

GHANA NATIONAL ASSOCIATION OF TEACHERS (GNAT)



GUIDELINES FOR THE CONDUCT OF ELECTIONS IN GNAT

AUGUST 2024

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TABLE OF CONTENTS

GLOSSARY OF TERMS **vii**

CHAPTER ONE

1.0	PREAMBLE	1
-----	----------	---

CHAPTER TWO

2.0	SCOPE	2
-----	-------	---

CHAPTER THREE

3.0	ELECTION COMMITTEE	3
3.1	GNATEC	3
3.2	The Composition of GNATEC	3
3.3	Functions of GNATEC	5
3.4	Tenure of Office	7

CHAPTER FOUR

4.0	NOTICE OF ELECTIONS	8
4.1	Publication of Elections	8
4.2	Election Calender	9

CHAPTER FIVE

5.0	FILING OF NOMINATION	11
5.1	Categorization of Filing Nomination	11

5.2	Nomination of Candidate	11
5.3	Nomination of a Regional Representative to National Executive	14

CHAPTER SIX

6.0	ELIGIBILITY OF CANDIDATE	16
6.1	Grounds for Disqualifying a Candidate	16
6.2	Declaration of Candidate(s)	17
6.3	Proof of Membership	18
6.4	Proof of Date of Birth	19
6.5	Tenure of Office of Elected Officers	21
6.6	Nominated Candidate	22
6.7	Withdrawal of Nomination	23
6.8	Where no Candidate is Nominated	24
6.9	Unopposed Candidates	24
6.10	Death of a Candidate	25

CHAPTER SEVEN

7.0	CAMPAIGNING	26
7.1	Prohibition	26
7.2	Names and Photographs of Candidates	26

7.3	Official Mark	26
7.4	Cessation of GNAT Political Campaigns	26

CHAPTER EIGHT

8.0	Polling Station	28
8.1	Number of Polling Stations	28
8.2	Disability-Friendliness of Polling Stations	28
8.3	Keeping Order at the Polling Station	28

CHAPTER NINE

9.0	POLLING DAY	29
9.1	Responsibility of GNATEC before Poll	29
9.2	Responsibility of GNATEC after Poll	30
9.3	Polling Hours and Admission to Polling Station	30
9.4	Poll to be Taken by Ballot	31

CHAPTER TEN

10.0	APPOINTMENT OF COUNTING AGENTS AND COUNTING OF VOTE	32
10.1	Polling Agents	32
10.2	Counting Agents	32
10.3	Candidates' Responsibility to Notify GNATEC of Polling and Counting Agents	32

CHAPTER ELEVEN

11.0	BALLOT PAPERS	33
11.1	Printing of Ballot Papers	33
11.2	Features of Ballot Papers	33
11.3	Spoilt Ballot Paper	34
11.4	Rejected Ballot Papers	35
11.5	Decision on Ballot Papers	36
11.6	Sealing of Ballot Boxes	36

CHAPTER TWELVE

12.0	IDENTIFICATION AND VERIFICATION OF VOTERS	37
12.1	Process of Identification	37
12.2	Voting	37
12.3	Special Assistance in Voting	39

CHAPTER THIRTEEN

13.0	RESULTS OF ELECTION	40
13.1	Duties of the Presiding Officer	40
13.2	Declaration of the Election Results	41
13.3	Recount of Ballot	41

CHAPTER FOURTEEN

14.0	RUN-OFF	42
14.1	Duties of the Returning Officer	42
14.2	Simple Majority	43

CHAPTER FIFTEEN

15.0	SIGNING OF THE ELECTION RESULTS	44
15.1	Signing Declaration of Results Form	44

CHAPTER SIXTEEN

16.0	ELECTION DISPUTE RESOLUTION	45
16.1	Election Dispute Resolution Standing Committee	45

16.2	Criteria for Membership of the Election Dispute Resolution Committee	46
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CHAPTER SEVENTEEN

17.0	ELECTORAL OFFENCES AND SANCTIONS	48
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GLOSSARY OF TERMS

- Agent**
(for a candidate): A person who represents a candidate during different aspects of an electoral process e.g. as an observer of the voting or counting process in polling stations. An agent may have authority to act and take decisions on behalf of the candidate.
- Ballot Box:** A transparent container into which a voter places his or her marked or thumbprinted ballot paper. The ballot box is usually sealed and closed while polling is taking place.
- Ballot Paper:** A sheet of paper or card upon which a voter can mark or thumbprint his/her choice.
- Bribery:** An offering of money, gift or favour that allows a person to gain unfair and/or undue advantage.

- Campaign:** A political activity including meetings, speeches and other media events designed to inform the electorate and gather support for the platform of a particular candidate in an election.
- Complaint:** An expression of dissatisfaction, for example, with the actions of an electoral management body, which may be made formally through an official procedure.
- Constitution:** Law determining the fundamental political principles, nature, function and limits of a governing body.
- Council:** The governing body of the Ghana National Association of Teachers (GNAT) at District, Regional, National Levels and Executive in the case of Local.
- Counterfoil:** Complementary part of a ballot paper retained by the issuer which shows the details of a transaction.

Defamation:	Act of damaging the reputation of someone
Delegates:	Accredited members who have the right to vote.
Election Day:	The day on which voting in an election takes place.
Election Committee:	Persons responsible for the planning and administration of elections in GNAT.
Electoral Offence:	Any act of omission or commission on the part of an individual or persons that risks compromising the outcome of an election.
Fraud:	Intentional deception to gain unjust advantage.
Forgery:	A criminal act of copying official documents or illegal copying of something printed or written to make people think it is real.

Impersonation:	An act by which an applicant registers or attempts to register in the name of another person, whether that person is alive, dead or fictitious.
Monetization:	Inducing delegate(s)/ candidate(s) with money and/or material items in an election.
Nomination:	Putting forward name(s) for candidacy, selection or appointment to another body or to a position.
Official Mark:	The official mark with which a ballot paper is perforated or stamped.
Petition:	A formal written request that is submitted to an authority.
Polling station:	An area where voting takes place.

Polling Official:	A member of an electoral management body who participates in the administration of elections.
Polling Day:	The day appointed for the taking of a poll.
Presiding Officer:	The person assigned by Returning Officer to be in charge of elections at the polling station.
Register:	A list of delegates.
Results Declaration Form:	The form that contains the results of all polling stations.
Returning Officer:	An official who has overall supervision of an election and declares the result. In the case of elections organized by GNATEC, the Chairman of GNATEC at any level is the Returning Officer.

Rioting:	Violent disturbance of the peace by a crowd
Run-off:	A further competition in an election after a tie or inclusive results.
Special Needs:	A person who needs special help or care due to his/her disability status.
Spoilt Ballot:	A damaged ballot paper that does not enter the ballot box.
Trademark:	Any sign or combination of signs capable of distinguishing an undertaking including words such as personal names, letters, numerals, colours and figurative elements from another.
Vote:	Cast ballot paper at any GNAT election.

CHAPTER ONE

GUIDELINES FOR THE CONDUCT OF ELECTIONS IN GNAT

1.0 PREAMBLE

In exercise of the powers conferred on the National Secretariat of the Ghana National Association of Teachers (GNAT) by Article 32(3)(a)(i-ix) of the Constitution and Rules of GNAT as amended in 2022, these guidelines are made to consolidate the election rules, standing orders, procedures, practices, conventions of GNAT to establish Election Committees at all levels of GNAT (Basic Unit, Local, District, Regional and National) and provide for matters related to these.

CHAPTER TWO

2.0. SCOPE

These guidelines apply to all elections conducted in GNAT.

CHAPTER THREE

3.0. ELECTION COMMITTEE

3.1. GNATEC

There is established by these guidelines a body known as the Ghana National Association of Teachers Election Committee (hereinafter called “GNATEC”).

3.2. The Composition of GNATEC

3.2.1. The Executives at the various levels shall appoint:

- a) Three (3) members as GNATEC at the District.

The composition of the District level shall be three (3) members including one Executive who shall be GNATEC Chairman and the Returning Officer. The General Secretary's representative shall be the secretary to the committee.

- b) Five (5) members as GNATEC at the National and Regional.

- i) Three (3) members including a member of the Executive at that level, who shall be the Chairman and the Returning Officer.
- ii) Two (2) members of staff nominated by the General Secretary or his/her representative.

3.2.2.

- a) At the Local level, the Executive shall appoint three (3) members to serve on the GNATEC including a member of the Executive who shall be the Chairman and Returning Officer.
- b) In the case of the Basic Unit, the Local Executive shall supervise the election of the representatives at the Units level.

3.2.3 In an instance where none of the Executive members at any level is eligible to serve as the Chairman of GNATEC, the Executive at that level shall appoint any eligible member of any sub-committee at that level to serve as the Chairman.

3.2.4 A member of GNATEC who wishes to run for an elective office in a given election, which GNATEC shall supervise, shall before nomination to that office, resign from the GNATEC at that level.

3.3. Functions of GNATEC

3.3.1. GNATEC at the National level shall be responsible for overall conduct of elections at all levels of the Association. Among others, it shall:

- a) design Electoral Forms;
- b) publicise elections;
- c) receive and process nomination forms of candidates;
- d) screen and vet candidates;
- e) inspect delegates register;
- f) supply election materials
- g) provide guidelines for voting

- h) invite officials of the Electoral Commission of Ghana to supervise the ballot except in local elections;
- i) submit a report to the appropriate Council, and in the case of local elections, to the Executive of GNAT stating:
 - (i) the number of ballot papers printed;
 - (ii) the number of ballot papers used (spoilt, rejected and valid);
 - (iii) the number of ballot papers returned;
 - (iv) any incident affecting the poll; and
 - (v) the election results.
- j) GNATEC National may delegate its responsibilities or duties to GNATEC at the Regional, District or Local level.

3.4. Tenure of Office

3.4.1. The tenure of office of GNATEC members shall be the year of election;

- a) National GNATEC shall be formed by the National Executive in the year prior to Local Conferences.

- b) Except at the National, GNATEC shall be inaugurated at the beginning of an election year at all levels at least one (1) month to the Local Conferences.

CHAPTER FOUR

4.0. NOTICE OF ELECTIONS

4.1. Publication of Elections

4.1.1. Elective positions at the Local level shall be communicated in writing to all educational institutions and, if possible, on social media.

4.1.2. Elective positions at the District and Regional levels shall be published in at least, two (2) of the following media.

- a) Regional and District notice boards of GES and GNAT;
- b) at educational institutions and local branches;
- c) in the national newspapers;
and

4.1.3 At the national level notice of elective positions for National Officers shall be published in the national newspapers, in addition to any two (2) of the following:

- a) the Regional and District notice boards;
- b) educational institutions and local branches;
- c) the GNAT Website.

4.1.4 All correspondence related to the GNATEC activities must be signed by the GNATEC Chairman.

4.2. Election Calendar

4.2.1 Basic Unit Elections shall be held in January (within last three weeks) in a given Local Conference year.

4.2.2. Local Conferences Elections shall be held in March (within last three weeks) in a given Conference year.

4.2.3. District Elections shall be held in May (within last two weeks) after the Local Conferences have been held.

4.2.4. Regional Elections shall be held in July (within last two weeks) after the District Conferences have been held.

4.2.5. National Elections shall be held in January of the ensuing year after the Regional, District and Local Elections have been held.

4.2.6. Prior to Local, District, Regional and National elections, Basic Units shall elect their representatives.

CHAPTER FIVE

5.0. FILING OF NOMINATION

5.1. Categorization of Filing Nomination

5.1.1. Filing of nominations shall be as follows:

- a) not later than three (3) months before Conference in the case of National Elections;
- b) not later than two (2) months before Conference in the case of Regional Elections;
- c) not later than one (1) month before Conference in the case of District Elections;
- d) not later than two (2) weeks before Conference in the case of Local Elections;

5.2. Nomination of Candidate

5.2.1. A person presenting himself or herself for election to any elective office of GNAT shall complete a nomination form designed by GNATEC.

5.2.2. A candidate shall be nominated in the following manner:

- a) for a national position, there shall be one (1) proposer from the nominee's GNAT Region and two (2) members all in good standing from different GNAT regions in Ghana endorsing the forms;
- b) for a Regional position, there shall be one (1) proposer and two (2) members all in good standing from different GNAT Districts of the same Region endorsing the forms;
- c) for a District position, there shall be one (1) proposer and two (2) members all in good standing from different Locals of the same District endorsing the forms;

- d) for a Local position, there shall be one (1) proposer and two (2) members all in good standing from different Basic Units of the same Local endorsing the forms;
- e) for a Basic Unit, a candidate shall be nominated by two (2) GNAT members in good standing on the staff. One (1) of the two (2) shall be a proposer and the other one (1) a seconder.

5.2.3. Completed nomination forms shall be submitted by the close of day and time determined by GNATEC.

5.2.4. The proposer shall not propose more than one (1) candidate for the same position in a given election; likewise, endorsers shall not endorse more than one (1) candidate for the same position; and

5.2.5. A person who is neither a delegate to, nor an observer at conference, but seeks to contest any position or office at a given election is permitted to do so in his/her own right, but at his/her own expense.

5.3. Nomination of a Regional Representative to National Executive

5.3.1. The Regional Conference shall elect a Representative to the National Executive who shall not be of the same:

- a) sex; and
- b) level of educational institution as that of the Regional Chairman-elect.

5.3.2. For the purposes of this provision, election of the Regional Representative to National Executive shall not take place concurrently as that of the Regional Chairman;

5.3.3. All qualified nominees for the position of Regional Representative to National Executive shall be made aware that their final acceptance for election on the day of Conference shall be determined by the outcome of the election of the Regional Chairman.

5.3.4. Subsequent to the Regional Chairman-elect emerging from one level of educational institution/sex, all qualified nominees from that level shall stand disqualified for election in accordance with the provisions of the Constitution of the Ghana National Association of Teachers (GNAT).

5.3.5. Subject to **5.3.4.**, all qualified nominees for the position of Regional Representative to the National Executive who do not fall in the categories shall be deemed qualified for election at the Conference.

CHAPTER SIX

6.0. ELIGIBILITY OF CANDIDATE

6.1. Grounds for Disqualifying a Candidate

6.1.1. A member is disqualified to stand for any elective position if:

- a) the person has been convicted of a criminal offence, involving fraud, theft or dishonesty or sentenced to imprisonment or proven professional misconduct involving dishonesty;
- b) he/she fails to present his/her GES biometric data print out or ECOWAS Card (Ghana Card) and in addition to SSNIT Statement/SSNIT Card for the three (3) months immediately preceding elections as evidence of his/her active service with his/her employer, without any reasonable excuse.

A disqualified candidate may lodge a challenge to his/her disqualification with the Dispute Resolution Committee.

6.2. Declaration of Candidate(s)

6.2.1. A candidate for election shall at the time of nomination deliver or cause to be delivered to GNATEC:

- a) a declaration stating that the candidate is qualified for the position he/she is contesting for and is not disqualified from being elected as such;
- b) two (2) postcard-size copies of the Candidate's recent photographs certified by the proposer.
- c) The nomination shall be valid on the following grounds:
 - i) the nominee signs the nomination form to indicate his/her readiness to contest; and

- ii) his/her readiness to suffer penalty in accordance with the Constitution and Rules of GNAT as amended in 2022 and the laws of Ghana, if any information on the form turns out to be false.

6.3 Proof of Membership

6.3.1. A person presenting himself/herself for election to any position shall show proof of his/her full membership.

These include:

- a) full payment of dues for the year preceding conference;
- b) pay-slips of the three (3) months immediately preceding Conference which shall be tendered in as evidence of membership;
- c) notwithstanding (a) and (b), a person whose membership has been terminated through the check-off

system by the Controller and Accountant-General's Department shall show evidence of the effort he/she has made to regularize his/her membership, e.g. receipts of cash payments of dues, print out from Third Party Reference System (TPRS), and Official letters from the Regional GNAT Secretariat;

- d) a member shall be given five (5) working days to prove his/her membership after the issue of termination has been brought to the attention of the affected member.

6.4. Proof of Date of Birth

6.4.1. The new criteria for the correction of date of birth which were agreed upon at a stakeholder's meeting on 17th July, 2017, for resolving issues of dates of birth within the GES" shall also apply to the members of the Ghana National Association of Teachers.

Accordingly, any member who want to apply for the correction of his/her date of birth must provide satisfactory documentary evidence from any three (3) of the seven (7) criteria provided below:

- a) Birth Certificate, issued at most ten (10) years after birth
- b) Personal Records Form/Card completed on first appointment into the GES
- c) Social Security and National Insurance Trust (SSNIT) Records (Subject to discretion of Metropolitan Municipal District Assemblies (MMDAs))
- d) Baptismal Certificate, issued at most ten (10) years after birth
- e) Passport issued at most twenty-five (25) years after birth
- f) Educational Records (Elementary or Secondary School)
- g) Educational Certificate with date of birth.

6.5. Tenure of Office of Elected Officers

6.5.1. Subject to Article 199 of the 1992 Constitution of Ghana which requires public servants to retire at age Sixty (60) coupled with Article 31(1) (c) of the GNAT Constitution and Rules as amended in 2022, which requires that an elected Executive at any level shall be able to complete a full term before reaching the prescribed retiring age of sixty (60) years:

- a) a person presenting himself/herself for election at the District, Regional and National levels shall be able to complete the term of four (4) years in office;
- b) a person presenting himself/herself for election at the Local level shall be able to complete a term of two (2) years in accordance with the GNAT Constitution and Rules, as amended in 2022.

- c) no candidate shall be more than fifty-six (56) years of age as on the day of the election and swearing into office at the District, Regional and National levels; and
- d) at the Local level, no candidate shall be more than fifty-eight (58) years of age on the day of the election and swearing into office.

6.6. Nominated Candidate

6.6.1. When the duly completed nomination form and a declaration of a candidate are delivered, the candidate shall be considered duly nominated, subject to the outcome of the vetting process by GNATEC.

6.6.2. GNATEC shall inform a candidate whose nomination is invalid when:

- a) the particulars of the candidate or the person(s) subscribing to the nomination form do not comply with the provisions, rules, regulations and practices of GNAT; or

- b) the nomination form is not subscribed to in accordance with the rules of GNAT and shall give the candidate five (5) working days to make amendments or any alterations necessary within the stipulated period;
- c) GNATEC shall assign reasons for rejecting any Nomination Form.

6.6.3 GNATEC shall compile and sign a list of the nominated candidates at close of nomination; and

6.6.4 GNATEC shall publicise the names of the candidates nominated.

6.7. Withdrawal of Nomination

6.7.1. A duly nominated candidate

- a) who intends to withdraw shall write to inform GNATEC of his/her decision to withdraw; and

- b) notwithstanding (a), a candidate who withdraws after the ballot papers and related election notices have been printed, the ballot papers may continue to include the name and other particulars of the candidate.

6.8. Where no Candidate is Nominated

6.8.1. Where at the end of the time allowed for delivery of nomination forms no candidate stands nominated, GNATEC shall:

- a) endorse that no candidate was nominated;
- b) open fresh nomination as it may determine; and
- c) inform the Executive concerned in writing.

6.9. Unopposed Candidates

Where the time of filing of nominations has expired and only one (1) candidate stands nominated, that candidate shall be declared nominated and shall go through the voting

process of Yes or No. Unopposed candidates shall be endorsed by a simple majority vote.

6.9.1. Where the time of filing nominations has expired, and more than one (1) candidate had filed their nominations, should all the candidates withdraw their nominations except one (1), that single candidate shall stand nominated. The candidate so nominated shall be required to obtain more than 50% of the valid votes cast.

6.10. Death of a Candidate

6.10.1 Where an election is to be held and a candidate dies on the eve of the election and proof of the death of the candidate is given, GNATEC shall proceed with the election.

6.10.2 Notwithstanding chapter **6.10.1**, where there is only one (1) candidate at the close of nominations, but before the election the person dies or withdraws or ceases to be a GNAT member, fresh nominations shall be opened.

CHAPTER SEVEN

7.0. CAMPAIGNING

7.1. Prohibition

7.1.1. No candidate shall use any trademark including signs, figurative elements, symbols, colours of a political party, ethnic group, among others in their campaign.

7.2. Names and Photographs of Candidates

7.2.1. The names and photographs of candidates shall appear on their posters and the ballot paper.

7.2.2. Only the colours of GNAT (Red, White and Sea Blue) shall be used for campaign posters.

7.3. Official Mark

7.3.1. The ballot paper shall bear the embossment/mark of GNAT.

7.4. Cessation of GNAT Electoral Campaigns

Cessation of all GNAT electoral campaigns shall be deemed to have come into effect, when;

7.4.1. All candidates have been given the opportunity by GNATEC to present their manifestos; and

7.4.2. GNATEC Chairman has announced the cessation of all GNAT electoral campaigns.

CHAPTER EIGHT

8.0. POLLING STATION

8.1. Number of Polling Stations

8.1.1. One (1) or more Polling Stations may be created for speedy process of the election.

8.2. Disability-friendliness of Polling Stations

8.2.1. GNATEC shall ensure that members with special needs have easy access or free movement to the Polling Stations.

8.3 Keeping Order at the Polling Station

8.3.1. GNATEC at the various levels shall identify delegates to ensure orderliness.

8.3.2. GNATEC may invite security personnel to maintain law and order.

CHAPTER NINE

9.0. POLL DAY

9.1. Responsibility of GNATEC before Poll

9.1.1. The GNATEC at all levels shall be responsible for the provision of the following materials on the voting day:

- a) register of accredited delegates;
- b) list of observers present;
- c) list of absentee delegates;
- d) stamp pad, thumb pad and indelible ink;
- e) screens;
- f) transparent ballot boxes;
- g) seals;
- h) printed ballot papers and sealed ballot boxes; and
- i) conducive environment for the setting up of the poll to ensure secret voting.
- j) Result Declaration Form
- k) Name tags to agents

9.2. Responsibility of GNATEC after Poll

9.2.1. GNATEC shall:

- a) make arrangements for counting of the votes at each level (Local, District, Regional and National) in the presence of the polling agents;
- b) give notice to the polling agents of the time at which the counting of votes will commence.

9.3. Polling Hours and Admission to Polling Station

9.3.1. The poll shall start early enough to cater for any eventuality such as a run-off.

9.3.2. All qualified voters present shall be given the opportunity to cast their votes before the close of poll.

9.3.3. No voter shall be allowed to cast his/her vote after close of poll.

9.4. Poll to Be Taken By Ballot

9.4.1. The votes at the poll shall be taken by ballot and the result shall be ascertained by counting the votes cast for each candidate in the presence of their agents.

9.4.2. The candidate who obtains more than 50% of the valid votes cast shall be declared a winner.

CHAPTER TEN

10.0 APPOINTMENT OF POLLING AND COUNTING AGENTS

10.1. Polling Agents

10.1.1. A candidate may appoint a Polling Agent whose duty shall include:

- a) representing the candidate at the poll; and
- b) observing the poll on behalf of the candidate.

10.2. Counting Agents

10.2.1. A candidate for an election may appoint a counting agent to attend at the counting of votes at each polling station in which the candidate is seeking election (Local, District, Regional or National).

10.3. Candidates' Responsibility to Notify GNATEC of Polling and Counting Agents

10.3.1. A candidate for an election shall submit name, address and the phone number of the counting agent to GNATEC not later than three (3) hours to an election.

CHAPTER ELEVEN

11.0. BALLOT PAPERS

11.1 Printing of Ballot Papers

11.1.1 Ballot papers shall be printed to tally with the total number of delegates;

11.1.2 Notwithstanding *11.1.1*, provision shall be made for an excess of 10% of the total ballot papers printed.

11.2. Features of Ballot Papers

11.2.1. The ballot paper shall:

- a) contain names, position and photographs of candidates contesting the elections;
- b) have counterfoil with the same number printed on the ballot paper;
- c) have enough space on the ballot paper for thumb-printing;
- d) be capable of being folded;

- e) be serialised;
- f) position being contested for by the candidate(s); and
- g) be stamped, using the stamp of GNAT.

11.2. Spoilt Ballot Paper

11.2.1. A voter who inadvertently spoils his/her ballot paper, which cannot be conveniently used as a ballot shall:

- a) deliver the spoilt ballot paper to the Presiding Officer;
- b) prove to the satisfaction of the Presiding Officer that the ballot paper was inadvertently spoilt;
- c) obtain another ballot paper in place of the spoilt ballot paper delivered to the Presiding Officer.

11.2.2. The spoilt ballot paper shall immediately be cancelled and the counterfoil marked accordingly.

11.3. Rejected Ballot Papers

11.3.1. A ballot paper shall be void and not counted if the ballot paper:

- a) does not bear the embossment/mark of GNAT;
- b) is not thumb-printed by the voter to clearly identify the candidate for whom the vote was cast;
- c) is not thumb-printed at all;
- d) has on it a writing or mark by which the voter could easily be identified; and
- e) bears a different serial number other than that of the polling station.

11.3.2. The Presiding Officer shall before rejecting a ballot paper as void:

- a) show the ballot paper to each candidate or the counting agent of the candidate, if present; and

- b) give the candidate(s) or the counting agents of the candidate an opportunity to express an opinion on the matter; and
- c) notwithstanding 11.3.2 (a) and (b), the decision of a rejected ballot lies with the Presiding Officer.

11.4. Decision on Ballot Papers

11.4.1. The GNATEC may, on an election petition, review the decision of the Presiding Officer on an issue arising in respect of a ballot paper.

11.5. Sealing of Ballot Boxes

11.5.1. Before voting, the Presiding Officer shall:

- a) show the well labeled transparent ballot boxes to the delegates present, so that they certify that the ballot boxes are empty;

- b) close the ballot boxes and place seals on them in a manner to prevent them from being opened without breaking the seals;
- c) allow agents to put their seals on the boxes, when necessary; and
- d) place the ballot boxes in the full view of the delegates/voters.

CHAPTER TWELVE

12.0. IDENTIFICATION AND VERIFICATION OF VOTERS

12.1. Process of Identification

12.1.1. The delegates/voters shall:

- a) be identified by the GNATEC at the various levels;
- b) be tagged with names and photographs;
- c) register with photographs; and
- d) have their photographs on the delegates/voters list.

12.2. Voting

12.2.1. The Presiding Officer, satisfied that the voter is registered and has not already voted, shall:

- a) allow the voter to go through the process of casting his/her ballot;
- b) mark the ballot paper with the official validating stamp of GNAT;

- c) deliver the ballot paper to the voter;
- d) direct the voter to the place set aside for the thumb-printing of the ballot paper and cast his/her vote.

12.3. Special Assistance in Voting

12.3.1. The Presiding Officer, shall on request, permit a voter who is visually impaired or physically challenged to be assisted by a person of the voter's own choice to cast his/her vote.

12.3.2. In the event that the physically challenged voter does not trust any of the voters around, the said voter can ask the Presiding Officer to assist him/her with the process.

12.3.3. Where the Presiding Officer accepts the request of the voter, he/she must indicate against the name given by the physically challenged.

CHAPTER THIRTEEN

13.0. RESULTS OF ELECTION

13.1. Duties of the Presiding Officer

13.1.1. The Presiding Officer shall immediately after the close of poll in the presence of the candidates or their representatives:

- a) open each ballot box and take out all the ballot papers;
- b) sort out the ballot papers into valid votes based on candidates and rejected ballot papers;
- c) proceed to count the valid votes according to the order of candidates on the ballot paper at the polling station;
- d) record the total number of valid votes cast in favour of each candidate;
- e) record the total number of valid votes cast;

- f) record the total number of rejected and spoiled ballot papers;
- g) record the total number of ballot papers used (add (e) and (f)); and
- h) the Presiding Officer, the candidates or their representatives shall then sign a declaration form to affirm the results.

13.2. Declaration of the Election Results

13.2.1. The Presiding Officer shall:

- a) announce the results of the voting at the polling station and communicate same to the Returning Officer for declaration; and
- b) give each candidate or his/her representative a copy of the declared results.

13.3. Recount of Ballot

A candidate or his/her representative may request the Presiding Officer for a recount only once.

CHAPTER FOURTEEN

14.0. RUN – OFF

14.1. Duties of the Returning Officer

14.1.1 Where after the completion of the counting of votes, including a recount, no candidate obtains more than 50% of the valid votes cast, the Returning Officer shall

- a) certify that fact by endorsing the result;

- b) declare two (2) of the candidates with the highest votes for a run-off;

- c) notwithstanding, chapter 14.1.1 (b), where two or more candidates get equal number of votes for the second position, they shall join the candidate who obtains the highest votes for the run-off:
and

- d) immediately conduct the run-off, endorse results, and forward same to the GNATEC.

14.2. Simple Majority

14.2.1. A candidate who obtains simple majority in the run-off shall be deemed elected.

CHAPTER FIFTEEN

15.0. SIGNING OF THE ELECTION RESULTS

- 15.1. Signing of Declaration of Results Form**
The Returning Officer shall sign the declaration of results form and give copies to the candidates or their representatives.

CHAPTER SIXTEEN

16.0. ELECTION DISPUTE RESOLUTION

16.1. Election Dispute Resolution Committee

16.1.1 There shall be established a three-member Election Dispute Resolution Committee at all levels to provide for redress in a prompt manner within the time frame of the electoral process.

16.1.2. Any aggrieved candidate upon receipt of the declared result has seventy-two (72) hours within which to lodge a written petition to the Election Dispute Resolution Committee.

16.1.3 The Election Dispute Resolution Committee shall, upon receipt of petition from an aggrieved party, take a decision within seventy-two (72) hours and the petition shall be determined within ten (10) days.

16.1.4 A person dissatisfied with a decision of the Committee may lodge a further petition with the next higher level of Election

Dispute Resolution Committee within ten (10) days and petition shall be determined within twenty-one (21) days.

16.1.5 The procedure for resolving election disputes shall be fair and transparent.

16.2. Criteria for Membership of the Election Dispute Resolution Committee

A member of the Election Dispute Resolution Committee shall exercise, among others, the following:

- a) Neutrality
- b) Impartiality
- c) No bias
- d) Non-partisanship
- e) Open-mindedness
- f) Accuracy
- g) Critical thinking
- h) Restraint
- i) Fairness/Transparency
- j) Sober-mindedness
- k) Professionalism
- l) Diligence
- m) Honesty
- n) Sound judgment

- o) Independent-mindedness
- p) Secrecy/Confidentiality

In addition, the individual must be a person whose integrity is not in question, an experienced GNAT member who is very familiar with the Constitution and historical development of the Association.

Such an individual must be dedicated to the cause and stability of GNAT and must remain resolute in his/her decisions.

The adjudication of complaints should be undertaken in a transparent and impartial manner. Decisions should be based only on the available evidence and without any personal consideration. No adjudication shall have a conflict of interest with any party to a complaint or in the outcome of the complaint.

It behoves the Committee to display much independence and impartiality in its deliberations to enjoy respect and credibility.

CHAPTER SEVENTEEN

17.0. ELECTORAL OFFENCES AND SANCTIONS

For any electoral misconduct, all standing orders for conferences and meetings shall apply.

Such electoral offences and sanctions shall include:

S/N	Offence	Minor	Major	Sanction
1	Impersonation		√	Disqualification
2	Use of force or threat/attack		√	Disqualification
3	Rioting		√	Suspension
4	Forgery		√	Disqualification
5	Destruction of notices/posters	√		Warning and surcharge
6	Exercising undue influence	√		i) Warning ii) Suspension if repeated.
7	Disruption of the process		√	Suspension
8	Abusive language	√		i) Warning ii) Apology and retraction
9	Tampering (Interfering with a ballot box or ballot papers without due authority from GNATEC)		√	Disqualification/ expulsion

10	Corrupt practices and bribery		√	Disqualification
11	Monetization and monetary influence		√	Disqualification/expulsion
12	Defamation of character of a candidate		√	Retraction and Suspension
13	The use of unprescribed colours and trademarks	√		Warning
14	Undue interference of the GNAT Administrative full-time staff		√	Disciplinary action
15	Voter intimidation	√		Warning
16	Candidates engaging with politically exposed persons		√	Suspension
17	Candidates engaging in tribal and religious politics		√	Disqualification



.....
REV. ISAAC OWUSU
NATIONAL PRESIDENT



.....
THOMAS TANKO MUSAH
GENERAL SECRETARY

dreamsbins.

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