form and manner and shall be accompanied by such documents and information as may be prescribed.

(3) Where the registration of a person to whom this Part applies is not confirmed under this Part, the name of the person shall be deleted from the register of electors.

(4) The confirmation of registration shall be carried out by means of the technology-enabled voter registration system.

49. (1) As soon as practicable after the effective date and in any event not later than thirty days thereafter, the Commission shall by order, declare a period, being not less than twelve months, to be the confirmation period for the purpose of this Part and may, in like manner, extend the period so declared, so, however, that the period initially declared together with any extension thereof shall not exceed fifteen months.

Confirmation period.

(2) Any reference in this Act to the confirmation period shall be construed to include a reference to an extension of the period initially declared as such.

(3) An order made under subsection (1) shall be published in the *Gazette* and on the website of the Electoral Office and may be published in such other manner as the Commission thinks fit,

50. (1) Where a person to whom this Part applies did not apply for the confirmation of his or her registration during the confirmation period declared under section 49 on account of special or unusual circumstances, the person may, not later than one month after the expiration of the confirmation period, in such form and manner as the Commission may prescribe or approve, seek the permission of the Commission to make a late application and, in making the request, shall specify the special or unusual circumstances that prevented the making of the application within

Request for late confirmation.

2024 REGISTRATION OF ELECTORS ACT

the confirmation period.

(2) As soon as practicable after receipt of a request under subsection (1), the Commission shall decide whether or not the circumstances specified by the applicant justify the grant of permission to make the application for confirmation after the expiration of the confirmation period, and shall advise the applicant accordingly.

(3) No application for the confirmation of registration shall be received or dealt with except in accordance with the provisions of this Part.

Effect of confirmation.

51. (1) A person whose registration is confirmed shall be deemed to be a person duly registered under this Act, and the provisions of this Act and the regulations applicable to a person registered as an elector shall apply to that person.

(2) All documentation used and all records made in connection with the confirmation of registration of a person under this Part shall form part of the registration record relating to that person.

Regulations relating to confirmation.

52. The Commission may, in the exercise of its power under section 35, prescribe such provisions as may be necessary or desirable to give full effect to the provisions of this Part.

Resources for confirmation process.

53. The Commission shall take reasonable steps to secure the financial and other resources necessary to carry out the confirmation of registration process in an efficient and timely manner.

**PART VI
REPEAL, SAVINGS AND
TRANSITIONAL PROVISIONS**

Repeal. Chap. 2:03

54. The Registration of Electors Act is hereby repealed.

2024 REGISTRATION OF ELECTORS ACT

55. (1) In relation to the Electoral Office continued under section 33, any property purchased by, belonging to, vested in or assigned to that Office immediately before the effective date and all interests, rights and easements in respect of such property shall, on and after the effective date continue to belong to, vested in or assigned to the Electoral Office, subject to all and any trusts and to all debts, liabilities, encumbrances and obligations affecting the same and to any enactment regulating the management, maintenance, control, supervision, of and dealing with, the property.

Electoral Office:
preservation of rights,
etc.

(2) Any valid or lawful act done by or on behalf of the Electoral Office under the former Act and which continues to have effect after the effective date, shall be deemed to have been done under this Act to the extent that such act is consistent with the provisions of this Act.

56. Any policy, standard or guideline issued by the Commission or the Chief Registering Officer under the former Act that is valid and in force immediately before the effective date shall remain valid and in force on and after the effective date, to the extent that it is consistent with this Act, until it is amended or revoked under this Act by the Commission or, as the case may be, the Chief Registering Officer.

Policies, etc. issued
under former Act.

57. A person who, immediately before the effective date, held office or employment at the Electoral Office under a contractual arrangement, shall, on and after the effective date, continue in such office or employment in accordance with the terms and conditions of the arrangement.

Persons employed
under former Act.

58. (1) Any proceedings in respect of offences committed or alleged to be committed against the former Act, may be instituted or, as the case may be, continued on or after the effective date as if the former Act had not been repealed.

Offences, appeals under
former Act.

(2) An appeal to the Commission from a decision of the

2024 REGISTRATION OF ELECTORS ACT

Chief Registering Officer under section 12 (3) of the former Act shall, if not filed or disposed of before the effective date, be filed or, as the case may be, disposed of within a period of thirty days after the effective date and dealt with as if the former Act had not been repealed.

SCHEDULE

(Section 35)

REGISTRATION OF ELECTORS REGULATIONS, 2024ARRANGEMENT OF SECTIONS**PART I - PRELIMINARY**

1. Short title.
2. Interpretation.

PART II - REGISTRATION OF PERSONS AS ELECTORS*Enrolment Officers; Oath of Office*

3. Appointment, etc. of enrolment officers.
4. Oath to be taken.
5. Adequate materials.

Residence Requirement for Registration

6. Place of ordinary residence.
7. House-to-house visits.

Application for Registration

8. Form and manner of application.
9. Offence to give false information, etc.
10. Consideration and grant of application.
11. Disallowance of application.
12. Appeal against refusal to register.

Voter Identification Card

13. Form and issue of card, etc.
14. Expiration of card.
15. Surrender of card.
16. Replacement of card.

Registration Records

17. Form of registration records.
18. Correction of errors in the records.
19. Lost, mutilated, etc. records.

General Provisions Relating to Identification Cards and Registration Records

20. Record of cards, etc. to be maintained.
21. Safe custody of cards and records.
22. Offence to destroy etc., records etc.

PART III – REGISTERS AND LISTS

Preliminary Register: Form, Revision and Publication

23. Form of preliminary register.
24. Publication of register.
25. Copies of register to be supplied.
26. Persons omitted from register.
27. Electoral revising centres.

Claims and Objections

28. Late claims.
29. Making claims or objections.
30. Action of registering officer on claims or objections.
31. Hearing of claim or objection.
32. Decision on claim or objection.
33. Appeal relating to claim or objection.
34. Power to require documents, etc.
35. Claims or objections relating to supplementary list.

Amendments to Register and Lists

36. Change of residence.
37. Change of name.
38. Published register to reflect changes.
39. Alteration of register without notice.
40. Alteration of register with notice.
41. Deletion of name from register; procedure, etc.

PART IV – GENERAL PROVISIONS

42. Appeal to Commission.

- 43. Notices.
- 44. Copies of documents.
- 45. Public holidays, etc.
- 46. Misnomer.
- 47. Failure to publish documents.
- 48. Penalties.
- 49. Time-table.

PART V – CONFIRMATION OF REGISTRATION AS ELECTOR

- 50. Enrolment officers to exercise functions.
- 51. Application for confirmation.
- 52. Confirmation requirements met.
- 53. Disallowance of application for confirmation.
- 54. Appeal against disallowance of confirmation.
- 55. Deletion of name from register: non-confirmation

First Schedule – Forms.

Second Schedule – Oath of Office.

REGISTRATION OF ELECTORS REGULATIONS

(Section 35)

PART I – PRELIMINARY

- Short title. 1. These Regulations may be cited as the –
REGISTRATION OF ELECTORS REGULATIONS, 2024.
- Interpretation. 2. In these Regulations —
- “the Act” means the Registration of Electors Act, 2024;
- “enrolment officer” means a person appointed as such under regulation 3(1);
- “list” means a supplementary list and any other list of electors required to be prepared and published under the Act;
- “occupier” has the same meaning as in section 9(6) of the Act;
- “preliminary register” means a register prepared under section 15 of the Act;
- “qualifying address” in relation to any person means the address to be entered pursuant to regulation 23(5) on a register or on any list opposite the name of such person;
- “qualifying date” means the date on which a person applies to be registered as an elector, unless in respect of any particular year of election, the Commission by order appoints another date;
- “register of electors” or “register” means a register prepared under the Act, in print or electronic form, containing the names of persons entitled to vote at an election, and includes a part of such register;
- “registration notice” means a notice issued under regulation 26(1);
- “registration records” means the records used in the registration of a person and includes the register of electors and all completed forms used in the compilation of such records; and
- “unique identification number” has the meaning specified in regulation 10(4).

PART II – REGISTRATION OF PERSONS AS ELECTORS

Enrolment Officers; Oath of Office

Appointment, etc. of
enrolment officers.

3. (1) The Commission shall, after consultation with the Chief Registering Officer, by instrument in writing, appoint as enrolment officers such number of persons for such periods as may be considered necessary.

(2) Enrolment officers shall –

- (a) collect information required to verify whether the names of persons appearing on a register or on any list should remain on such register or list or be removed therefrom in accordance with the Act;
- (b) collect information required to verify the entitlement of a person to be issued a voter identification card;
- (c) submit information collected under paragraph (a) or (b) to the Chief Registering Officer; and
- (d) perform any other function assigned to them under the Act or these Regulations.

(3) The Chief Registering Officer shall supervise the enrolment officers in the performance of their functions and the enrolment officers shall comply with any general or specific directions that the Chief Registering Officer may give to them.

(4) An enrolment officer shall receive such remuneration as may be prescribed by the Commission, after consultation with the Chief Registering Officer.

Oath to be taken.

4. Before carrying out any function under the Act, a person appointed pursuant to section 5(2) of the Act shall take the Oath of Office set out in the Second Schedule.

Second Schedule.

Adequate materials.

5. The Chief Registering Officer shall ensure that registering officers, assistant registering officers, enumerators and enrolment officers have all the materials required for the purpose of exercising the functions assigned to them under the Act and these Regulations.

Residence Requirement for Registration

Place of ordinary
residence.

6. (1) In relation to the qualification of a person to be registered as an elector for a polling district, a person shall be deemed to reside in the polling district in which he or she is ordinarily resident on the qualifying date.

(2) The question whether a person is or was ordinarily resident at a place for any material period shall be determined by reference to all the facts of the case and the following provisions –

- (a) no account shall be taken of the residence of a person in a polling district for the purpose of engaging temporarily in employment of a seasonal character;
- (b) the place of ordinary residence shall be deemed to be generally the place which has always been, or has been adopted by a person as, the place of habitation or home, such that when away from there, the person intends to return;
- (c) where a person usually sleeps in one place and has meals or is employed in another place, the place of ordinary residence shall be where the person sleeps;
- (d) generally, a person's place of residence is where the family of that person resides, but where the person is living apart from the family in another place, the place of ordinary residence is that other place;
- (e) the temporary absence of a person from a place of ordinary residence does not cause the loss or change of place of ordinary residence of the person; and
- (f) a person who has more than one place of ordinary residence may elect which of these places is to be considered as the place of ordinary residence for the purpose of registration.

(3) The place of ordinary residence of an applicant for registration who is a person in service overseas, shall be the address specified by that person in a declaration made by him or her, which shall be in the form set out as Form 1 in the First Schedule.

First Schedule.
Form 1

House-to-house
visits.

7. (1) In connection with the registration of persons as electors, the Chief Registering Officer or the registering officer for a constituency may require enumerators to visit any house within the polling districts assigned to them –

- (a) for the purpose of ascertaining whether persons whose names appear in the register or any list still reside in a particular polling district or are still alive; or
- (b) for such other purpose as the Chief Registering Officer or registering officer may require in order to give effect to the Act or these Regulations.

(2) Where, pursuant to subregulation (1), an enumerator is required to visit a house in connection with the registration of any person, the enumerator shall take all deliberate care to ensure that accurate information is obtained with respect to the name, address, occupation and other particulars of that person.

Application for Registration

- Form and manner of application.
8. (1) An application for registration as an elector for a polling district pursuant to section 8 (1) of the Act shall be in the form set out as Form 2 in the First Schedule, and the form shall be –
- (a) completed and signed by the applicant in the presence of a registering officer and witnessed by an elector registered in the polling district; and
 - (b) delivered to the registering officer.
- Form 2.
- (2) An applicant who is unable to sign the application form shall place his or her mark on the form instead of a signature.
 - (3) Subject to subregulation (4), an applicant who, under section 7(1)(a) (i) of the Act claims as a citizen of Dominica to be qualified for registration as an elector, shall furnish with the application –
 - (a) one Government-issued identification document bearing a photograph of the applicant; and
 - (b) one Government of Dominica issued certificate of birth or other official document authenticating the identity of the applicant, or an affidavit of identification in the form set out in the Third Schedule sworn before a Justice of the Peace, Commissioner for Oaths or Notary Public.
- Third Schedule .
- (4) In support of an application, a registering officer may accept, in place of the documents specified in subregulation (3), an affidavit of identity together with the applicant’s certificate of birth and a passport-sized photograph certified by a Justice of the Peace to be a true photograph of the applicant.
 - (5) An applicant who, under section 7(1)(a)(ii) of the Act, claims as a Commonwealth citizen to be qualified for registration as an elector, shall furnish with the application –
 - (a) a valid passport; and
 - (b) one other evidentiary Government or other official document as may be specified by the Chief Registering Officer to authenticate the applicant’s identity and to establish his or her nationality; and
 - (c) an affidavit of identification in the form set out in the Third Schedule to be signed by a Justice of the Peace, Commissioner for Oaths or Notary Public.
 - (6) Subject to subregulation (9), the Chief Registering Officer may accept certified copies of the documents mentioned in subregulations (3), (4) and (5).
- Chap. 31:01
- (7) A person who is qualified under the Act to be registered as an elector and who is suffering from a physical incapacity that prevents the person from attending the office of the registering officer of the polling district in which the person resides in order to register, shall notify the registering officer of the incapacity and the registering officer shall visit the person for the purpose of facilitating the registration.

- (8) Reference in subregulation (3) to a Government-issued identification document shall be construed to include a reference to a valid passport or drivers licence issued by the Government of Dominica or a registration card issued by Dominica Social Security under the Social Security Act.
- (9) For the purposes of this regulation, a document is a “certified copy” if it is verified and authenticated by a Justice of the Peace, Commissioner for Oaths or Notary Public, as a true and accurate representation of the original.
- Offence to give false information, etc. 9. A person who, in connection with an application for registration, gives any information that the person knows to be false or does not believe to be true or furnishes any document that the person knows to be false, commits an offence.

Determination of Application

- Consideration and grant of application. Form 3. 10.(1) A registering officer to whom an application for registration is submitted under regulation 8 shall issue to the applicant a receipt in the form set out as Form 3 in the First Schedule.
- (2) The registering officer shall consider each application and shall determine whether or not the applicant meets the requirements of the Act for registration as an elector, and where the registering officer is of the opinion that the applicant has –
- (a) met the requirements for registration;
 - (b) applied for registration in accordance with the regulations; and
 - (c) furnished the information and documents required to be submitted in connection with the application,
- then, the registering officer shall transmit to the Chief Registering Officer the application for registration form of the applicant together with all the documents submitted in connection with the application.
- (3) On being satisfied that a person has met the requirements for registration as an elector under the Act, the Chief Registering Officer shall cause -
- (a) the person’s name to be entered in the register of electors for the polling district in respect of which the application was made;
 - (b) a unique identification number to be generated in respect of the person and affixed to his or her application for registration and other registration records; and
 - (c) a voter identification card to be issued to the person.
- (4) Reference in subregulation (3)(b) to a unique identification number is a reference to a number that -
- (a) does not contain any digits that relate to an attribute of the person;
 - (b) is assigned permanently to the person; and

- (c) is not assigned or re-assigned to another person during the lifetime or after the death of the person to whom it is originally assigned.
- Disallowance of application.
Form 4.
11. The registering officer, if of the opinion that an applicant does not qualify for registration under the Act shall –
- (a) issue to the applicant a Notice of Disallowance of Registration in the form set out as Form 4 in the First Schedule; and
 - (b) transmit to the Chief Registering Officer a copy of the Notice.
- Appeal against refusal to register.
Form 5.
12. (1) A person who is aggrieved by the decision of the registering officer not to allow an application for registration may, within fourteen days from the date of the Notice of Disallowance of Registration, appeal to the Chief Registering Officer against the decision by delivering to the registering officer a Statement of Appeal in the form set out as Form 5 in the First Schedule.
- (2) Within three days of receipt of a Statement of Appeal, the registering officer shall transmit the Statement to the Chief Registering Officer together with the appellant's application for registration and all documents submitted in connection with the application.
- (3) The Chief Registering Officer shall determine the appeal within a period not exceeding thirty days from the date of receipt of the Statement of Appeal and may, on his or her own motion or at the request of the appellant, summon such witnesses and order the production of such documents as the Chief Registering Officer may consider necessary for the purpose of the appeal.
- (4) The decision of the Chief Registering Officer on appeal shall be notified to the appellant in the form set out as Form 6 in the First Schedule.
- (5) A person aggrieved by the decision of the Chief Registering Officer may appeal against the decision to the Commission, and in relation to such appeal, the provisions of regulation 42 shall apply.
- (6) The Chief Registering Officer shall maintain at the Electoral Office a record of the names, addresses and other particulars of each applicant whose application for registration has been disallowed and, in the case of an appeal against the decision, the result of the appeal.
- Form 6.

Voter Identification Card

- Form and issue of card, etc.
Form 7.
- 13 (1) A voter identification card issued pursuant to regulation 10(3)(d) shall be in the form set out as Form 7 in the First Schedule and shall be signed by the Chief Registering Officer and have appropriate security features.
- (2) Subject to subregulations (3) and (4), the voter identification card

shall be made available to the elector at the office of the Chief Registering Officer or other appropriate registering office.

(3) The voter identification card shall be made available to the elector

(a) in person who shall acknowledge receipt of the card by signing or making his or her mark in a book of record to be provided for the purpose; or

(b) through a person authorised in writing by the elector to receive the identification card on his or her behalf who shall acknowledge receipt of the card on behalf of the elector by signing or making his or her mark in a book of record to be provided for the purpose; or

(c) by post to an address provided by the elector.

(4) For the purpose of subregulation (3)(c), where a person provided an overseas address for correspondence, the Chief Registering Officer shall cause the voter identification card relating to the person to be sent to that address by registered post and may direct that the registering officer of the polling district in which the elector is registered, using the contact details specified in the application form, advise the elector by means of electronic mail or telephone, that the card has been sent.

Expiration of card.

14 (1) A voter identification card shall expire ten years from the date of issue.

(2) On the expiration of a voter identification card or so soon prior to the expiration date as the Chief Registering Officer shall decide, a new voter identification card shall be issued to the person, so long as the person's name has not been removed from the register of electors pursuant to a provision of the Act.

Surrender of card.

15 (1) During the period of validity of a voter identification card, the Chief Registering Officer may –

- (a) require the person to surrender the card for inspection;
- (b) if deemed necessary or desirable, require a facial image of the person to be taken; and
- (c) in place of the surrendered card, issue a new voter identification card with the new facial image.

(2) Where a person fails to surrender a voter identification card when required to do so under subregulation (1), the Chief Registering Officer may cancel the card.

Replacement of card.

16. (1) Where a voter identification card issued to a person under these Regulations –

- (a) has been lost, stolen, destroyed, mutilated or defaced; or

(b) is discovered to contain information given by the person that is inaccurate or incorrect,

the person may apply to the Chief Registering Officer for a replacement voter identification card.

(2) An application under subregulation (1) shall be in the form set out as Form 8 in the First Schedule and shall be accompanied by –

Form 8.

(a) a statutory declaration setting out the circumstances of the loss, theft, destruction, mutilation or defacement or is discovered to contain information given by the person that is inaccurate or incorrect, as the case may be, of the voter identification card;

(b) where it is not lost or stolen, the person's voter identification card; and

(c) an official receipt issued by the Accountant General evidencing payment of the replacement fee of one hundred dollars.

(3) Within ten days of receipt of an application under subregulation (2), the Chief Registering Officer shall consider the application and, if satisfied that a voter identification card has been lost, stolen, destroyed, mutilated, or defaced as claimed in the application, shall cause a replacement card to be issued to the applicant.

(4) There may be placed on the face of a card issued under this regulation a mark or other indication approved by the Chief Registering Officer that identifies the card as a replacement card.

(5) Subject to subregulation (6), a replacement card shall contain such particulars as were recorded on the voter identification card previously issued to the person under these Regulations.

(6) There may be inserted in a replacement card the print of a photograph different from that which was affixed to the voter identification card being replaced, but only if the Chief Registering Officer is satisfied that the photograph is a sufficiently good likeness of the person to whom it relates.

(7) Where the Chief Registering Officer accepts a photograph different from that which was on the voter identification card being replaced, a copy of that photograph shall be attached to the registration record of the person.

(8) Where it is discovered that a voter identification card that contains information that is inaccurate or incorrect, the Chief Registering Officer may, after inquiry, cause to be made such alteration on the replacement card as appears to be necessary and proper.

(9) The Chief Registering Officer, if not satisfied that the applicant's assertions with respect to the voter identification card for which a replacement is sought have been substantiated shall, by notice in the form set out as Form 9 in the First Schedule, so inform the applicant and shall give him or her an opportunity to be heard and to provide additional

- Form 9. information.
- (10) Where the Chief Registering Officer, having heard the applicant and considered any additional information provided, is still not satisfied as mentioned in subregulation (9), and disallows the application for a replacement card, the Chief Registering Officer shall, by notice in the form set out as Form 10 in the First Schedule, so inform the applicant and notify him or her of the right of appeal under subregulation (11).
- Form 10. (11) An applicant who is aggrieved by a decision of the Chief Registering Officer not to issue a replacement card may appeal to the Commission against the decision, and in relation to such appeal the provisions of regulation 42 shall apply.

Registration Records

- Form of registration records.
Form 11. 17. (1) The registration record relating to each person shall be in the form set out as Form 11 in the First Schedule.
- (2) The registration record of a person shall be computer-generated and such record, maintained in electronic form by the Chief Registering Officer, shall be a valid record of the information contained therein.
- Correction of errors in the records. 18. (1) The Chief Registering Officer or a registering officer may correct clerical errors in the registration record of a person.
- (2) A correction made under this regulation shall be initialled and dated by the Chief Registering Officer or a registering officer, as the case may be, and if practicable, by the person to whom the record relates.
- Lost, mutilated etc. records. 19. (1) If the complete registration record, including the electronic record of any person is mutilated, defaced, destroyed or lost and deemed to be irretrievable, the Chief Registering Officer shall swear an affidavit as to how the record was mutilated, defaced, destroyed or lost, as the case may be, and unless the record can be reconstructed as provided in subregulation (2), the person shall be required to register afresh.
- (2) The Chief Registering Officer may reconstruct the registration record of a person from the records available to the Chief Registering Officer or from the person's voter identification card.

General Provisions Relating to Identification Cards and Registration Records

- Record of cards, etc. to be maintained. 20. (1) The Chief Registering Officer shall keep a record of the total number of voter identification cards issued, lost, destroyed or replaced.
- (2) The record required to be kept under subregulation (1) shall be maintained for at least five years.
- Safe custody of cards and records. 21 (1) The Chief Registering Officer shall cause to be kept in safe custody, and shall not permit any unauthorised person to have access to –

- (a) unused, completed or cancelled registration records; or
- (b) unused, completed or cancelled voter identification cards.
- (2) All damaged, void or cancelled registration records, voter identification cards and other similar materials shall be sent to the Chief Registering Officer who shall keep them in safe custody for a period of not less than ten years from the date of the last entry in the record and, thereafter, they shall be destroyed.
- (3) Where it is necessary for registration records to be kept overnight, they shall be kept in containers provided for the purpose by the Chief Registering Officer and such containers may be kept at any convenient police station.
- Offence to destroy etc. records, etc. 22. (1) Any person who, without lawful authority, destroys, mutilates, removes or makes any alteration in –
- (a) an unused, completed, incomplete or cancelled registration record or any duplicate of the same;
- (b) a registration notice affixed to any building or place; or
- (c) a notice of disallowance of registration; or any other document published under these regulations,
- commits an offence under these Regulations.
- (2) A person who creates a registration record that is false or that has information which the person knows or has grounds to believe is not true, commits an offence under these Regulations.

PART III – REGISTERS AND LISTS

Preliminary Register: Form, Revision and Publication

- Form of preliminary register.
Form 12 23. (1) The preliminary register of electors prepared under the Act shall be in the form set out as Form 12 in the First Schedule and shall be framed in separate parts for each polling district within a constituency.
- (2) There shall be assigned to each polling district and to the part of the register which relates to that polling district, a separate letter or letters which shall be deemed to form part of an elector's number in the register.
- (3) The names of electors in each part of the preliminary register shall be arranged in alphabetical order and, so far as reasonably practicable, shall be numbered consecutively with separate series of numbers for each polling district, or in such other manner as may be considered expedient.
- (4) Opposite to the name of each person in the register there shall be inserted the person's occupation (if any) and address.
- (5) In relation to each person, the name, occupation and address to be included in the preliminary register shall be as finally settled pursuant

- to the Act and these Regulations.
- Publication of register.
24. (1) The Chief Registering Officer shall publish the preliminary register by making copies thereof available for inspection at –
- (a) the office of the registering officer for a constituency;
 - (b) any specified place or places in the constituency to which the public have access; and
 - (c) every electoral revising centre in a constituency.
- (2) The Chief Registering Officer shall publish in a newspaper widely circulated in Dominica, on the website of the Electoral Office and may publish in any other manner deemed appropriate, a notice specifying the places referred to in subregulation (1) where the preliminary register will be made available and, as soon as practicable thereafter, copies of the register shall be posted at such places for public inspection.
- (3) The Chief Registering Officer shall publish the final revised version of the preliminary register –
- (a) by making copies available for inspection at the office of the Chief Registering Officer; and
 - (b) by making copies of the parts of the register pertaining to each constituency available for inspection at office of the registering officer and, as soon as practicable, at specified places in the constituency to which the public has access.
- (4) The register prepared under section 15(5) of the Act shall be kept published until it is replaced by a new register.
- Copies of register to be supplied.
25. (1) On publication of the register, copies thereof shall be furnished by the Chief Registering Officer to the Minister assigned responsibility under section 61 of the Constitution for electoral matters, and the Public Librarian.
- (2) The Public Librarian shall make the copies received available for inspection at the Public Library.
- (3) An abstract of the contents of the register shall be furnished by the Chief Registering Officer to the Commission at such times, in such form and giving such information, as the Commission may require.
- (4) Where the register is published in printed form, the Chief Registering Officer shall supply to any person copies of any part or parts of the register on payment of a fee of [] together with an additional [] for each one hundred or part of one hundred names on the copy.
- Persons omitted from register.
Form 13.
26. (1) The Chief Registering Officer shall, at the time of the publication of the preliminary register, publish in like manner a notice in the form set out as Form 13 in the First Schedule –
- (a) requesting persons whose names do not appear in the preliminary register but who are entitled to be registered to make a claim for inclusion of their names on the preliminary

register;

- (b) inviting persons who qualify to be registered as electors but whose names are not on the preliminary register, to apply for registration; and
- (c) stating that objection may be made to the inclusion of a person's name on the preliminary register.

(2) A notice published in accordance with subregulation (1) shall specify the manner in which and the date by which claims or objections in respect of the preliminary register will be received by the registering officer.

(3) The date to be fixed as the last date for the receipt of claims or objections in respect of the preliminary register shall not be earlier than the seventh day after the date of publication of the register.

Electoral revising centres.

27. (1) On such date or dates as the Commission may by order direct, the Chief Registering Officer shall cause to be established for each constituency one or more electoral revising centres which shall be under the control and direction of the registering officer for the constituency.

(2) In carrying out functions under this Part, a registering officer shall be assisted by such number of enumerators as the Chief Registering Officer may assign and in providing assistance the enumerators shall be under the direction of the registering officer.

(3) No later than seven days before the publication of the preliminary register for each polling district, the Chief Registering Officer –

- (a) shall publish in the *Gazette* and at least one newspaper circulating in Dominica, and may publish in any other manner deemed appropriate, a notice specifying the places where the electoral revising centres have been established and the dates and times at which application for registration thereat may be made; and

- (b) as soon as practicable after the publication of the notice, shall cause the preliminary register to be posted in places in each polling district and available for public inspection.

Claims and Objections

Late claims.

28. (1) A claim or, except where subregulation (2) applies, an objection in respect of a preliminary register which is delivered to the registering officer at any time after the date specified in the notice shall be disregarded.

(2) An objection to a claim shall not be disregarded if it is delivered to the registering officer within three days after the claim has been entered in the list of claims prepared pursuant to regulation 29(4)(a).

Making claims or objections.
Form 2.

29. (1) A claim for registration-

- (a) shall be made in the form set out as Form 2 in the First Schedule and, subject to subregulation (3), shall be completed in the claimant's own handwriting;
- (b) shall state the name, occupation and address of the claimant; and
- (c) shall specify the claim and give full particulars in support thereof.

Form 14.

- (2) An objection to the inclusion of a person's name in the register –
 - (a) shall be made by notice in the form set out as Form 14 in the First Schedule and, subject to subregulation (3), shall be completed in the objector's own handwriting;
 - (b) shall state –
 - (i) the name, occupation and address of the objector; and
 - (ii) the name occupation and address of the person whose registration is the subject of the objection; and
 - (c) shall specify the objection and give full particulars in support thereof.
- (3) Where the claimant or objector is unable to write because of a disability or otherwise, the form may be completed by the witness of the claimant or the witness of the objector, as the case may be.

Form 15.

- (4) A registering officer –

Form 16.

- (a) shall compile a list of claims, in the form set out as Form 15 in the First Schedule and a list of objectors, in the form set out as Form 16 in the First Schedule; and
- (b) shall make such lists available for public inspection at the office of the registering officer until the completion of the determination of claims and objections pursuant to the Regulations; and
- (c) shall provide information to the public on the time and place at which the Chief Registering Officer proposes to hear any claim or objection.

Action of registering officer on claims or objections.

- 30. (1) If the registering officer is of the opinion –
 - (a) that the particulars given in a claim or objection are insufficient, the registering officer may make a written request for further information to be provided by a specified date and take no further action until the information is supplied and, should the further information not be received by the registering officer by the date specified, no further action need be taken in respect of the claim or objection, as the case may be;
 - (b) that a claim may be allowed by the registering officer without being referred to the Chief Registering Officer, the registering officer shall by notice in the form set out as Form 17 in the

Form 17.

- First Schedule, so inform the claimant, and may allow the claim if there is no objection thereto;
- (c) subject to subregulation (2), that an objector is not entitled to object, the registering officer may disallow the objection and shall so inform the objector by notice in the form set out as Form 18 in the First Schedule.
- Form 18.
- (2) Where the registering officer is of the opinion that a claim cannot be allowed because the particulars given relating thereto do not entitle the claimant to succeed, the registering officer shall refer the matter to the Chief Registering Officer and shall so inform the claimant who shall be notified of the time and place at which the Chief Registering Officer proposes to hear the claim.
- (3) Where the registering officer is of the opinion that an objection cannot be allowed because the particulars given relating thereto do not entitle the objector to succeed, the registering officer shall refer the matter to the Chief Registering Officer and shall so inform the objector who shall be notified of the time and place at which the Chief Registering Officer proposes to hear the objection.
- Form 19.
- (4) Where an objection has been referred to the Chief Registering Officer, the registering officer shall send a notice in the form set out as Form 19 in the First Schedule to the person whose registration is objected to, stating –
- (a) the name and address of the objector;
- (b) the grounds of the objection; and
- (c) the time and place at which the Chief Registering Officer proposes to hear the objection.
- (5) The time fixed for the hearing of a claim or an objection shall not be earlier than the third day after the date of the notice given to the claimant or objector, as the case may be.
- Hearing of claim or objection.
31. (1) At the hearing of a claim, the person who duly made the claim is entitled to be heard.
- (2) At the hearing of an objection, a person who duly made an objection and the person whose registration is the subject of the objection are entitled to be heard.
- (3) The right to be heard includes the right to attend a hearing in person, and to call witnesses in that behalf, the right to make written submissions, and the right to be represented by another person duly authorised in writing in that behalf.
- Decision on claim or objection.
32. On the hearing of a claim for registration or an objection to the registration of a person on referral from a registering officer, the Chief Registering Officer may allow or disallow the claim or objection and shall give the reason for the decision –
- (a) in respect of a claim, by sending to the claimant a notice in

- Form 20 the form set out as Form 20 in the First Schedule; and
 (b) in respect of an objection, by sending to the objector and the person whose registration was the subject of the objection, a notice in the form set out as Form 21 in the First Schedule.
- Form 21
- Appeal relating to claim or objection. 33. A person aggrieved by a decision of the Chief Registering Officer to disallow a claim for registration or an objection to the registration of another person may, within fourteen days from the date of the notice, appeal to the Commission against the decision, and in relation to such appeal the provisions of regulation 42 shall apply.
- Power to require documents, etc. 34.(1) For the purpose of the discharge of their functions under the Act and these Regulations, the Chief Registering Officer, a registering officer or an enumerator may, in relation to a person who claims to be entitled to registration or a person whose registration is the subject of an objection -
- (a) require the person either to produce a birth certificate or to make a sworn declaration as to his or her date of birth;
 - (b) require the person either to produce a certificate of naturalisation, certificate of birth or a document showing that he or she has become a Commonwealth citizen by virtue of registration, or to make a sworn declaration that he or she is a Commonwealth citizen on the qualifying date; or
 - (c) enquire into, examine and investigate the qualifications of the person to be registered and take such evidence as may be necessary to satisfy the Chief Registering Officer, registering officer or enumerator, as the case may be, that the person is qualified to be registered.
- (2) Any declaration made pursuant to subregulation (1) shall be made available for inspection at the office of the Chief Registering Officer or registering officer.
- Claims or objections relating to supplementary list. 35. The provisions of these Regulations relating to claims or objections made with respect to the preliminary register shall apply *mutatis mutandis* to claims or objections to any published supplementary list.

Amendment to Register and Lists

- Change of residence. 36. (1) Not later than seven days after the publication of the preliminary register or supplementary list as first published or as revised, an elector whose name appears in any such register or list for a polling district and who -
- (a) has changed his or her place of residence to an address that is in another polling district (whether in the same constituency or in another constituency); and
 - (b) has resided in the new polling district for a continuous period of at least three months,

Form 22.

may, by a notice in the form set out as Form 22 in the First Schedule, inform the Chief Registering Officer of the change of address.

(2) The Chief Registering Officer –

- (a) on being notified under subregulation (1); and
- (b) if satisfied of the correctness of the particulars set out in the notice,

shall cause the elector's name to appear in the register for the other polling district in which he or she now resides and the new address to be entered in the person's registration record.

(3) Where it comes to the notice of the Chief Registering Officer that

–

- (a) an elector has changed his or her place of residence from an address in one polling district to another (whether in the same or another constituency); and
- (b) the Chief Registering Officer is satisfied that the elector has resided at the new address in the polling district for a continuous period of at least three months,

the Chief Registering Officer shall, by notice in the form set out as Form 23 in the First Schedule sent to the new address, require the elector to show cause, no later than the 31st May next ensuing, why his or her registration should not be transferred in the register to the polling district in which he or she now resides.

Form 23.

(4) Unless an elector who is notified under subregulation (3), within the time specified, shows reasonable cause why his or her name should not be transferred to the other polling district, the Chief Registering Officer shall –

- (a) transfer the elector's name in the register to the polling district in which he or she now resides and amend the elector's registration record accordingly and initial the amendment so made; and
- (b) inform the elector of the transfer.

(5) The decision of the Chief Registering Officer under subregulation (4) shall be subject to the right of the elector to appeal to the Commission.

- Change of name.
- Form 24.
37. (1) Not later than seven days after the publication of the preliminary register or a supplementary list as first published or as revised, an elector who has changed his or her name shall –
- (a) by notice in the form set out as Form 24 in the First Schedule, inform the Chief Registering Officer of the change of name;
 - (b) produce documentary evidence that the name has been changed in a manner a manner recognised by law; and
 - (c) surrender his or her voter identification card to the Chief Registering Officer.
- (2) If the Chief Registering Officer is satisfied as to the identity of the person and the correctness of the particulars contained in the notice, the Chief Registering Officer shall –
- (a) cause the new name of the elector to be entered in the register and to appear in the register or list next published;
 - (b) cause a new identification card bearing the new name to be issued to the elector; and
 - (c) amend the elector’s registration record accordingly and initial the amendment so made.
- (3) An elector who has changed both his or her name and address may provide in the notice referred to in subregulation (1)(a) the information pertaining to the change of address, in which event, the provisions of regulation 36(1) and (2) shall apply as if the change of address were notified under that regulation.
- (4) If the Chief Registering Officer is not satisfied as to the identity of the person giving the notice or as to the person’s change of name, the Chief Registering Officer shall cause an investigation to be made in connection therewith.
- (5) Where, following upon an investigation made under subregulation (4), the Chief Registering Officer is not satisfied-
- (a) that the person giving notice of a change of name is in fact the person to whom the voter identification card surrendered under subregulation (1)(c) belongs; or
 - (b) that there has in fact been no legal change of name,
- the Chief Registering Officer shall refuse to make any amendment in the register concerned and shall return the voter identification card to the person legally entitled to it.
- (6) The Chief Registering Officer shall initial any amendment made under this regulation to the registration record of an elector.
- (7) A decision of the Chief Registering Officer under subregulation (1) shall be subject to the right of the elector to appeal to the Commission.
- Published register to reflect changes.
38. The name, address and any other particulars of an elector in respect of whom an amendment is made under regulation 36 or 37 shall be included as so changed in the register or supplementary list next published after the

amendment is made.

Alteration of register
without notice.

39. (1) The Chief Registering Officer may make alterations to the register of electors or a list in order to –
- (a) carry out a decision relating to a claim or objection;
 - (b) correct a clerical error;
 - (c) correct any misnomer, inaccurate description, occupation or address of a person;
 - (d) delete the name of a person who is dead;
 - (e) delete the name of a person who has requested that his or her name be removed from the register;
 - (f) effect a transfer of registration; or
 - (g) subject to consultation with the Commission, correct any loss of data owing to technological errors or any other cause.
- (2) Where a register of electors as published does not, through inadvertence, reflect the intention of the registering officer –
- (a) to include the name of any person shown in the register or any list as a person entitled to be registered; or
 - (b) to give effect to a decision on a claim or objection made with respect to the register or list of electors,
- then, (subject to the outcome of any appeal from a decision on a claim or objection) the registering officer, on becoming aware of the fact, shall make the necessary correction in the register.

Alteration of register
with notice.

40. (1) Where it appears to the Chief Registering Officer that it is necessary to make any alteration (other than an alteration under regulation 39 to any register or list in order to ensure that no person is –
- (a) incorrectly or improperly registered;
 - (b) registered more than once;
 - (c) registered when not qualified to be registered,

Form 25.

the Chief Registering Officer shall by written notice in the form set out as Form 25, send the proposed alteration to any person affected by it and shall give the person an opportunity to respond to the notice within five days from the date of the notice or such longer time as the Chief Registering Office may allow.

- (2) A notice sent under subregulation (1) may give the person the opportunity –
- (a) where the person is entitled to do so, to select a qualifying address for the purpose of registration;
 - (b) to object to the alteration; and
 - (c) to appear, if necessary, before and to be heard by the Chief Registering Officer.
- (3) On the expiration of the period stated or allowed under subregulation

- (1), the Chief Registering Officer shall, having regard to any submissions made pursuant to that subregulation (1), make such alterations as seems necessary.
- Deletion of name from register; procedure, etc.
Form 26.
41. (1) The notice which the Chief Registering Officer shall cause to be given to an elector under section 28(1) of the Act shall be in the form set out as Form 26 in the First Schedule and shall –
- (a) contain a statement informing the elector of the proposed deletion of his or her name from the register of electors and the reason(s) therefor; and
 - (b) require the elector to show cause by the date specified in the notice (which shall be no less than four weeks from the date on which the notice is issued) why his or her name should not be deleted from the register.
- Form 27.
- (2) In addition to a notice sent to an elector pursuant to subregulation (1), the Chief Registering Officer shall, from time to time, prepare and publish in the *Gazette*, on the website of the Electoral Office and in such other manner as may be deemed appropriate, a notice in the form set out as Form 27 in the First Schedule containing a list of electors whose names the Chief Registering Officer proposes to delete from the register; but the reason for the proposed deletion shall not be stated in a notice published under this subregulation.
- (3) A list prepared under subregulation (2) shall require each person whose name appears in the notice to show cause by the date specified in the notice, (which shall be no less than four weeks from the date on which the notice is published) why his or her name should not be deleted from the register.
- (4) The Chief Registering Officer shall delete the name of a person from the register if the person does not, by the date specified in a notice sent under subregulation (1) or a notice published under subregulation (2), show cause why his or her name should not be deleted.
- (5) As soon as practicable after the deletion of a person's name from the register of electors, including the deletion of a person's name at his or her request, the Chief Registering Officer shall cause to be published in the *Gazette* and on the website of the Electoral Office and may publish in any other manner that seems appropriate, a notice of the deletion in the form set out as Form 28 in the First Schedule.
- Form 28.
- (6) A person aggrieved by a decision of the Chief Registering Officer to delete his or her name from the register may appeal to the Commission, and in relation to such appeal, the provisions of regulation 42 shall apply.

PART IV- GENERAL PROVISIONS

- Appeal to Commission.
42. (1) Where, under these Regulations an appeal to the Commission is permitted against a decision of the Chief Registering Officer, a person

- wishing to make an appeal shall forward to the Commission, through the Chief Registering Officer, a Statement of Appeal in the form set out as Form 29 in the First Schedule, setting out fully the grounds on which the appeal is made.
- Form 29.
- (2) The Chief Registering Officer shall, within three days of receipt of a Statement of Appeal or such further period as the Commission may allow, submit the Statement to the Commission together with—
 - (a) a statement setting forth, concisely, the facts of the case and the reasons for the Chief Registering Officer’s decision; and
 - (b) such documents relating to the case as would assist the Commission to decide the appeal.
 - (3) The Commission may –
 - (a) hear the appeal, either by oral or written submissions or both, at its discretion; and
 - (b) allow or dismiss the appeal and notify the applicant accordingly in the form set out as Form 30 in the First Schedule.
 - (4) The Commission may conduct the hearing of an appeal remotely by electronic means including videoconferencing and teleconferencing.
- Form 30.
- Notices
- 43.(1) Subject to the Act and these Regulations, any notice which is required by the Act or these Regulations to be given to the Chief Registering Officer or a registering officer shall be in writing and sent by post or delivered to the office of the Chief Registering Officer or, as the case may be, the office of the registering officer.
 - (2) Where the Chief Registering Officer or a registering officer is required by the Act or these Regulations to notify any person, the notification shall be in writing and may be sent by post or delivered to the address furnished by that person for the purpose of the notification or if there is no such address, to the address of the last known place of abode of that person.
- Copies of documents.
44. Whereby its publication or otherwise a document is made available for inspection, any person may make a copy of, or take extracts from, the document subject to the payment of such sum (if any) as may be charged to cover the cost of making the copies.
- Public holidays, etc.
45. Where the last day or time allowed by these Regulations for any matter falls on a public holiday or a non-business day, that time shall be extended until the end of the next following day which is not one of the days before mentioned.
- Misnomer.
46. No misnomer or inaccurate description of any person or place in any register, list, record, notice or other document used, prepared or published

under the Act shall prejudice or invalidate the operation of such register, list, record, notice or other document where the misnomer or inaccurate description of the person or place is such as to be commonly understood.

- Failure to publish documents. 47. A failure to publish a document in accordance with these Regulations shall not invalidate the document, but this regulation shall not relieve the Chief Registering Officer from any penalty for the failure.
- Penalties. 48. A person who is guilty of an offence under these Regulations is liable on summary conviction to a fine not exceeding five thousand dollars or to imprisonment for a term not exceeding six months or to both such fine and imprisonment.
- Time-table. 49. The Chief Registering Officer may lay down a time-table for the preparation of the register and for other matters, and those officers exercising functions relating to the preparation of the register and to such other matters shall adhere to the time-table.

PART V- CONFIRMATION OF REGISTRATION AS ELECTOR

- Enrolment officers to exercise functions. 50. Enrolment officers appointed under regulation 3 shall exercise such functions under this Part as are assigned to them by the Chief Registering Officer.
- Application for confirmation. 51. (1) A person to whom section 50 of the Act applies and who wishes to confirm his or her registration as an elector shall apply to the Chief Registering Officer in the form set out as Form 31 in the First Schedule and shall provide the information therein required and sign the application form.
- Form 31. (2) A person who is unable to sign the application form shall instead of a signature, place his or her mark on the form in the presence of a witness.
- (3) An enrolment officer shall cause a facial image of the applicant to be taken and the facial image, together with the information supplied in the application form, including the person's signature or mark, shall be entered in the electronic database kept and maintained by the Chief Registering Officer.
- (4) An elector who is overseas during the confirmation period and who wishes to apply for the confirmation of his or her registration may attend a centre designated by the Commission pursuant to section 52 of the Act, in order to make the application and to provide a facial image in connection with the application.
- Confirmation requirements met. 52.(1) Where it appears to an enrolment officer that an applicant for confirmation of registration has taken all the steps prescribed by these regulations to confirm his or her registration, the enrolment officer—
- Form 32 (a) shall issue to the applicant a receipt in the form set out as Form 32 in the First Schedule acknowledging that the application has been duly made; and

(b) shall transmit to the Chief Registering Officer a copy of the receipt together with all documents in the possession of the enrolment relating to the application for confirmation of registration.

(2) The Chief Registering Officer, if satisfied that a person meets the requirements for confirmation of registration under the Act, shall confirm the person's registration and shall cause –

(a) a unique identification number to be issued in respect of that person and to be affixed to the person's registration record in the electronic database; and

(b) a voter identification card to be generated for and issued to the person.

(3) The Chief Registering Officer shall cause to be issued to a person whose registration has been confirmed a notice confirming the registration, and such notice shall be in the form set out as Form 33 in the First Schedule.

Form 33.

Disallowance of application for confirmation.
Form 34.

53.(1) Subject to subregulation (2), where an enrolment officer is of the opinion that an application for confirmation of registration should be disallowed, the enrolment officer shall issue to the applicant a Notice of Interim Non-Confirmation in the form set out as Form 34 in the First Schedule and shall inform the applicant of the right of appeal to the Chief Registering Officer.

(2) An enrolment officer shall not disallow an application for confirmation of registration unless satisfied that –

(a) the applicant is not the person whose name is mentioned in the register;

(b) the information required to be furnished by an applicant for confirmation of registration has not been provided or is inadequate;

(c) the applicant, being a Commonwealth citizen, is not entitled to remain registered because he or she, having departed from Dominica, appears no longer to be ordinarily resident in a polling district.

(3) An enrolment officer shall keep a record of all documents used for the purposes of subregulation (1) and shall transmit such documents to the Chief Registering Officer along with the decision on the application and the reasons therefor.

Appeal against disallowance of confirmation.
Form 35.

54. (1) A person aggrieved by a decision of an enrolment officer under regulation 53(1) may, within fourteen days of the date of the notice referred to in that regulation, appeal against the decision to the Chief Registering Officer by submitting a Statement of Appeal in the form set out as Form 35 in the First Schedule in which shall be stated the grounds on which the person disagrees with the decision and any additional information that

ought to be taken into account in reviewing the application.

(2) The Chief Registering Officer shall determine the appeal within seven days of the date of receipt of the Statement of Appeal.

(3) If the Chief Registering Officer, having reviewed an application for confirmation of registration and, taking into account such additional information as the applicant may submit –

(a) is of the opinion that the applicant’s registration should be confirmed, the Chief Registering Officer shall take the actions specified in regulation 52(2) and (3); or

(b) is of the opinion that the applicant’s registration should not be confirmed, then, the Chief Registering Office shall dismiss the appeal.

(4) The applicant shall be informed of the decision of the Chief Registering Officer by notice in the form set out as Form 36 in the First Schedule, and where the appeal has been disallowed, the reasons for the disallowance shall be stated in the notice.

(5) A person aggrieved by the decision of the Chief Registering Officer to disallow the person’s application for confirmation of registration may, within fourteen days of the date of the notice referred to in subregulation (4), appeal to the Commission against the decision, and in relation to such appeal the provisions of regulation 42 shall apply.

Form 36.

Deletion of name
from register: non-
confirmation.

55. The Chief Registering Officer shall delete from the register or from a supplementary list the name of a person to whom this Part applies –

(a) where the person’s application for confirmation of registration has been disallowed by an enrolment officer and the person does not, within the time specified in regulation 54(1), appeal to the Chief Registering Officer against the decision;

(b) where an appeal against the decision of an enrolment officer to disallow the person has been dismissed by the Chief Registering Officer and the person does not, within the time specified in regulation 54(5), appeal to the Commission against the decision of the Chief Registering Officer; or

(c) where the Commission on hearing an appeal against a decision of the Chief Registering Officer made under regulation 54(3)(b), upholds the decision.

FIRST SCHEDULE

Registration of Electors Regulations, 2024

Form 1

Declaration By Person in Service Overseas

(Regulation 6(3))

I DECLARE THAT:

(Insert full name in BLOCK CAPITALS)

1. I am a person in service overseas under the Registration of Electors Act, being:

Tick (✓) as appropriate

[] an Ambassador, High Commissioner or other principal representative of Dominica serving overseas

[] a public officer required to perform duties overseas on behalf of the Government of Dominica

[] a member of the family and part of the household of an officer specified in (a) or (b) whose name is:

.....

2. I am located in: (State name of foreign country):

3. For the purpose the Registration of Electors Act, my place of residence in Dominica is:

.....
.....
.....

Date:.....

Signature

Registration of Electors Regulations, 2024

Form 2

*Application for Registration as an Elector/
Notice of Claim to be Qualified for Registration
(Regulations 8(1) and 29(1)(a))*

Name.....

(in BLOCK LETTERS)

of.....

(Insert address)

Occupation (if any)

[] Male [] Female *(Tick✓ as appropriate)*

Telephone No(s): Mobile.....

Work:.....Home:.....

Email Address:.....

(Tick✓ as appropriate)

[] I hereby apply for registration as an elector under the Registration of Electors Act in polling district No.....in the Constituency of

[] My name does not appear in the preliminary register. I hereby claim to be qualified for registration as an elector and, accordingly, make application for registration as an elector under the Registration of Electors Act in polling district No.....in the Constituency of.....

1. I declare that:

(Tick (✓) as appropriate)

(a) I am a citizen of the Commonwealth of Dominica []

OR

(b) I am a Commonwealth citizen who has resided in Dominica for a period of not less than twelve months immediately before the date of this application. []

(c) My date of birth is

(d) I have resided in the above polling district for a continuous period of at least three months immediately prior to the date of this application/claim;

(e) I am not disqualified for registration as an elector under the Act or by any other law imposing disqualification for registration as an elector;

(f) To the best of my knowledge, my name is not included in the register of electors for this or any other polling district and I now request that my name be put in the register of electors;

(g) I have not applied for registration/claimed to be qualified for registration in any other polling district.

2. Please read below and **STRIKE OUT** the words that do not apply

(a) My name is included in the register for polling district No..... in the Constituency ofand should now be transferred to polling district No.....in the Constituency of

OR

(b) My name/ address/ occupation is wrongly stated in the preliminary register in respect of polling district No.....and should be corrected as follows:

.....
.....

OR

(c) My name/ address/occupation is included in the register of two polling districts:

Polling District No.....

Polling District No.....

and I now elect to be registered in polling district No.....

.....

Date

.....

Signature of Applicant/Claimant

Statement of Witness:

I am registered as an elector in the same polling district in which the claimant has applied for registration, namely, polling district No.in the Constituency of

.....and it is my belief that the claimant is qualified to be registered as an elector.

.....

Date: Signature of Witness:

NOTE: A person who knowingly makes a false statement for the purpose of being registered as an elector commits an offence and is liable on summary conviction to a fine not exceeding five thousand dollars and to imprisonment for a term not exceeding six months or to both such fine and imprisonment.

Registration of Electors Regulations, 2024

Form 3

Receipt for Application for Registration/

Claim Made for Registration

(Regulation 10(1))

To:of.....

.....

(Insert Name and address of Applicant/Claimant)

This confirms that on the day of an application/claim under the Registration of Electors Act to be registered as an elector in polling district No. in the Constituency ofwas received from you.

You will be notified in due course of the outcome of your application.

.....

Date

.....

Registering Officer

Registration of Electors Regulations, 2024

Form 4

Notice of Disallowance of Application /Claim for Registration

(Regulation 11(a))

To:

(Name of Applicant)

of.....

(Address of Applicant)

I, Registering Officer for the Constituency ofhereby give notice that for the following reasons, you have not satisfied the requirements for registration as an elector under the Registration of Electors Act:

(State reasons here)

.....
.....
.....
.....

You have a right to appeal against this decision to the Chief Registering Officer. An appeal must be made **within fourteen days from the date of this Notice**, by the filing at the Electoral Office a *Statement of Appeal* setting out the ground(s) on which the appeal is made.

.....

Date

.....

Registering Officer

ON STATE SERVICE

To:.....

.....

Registration of Electors Regulations, 2024

Form 5

Statement of Appeal Against: Disallowance of Registration

(Regulation 12(1))

I,residing at
.....in polling district No.....in the Constituency of
do hereby appeal to the Chief Registering Officer against the decision of the registering officer dated.....to disallow my application for registration as an elector, a copy of which is attached.

The appeal is made on the following ground(s):

.....
.....
.....
.....
.....

.....

Date

.....

Signature

Registration of Electors Regulations, 2024

Form 6

Notice of Decision on Appeal: Registration

(Regulation 12(4))

To:of

.....

(Name and Address of Appellant)

TAKE NOTICE that your appeal to the Chief Registering Officer dated against the decision of the registering officer to disallow your application /claim under the Act for registration as an elector in polling district

No. in the Constituency of

Tick [✓] as appropriate

[] Has been **Allowed**

[] Has been **Disallowed** for the following reasons:

(State reasons here)

.....
.....
.....
.....
.....

If your appeal has been disallowed, you have a right to appeal against this decision to the Electoral Commission.

An appeal to the Electoral Commission must be made **within fourteen days** from the date of this Notice by filing at the Electoral Office of a *Statement of Appeal* setting out the ground(s) on which the appeal is made.

.....
Date

.....
Chief Registering Officer

ON STATE SERVICE

To:
.....

Registration of Electors Regulations, 2024

Form 7

Voter Identification Card

(Regulation 13(1))

[Image of Card to be inserted]

Registration of Electors Regulations, 2024

Form 8

Application for Replacement Voter Identification Card

(Regulation 16(2))

I.....residing at
.....in polling district No.....in the
Constituency ofdo hereby apply for a replacement voter
identification card for the reason indicated below.

My identification number is.....

The voter identification card issued to me has been:

(Tick(✓) as applicable)

[] Lost

[] Stolen

[] Destroyed

[] Mutilated

[] Defaced.

Attached to this application are:

- (a) a statutory declaration setting out the circumstances related to the reason indicated above;
(b) an official receipt evidencing payment of the replacement fee
(c) the voter identification card to be replaced (where available).

.....

Date

.....

Signature of Applicant

(Note: Please note that the information you have furnished must be checked and found to be accurate before your application can be processed and a replacement voter identification card produced and issued. You will be notified when your identification card is ready for delivery.)

Registration of Electors Regulations, 2024

Form 9

Notice of Hearing on Application for Replacement of Voter Identification Card

(Regulation 16(9))

To: of

.....

(Name and Address of Applicant)

TAKE NOTICE that I propose to disallow your application for the issue of a replacement voter identification card.

Your application will be considered at on between the hours ofand

AND FURTHER TAKE NOTICE that unless you appear before the Chief Registering Officer at the above-stated place, date and time to show cause why your application should not be disallowed, the matter may be determined in your absence.

.....

Date

.....

Chief Registering Officer

ON STATE SERVICE

To:.....

.....

Registration of Electors Regulations, 2024

Form 10

Notice of Disallowance of Application for Replacement Voter Identification Card

(Regulation 16(10))

To:

(Name of Applicant)

of.....

(Address of Applicant)

TAKE NOTICE that your application for a replacement voter identification card has been disallowed for the following reasons:

(State reasons here)

.....
.....
.....
.....
.....

You have a right to appeal against this decision to the Electoral Commission. An appeal must be made **within fourteen days from the date of this Notice**, by the filing at the Electoral Office a *Statement of Appeal* setting out the ground(s) on which the appeal is made.

.....

Date

.....

Chief Registering Officer

ON STATE SERVICE

To:

.....

Registration of Electors Regulations, 2024

Form 11

Registration Record

(Regulations 17(1))

REGISTRATION
RECORD

Identification No.

.....

City/Town/Village

Polling District

.....

.....

Last Name

Date of Birth

.....

.....

First Name

Place of Birth

.....

.....

Middle Name

Polling District
(if applicable)

.....

.....

Father's Name

Social Security

Disability

.....

.....

.....

Marital Status

Home Phone
(For proof of identity)

Support document

.....

.....

.....

Residential Status

Office Phone

.....

.....

Nationality

Mobile Phone

.....

.....

Occupation

Post Office Box

.....

.....

Any other Particulars

.....

(date)

(date)

.....

.....

Official Signature

Signature or Mark

Applicant

Registration of Electors Regulations, 2024

Form 12

Preliminary Register

(Regulation 23(1))

ConstituencyPolling District No.....

Comprising the area.....

.....

.....

.....

The following names are included in the preliminary register of electors in the above-mentioned polling district. Any notice of correction, addition, or objection to this register must be sent to the registering officer as soon as possible.

<i>Consecutive Number</i>	LOCATION OF RESIDENCE	NAME OF ELECTOR (Family name first)	OCCUPATION

Registration of Electors Regulations, 2024

Form 13

Registration Notice

(Regulation 26(1))

TAKE NOTICE THAT:

1. The Revision of the Preliminary Register will begin on

2. Every person who is not disqualified on any of the grounds set out in paragraph 3 of this Notice is entitled to be registered as an elector in a polling district if he or she –

- (a) is a citizen of Dominica; OR
- (b) is a Commonwealth citizen who has resided on Dominica for a period of at least twelve months immediately before the qualifying date*
- (c) is eighteen years of age or over; and
- (d) has resided in the polling district for a period of at least three months immediately before the qualifying date*.

3. A person is not entitled to be registered as an elector in any polling district if he or she –

- (a) is, under any enactment for the time being in force in Dominica, certified to be insane or otherwise adjudged to be of unsound mind or is a patient in an establishment maintained wholly or mainly for the reception and treatment of persons suffering from mental illness or mental defectiveness;
- (b) is undergoing a sentence of imprisonment in Dominica; or
- (c) is under a sentence of death imposed by a court in any part of the Commonwealth or under a sentence of imprisonment (by whatever name called) exceeding twelve months imposed by such court or under some sentence substituted therefor by competent authority and has not suffered the punishment to which he or she was sentenced or received a pardon therefor; or
- (d) is, under any written law, disqualified for registration as an elector.

4. Any qualified person whose name, address or occupation has been omitted from or incorrectly stated in the Preliminary Register is hereby requested to supply, in the form set out as Form 2 in the First Schedule to the Regulations, his or her name, address or occupation, as the case may be, for insertion in the Preliminary Register or to request that the entry relating thereto be corrected, as the case may be.

5. Any qualified person whose name appears in more than one polling district or constituency is also required to give notice of the duplication in the form set out as Form 2 in the First Schedule to the Regulations.

6. Any qualified person whose name appears in the Preliminary Register may give notice in the form set out as Form 14 in the First Schedule to the Regulations, objecting to the inclusion in the register of any person on the ground that he or she is not a qualified person.

7. Forms for filing claims or objections may be obtained from the registering officer, Office of the Kalinago Territory Council, Offices of the Village Town or Urban Councils and the Electoral Office, respectively.

8. The deadline for the receipt of a claim or objection by the registering officer is

9. Further information may be obtained from your registering officer whose name and location are as follows:

Name:

Address.....

(*The term “qualifying date” means the date on which a person applies to be registered as an elector unless, in respect of any particular year of election, the Commission by order specifies some other date.)

.....
Date

.....
Chief Registering Officer

Registration of Electors Regulations, 2024

Form 14

Notice of Objection

(Regulation 29(2)(a))

To: The Registering Officer

PLEASE TAKE NOTICE that I,
(Name of objector in full)

..... of
(Occupation) *(Postal address of objector)*

am qualified for registration in polling district No. of Constituency

..... and my name appears in the register of electors.

I object to the inclusion in the register of

.....
.....
.....

(Insert above full name, address and occupation of person to whom objection relates)

because such person is disqualified for registration as an elector on the following ground(s):

.....
.....
.....
.....
.....

Date

.....

Signature of Person Objecting

Statement of Witness

I am registered as an elector in the same polling district in which the name objected to appears, namely, polling district No.of the Constituency of

I support this objection and countersign it.

.....
Date

.....
Signature

Name:
.....

Address
.....
.....

(NOTE: A person who objects under this Act or the Regulations to the inclusion of any other person in a register of electors or list relating to electors prepared under this Act or the Regulations upon any ground which the person knows or has reasonable cause to believe to be false or does not believe to be true, commits an offence and is liable on summary conviction to a fine not exceeding five thousand dollars or to imprisonment for a term not exceeding six months or to both such fine and imprisonment.)

Registration of Electors Regulations, 2024

Form 15

Lists of Claims

(Regulation 29(4(a))

TAKE NOTICE that:

- a) the persons (hereinafter referred to as claimants) whose names, addresses and occupations are set out in Part I of the Schedule to this Notice have claimed that the preliminary register of qualified persons resident in polling district No.of the Constituency of..... should be amended by the insertion therein of their names, addresses and occupations, respectively, as set out in Part I of the Schedule to this Notice;
- b) that the persons whose names, addresses and occupations are set out, respectively, in Part II of the Schedule of this Notice have claimed that the entries in the preliminary register of qualified persons resident in polling district No.....of the Constituency ofrelating to their names, addresses or occupations, as the case may be, should be amended to conform with the names, addresses and occupations, respectively set out in Part II of such Schedule.

AND FURTHER TAKE NOTICE that any qualified person who objects to the inclusion of the name of any claimant in the preliminary register on the ground that such claimant is not qualified for inclusion therein, may submit to the registering officer an objection to such inclusion no later than the..... day ofat a.m. and then and there show cause why the name of such claimant should not be included in the preliminary register.

The address to which objections should be submitted is:

.....
.....

SCHEDULE

Part I

Name	Address	Occupation

Part II

Name	Address	Occupation

.....

Date

.....

Registering Officer

Registration of Electors Regulations, 2024

Form 16

List of Objectors

(Regulation 29(4)(b))

TAKE NOTICE that objection has been taken to the inclusion in the register of electors in respect of polling district No.....in theConstituency of the persons whose names, addresses and occupations, respectively, are specified in the Schedule to this Notice, on the grounds specified in relation to them, respectively.

AND FURTHER TAKE NOTICE that, unless a person specified in the Schedule to this Notice attends at the place and time specified below for the consideration of the objection made in relation to that person and shows cause why his or her name should not be deleted from the register, the name may be deleted therefrom.

Specified Place, Date and Time

Place.....

Date.....

Time.....

SCHEDULE

Name	Address	Occupation	Name of Objector

.....

Date

.....

Registering Officer

Registration of Electors Regulations, 2024

Form 17

Notice by Registering Officer to Claimant

(Regulation 30(1)(b) and 30(2))

TAKE NOTICE that your claim that your name should be included in the register of electors or a supplementary list for polling district No. in the Constituency of

Tick \checkmark as appropriate

[] has been **Allowed**

[] has been **Referred** to the **Chief Registering Officer** who will consider your claim on between the hours of and

AND FURTHER TAKE NOTICE that unless you appear before the Chief Registering Officer on the date and during the time specified above, and show cause why your claim should be allowed, the matter may be determined in your absence.

Date:

Registering Officer.....

ON STATE SERVICE

To:.....
.....

Registration of Electors Regulations, 2024

Form 18

Notice by Registering Officer to Objector

(Regulation 30(1)(c) and 30(3))

TAKE NOTICE that your objection to the inclusion of the name of
..... whose address is

and whose occupation is in the register of electors/ supplementary list
for polling district No. in the Constituency of

[] has been **Allowed**

[] has been **Disallowed** by me for the following reasons:

.....
.....
.....

[] has been **Referred** to the **Chief Registering Officer** who will consider your claim
at.....on between the hours of
.....and.....

and in this connection:

AND FURTHER TAKE NOTICE that unless you appear before the **Chief Registering Officer** on the date and during the time specified above, and show cause why your objection should be allowed, the matter may be determined in your absence.

.....

Date

.....

Registering Officer

ON STATE SERVICE

To:

.....

Registration of Electors Regulations, 2024

Form 19

Notice on Hearing of Objection to Person Objected To

(Regulation 30(3))

TAKE NOTICE that objection has been made to the inclusion of your name, address and occupation in the preliminary register/supplementary list for polling district No. in the Constituency of

Name and Address of Objector:

.....

.....

Grounds of Objection:

.....

.....

.....

The objection has been referred to the Chief Registering Officer who will be hear the matter aton..... between the hours of.....and.....

AND FURTHER TAKE NOTICE that unless you appear before the Chief Registering Officer and show cause why your name should not be deleted from/should be included in the register of electors/ supplementary list, your name may not be included therein.

.....

Date

.....

Registering Officer

ON STATE SERVICE

To.....

Registration of Electors Regulations, 2024

Form 20

Notice of Decision of Chief Registering Officer on Claim for Registration

(Regulation 32(a))

TAKE NOTICE that your claim that your name should be included in the register of electors/supplementary list for polling district No.....in the Constituency ofwas considered by me on referral by the Registering Officer and your claim:

[] has been Allowed

[] has been Disallowed for the following reasons:

(Give reasons here)

.....
.....
.....
.....
.....

If you are aggrieved by the decision, you may appeal to the Commission by submitting a completed *Statement of Appeal* within fourteen days of the date of this Notice.

.....

Date

.....

Chief Registering Officer

ON STATE SERVICE

To:.....
.....

Registration of Electors Regulations, 2024

Form 21

Notice of the Decision of the Chief Registering Officer on Objection

(Regulation 32(b))

TAKE NOTICE that the objection you have made to the inclusion of the name of whose address is
.....and whose occupation isin the register of electors for polling district No. in the Constituency of

(Tick(✓) as appropriate)

[] has been **Allowed**

[] has been **Disallowed** for the reasons below:

(Give reasons here)

.....
.....
.....
.....

You may appeal to the Commission against this decision by submitting a completed *Statement of Appeal* to the Chief Registering Officer **within fourteen days of the date of this Notice.**

.....

Date

.....

Chief Registering Officer

ON STATE SERVICE

To:.....

.....

Registration of Electors Regulations, 2024

Form 22

Notice of Change of Residence

(Regulation 36(1))

To: The Chief Registering Officer

TAKE NOTICE that:

I being an elector

(Insert full name in BLOCK LETTERS)

whose name appears on the preliminary register/revised preliminary list/supplementary list/revised supplementary list *(Strike out what does not apply)*

for polling districtin the Constituency ofhave changed my place of residence as follows:

From:

in the Constituency of:

To:

in the Constituency of

My identification number is.....

.....

Date

.....

Signature or Mark

Registration of Electors Regulations, 2024

Form 23

Notice of Proposed Change of Address by Chief Registering Officer

(Regulation 36(3))

To:.....

(Name and address of Elector)

TAKE NOTICE that it has come to my attention that you have changed your place of residence from an address in polling districtin the Constituency of to an address in polling districtin the Constituency of

I propose to transfer your registration to polling district No.....in the Constituency ofunless you show cause bywhy your registration should not be transferred.

.....

Date

.....

Chief Registering Officer

ON STATE SERVICE

To:

.....

Registration of Electors Regulations, 2024

Form 24

Notice of Change of Name

(Regulation 37(1)(a))

To: The Chief Registering Officer,

TAKE NOTICE that:

My name which now appears as

*(Insert here in **BLOCK LETTERS** your name as it appears in the register or list)*

on the preliminary register/revised preliminary register/supplementary list/revised supplementary list *(Strike out the words that do not apply)*

in polling district No. in the Constituency of has been changed by:

(Tick(√) as appropriate)

[] by deed poll dated

[] by marriage on the, day of..... 20.....

[] by

To:

(Insert name as changed)

A certified copy of the deed poll/marriage certificate is attached hereto.

AND FURTHER TAKE NOTICE that my place of residence has also been changed:

From:

in the Constituency of:

.....

To:

in the Constituency of

My identification number is.....

.....

Date

.....

Signature or Mark

Registration of Electors Regulations, 2024

Form 25

Notice of Intention to Make Alterations to the Register

(Regulation 40(1))

TAKE NOTICE that I intend to make an alteration/alterations to your registration in the register of electors for polling district No.....in the Constituency of.....

The alteration(s) is/are as follows:

.....
.....
.....

If you object to the above alteration(s) being made, your objection will be heard by me

at..... on between the hours of and

AND FURTHER TAKE NOTICE that unless you appear before me at the place and time stated above to show cause why the alteration(s) should not be made, the alterations may be made in your absence.

..... Date

..... Chief Registering Officer

ON STATE SERVICE

To:
.....

Registration of Electors Regulations, 2024

Form 26

Notice to Elector on Proposed Deletion of Name from Register

(Regulation 41(1))

To:.....of.....
.....in polling district No. in the Constituency of.....

TAKE NOTICE that pursuant to the Registration of Electors Act, I propose to delete your name from the Register of Electors for the following reason(s):

.....
.....
.....

If you object to the deletion of your name from the Register you may, **within four weeks of the date of this Notice**, show cause why your name should not be deleted. For this purpose, you may submit any relevant information and/or documents.

Any objection to the proposed deletion of your name will be heard at.....

onbetween the hours of and

AND FURTHER TAKE NOTICE that unless you appear before the Chief Registering Officer and show cause why your name should not be deleted from the register, it may be deleted therefrom.

.....
Date

.....
Chief Registering Officer

ON STATE SERVICE

To:.....
.....

Registration of Electors Regulations, 2024

Form 27

List of Names Proposed to be Deleted from Register

(Regulation 41(2))

TAKE NOTICE that in accordance with the Registration of Electors Act, I propose to delete from the Register of Electors the names of the persons whose particulars are specified in the Schedule to this Notice.

A Notice to this effect has been sent to each person listed in this Notice at the address last notified to the Electoral Office by the person as being his or her address.

A person who objects to the proposed deletion of his or her name from the register may, **within four weeks of the date of this Notice**, appear before the Chief Registering Officer (as indicated below) or may make written submissions to the Chief Registering Officer to show cause why the person’s name should not be deleted.

AND FURTHER TAKE NOTICE that objections to the proposed deletion of names from the register will be heard at the place(s), date(s) and time specified below and unless a person named in the Schedule appears before the Chief Registering Officer at such place date and time, or submits any information or documents that substantiate the objection, the person’s name may be deleted from the register.

Specified Place, Date and Time

Place(s)

Date(s).....

Time.....

SCHEDULE

Name	Address	Occupation	Polling District	Constituency

.....
Date

.....
Chief Registering Officer

Registration of Electors Regulations, 2024

Form 28

Notice of Deletion of Name from Register of Electors

(Regulation 41(5))

TAKE NOTICE that in accordance with the Registration of Electors Act, the names of the persons whose particulars are set out in the Schedule to this Notice have been deleted from the Register of Electors.

SCHEDULE

Name	Address	Occupation	Polling District	Constituency

.....
Date

.....
Chief Registering Officer

Registration of Electors Regulations, 2024

Form 29

Statement of Appeal to the Commission

(Regulation 42(1))

I.....residing at
..... in the polling district No. in the
Constituency of do hereby appeal against the decision of the Chief
Registering Officer:

(Tick✓ as appropriate)

- To Disallow my claim/application for registration as an elector
- To Disallow my objection to the registration of a person
- To Disallow my application for the replacement of my voter identification card
- To Delete my Name from the Register of Electors
- To Disallow my application for confirmation of my registration as an elector

The appeal is made on the following ground(s)

.....
.....
.....

.....
.....

.....

Date

.....

Signature

Registration of Electors Regulations, 2024

Form 30

Notice of Decision of the Commission on Appeal

(Regulation 42(3))

TAKE NOTICE that your appeal to the Electoral Commission dated against the decision of the Chief Registering Officer on the following matter:

.....
.....
.....

(Tick(✓) as appropriate)

Has been **Allowed**

Has been **Dismissed** for the following reasons:

(State reasons here)

.....
.....
.....
.....
.....

.....

Date

.....
Secretary to the Commission

ON STATE SERVICE

To:.....
.....

Registration of Electors Regulations, 2024

Form 31

Application for Confirmation of Registration

(Regulation 51 (1))

To: The Chief Registering Officer:

I

(Name *IN BLOCK LETTERS*)

Of polling district No..... in the constituency of

hereby apply for confirmation of registration as an elector.

The following information is submitted in connection with my application:

City/Town/Village

Last Name	Date of Birth
.....

Middle Name	Place of Birth
.....

First Name	Social Security No.
.....

Father's Name	Home telephone No.
.....	(For proof of identity)

Mother's Name
 Work Telephone No.
 Marital Status
 Nationality
 (Single/Married/Divorced)
 Occupation Post Office Box

Any other particulars

Date:..... Date:.....

Official Signature Signature or Mark of
 applicant

Registration of Electors Regulations, 2024

Form 32

Receipt

Relating to Application for Confirmation of Registration

(Regulation 52(1)(a))

Constituency..... Polling District.....
 Surname.....
 First Name.....
 Middle Name.....
 Occupation.....

This acknowledges that the above-named person has duly made an application for the

confirmation of his/her registration as an elector under the Act.

.....
Date

.....
Enrolment Officer

Registration of Electors Regulations, 2024

Form 33

Notice of Confirmation of Registration

(Regulations 52(3))

To.....

Of polling district No..... in the constituency of.....

TAKE NOTICE that your registration as an elector for polling district.....in the Constituency ofhas been confirmed under the Registration of Electors Act.

Dated the day of20.....

.....
Chief Registering Officer

ON STATE SERVICE

To:.....
.....

Registration of Electors Regulations, 2024

Form 34

Notice of Interim Non-Confirmation

(Regulation 53(1))

To.....
of polling district No.....in the Constituency of.....

I.....

Enrolment Officer for the Constituency of.....hereby give notice that your application for confirmation of registration as an elector has been disallowed for the following reasons:

(Given statement of reasons here)

.....
.....
.....
.....
.....

If you are aggrieved by the decision, you may appeal to the Chief Registering Officer by filing **within fourteen days of the date of this Notice**, a *Statement of Appeal* setting out the ground(s) on which the appeal is made.

.....
Date

.....
Signature of Enrolment Officer

ON STATE SERVICE

To:.....
.....

Registration of Electors Regulations, 2024

Form 35

Statement of Appeal to the Chief Registering Officer: Disallowance of Confirmation of Registration

(Regulation 54(1))

I, residing at

.....in polling district No. in the Constituency of
..... do hereby appeal against the decision of the Enrolment Officer
dated to disallow my application for registration as an elector,
a copy of which is attached.

The appeal is made on the following ground(s):

.....
.....
.....
.....
.....
.....

.....
Date

.....
Signature

Registration of Electors Regulations, 2024

Form 36

Notice of Decision of the

Chief Registering Officer on Appeal: Confirmation of Registration

(Regulation 54(4))

To:of

.....
(Name and Address of Appellant)

TAKE NOTICE that your appeal to the Chief Registering Officer dated.....
against the decision of the enrolment officer to disallow your application for confirmation of
registration as an elector in polling district No.....in the Constituency of
.....

(Tick(✓) as appropriate)

[] Has been **Allowed**

[] Has been **Disallowed** for the following reasons:

(State reasons here)

.....
.....
.....
.....

You have a right to appeal against this decision to the Electoral Commission.

An appeal must be made **within fourteen days from the date of this Notice** by the filing at the Electoral Office of a *Statement of Appeal* setting out the ground(s) on which the appeal is made.

.....
Date

.....
Chief Registering Officer

ON STATE SERVICE

To:.....
.....

SECOND SCHEDULE

Registration of Electors Regulations, 2024

Oath of Office

(Regulation 4)

I, the undersigned, appointed Registering Officer/ Assistant Registering Officer/ Enumerator/Enrolment Officer* for Polling District No..... in the Constituency of, do solemnly swear/affirm that I will act faithfully in my capacity as Registering Officer/ Assistant Registering Officer/ Enumerator/ Enrolment Officer* without partiality, fear, favour or affection, and in every respect according to law.

SO HELP ME GOD

.....
Signature

*Certification that Person Appointed under **section 5(2)** of the Act has taken the Oath of Office*

I,the undersigned, do hereby certify that on theday of, 20...., the above-named person appointed as Registering Officer/Assistant Registering Officer/ Enumerator /Enrolment Officer* made and subscribed before me the Oath set forth above in testimony whereof, I have issued this Certificate under my hand.

.....
Justice of the Peace/Chief Registering Officer

**Select relevant office-holder*

THIRD SCHEDULE

(Per Regulation 8(3)(b) & (5)(c))

**COMMONWEALTH OF DOMINICA
IN THE MATTER OF SECTION 7 OF THE REGISTRATION OF ELECTORS ACT
2024**

**IN THE MATTER OF AN APPLICATION FOR REGISTRATION AS AN ELECTOR
IN THE CONSTITUENCY OF [Name of Constituency]**

[FULL NAME OF AFFIANT]

Affiant

**AFFIDAVIT OF IDENTIFICATION ON BEHALF OF AN
APPLICANT FOR REGISTRATION AS AN ELECTOR**

I, [FULL NAME OF AFFIANT], of [RESIDENTIAL ADDRESS], in the constituency of [NAME OF CONSTITUENCY], [OCCUPATION], MAKE OATH/AFFIRM AND SAY THAT:

1. I am the affiant herein.
2. The facts deposed to in this affidavit are true and correct and within my personal knowledge save where otherwise expressly stated to be on information and belief in which event I verily believe the same to be true.
3. I make this affidavit as confirmation of my identity in support of my application to be registered as an elector for the constituency of [NAME OF CONSTITUENCY].
4. My true name is [FULL NAME OF AFFIANT]. I am otherwise known as [ALTERNATIVE/ALIAS NAME AFFIANT].
5. I am years of age having been born on [DATE OF BIRTH].
6. I am a citizen of the Commonwealth of Dominica and have resided at the address stated in paragraph 5 continuously for at least months/years* immediately preceding the date of this application.**

7. I am a Commonwealth citizen by virtue of being a citizen of and have resided in Dominica for at least months/ years* immediately preceding the date of this application and at the address stated in paragraph 5 continuously for at least months/years immediately preceding the date of this application.**

* Delete as appropriate

** Delete whichever paragraph is inapplicable

SWORN by [*signature of Affiant*]

This day of 20.....

I, [Name of Justice of the Peace, Commissioner for Oaths or Notary Public] the undersigned, hereby certify that on the day of 20....., the affiant, [Name of affiant], made and subscribed before me the Oath/Affirmation set forth above in testimony whereof, I affix my signature and seal this day of 20..... .

.....
Justice of the Peace/Commissioner for Oaths/Notary Public

Passed in the House of Assembly this day of , 2024.

.....
Clerk of the House f Assembly

OBJECTS AND REASONS

1. The Bill seeks to modernise the law relating to the registration of electors. It repeals the Registration of Electors Act, Chap. 2:03, and provides an updated legislative framework for the registration of electors that conforms to international best practice.
2. The Bill is divided into six Parts containing, respectively, standard Preliminary provisions (Part I), provisions relating to Polling Districts and the Appointment of Officers (Part II), provisions governing the registration of electors and the register of electors (Part III), General Provisions (Part IV), provisions that deal with the Confirmation of Registration (Part V) and Repeal, Savings and Transitional Provisions (Part VI). There are **58 Clauses**.
3. The short title of the Bill is stated in **Clause 1**.
4. The definitions of certain expressions used in the Bill appear in **Clause 2** while **Clause 3** makes it clear that the proposed Act applies to the registration of electors for membership of the House of Assembly as well as local government bodies.
5. **Clause 4** directs the division of every constituency into polling districts and empowers the Commission and the Chief Registering Officer to make alterations in polling districts, to abolish them or to create new ones.
6. **Clause 5** designates the Chief Elections Officer as the Chief Registering Officer and provides for the appointment of registration officers and other officers to perform functions under the Act.
7. **Clause 6** makes it clear that a person is entitled to vote at an election in a polling district only if the person's name appears in the register of electors in relation to that polling district on polling day. The qualifications for registration are set out **Clause 7**.
8. **Clause 8** directs persons who wish to be registered to apply for registration in the prescribed form. It also obliges the occupier of a house to furnish information on persons living in the house who may qualify to be registered as electors.
9. Under **Clause 10** the Chief Registering Officer and registering officers are authorised to undertake investigations for the purposes of the Act and to visit such places in a polling district as may be considered necessary for the purpose of such investigations. The issue of voter identification cards to persons registered under the Act is mandated by **Clause 10**. **Clause 11** makes explicit the right of an elector to have his or her name remain on the from the register for one of the reasons specified in that clause.
10. With a view to establishing a register of electors under the proposed Act, **Clause 12** mandates the adoption of the last published register under the former Act. Provision is made for publication of the register as adopted and for its revision and publication thereafter.
11. **Clause 13** provides for the constitution of the first preliminary register of electors under the new Act after the expiration of the period during which the registration of electors must be confirmed (the confirmation period). It requires such register to contain the names of electors whose registration has been confirmed and of all persons registered on and after the effective date, that is, day on which the proposed Act comes into force. Special provision is made as to

the constitution of the register for an election if a writ for election were to be issued before the conclusion of the confirmation period.

12. **Clause 15** deals with the preparation and publication of the preliminary register of electors in every year after the year in which the confirmation of registration of electors is completed. Under **Clause 15**, the Chief Registering Officer, with a view to making changes to the register, must compile in every quarter a list of persons who have given notice of a change of address or who have qualified for registration.

13. **Clause 16** mandates the continuous registration of persons under the Act and the preparation, publication and the revision of supplementary lists of electors on a quarterly basis.

14. **Clause 17** makes provision for the continuance in force of an existing register of electors or list in relation to a polling district or a constituency, where the preparation of a new register or list for the polling district or constituency has not been done or has not been properly done due to public calamity, public disturbance, civil disorder or to any other cause which may be reasonably justifiable in a democratic society.

15. **Clause 18** deals with the publication of the supplementary register when a writ for the holding of an election is issued while **Clause 19** specifies the documents that constitute the register of electors for any election in a polling district in any year.

16. **Clause 20** authorises qualified persons whose names do not appear in a published register or list to make a claim for registration, and an elector to object to the inclusion on a published register or list of the name of a person. **Clause 21** declares that the register of electors is conclusive as to the address of a person on the date of publication of the register and on the question whether the address is located within a particular polling district.

17. **Clause 22** empowers the Electoral Commission to declare special registration periods in any year and [**Clause 23** mandates the closure of the register of electors to amendments once a writ for the holding of an election is issued.]

18. Under **Clause 24** the Chief Registering Officer is empowered to deregister an elector at his or her request and to observe the procedures prescribed for the purpose.

19. **Clause 25** mandates certain public officials to furnish information required by the Chief Registering Officer to perform functions under the Act.

20. **Clause 26** requires notice to be given to a registered person if the Chief Registering Officer proposes to remove the person's name from the register and mandates the observance of the prescribed procedures in respect of the deletion, while **Clause 27** mandates the compilation and publication of a list of corrupt and illegal practices.

21. Under **Clause 28** provision is made for the adaptation of the register of electors as a consequence of alterations made to the boundaries of polling districts.

22. **Clause 29** directs the expeditious completion of the register of electors and lists in time for publication of the preliminary register by September 30 in each year. In relation to the register or lists, **Clause 30** empowers the Commission to extend any time specified in the Act for the taking of an action and to validate an act that was not done within the prescribed time or anything irregularly done as a matter of form.

23. **Clause 31** provides for the publication of a notice by the Commission that specifies a technology-enabled system for use in the registration of electors while **Clause 32** requires the Chief Registering Officer to undertake the registration of electors using the system in accordance with the prescribed regulations.
24. **Clause 33** provides for the continuation of the existing Electoral Office after the Act takes effect.
25. **Clause 34** permits information on electors gathered during the registration process under the Act to be shared with an “authorised officer” as defined.
26. Wide regulation-making powers are conferred on the Electoral Commission under **Clause 35**. Provision is made for the first Regulations to appear in the Schedule to the Act.
27. **Clause 36** empowers the Commission to hear appeals.
28. **Clauses 37-46** create a number of offences relating to the registration of electors and **Clause 47** provides a general penalty applicable to offences for which no specific penalty is provided.
29. **Clauses 48 to 53** relate to the confirmation of registration by persons who were registered under the former Act and whose names appear on the register adopted under the proposed Act. The names of electors whose registration is not confirmed will be deleted from the register. The Commission is authorised: (i) to declare a period during which the confirmation shall take place; (ii) to ensure that adequate resources are made available to carry out the confirmation process in an efficient and timely manner; and (iii) prescribe regulations to give full effect to the provisions of the Bill relating to the confirmation of registration of electors.
30. **Clauses 54** repeals the existing Registration of Electors Act, (Chap. 2:03) and **Clauses 55 to 58** contain the Savings and Transitional provisions.

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COMMONWEALTH OF DOMINICA