

# **GUIDE**

## **TO 2013 PARLIAMENTARY ELECTIONS IN ALBANIA**

**A summary produced by the OSCE Presence in Albania**

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## **Introduction**

The upcoming parliamentary elections shall be held on 23 June 2013. The following is a summary of the main provisions of the current Electoral Code (hereinafter referred to as “the Code”), with a particular emphasis on the amendments adopted in 2012. The information provided is applicable only to the 2013 parliamentary elections. Footnotes provide additional information which may be contained in the Code or derives directly from the wording and the logic of the Code (e.g. the exact deadlines applicable for the 2013 elections). The articles in brackets next to the title of each section indicate the articles in the Code which regulate the respective topic.

On 21 April 2008, the Assembly of Albania approved amendments to the Constitution. The amendments changed, *inter alia*, the electoral system from a mixed majoritarian-proportional into a proportional system with multi-name electoral zones, while preserving the total number of 140 deputies. On 29 December 2008 the Assembly adopted a new Code<sup>1</sup>, which sets the legal framework for the implementation of the electoral system based on the constitutional amendments. At the conclusion of an electoral reform process, the Assembly approved on 19 July 2012 amendments to the Code which concern almost all its chapters and included two new Annexes regulating the electronic counting system and voter identification respectively.

### **1. Electoral periods and Election Day (Arts. 8 and 9)**

The parliamentary elections are held every four years. The last ones were held on 28 June 2009.

Elections (parliamentary or local) are held within one of the two electoral periods: 15 March - 30 June or 15 September - 30 November. The Election Day (E-day) is set by decree of the President of Republic. On 3 December 2012, the President of Republic decreed 23 June 2013 as the date for the forthcoming parliamentary elections.

### **2. Electoral Zones and number of seats (Arts. 74 - 76)**

For electoral purposes Albania is divided into 12 Electoral Zones, each of them matching with one of the 12 regions (“*qark*”). A specific number of deputies are elected in each Electoral Zone in proportion to its number of citizens, based on the civil status registry data. The calculation of this number is done by the Central Election Commission (CEC) and approved by the Assembly in an accelerated procedure.<sup>2</sup>

### **3. Electoral Administration Zones (Art. 27)**

For an easier administration of voting and counting, each Electoral Zone is divided into more Election Administration Zones. As a rule, each Election Administration Zone matches with

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<sup>1</sup> Law no. 10019, dated 29.12.2008, “The Electoral Code of the Republic of Albania”.

<sup>2</sup> The CEC failed to calculate the assignment of the parliamentary seats because it could not reach the required qualified majority of five votes in favour. The matter was sent to the Assembly, which has the authority under the Electoral Code to decide on it. The Assembly voted on 31 January 2013 to keep in force the assignment of seats per Electoral Zone from the 2009 elections, as follows: Tiranë - 32 seats; Fier - 16 seats; Elbasan - 14 seats; Durrës - 13 seats; Korçë - 12 seats; Vlorë - 12 seats; Shkodër - 11 seats; Berat - 8 seats; Lezhë - 7 seats; Dibër - 6 seats; Gjirokastër - 5 seats; and Kukës - 4 seats.

one district (“*rreth*”); however exceptions are allowed. No Election Administration Zone can geographically expand in two or more regions or in different districts within the same region. There are 89 Election Administration Zones established for the upcoming elections.<sup>3</sup> In Tirana municipality, each of the 11 boroughs constitutes one Election Administration Zone on its own.

#### **4. Election administration (Arts. 12 – 43, 61, 95, 96 and 183)**

There are three layers of electoral commissions: the Central Election Commission (the highest level), 89 Commissions of Electoral Administration Zone (the middle level), and around 5,500 Voting Centre Commissions (the lowest level). The counting of ballots is conducted in 89 Ballot Counting Centres, one per Election Administration Zone.

The Central Election Commission (CEC) is composed of seven members, who are elected by the Assembly with a simple majority. The Chair has a 4-year term in office with the right to be re-elected, whereas the other six members have a 6-year term with the right to be re-elected. The 2012 Code amendments introduced a new procedure for the selection of the CEC Chair, with the post being open for eligible citizens to apply individually and go through a selection procedure carried out by the parliamentary Laws Committee prior to being voted upon by the Assembly. The procedure for electing the other CEC members is as follows:

- a) three members are proposed by the majority parliamentary parties: two by the main majority party<sup>4</sup> (one from each gender) and one by smaller majority parties;
- b) three members are proposed by the opposition parliamentary parties: two by the main opposition party<sup>5</sup> (one from each gender) and one by the smaller opposition parties.

The Deputy Chair belongs to the main opposition party and is elected by the CEC by secret voting.

The Code also provides for a partial renewal of the CEC, with two members selected by drawing lots – one proposed by the majority parties and the other one by the opposition parties – exercising their duty for three years, with the right to be re-elected.

The most important CEC competences are: direct and supervise the pre-electoral and electoral processes; issue decisions and instructions with general legal applicability throughout the whole country; calculate and propose to the Assembly the number of seats for each Electoral Zone; approve the boundaries of Election Administration Zones; register the electoral subjects for parliamentary elections; declare the winning candidates for parliamentary elections; declare the invalidation of elections in one/more Voting Centres or Electoral Zones; declare the election result for each Electoral Zone and the final elections result for the whole country; decide to use information technology at elections; supervise the compilation of voter lists through its technical auditors.

Many CEC decisions are taken by a simple majority of four votes in favour. Yet the most important decisions - including the invalidation of elections, allocation of mandates for each Electoral Zone, establishment of Election Administration Zones, granting appeals on election

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<sup>3</sup> The number of Election Administration Zones was decided upon by the Electoral College on 3 January 2013, based on an appeal against a CEC decision not to take a decision on the matter. Note that the legal deadline for the CEC to establish the number of Election Administration Zones is 7 December 2012.

<sup>4</sup> Currently the Democratic Party (DP), led by Prime Minister Sali Berisha.

<sup>5</sup> Currently the Socialist Party (SP), led by Edi Rama.

result issued by the Commissions of Electoral Administration Zones, adoption of normative acts and use of information technology at elections - are taken by a qualified majority of five votes. Internal orders issued by the CEC Chair in performing the duties of the administrative head of institution are to be counter-signed by the Deputy Chair, otherwise they are invalid.

The Commissions of Electoral Administration Zones (CEAZ) are composed of seven members and a secretary, appointed by the CEC.<sup>6</sup> Six members are appointed in accordance with the following procedure: two members are proposed by the main party of parliamentary majority, two by the main party of parliamentary opposition, one by the second party of parliamentary majority and one by the second party of parliamentary opposition. In half of the CEAZ, the seventh member belongs to the main parliamentary majority party. In this case, the CEAZ chair is to be selected from one of the members belonging to the main parliamentary majority party. In the other half of the CEAZ, the seventh member belongs to the main parliamentary opposition party. In this case, the CEAZ chair is to be selected from one of the members belonging to the main parliamentary opposition party. In order to reach a balanced composition in each CEAZ, the deputy chair and the secretary belong to the opposite political affiliation to that of the chair. Only the CEAZ members have the right to vote; the secretary does not. In case the political parties fail to propose CEAZ members by the legal deadline, the CEC appoints them upon its own initiative until the required number of members for decision-making is reached. These members stay in office until the appointment of members proposed by the entitled political parties.

Each CEAZ has jurisdiction over one Election Administration Zone. Decisions are taken by a simple majority. The CEAZ main competences include the responsibility for the administration and conduct of elections in the Election Administration Zone, as well as the preparation and approval of the aggregate table of election result for each electoral subject running in the respective Election Administration Zone.

The Voting Centre Commissions (VCC) are composed of seven members, with one of them exercising the duty of the secretary. They are appointed by the CEAZ.<sup>7</sup> Six members are appointed in accordance with the formula provided for the establishment of CEAZ. In half of the VCC, the seventh member belongs to the main parliamentary majority party. In this case, the VCC chair is to be selected from one of the members belonging to the main parliamentary majority party. In the other half of the VCC, the seventh member belongs to the main parliamentary opposition party. In this case, the VCC chair is to be selected from one of the members belonging to the main parliamentary opposition party. The VCC secretary is of the opposite political affiliation to that of the chair. The 2012 Code amendments abolished the position of deputy chair. In case the political parties fail to propose VCC members by the legal deadline, the CEAZ appoints them upon its own initiative until the required number of members for decision-making is reached.

The VCC is responsible for the conduct of elections in the respective voting centre. Its decisions are taken by a simple majority. In case the VCC fails to reach a decision by the respective deadline, the case is sent to the CEAZ.

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<sup>6</sup> On 25 March 2013. Please note that the deadlines cited in this Guide are calculated by the OSCE Presence in Albania as per the following general rule provided by the Albanian legislation: if the end of the deadline falls on days of rest or on an official holiday, the deadline resumes on the next working day. Nevertheless, the final decision on calculation of deadlines rests with the CEC.

<sup>7</sup> As a rule by 29 May 2013, but in any case no later than 3 June 2013.

The Counting Teams are created by the CEAZ<sup>8</sup> and consist of four members: one from the main parliamentary majority party, one from the main parliamentary opposition party, one from the smaller parliamentary majority parties and one from the smaller parliamentary opposition parties.

The latter two parties have to be selected by lots at the CEC from the parliamentary majority and opposition parties respectively, which are registered to run in the elections and have won at least two seats in the previous (i.e. 2009) parliamentary elections. If there is no party that fulfils these requirements, the right to propose the Counting Team member is transferred to the main parliamentary majority and opposition party respectively.

## **5. Voter eligibility and voter list (Arts. 44 - 61)**

Every Albanian citizen who is 18 years old or above on E-day can vote, except for those declared as incapable of acting by final court decision. As a rule, a voter votes in the Voting Centre in the area where he/she is registered in the voter list.<sup>9</sup> A voter is to be registered in one voter list only. The mayor of the local government unit bears ultimate responsibility for the compilation and accuracy of the voter list.

The voter list is compiled for each Voting Centre. It is an extract of the electronic data contained in the computerized National Civil Status Register, which is kept by the Ministry of Interior.

The 2012 Code amendments empower the CEC to monitor the compilation of the voter list by the Ministry of Interior and address identified problems with the Ministry of Interior or local government units' bodies. For this purpose, the CEC appoints two technical auditors<sup>10</sup> who verify the transactions in the National Civil Status Register database. Their findings and recommendations are reported monthly to the CEC, which sends them to the Ministry of Interior. The auditors also perform other duties as defined in the Code and CEC acts.

The extract of electoral components (formerly known as *the preliminary voter list*) is generated electronically from the National Civil Status Register for each local government unit by the local Civil Status Offices (CSO).<sup>11</sup> It contains all the voters domiciling in the respective Voting Centre area. A Voting Centre area should have no less than 200 and no more than 1,000 voters (700 for Tirana region, due to the implementation of the Electronic Verification System<sup>12</sup>). The CSO update, print and display publically the extract of electoral components for the voters in the respective territorial jurisdiction on a monthly basis until the issuance of the voter list. The Ministry of Interior and the CEC post the aggregate national extracts of electoral components on their websites. The mayor notifies every voter in writing of the location of the respective Voting Centre and the voter's ordinal number on the voter list.<sup>13</sup> If a voter finds that his/her data is incorrect or missing, he/she can request changes to

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<sup>8</sup> The Counting Teams should be established by 13 June 2013.

<sup>9</sup> There are two exceptions to this rule: a) the CEAZ members vote at the nearest Voting Centre established by CEAZ decision, regardless of whether their name appears on the voter list of that voting centre; and b) the VCC members vote at the Voting Centre where they serve as commission members, regardless again of whether their name appears on the voter list of that voting centre.

<sup>10</sup> One of them is nominated by the CEC Chair and the other one is nominated by the CEC Deputy Chair.

<sup>11</sup> By 18 December 2012.

<sup>12</sup> See for details Section 22, letter "b".

<sup>13</sup> By 4 March 2013.

the extract.<sup>14</sup> For this, the voter has to submit a request to the respective CSO, which either makes the requested change or rejects the request. In the latter case, the voter can file an appeal with the respective District Court. If the court rules in his/her favour, the CSO is obliged to enforce the court's decision and change the voter's data in the extract as requested.

The voter list (formerly known as *the final voter list*) is again extracted from the National Civil Status Register by the CSO,<sup>15</sup> under the authority of the mayor, after including all CSO and court decisions on requested changes to the extract of electoral components. The voter list is handed over by the CSO to the mayor for approval. Once approved, the CEAZ posts the voter list in each Voting Centre no later than 35 days before E-day.<sup>16</sup> After their posting, changes to the voter list can only be made by a District Court decision based on a request by the voter to be filed at the latest 24 hours before E-day. If a voter changes residence after the posting of the voter list, he/she shall vote in the Voting Centre where his/her name appears on the voter list.

## **6. Electoral subjects (Arts. 63 - 66 and 69)**

An electoral subject can be: a) a political party, b) a coalition of political parties, or c) a candidate proposed by a group of voters. To run for the parliamentary elections, each electoral subject needs to register with the CEC.<sup>17</sup>

Two or more registered parties can register as a *coalition* with the CEC<sup>18</sup>. Each party can participate in one coalition only. The composition of a coalition is the same in the whole country. This means that a party can be a member of one coalition only.

To register a candidate proposed by a group of voters,<sup>19</sup> an Initiating Committee of no less than nine voters, registered with the CEC, should gather the signatures of at least 1% of voters (but in any case no more than 3,000 voters) registered in the voter list of the Electoral Zone where the candidate will run. Candidates proposed by voters who are Members of Parliament are exempt from this obligation. The candidate should neither be part of any party/coalition that is participating in the elections, nor support directly or indirectly any other electoral subject running in the elections.

## **7. List of candidates of a party/coalition (Arts. 67 and 68)**

Each party (running alone or as member of a coalition) shall register its own multi-name list of candidates for each Electoral Zone with the CEC. The names of the candidates and their ranking in the list cannot be changed once approved by the CEC. Each candidate is registered only in one party list and only in one Electoral Zone. The number of candidates on the list of a political party which will run alone in elections as well as the total number of candidates of a coalition should not be less than the number of seats assigned to the respective Electoral Zone. For a party which is a member of a coalition, the number of candidates on its list should not be less than half of the number of seats assigned to the respective Electoral Zone.

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<sup>14</sup> In specific cases provided by the Code, the changes to the extract of electoral components can also be requested by the Ministry of Interior's General Directorate of Civil Status.

<sup>15</sup> By 14 May 2013.

<sup>16</sup> By 20 May 2013.

<sup>17</sup> Political parties should register with the CEC by 15 April 2013.

<sup>18</sup> By 24 April 2013.

<sup>19</sup> By 6 May 2013.

To be registered, the list of a *non-parliamentary party or coalition*<sup>20</sup> should be supported by at least 5,000 and 7,000 voter signatures, respectively.

No supporting signatures are needed for a coalition where the member parties hold together a number of seats in the Assembly not smaller than the number of the member parties composing the coalition. This means that at least one of the member parties of the coalition should be a parliamentary party.

## **8. Gender rules (Arts. 14, 29, 67, 164 and 175)**

Two out of the seven members of the CEC must be from each gender (*see Section 4 “Election administration” for details*).

Nationwide, 30% of CEAZ members from the main parliamentary majority party and from the main parliamentary opposition party should be from each gender.

At least 30% of the candidates and one of the first three names on a party list should be from each gender. Otherwise, the CEC imposes a fine on the respective electoral subject of ALL 1,000,000<sup>21</sup> (per Electoral Zone where the violation has occurred). As an additional sanction, the CEC can replace each vacancy in the list where the violation was identified with the next-in-line candidate(s) belonging to the least represented gender until the gender quota is reached.

## **9. Electoral campaign and media (Arts. 77 – 85/I)**

The electoral campaign begins 30 days and ends 24 hours before E-day.<sup>22</sup> The latter marks the beginning of the “electoral silence”, which lasts until the close of voting on E-day.<sup>23</sup> During the campaign, every electoral subject has the right to make election-related propaganda in any lawful manner. Electoral poll results cannot be made public during the last five days before E-day and on E-day until after the closing of the polls. Electoral campaigning in public institutions is prohibited.

During the electoral campaign, the Public Radio and Television (“RTSH”) provides free airtime to the CEC and to the registered parties (within this time it also broadcasts political advertising free of charge). During the campaign period, the CEC allocates at least 30 minutes of free airtime on the Public Television and the same amount on the Public Radio to the parliamentary parties that have won more than 20% of the Assembly seats in the preceding elections, while for the rest of parliamentary parties this time is at least 15 minutes. Non-parliamentary parties are allocated 10 minutes of free airtime on the Public Television and the same amount on the Public Radio. During the electoral campaign, the advertisements of central and local public institutions are prohibited on RTSH except for those serving to raise voter awareness on election-related aspects and/or other announcements envisaged by law.

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<sup>20</sup> A party/coalition which is not represented in the Assembly (has won no seats in the preceding elections).

<sup>21</sup> Approx. EUR 7,000.

<sup>22</sup> Beginning on 24 May 2013 at 00:00 hrs and ending on 21 June 2013 at 24:00 hrs.

<sup>23</sup> Beginning on 22 June 2013 at 00:00 hrs and ending on 23 June 2013 at 19:00 hrs.



During the airtime of political news broadcasts, the RTSH applies an equal time ratio to all parliamentary parties that have won more than 20% of the Assembly seats in the last elections to the Assembly and each of them enjoys double the amount of airtime of that allocated to a parliamentary party that has obtained less than 20% of the Assembly seats. An equal airtime ratio is also applied to parliamentary parties with less than 20% of the Assembly seats. The airtime for non-parliamentary parties on the RTSH is no more than the airtime allocated to parliamentary parties which have won no less than 20% of the Assembly seats. The Code is silent on any free airtime, political advertising or political airtime within RTSH news broadcasts allocated to a candidate proposed by voters.

The private TV/radio stations are under the same obligations for allocation of airtime among political parties on their news programs as the RTSH. They cover the electoral campaign through normal and special news editions, electoral debates and political advertisements.

An electoral subject that is registered to run for elections is entitled to broadcast political advertisements on private TV/radio stations. The political advertisement should clearly identify the commissioning electoral subject; otherwise, the CEC orders the immediate suspension of its transmission until the verification of such subject. For each parliamentary party registered in elections, the total airtime for political advertisements during the entire electoral campaign on each private TV/radio station is limited to 90 minutes. National and satellite private TV/radio stations that accept paid advertisements are obliged to provide free of charge to the electoral subjects half of the above mentioned airtime, i.e. 45 minutes, bought for advertisement. For each non-parliamentary party and candidate proposed by voters, the airtime allocated by each private TV/radio stations for their advertisements must not exceed 10 minutes during the entire electoral campaign.

On private TV/radio stations, the advertisements of central and local public institutions are prohibited from being broadcasted 60 days before E-day, except for those serving to raise voter awareness on election-related aspects and/or other announcements envisaged by law.

The CEC establishes a seven-member Media Monitoring Board<sup>24</sup> to monitor the electoral campaign on public and private TV/radio stations. The Media Monitoring Board submits a daily report to the CEC about its monitoring conclusions for the previous day, which may also include proposals for administrative sanctions. The CEC examines the reports at least once a week and adopts a decision every time administrative sanctions are proposed.

## **10. Election financing (Arts. 86 - 92)**

The sources for financing the campaign of electoral subjects are:

- a) advance funding given by the State Budget for political parties registered as electoral subjects;
- b) income generated by the electoral subject itself;
- c) gifts in monetary value, in kind or in services;
- c) loans taken by the political parties.

For funds received from the State Budget, special provisions apply to non-parliamentary parties. In order not to give undue advantage to parliamentary parties, the Code provides for the financing with public funds from the State Budget of non-parliamentary parties that received not less than 0.5% of votes at national level in the last elections.

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<sup>24</sup> By 15 April 2013.

The total amount to be allocated to all electoral subjects is decided by the Assembly and it comprises a separate item in the State Budget for the respective electoral year. The CEC allots in advance the public funds to each of them as follows:

- a) 95% of the funds are distributed to the political parties which have received no less than 0.5% of the valid votes in the previous parliamentary elections;
- b) 5% to the political parties that did not gather 0.5% of valid votes in the previous parliamentary elections.

The final decision on how much money is awarded to the electoral subjects participating in the elections is taken within five days from the declaration by the CEC of the final elections result. The CEC determines the amount due to each party on the basis of the number of valid votes they received. When the amount the party is due is smaller than the amount given in advance for the financing of the electoral campaign, the party is obliged to return the difference. When the amount is bigger, the party will be entitled to the respective difference. The parties that do not pass the threshold of 0.5% of votes do not receive any public funds.

As a rule, the use of current and fixed assets and human resources of public organs or central/local entities by or for the support of electoral subjects is prohibited.

Private funds can be given only by domestic natural or legal persons, with each of them being entitled to donate up to ALL 1,000,000 (or its equivalent value in kind/services) per electoral subject. The donations are registered in a special register kept by the electoral subject. Donations of more than ALL 100,000 can be made only through a special bank account opened by the electoral subject.

The total expenses made by a political party (including its candidates) for its electoral campaign must not exceed ten times the highest amount that an electoral subject has received from public funds. The total expenses made by a candidate proposed by voters must not exceed half of the above mentioned amount.

Within five days after the declaration of the final elections result, the CEC determines by drawing lots certified accountant experts to audit the electoral campaign expenditures of each electoral subject. The electoral subjects are obliged to provide the experts with all information and documents related to the financing and expenses of their campaign. The experts submit an auditing report to the CEC, which may choose to verify it. The CEC publishes the report within 30 days from its submission (or from the completion of the respective verifications). The names of persons who donate ALL 100,000 or more, as well as the respective amounts, are published together with the report. One expert may not audit the same electoral subject for two consecutive elections.

## **11. Observers (Arts. 6 and 7)**

Each political party or candidate proposed by voters that is registered as an electoral subject has the right to appoint one observer to the CEAZ and VCC as well as for every table of the Ballot Counting Centre (BCC). In case parties run as members of a coalition, the right to appoint observers rests with the coalition only. A coalition may appoint up to three observers per CEAZ, VCC and BCC table. The individual candidates of a political party do not have the right to appoint observers.

Albanian and foreign NGOs, international organizations active in the area of good governance and democratization, and representatives of foreign countries and of the media have the right to send election observers.

An Albanian non-governmental organisation or a coalition of such organisations, a political party or a candidate proposed by voters, cannot have more than one observer present at the same time in a Voting Centre. The observers are accredited by the CEC (or CEAZ upon delegation by the CEC). They must submit their accreditation requests by 10 June 2013. The CEC approves/rejects them by 17 June 2013.

No international organisation or foreign NGO can have more than two foreign observers present at the same time in a Voting Centre. They must submit their accreditation requests to the CEC by 20 June 2013. The CEC approves/rejects them by 21 June 2013.

## **12. Role of Police and Army during elections (Arts. 5, 42, 109, 110, 114, 115 and 121)**

Commando and other military forces are prohibited from being used:

- a) as a rule, during the entire electoral campaign,<sup>25</sup> including the ban to conduct military exercises or manoeuvres outside their deployment place, and
- b) for the surveillance of objects related to elections.

Similarly, the use or participation of the State Information Service employees or structures during elections is prohibited.

In case the orderly conduct of voting at the Voting Centre is endangered, the VCC takes a decision to suspend the voting and call in the State Police organs to restore order. The VCC notifies immediately the CEAZ about the decision, which should request the State Police to intervene. Once order is restored, the VCC requests by a decision the State Police to leave the Voting Centre and takes measures to immediately resume voting.

A police officer, in charge of accompanying and guaranteeing the integrity of the ballot box and the voting material box, is seated together with the VCC members in a vehicle which transports the boxes from the Voting Centre to the BCC (*see also Section 15*). The police officer must be a permanent officer of the State Police (except for the Criminal Police). He/she is appointed to this duty by the CEC, upon the proposal of the General Director of the State Police. He/she should wear at all times the State Police uniform and should carry, in a visible place, the number assigned by the CEC in addition to his/her surname in a legible size.

## **13. Voting procedures (Arts. 11, 104 – 107)**

Voting takes place on 23 June 2013. It begins at 07:00 hrs and ends at 19:00 hrs.

There is one ballot box placed at the Voting Centre. The voter votes with one ballot paper and marks his/her vote for only one of the electoral subjects listed on it. The names of electoral subjects are placed on the ballot paper according to a random order, as drawn by lots at the CEC. Parties participating in a coalition are listed one after the other on the section of the ballot paper dedicated to the coalition; they are listed in a random order, as drawn by lots at

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<sup>25</sup> Except for cases when, based on a written order issued by the Minister of Interior and the Minister of Defence, such forces are needed for guarding objects of particular importance, for replacing State Police officials or for honouring international obligations.

the CEC. The logo, initials and name of the party Chair are placed next to the party name. The respective box where the voter marks his/her vote is placed next to the name of each political party (running alone or as member of a coalition) and of each candidate proposed by a group of voters.

The voter is allowed to vote only upon presentation to the VCC of either a valid identity card or passport. One of the VCC members marks the voter on his/her left hand with a special visible ink (indelible for at least 24 hours) before the voter is given the ballot paper, in order to avoid voting more than once. The voter can vote only in the voting booth and only on his/her own behalf. An exception is allowed for voters with disabilities who may be helped by another voter (*see Section 14 for details*).

#### **14. Facilitating procedures for voters with disabilities (Art. 108)**

Voters with disabilities who cannot vote themselves can be assisted by a family member or another voter who is registered in the voter list of the same voting centre area. In this case, both voters must be present at the Voting Centre. The mark on the ballot paper must be made inside the voting booth. A person may help only one voter who cannot vote him/herself.<sup>26</sup> Election commission members and secretaries are not allowed to assist these voters.

During the voter list revision period, a voter can request the mayor of the local government unit to register him/her as a “*voter with disabilities*” upon submission of official documentation that proves the type and category of disability. The Voting Centre should be designated and organized in such a manner as to guarantee unimpeded access of these voters to the Voting Centre premises.<sup>27</sup> Upon notification by the mayor on the presence of blind voters, the respective VCC are supplied by the CEC with special voting devices that allow these voters to read/understand the ballot paper and vote independently (should they choose not to be assisted by another voter).

#### **15. Counting of ballots (Arts. 94, 95 and 114 - 118)**

The ballot box and the box with voting materials are to be delivered to the BCC within three hours of the closing of the polls and the verification of voting materials by the VCC. There is one BCC for each Election Administration Zone, which means that there are 89 BCC in total. The ballot boxes are transported in a vehicle in which the VCC members and a police officer charged with guaranteeing the integrity of the boxes (*see Section 12 for details*), are seated.

Once the CEAZ receives all boxes from the Voting Centres in its area, it passes them to the Counting Teams which are situated in the respective BCC premises<sup>28</sup>. The Counting Teams perform the evaluation and counting of the ballots. Each Counting Team counts the ballots of five to ten Voting Centres. There are five to ten counting tables placed in each BCC, and in each of them operates one Counting Team at a time.<sup>29</sup>

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<sup>26</sup> The assisting voter makes a declaration in front of the VCC that he/she will vote as instructed, will not influence the voter's decision, will not make the vote public and has not voted on behalf of any other voter.

<sup>27</sup> When this is not possible, the mayor appoints support personnel or equipment to guarantee accessibility for disabled voters.

<sup>28</sup> As a rule, the BCC is designated in large rooms or in gymnasiums.

<sup>29</sup> In case that due to any justifiable reasons - e.g. tiredness due to a prolonged counting process, etc. - a Counting Team cannot complete the counting of all its designated ballot boxes, the CEAZ may decide to replace it with another “stand-by” Counting Team (i.e. counting is performed in shifts on the same counting table).

When a ballot box is received as regular by the CEAZ, it shall be always subject to opening and counting procedures. If the Counting Team finds that the Record of the Closing of the Polls is placed inside the ballot box and it is filled out correctly, it proceeds directly with the counting of ballot papers and does not open the box with voting material. Otherwise, if this Record is missing from the ballot box or it is filled out incorrectly, the CEAZ decides that the Counting Team suspends the counting of the ballots papers and opens first the box with voting materials in order to verify the contents. In this case, the ballot papers shall only be counted after the conclusion of the voting materials verification process.

If the CEAZ finds, when receiving them, that a ballot box and/or a box with voting materials have irregularities<sup>30</sup>, the ballot box is not opened whereas the box with voting materials is subject to examination procedures. Both boxes are sent later to the CEC for administrative investigation purposes.

The observers stand in front of the Counting Team, at a short distance from the counting table (or in front of the monitors, when the counting is filmed/recorded). They should not have physical contact with the ballot papers or any other voting material.

If a Counting Team member or an observer does not agree with the Counting Team's evaluation, the contested ballot is put aside in a designated place on the table in order to be evaluated later by the CEAZ, which takes the final decision on its validity.

The CEC decides on the use of cameras to register the evaluation of each ballot. In this case, there will be one camera installed on each counting table. The filming is transmitted in real time on monitors which are placed in front of the observers. In addition, it is also recorded electronically and the registration is delivered by the CEAZ to the CEC together with the other election materials.

## **16. Tabulation of results (Arts. 119, 122, 123 and 138)**

Once a Counting Team finishes the counting and evaluation of ballots for each Voting Centre, it completes the table of results for that Voting Centre. The original table is delivered immediately in person to the CEAZ. One copy is given to each Counting Team member and to the observers of electoral subjects, while one copy is electronically sent to the CEC immediately. The CEC publishes immediately on its webpage the official result for each Voting Centre, clearly stating that this is a preliminary result.

Based on the original tables of results received by the Counting Teams, the CEAZ completes the Aggregate Table of Election Results for the respective Election Administration Zone, which contains the results of each electoral subject for each Voting Centre. The CEAZ approves by a decision the Aggregate Table of Election Results for the Election Administration Zone no later than 22:00 hrs of the following day (i.e. 24 June 2013) and sends it immediately to the CEC. A copy is given to the CEAZ members and to the observers of electoral subjects.

Based on the Aggregate Tables received by all CEAZ operating in one Electoral Zone, the CEC completes the Aggregate Table of Results for the respective Electoral Zone. The CEC

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<sup>30</sup> These include: the seals with security codes are missing/broken or are placed in a way that allows space between the box and its lid, the box has fissures or cracks, etc.

approves by a decision the Aggregate Table of Results of the Electoral Zone no later than 48 hours after the arrival of all tables of results of the respective Electoral Zone. If during its compilation the CEC notes discrepancies between the figures in a CEAZ's Aggregate Table of Results with those in the table of results of a given Voting Centre, it shall decide to reflect in the Aggregate Table of Results for the Electoral Zone the figure of the original table of the respective Voting Centre as issued by the Counting Team.

If the ballot papers of a box which was received as regular have not been counted at the Electoral Zone, the CEC counts itself the uncounted ballot papers for the Voting Centre(s) that is (are) not included in the table of results. In any case, the Electoral Zone's Aggregate Table of Results shall not be approved by the CEC unless all the boxes received as regular are counted; otherwise, a decision to approve the Electoral Zone's Aggregate Table of Results shall be invalid.

The CEC conducts an administrative investigation with regards to ballot boxes which have been considered as irregular by a CEAZ, when it examines the complaints concerning the respective electoral zone. If the CEC finds the ballot boxes regular, it counts itself the ballot papers in them. If no complaint is made with regards to an irregular ballot box, the voting in the respective voting centre is considered invalid.

#### **17. Complaints to the Central Election Commission (Arts. 124 - 144)**

Any political party (running alone or as member of a coalition) or candidate proposed by voters are entitled to complain to the CEC against a CEAZ decision that affects their legal interests or against the CEC decision on the Aggregate Table of Result for the Electoral Zone.<sup>31</sup> The complaint has to be filed within three and five days, respectively, after the decisions are announced.

The CEC decides within ten days on complaints against decisions on approving the tables of results and within two days on any other complaint. When dealing with the complaint, the CEC examines the case in its entirety without being limited to the object of complaint submitted by the electoral subject. For the purposes of an administrative investigation, the CEC may decide to examine the ballot papers and the election material inside the ballot box and the box of election materials. The examination is performed in the presence of the complainant, interested parties and the public.

At the end, the CEC decides one of the following:

- a) to dismiss the complaint;
- b) to uphold the CEAZ decision;
- c) to amend the CEAZ decision;
- d) to declare the elections invalid in one/several Voting Centre(s) of the Electoral Zone or in the entire Electoral Zone; or
- e) to uphold or amend its Aggregate Table of Elections Result for the Electoral Zone.

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<sup>31</sup> In addition, the political parties or individuals whose requests for registering as an electoral subject have been refused, as well as the entitled subjects whose requests for accreditation as observers have been refused by the CEAZ are also granted the right to complain.

## **18. Appeals to the Electoral College (Arts. 145 - 159)**

Electoral subjects are entitled to appeal a CEC decision that affects their legal interests or the failure of CEC to take a decision by the legal deadline, to the Electoral College of the Court of Appeals in Tirana.<sup>32</sup>

The Electoral College consists of eight judges. They are selected by the High Council of Justice among all judges of the appellate courts of Albania by a drawing of lots conducted no later than five days after the President of Republic decrees the E-day. The Electoral College adjudicates with a panel composed of five judges. The Electoral College exercises its functions during the whole duration of a legislature of the Assembly resulting from elections for which the drawing of lots was conducted.

An appeal should be filed within five days after the declaration of the respective CEC decision (or after the expiry of the deadline for taking such decision). The Electoral College takes a decision within ten days from the submission of the appeal.

At the end, the Electoral College either:

- a) dismisses the appeal;
- b) judges the case on its merits and decides the full/partial acceptance or the full/partial rejection of the appeal; or
- c) compels the CEC to take a decision.

The decision of the Electoral College is final and it cannot be appealed. The full reasoning of the decision should be released within three days of its announcement.

## **19. Invalidation and repetition of elections (Arts. 160 and 161)**

The CEC, upon its own initiative or upon the request of an electoral subject, can declare the elections invalid in one or more Voting Centres. Three obligatory conditions should be met for this:

- a) violations of the law have occurred which have either seriously affected the electoral process or may have affected it to such an extent that the allocation of seats in the respective Electoral Zone may have been affected;
- b) there has been a natural disaster which has hindered the participation of voters in the voting; or
- c) the voting has not begun or has been suspended for more than five hours.

When the request for invalidation is filed by an electoral subject, it has to be submitted within three days from the approval of table of results by the CEAZ or within five days from the approval of the Aggregate Table of Result for the Electoral Zone by the CEC.

If the invalidation in one or more Voting Centres affects the allocation of seats in the respective Electoral Zone or in the whole country, the CEC (again upon its own initiative or upon the request of an electoral subject) declares the elections invalid and orders their repetition in one or more Electoral Zones. This decision is taken within three days from the tabulation of the respective Electoral Zone result. The repetition of elections takes place on a

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<sup>32</sup> In addition, the political parties or individuals whose requests to be registered as an electoral subject have been rejected, as well as the entitled subjects whose requests for accreditation as observers have been refused by the CEC, are also granted the right to appeal.

single day for all the Electoral Zones affected, no later than four weeks from the date the CEC issues the decision.

## **20. Allocation of seats (Arts. 162 and 163)**

The CEC calculates and approves the allocation of seats for each Electoral Zone within three days from the completion of the appeal process against the decisions on either the approval of results for the Electoral Zone or the invalidation of elections. The calculation is based on the number of valid votes obtained by the electoral subjects in the respective Electoral Zone. Parties running alone which have obtained less than 3% and coalitions which have obtained less than 5% of the valid votes in the Electoral Zone are not entitled to be allocated any seats.

The allocation of seats among the electoral subjects is done according to the D'Hondt formula, while the allocation of seats among the parties within a coalition is done according to the Sainte-Laguë formula. After that, the CEC determines the nominal seats for each political party per Electoral Zone, based on their deposited multi-name lists of candidates, in a descending order, starting from the first name on the list.

The CEC approves the allocation of seats by a separate decision for each Electoral Zone.

## **21. Declaration of the election result (Art. 167)**

The CEC declares the election result within five days from the declaration of results for the allocation of seats for each Electoral Zone and after the completion of the appeal procedures.

## **22. Information Technology pilot projects (Arts. 21/1, 21/2, 179, 179/1, Annexes II and III)**

The 2012 amendments to the Code added two electronic components to the elections process, namely the Electronic Counting System (ECS) and the Electronic [voter] Verification System (EVS). The CEC adopts an action plan for the introduction and implementation of each system. An incremental approach is foreseen for their implementation before countrywide introduction. In this view, both systems have to be first tested as pilot projects for 20% of voters and shall expand throughout the territory of the country within two years from the start of the Action Plan. To this end, the Code stipulates that in the 2013 elections the ECS will be used in all Ballot Counting Centres in the Fier region and the EVS will be used in all Voting Centres in the Tirana region.

The Code specifies that the procedures for purchasing the ECS and EVS services and devices are to be carried out with well-recognized operators that offer technology which has been successfully proven in the respective fields. The CEC shall periodically inform the Assembly on the progress of both projects.

### **a) Electronic Counting System (Annex II)**

The Electronic Counting System (ECS) is a computerized system which carries out the counting and evaluation of ballot papers as well as the issuance of the elections result in an automatic and independent way. The ECS saves all decision-making records and any data



processed by it for a period of six months from the announcement of the final election result, in order to be used for administrative investigation purposes during the appeal phase.

For the 2013 elections, the ECS will be implemented on a pilot basis in Fier region.

If the conditions for the use of ECS are not met, then the manual counting and tabulation procedures are to be used. The CEC publicly tests the ECS<sup>33</sup> by simulating a real counting of ballots. In cases of technical failure that imperil the integrity of the applied technology or make its implementation impossible during elections, the CEC may decide to apply manual counting. In order to check whether the system has serious and irreparable defects, the CEC may require the completion of an independent audit by a specialised entity, which submits a report to the CEC in this regard.<sup>34</sup>

Additionally, even if ECS has been implemented, the manual counting of ballots may take place in a BCC where the ECS fails to operate - again, on the basis of a CEC decision. An *a posteriori* testing is carried out before the start of the counting of ballots, in order to verify the accuracy of the system. For this purpose, for each counting device, the ballot papers of the first two boxes which are counted by the ECS shall then be subject to a subsequent manual count. If the result of the manual counting is the same as the initial one found by the ECS, or if the difference is smaller than 0.5%, then the electronic counting through the ECS shall continue. Otherwise, the use of the device in question shall be suspended and the counting shall continue manually.

#### **b) Electronic System for the Verification and Registration of Voters (*Annex III*)**

The Electronic Integrated System for the Verification and Registration of Voters, commonly referred to as the Electronic Verification System (EVS), is a computerized system which consists of devices (readers) installed in each voting centre on E-day to scan voters' personal identification document – ID card or passport – before they cast their vote. The information collected by the devices will be immediately transmitted electronically to the CEC, where data will be centrally collected. The EVS aims to provide timely information on voter participation and to detect attempts to use the same identification document to vote more than once. The technical characteristics of the EVS, the procedures for the functioning of the technology and the administration rules are to be established by a normative act of the CEC. The EVS devices will be administered and used only by the staff that is specially trained and authorized by the CEC.

For the 2013 elections, the EVS project will be implemented on a pilot basis in Tirana region.

As a rule, each Voting Centre in Tirana region shall be equipped with a device for the electronic reading of the identification document (ID card or passport). The deployment of the EVS and the specification of the voting centres in which the EVS may not be used for technical reasons, are determined by the CEC.<sup>35</sup>

In case the device does not work, voting shall continue without interruption based on normal voter identification procedures envisaged by the Code, by recording on the voters' list of the Voting Centre the identification document number. If the device begins functioning again, the

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<sup>33</sup> By 25 March 2013.

<sup>34</sup> By 9 April 2013.

<sup>35</sup> By 24 May 2013.

process will continue by using the device for the verification and registration of the voters' participation.

Regarding data protection safeguards, it is foreseen that the staff of the voting centre informs each voter, before the collection or transfer of data from the personal identification document, on the identity of the controller, categories of data which are collected and transferred, purposes for transferring data, processor of the data (that may include technical specifications of the system), and recipient of the data. Ultimately, the scanning of a voter's personal identification document shall only take place if the voter gives his/her consent to it.

Apart from the auditing carried out by the CEC-appointed technical auditors who audit the voter list compilation process, the CEC may select a company for the external auditing of the system's security and functioning. The audit report is reviewed by the CEC in a public hearing.<sup>36</sup>

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<sup>36</sup> The auditing and reporting should take place no later than 24 April 2013.

## **ANNEX 1**

### **Naming and Abbreviations – Emërtime dhe Shkurtime**

<b>ENGLISH</b>	<b>ALBANIAN</b>
Audio-Visual Media Authority (AMA)	Autoriteti i Mediave Audiovizive (AMA)
Ballot Counting Centre (BCC)	Vend i Numërimit të Votave (VNV)
Central Election Commission (CEC)	Komisioni Qendror i Zgjedhjeve (KQZ)
Civil Status Office (CSO)	Zyrë e Gjendjes Civile (ZGJC)
Commission of Electoral Administration Zone (CEAZ)	Komision i Zonës së Administrimit Zgjedhor (KZAZ)
Counting Team (CT)	Grup i Numërimit të Votave (GNV)
Election Day (E-day)	Dita e zgjedhjeve
Election Observation Mission (EOM)	Mision i Vëzhgimit të Zgjedhjeve (MVZ)
Electoral Administration Zone (EAZ)	Zonë e Administrimit Zgjedhor (ZAZ)
Electoral College of the Court of Appeals of Tirana	Kolegji Zgjedhor i Gjykatës së Apelit Tiranë
Electronic Counting System (ECS)	Sistemi Elektronik i Numërimit (SEN)
Electoral Zone (EZ)	Zonë Zgjedhore
General Directorate of Civil Status (GDCS)	Drejtoria e Përgjithshme e Gjendjes Civile (DPGjC)
High Council of Justice	Këshilli i Lartë i Drejtësisë (KLD)
International Election Officer (IEO)	Zyrtar Ndërkombëtar për Zgjedhjet
Local Government Unit (LGU)	Njësi e Qeverisjes Vendore
Media Monitoring Board (MMB)	Bordi i Monitorimit të Medias (BMM)
National Council of Radio and Television (NCRT)	Këshilli Kombëtar i Radios dhe Televizionit (KKRT)
National Civil Status Register (NCSR)	Regjistri Kombëtar i Gjendjes Civile (RKGjC)
Office for Democratic Institutions and Human Rights (ODIHR)	Zyra për Institucione Demokratike dhe të Drejtat e Njeriut (ODIHR)
Organization for Security and Cooperation in Europe (OSCE)	Organizata për Siguri dhe Bashkëpunim në Evropë (OSBE)
Public Radio and Television	Radio Televizioni Publik
Regional Electoral Office (of the CEC)	Zyrë Rajonale Zgjedhore (e KQZ-së)
Steering Council of the Public Radio & Television	Këshilli Drejtues i Radiotelevizionit Publik
Voting Centre (VC)	Qendër Votimi (QV)
Voting Centre Commission (VCC)	Komision i Qendrës së Votimit (KQV)
Voter List (VL)	Lista e Zgjedhësve
Electronic Voter Verification and Registration System (EVS)	Sistemi Elektronik për Verifikimin dhe Regjistrimin e Zgjedhësit (SEV)

## **ANNEX 2**

### **Glossary of Election Terminology**

#### **1) ENGLISH – ALBANIAN**

ENGLISH	ALBANIAN
<b>A</b>	
abandon	braktis
abandonment of duty	braktisje e detyrës
abolish/abrogate	shfuqizoj
<i>in absentia</i>	në mungesë
abstain	abstenoj
accompany	shoqëroj
accompaniment	shoqërim
in accordance with (law)	në përputhje me (ligjin)
accountant expert	ekspert kontabël
accredit	akreditoj
accreditation	akreditim
accreditation procedure	procedurë akreditimi
accredited observer	vëzhgues i/e akredituar
accurate	i/e saktë
acquire (citizenship)	fitoj (shtetësinë)
act	akt
action plan	plan veprimi
ad hoc	i posaçëm
addendum/annex	shtojcë
adjudicate	gjykoj, jap vendim gjyqësor
administrative	administrativ
administrative review	shqyrtim administrativ
administrative sanction	sanksion administrativ
administrative complaint	ankim administrativ
administrative measure	masë administrative
administrative offence	kundërvajtje administrative
administrative unit	njësi administrative
adopt/approve a decision	marr/miratoj një vendim
advanced (funds)	(fonde) paradhënie
affect	prek/cenoj/ndikoj
affiliation	përkatësi
aggregate	përmbledhëse
aggregate table of election results	tabelë përmbledhëse e rezultateve të zgjedhjeve
airtime	minutazh
alliance	aleancë
allocate (seats)	shpërndaj (mandate)
amend	ndryshoj
annotate	shënoj

ENGLISH	ALBANIAN
announcement/declaration of results	shpallje e rezultateve
appeal (against) (v.)	bëj ankim (kundër)
appeal in writing	ankim me shkrim
appoint	emëroj
approve	miratoj
area of responsibility	fushë përgjegjësie
armed forces	forcat e armatosura
article	nen
assembly	kuvend
assign (seats)	caktoj (mandate)
attestation	vërtetim
audit (v.)	auditoj
auditor	audit
auditing (of funds and expenses)	auditim (i fondeve dhe shpenzimeve)
authority	autoritet
authorize	autorizoj
authorization	autorizim
<b>B</b>	
bailiff's office	zyrë përmbarimi
ballot box	kuti votimi
ballot box seal	vulë e kutisë së votimit
ballot counting	numërim i votave
ballot/ballot paper	fletë votimi
ballot stuffing	mbushje e kutisë së votimit
benefit	përfitim/përfitoj
beneficiary	përfitues/e
binding	detyrues/e
birth certificate	certifikatë lindjeje
blank form	formular bosh
borough	njësi bashkiake
boundary	kufi
box with voting materials	kuti me materiale votimi
breach (v.)	shkel
break the seal	këpus vulën
broadcast	transmetoj
broadcaster	operator
broadcasting schedule	orar i transmetimeve
<b>C</b>	
calculation of seats	përlllogaritje e mandateve
calculation of deadlines	llogaritje e afateve
campaign	fushatë
campaign expenses	shpenzime të fushatës
campaign financing	financim i fushatës
candidacy	kandidaturë
candidate	kandidat
candidate proposed by voters	kandidat i propozuar nga zgjedhësit
cast a ballot	hedh votën
central computer unit	njësi qendrore informatike

ENGLISH	ALBANIAN
certified copy	kopje e vërtetuar
chair (a meeting)	drejtoj (një takim, mbledhje)
chair/chairperson	kryetar/e
circuit (with/without contact)	qark (me/pa kontakt)
Civil Code	Kodi Civil
Civil Procedure Code	Kodi i Procedurës Civile
civil servant	nëpunës civil
civil status	gjendje civile
civil status office	zyrë e gjendjes civile
claim	pretendim
close relationship by marriage	marrëdhënie krushqie e afërt
closing of the administrative investigation	mbyllje e hetimit administrativ
closing of the polls	mbyllje e votimit
coalition	koalicion
coalition agreement	marrëveshje koalicioni
coalition member party	parti anëtare e koalicionit
Code of Conduct	Kodi i Sjelljes
Code of the Administrative Procedures	Kodi i Procedurave Administrative
code of domicile	kod vendbanimi
collect evidence	marr/mbledh prova
collegial body	organ kolegjal
commission	komision
commune	komunë
complain (against)	bëj ankim (kundër)
complainant	ankues
complaint	ankim
conduct (elections)	zhvilloj (zgjedhje)
conflict of interests	konflikt interesash
consent	miratim, pëlqim
constitute	përbëj, formoj
Constitutional Court	Gjykata Kushtetuese
content (of a decision)	përmbajtja (e vendimit)
contest (v.)	kundërshtoj, kontestoj
contested ballot papers	fletë votimi të kontestuar
controller (of data)	kontrollues (i të dhënave)
council	këshill
counter	numërues
counting process	proces numërimi
counting team	grup numërimi
court complaint	kërkesëpadi
court of appeals	gjykatë apeli
court proceedings	gjykim
creation of a vacancy	krijimi i një vendi bosh
Criminal Code	Kodi Penal
criminal liability/responsibility	përgjegjësi penale
criminal charges	akuzë
criminal offence	vepër penale

ENGLISH	ALBANIAN
Criminal Procedure Code	Kodi i Procedurës Penale
criminal records	precedentë penalë/dëshmi penale
criminally prosecuted	i/e ndjekur penalisht
crosschecking	krahasim i kryqëzuar
current (asset)	(aset) i luajtshëm
<b>D</b>	
database	bazë të dhënash
data processing	përpunim i të dhënave
deadline	afat
debar	bllokoj, përjashtoj
deceased	person i vdekur
decimal remainder	mbetje dhjetore
decision-making	vendimmarrje
decision in writing	vendim me shkrim
declaration of assets	deklarim i pronave/pasurive
decree (election date) (v.)	dekretot (datën e zgjedhjeve)
defendant	i/e paditur
delegate	delegoj
deliver (a notification)	dorëzoj (një njoftim)
deliver in person	dorëzoj dorazi
depoliticise	depolitizoj
deposit (n.)	depozitë, parapagesë
deprive	privoj, heq
deputy	zëvendës
deputy/MP	deputet
deputy chair	zëvendëskryetar/e
descending order	rend zbritës
description of the ballot paper	përshkrim i fletës së votimit
designate	caktoj
determine/set election date	caktoj datën e zgjedhjeve
direct voting	votim i drejtpërdrejtë
discharge from duty	shkarkoj nga detyra
discrepancy	mospërputhje
disfranchise	i heq ( <i>dikujt</i> ) të drejtën e votës
dismiss	largoj/shkarkoj
dismiss a case	pushoj një çështje
dissolution of the Assembly	shpërndarja e Kuvendit
distinctive sign	shenjë dalluese
district court	gjykatë rrethi
domestic observer	vëzhgues vendas
domicile	vendbanim
double standard	standard i dyfishtë
doubtful ballot paper	fletë votimi e dyshimtë
draw lots	hedh short
duplicate (component)	(përbërës) i dyfishtë
<b>E</b>	
early elections	zgjedhje të parakohshme
early termination of mandate	ndërprerje para kohe e mandatit

ENGLISH	ALBANIAN
effective date	data e hyrjes në fuqi
elected official	zyrtar i zgjedhur
election date	data e zgjedhjeve
Election Day (E-day)	dita e zgjedhjeve
election expenses	shpenzime për zgjedhjet
election financing	financim i zgjedhjeve
election	zgjedhje
electoral campaign	fushatë zgjedhore
electoral complaint form	model për ankime zgjedhore
electoral component	përbërës zgjedhor
electoral period	periudhë zgjedhore
electoral propaganda	propagandë zgjedhore
electoral silence	heshtje zgjedhore
electoral subject	subjekt zgjedhor
electoral system	sistem zgjedhor
electoral threshold	prag zgjedhor
electoral unit	njësi zgjedhore
electoral zone/constituency	zonë zgjedhore
electronic media	media elektronike
electronic image	imazh/pamje elektronike
electronic integrated system	sistem elektronik i integruar
eligible (to vote)	me të drejtë (vote)
endorse	mbështes
enforce	zbatoj
enter into force	hyn në fuqi
entitled (to be)	ka të drejtë (të jetë)
entry into force	hyrje në fuqi
entry of data	hedhje e të dhënave
envisage	parashikoj
equal time ratio	raporte kohore të barabarta
evaluation of votes	vlerësim i votave
evidence	provë
examination of election materials	këqyrja e materialeve zgjedhore
examine a claim	shqyrtoj një ankesë
exceed the threshold	kaloj pragun
exclude a judge from hearing a case	përfshij një gjyqtar nga gjykimi i çështjes
execution order	urdhër ekzekutimi
executive title	titull ekzekutiv
exit poll	sondazh pas votimit
expert testimony	ekspertim
expiry (of deadline)	kalim/mbarim (afati)
extract (data)	nxjerr (të dhëna)
extract of electoral components	ekstrakt i përbërësve zgjedhorë
<b>F</b>	
fact-finding	konstatues
false documentation	dokumentacion i rremë
falsification	falsifikim



ENGLISH	ALBANIAN
family stock	trung familjar
father's name	atësi
feasibility	zbatueshmëri, realizueshmëri
file an appeal (against)	bëj ankim (kundër)
file/lodge a complaint	paraqes një kërkesë ankimore
fill a vacant seat	plotësoj një vend vakant
final court decision	vendim gjykate i formës së prerë
final election result	rezultati përfundimtar i zgjedhjeve
final provisions	dispozita të fundit
final ranking	renditje përfundimtare
financial disclosure requirement	kërkesë për bërjen publike të financave
first instance court	gjykatë e shkallës së parë
fixed (asset)	(aset) i paluajtshëm
<i>force majeure</i>	forcë madhore
franchise	e drejta e votës
free airtime	minutazh falas
free entrance	hyrje e lirë
free voting	votim i lirë
freedom of expression	liria e shprehjes
freedom of movement	liria e lëvizjes
freedom to campaign	liria për të bërë fushatë
<b>G</b>	
general elections	zgjedhje të përgjithshme
gender equality	barazi gjinore
gender quota	kuotë gjinore
<b>H</b>	
head of mission (HoM)	shef misioni
head office (HO)	zyrë qendrore
headquarters (HQ)	seli, zyrë qendrore
hearing	seancë
hold someone responsible	bëj dikë përgjegjës
<b>I</b>	
identification of electoral subject	identifikimi i subjektit zgjedhor
identification document	dokument identifikimi
identity card	letërnjoftim (kartë identiteti)
immediate effect	hyrje në fuqi menjëherë
immovable property	pasuri e paluajtshme
immunity	imunitet
impair	dëmtoj
impartial	i/e paanshme
impede	pengoj
impediment	pengesë
imperial	rrezikoj, vë në rrezik
impose (an administrative sanction)	vendos (një sanksion administrativ)
inaccurate	i/e pasaktë
inalienable	i/e patjetërsueshme
incompatible	i/e papajtueshme
informative programmes	programe informative

ENGLISH	ALBANIAN
information technology	teknologjia e informacionit
initiating committee	komitet nismëtar
ink	bojë
inseparability	pandashmëri
instruction	udhëzim
integrity (of the ballot boxes)	mosprekje (e kutive të votimit)
<i>inter alia</i>	ndër të tjera
interim (decision)	(vendim) i ndërmjetëm
international observer	vëzhgues ndërkombëtar
international organization	organizatë ndërkombëtare
interruption of mandate	ndërprerje e mandatit
invalidation/invalidity of elections	pavlefshmëri e zgjedhjeve
investigation	hetim
inviolability of elections	moscenim i zgjedhjeve
irregular	i/e parregullt
<b>J</b>	
join requests for appeal	bashkoj kërkesat ankimore
joint platform	platformë e përbashkët
joint statement	deklaratë e përbashkët
juridical/legal person	person juridik
jurisdiction	juridiksion
jurist	jurist
<b>K</b>	
keep minutes	mbaj procesverbal, protokolloj
in kind	në natyrë
<b>L</b>	
lawful manner	mënyrë e ligjshme
leaflet	fletëpalosje
left/right spectrum	spektri i majtë/i djathtë
legal applicability	fuqi ligjore/juridike
legal grounds	bazë ligjore
legal standards	standarde ligjore
legal stipulation	përcaktim ligjor
legislative body	organ ligjvënës
legislator	ligjvënës
liability	përgjegjësi, detyrim
liaison officer	nëpunës ndërlidhës
loan	kredi
local government elections	zgjedhje për organet e qeverisjes vendore
local government unit	njësi e qeverisjes vendore
local government body	organ i qeverisjes vendore
logo (of a political party)	emblema (e një partie politike)
lose the right to	humbas të drejtën për të
lottery	short
<b>M</b>	
majority	shumicë
mandate	mandat

ENGLISH	ALBANIAN
manual counting	numërim me dorë
mark the voter (with ink)	timbroj zgjedhësin (me bojë)
mayor (of a municipality/commune)	kryetar (bashkie/komune)
media advisory	njoftim paraprak për shtyp
meeting records book	libri i protokollit të mbledhjeve
memorandum of understanding (MoU)	marrëveshje mirëkuptimi
merge (voting centres)	bashkoj (qendra votimi)
merits of the case	themeli i çështjes
minority	pakicë
minority opinion	mendimi i pakicës
mislead (the voters)	çorientoj (zgjedhësit)
miscast (ballot)	(fletë votimi) e hedhur gabim
monitor	monitoroj
mother's name	amësi
movable property	pasuri e luajtshme
multi-name	shumëemërore
multiple voting	votim më shumë se një herë
municipality	bashki
<b>N</b>	
naked eye	sy i lirë
nationwide	mbarëkombëtar, në shkallë vendi
natural person	person fizik
nominate (candidates)	paraqes (kandidatë)
non-for-profit	jofitimprurës/e
non-parliamentary	joparlamentar/e
non-partisan	jopartiak/e
non-public	jopublik/e
normative act	akt normativ
notary	noter
notice (an irregularity)	vërej (një parregullsi)
notify	njoftoj
notification	njoftim
<b>O</b>	
observe	vëzhgoj
observe the law	respektoj ligjin
observer	vëzhgues
obstruct	pengoj
office	funksion
office-holder	titullar
official gazette/journal	fletore zyrtare
Ombudsman (People's Advocate)	Avokati i Popullit
omission	mosveprim
on/upon one's own initiative	kryesisht
on the basis of the law	në bazë të ligjit
open to the public (meeting)	(mbledhje) publike
opening of the voting	hapja e votimit
opposition	opozitë
orderly conduct of elections	zhvillim i rregullt i zgjedhjeve

ENGLISH	ALBANIAN
ordinal number	numër rendor
optical counting device	pajisje e numërimit optik
outgoing/leaving member	anëtar që largohet
overturn the ruling/decision	hedh poshtë/rrëzoj vendimin
optimise	optimizoj
<b>P</b>	
paid political advertisement	reklamë politike me pagesë
parliamentary	parlamentare
parliamentary elections	zgjedhje parlamentare
partial elections	zgjedhje të pjesshme
partial renewal	përtëritje pjesore
pass a test	kaloj një testim
passport	pasaportë
pay a fee	bëj një pagesë
perform the functions (of the chair)	kryen funksionet (e kryetarit)
perjury	dëshmi e rreme
permanent status	status i përhershëm
person with disabilities	person me aftësi të kufizuara
personal data	të dhëna personale
plaintiff	paditës
police assistance	ndihma e policisë
police departure	largimi i policisë
political affiliation	përkatësi politike
political airtime	minutazh politik
political landscape	skenë politike
political party	parti politike
political party observer	vëzhgues i një partie politike
poll	sondazh; votim
polling unit	zonë e qendrës së votimit
pollster	anketues (i opinionit publik)
post (the list)	shpall (listën)
postal voting	votim me postë
poster	poster/afishim
postpone the elections	shtyj zgjedhjet
power of attorney	prokurë
pretrial detention	paraburgim
pre-election	parazgjedhor/e
preliminary verification	verifikim paraprak
premature termination (of mandate)	mbarim i parakohshëm (i mandatit)
President's decree	dekret i Presidentit
press conference	konferencë për shtyp
press release	deklaratë për shtyp
press criminal charges	ngre akuzën
previous elections	zgjedhjet e mëparshme
print media	media e shkruar
prison police	policia e burgjeve
processor (of data)	përpunues (i të dhënave)
procurement	prokurim

ENGLISH	ALBANIAN
promulgate (a law)	shpall (një ligj)
propaganda	propagandë
proportional percentage	përqindje proporcionale
proposing party	partia që propozon
provision	dispozitë
proxy voting	votim në emër të dikujt tjetër
public fund	fond publik
publication of election results	publikim i rezultateve të zgjedhjeve
pursuant to (article...)	sipas (nenit...)
<b>Q</b>	
qualified majority	shumicë e cilësuar
queue (n.)	radhë
quorum (of members)	kuorumi (i anëtarëve)
<b>R</b>	
random selection	përzgjedhje rastësore
ranking of candidates (in a multi-name list)	renditja e kandidatëve (në një listë shumëemërore)
ranking order	renditje
rally (n.)	miting
rapporteur	relator
ratio of coverage	raporti i pasqyrimit
reach/take a decision	marr vendim
reading device	pajisje leximi
reallocation of funds	rishpërndarje e fondeve
reasonable cause	shkak i arsyeshëm
rebuttal (of evidence)	prapësim (mbi provat)
receipt of election/voting materials	marrje në dorëzim e materialit zgjedhor
receiving team	grup i marrjes në dorëzim
recipient	marrës, përfitues
record (v.)	regjistroj
record (n.)	protokoll, procesverbal
record of findings	procesverbal konstatimi
record of sealing	procesverbal i vulosjes
record of the closing of the polls	procesverbal i mbylljes së votimit
recording camera	kamera regjistruese
record of receipt	procesverbal i marrjes në dorëzim
recount (v.)	rinumëroj
re-elected	i/e rizgjedhur
referendum	referendum
refusal/failure to grant accreditation	refuzim/mosdhënie e akreditimit
refute	prapësoj, hedh poshtë
region	qark
regional	rajonal
register (v.)	regjistroj
register of electoral appeals	regjistër i ankimeve zgjedhore
registration (of political parties)	regjistrimi (i partive politike)
reject (a request)	rrëzoj (një kërkesë)
reject documentation	nuk pranoj dokumentacionin

ENGLISH	ALBANIAN
release from duty	liroj nga detyra
relinquish/give up (citizenship)	lë (shtetësinë)
remain in office	qëndrojnë në detyrë
remuneration	shpërblim
residence	vendqëndrim
retain	ruaj, mbaj
random selection	zgjedhje rastësore
renew (the composition of ...)	përtërij (përbërjen e ...)
repeal	shfuqizoj
repetition (of elections)	përsëritje (e zgjedhjeve)
replacement member	anëtar zëvendësues
representative (of an electoral subject)	përfaqësues (i një subjekti zgjedhor)
request for appeal	kërkesë ankimore
request for evidence	kërkimi i provave
resident	banues
resign	jap dorëheqjen
respective mark	shënim përkatës
resolve a case/dispute	zgjidh një çështje/mosmarrëveshje
restore order	rivendos rendin
retention of records	ruajtje e dokumentacionit
resubmitted documentation	dokumentacion i riparaqitur
reverse side (of the ballot paper)	pjesa e pasme (e fletës së votimit)
revise (the lists)	rishikoj (listat)
right to appeal	e drejta e ankimit
right to appoint observers	e drejta për të caktuar vëzhgues
right to be elected	e drejta për t'u zgjedhur
right to vote	e drejta për të votuar
rights of the parties at the trial	të drejtat e palëve në proces
road access possibilities	mundësi komunikimi rrugor
rules of procedure	rregullore
run (in elections)	konkurrojnë (në zgjedhje)
<b>S</b>	
satisfy (a law requirement)	përmblush (një kërkesë të ligjit)
scan (v.)	skanoj
screen (n.)	monitor
scrutiny	shqyrtim
seal (of ballot box)	vulë (e kutisë së votimit)
seat (in the Assembly)	vend (në Kuvend)
second voting	votim i dytë
secondary legislation	akte nënligjore
secrecy (of the vote)	fshehtësi (e votës)
secret voting	votim i fshehtë
section	seksion
security codes (of the seals)	kodet e sigurisë (së vulave)
security packaging	ambalazh sigurie
selected with consensus	përzgjedhur me konsensus
serial number	numër serie
shortcoming	mangësi

ENGLISH	ALBANIAN
simple majority	shumicë e thjeshtë
single subject	subjekt i vetëm
slogan	slogan/parrullë/moto
special ink	bojë e posaçme
special institution	institucion i posaçëm
special voters	zgjedhësit e veçantë
special voting centre	qendër e posaçme votimi
spoiled ballot paper	fletë votimi e dëmtuar
stack (the ballot papers)	stivos (fletët e votimit)
stamp (of electoral commission)	vulë (e komisionit zgjedhor)
stamp a ballot paper	vulos një fletë votimi
state budget	buxheti i shtetit
stipulate	parashikoj, përcaktoj
stub	kundërfletë
submit	dorëzoj, depozitoj
submit a claim	paraqes ankesë/prendim
substantiate (a claim)	provoj (një pretendim)
substitution (of a candidate)	zëvendësim (i kandidatit)
sum up (the votes)	mbledh (votat)
summon (the Electoral College)	thërras në detyrë (Kolegjin Zgjedhor)
supervise	mbikëqyr
supporter	mbështetës/simpatizant
supporting lists of political parties/coalitions	listat mbështetëse të partive politike/koalicioneve
supporting signature	nënshkrim mbështetës
Supreme Court	Gjykata e Lartë
suspend judgement	pezulloj/shtyj gjyqin
suspend voting	pezulloj votimin
<b>T</b>	
tabulation of election results	nxjerrja e rezultateve të zgjedhjeve
take an oath	bëj betimin
take office	filloj detyrën
tamper (v.)	ndërhyj, ndryshoj
technical staff	personel teknik
template	formular tip, model
term of office	kohëzgjatje në detyrë/mandat
termination of mandate	mbarim i mandatit
testing	testim
time limit	afat kohor
trace (v.)	gjurmoj
transaction	veprim
transcribe a decision	zbardh një vendim
transitory provision	dispozitë kalimtare
trial	gjykim
<b>U</b>	
unfilled seat	vend i paplotësuar
unfold a ballot paper	hap një fletë votimi
unify electoral practices	njësoj praktikat zgjedhore

ENGLISH	ALBANIAN
unused ballot papers	fletë votimi të papërdorura
upcoming elections	zgjedhjet e ardhshme
update	përditësoj
uphold (a decision)	lë në fuqi (vendimin)
<b>V</b>	
vacant	i lirë, i pazënë
vacant seat	vend i lirë/vakant
valid vote	votë e vlefshme
verification (of content of ballot box)	verifikim (i përmbajtjes së kutisë së votimit)
verify (the documentation)	verifikoj (dokumentacionin)
village elder	kryetar fshati/kryeplak
violate a provision	shkel një dispozitë
vote against	votoj kundër
vote for/in favour	votoj pro
vote in principle	votoj në parim
vote article by article	votoj nen për nen
vote in its entirety	votoj në tërësi
voter	zgjedhës/votues
voter lists	listat e zgjedhësve
voter turnout	pjesëmarrja e zgjedhësve në votim
voting	votim
voting booth	dhomë e fshehtë votimi
voting centre	qendër votimi
voting hours	orari i votimit
voting materials	materiale votimi
<b>W</b>	
waive a claim	heq dorë nga një pretendim
winning candidate	kandidat fitues
withdraw (from examination)	tërheq (nga shqyrtimi)
withdraw/renounce a claim	tërheq/heq dorë nga pretendimi
written notification (of voters)	njoftim me shkrim (i zgjedhësve)
written statement	deklaratë me shkrim



## 2) ALBANIAN – ENGLISH

SHQIP	ANGLISHT
<b>A</b>	
abstenoj	abstain
administrativ	administrative
afat	deadline
afat kohor	time limit
akreditim	accreditation
akreditoj	accredit
akt	act
akt normativ	normative act
akte nënligjore	secondary legislation
akuzë	criminal charges
aleancë	alliance
ambalazh sigurie	security packaging
amësi	mother's name
anëtar që largohet	outgoing/leaving member
anëtar zëvendësues	replacement member
anketues (i opinionit publik)	pollster
ankim	complaint, appeal
ankim administrativ	administrative complaint
ankim me shkrim	appeal in writing
ankues	complainant
atësi	father's name
audit	auditor
auditim (i fondeve dhe shpenzimeve)	auditing (of funds and expenses)
auditoj	audit (v.)
autoritet	authority
autorizim	authorization
autorizoj	authorize
Avokati i Popullit	Ombudsman (People's Advocate)
<b>B</b>	
banues	resident
barazi gjinore	gender equality
bashki	municipality
bashkoj (qendra votimi)	merge (voting centres)
bashkoj kërkesat ankimore	join requests for appeal
bazë ligjore	legal grounds
bazë të dhënash	database
në bazë të ligjit	on the basis of the law
bëj ankim (kundër)	file an appeal/complain (against)
bëj betimin	take an oath
bëj dikë përgjegjës	hold someone responsible
bëj një pagesë	pay a fee
bllokoj	debar
bojë	ink
bojë e posaçme	special ink

SHQIP	ANGLISHT
braktis	abandon
braktisje e detyrës	abandonment of duty
buxheti i shtetit	state budget
<b>C</b>	
caktoj	designate
caktoj (mandate)	assign (seats)
caktoj datën e zgjedhjeve	determine/set election date
certifikatë lindjeje	birth certificate
<b>Ç</b>	
çorientoj (zgjedhësit)	mislead (the voters)
<b>D</b>	
data e hyrjes në fuqi	effective date
data e zgjedhjeve	election date
deklaratë e përbashkët	joint statement
deklaratë me shkrim	written statement
deklaratë për shtyp	press release
deklarim i pronave/pasurive	declaration of assets
dekret i Presidentit	President's decree
dekretot (datën e zgjedhjeve)	decree (election date)
delegoj	delegate
dëmtoj	impair
depolitizoj	depoliticise
depozitë	deposit (n.)
depozitot	submit
deputet	deputy/MP
dëshmi e rreme	perjury
dëshmi penale	criminal records
detyrues/e	binding
dispozita të fundit	final provisions
dispozitë	provision
dispozitë kalimtare	transitory provision
dita e zgjedhjeve	Election Day (E-day)
dokument identifikimi	identification document
dokumentacion i riparaqitur	resubmitted documentation
dokumentacion i remë	false documentation
procesverbal	record
dorëzoj	submit
dorëzoj (një njoftim)	deliver (a notification)
dorëzoj dorazi	deliver in person
(e) drejta e ankimit	right to appeal
(e) drejta e votës	franchise
(e) drejta për të caktuar vëzhgues	right to appoint observers
(e) drejta për të votuar	right to vote
(e) drejta për t'u zgjedhur	right to be elected
(të) drejtat e palëve në proces	rights of the parties at the trial
(me të) drejtë (vote)	eligible (to vote)
drejtoj (një takim, mbledhje)	chair (a meeting)
(përbërës) i dyfishtë	duplicate (component)

SHQIP	ANGLISHT
<b>DH</b>	
(të) dhëna personale	personal data
dhomë e fshehtë votimi	voting booth
<b>E</b>	
ekspert kontabël	accountant expert
ekspertim	expert testimony
emblema (e një partie politike)	logo (of a political party)
emëroj	appoint
ekstrakt i përbërësve zgjedhorë	extract of electoral components
<b>F</b>	
falsifikim	falsification
filloj detyrën	take office
financim i fushatës	campaign financing
financim i zgjedhjeve	election financing
fitoj (shtetësinë)	acquire (citizenship)
fletë votimi	ballot/ballot paper
fletë votimi e dëmtuar	spoiled ballot paper
fletë votimi e dyshimtë	doubtful ballot paper
fletë votimi të kontestuara	contested ballot papers
fletë votimi të papërdorura	unused ballot papers
fletëpalosje	leaflet
fletore zyrtare	official gazette/journal
fond publik	public fund
forcat e armatosura	armed forces
forcë madhore	<i>force majeure</i>
formular bosh	blank form
formular tip	template
fshehtësi (e votës)	secrecy (of the vote)
funksion	office
fuqi ligjore/juridike	legal applicability
fushatë	campaign
fushatë zgjedhore	electoral campaign
fushë përgjegjësie	area of responsibility
<b>G</b>	
grup i marrjes në dorëzim	receiving team
grup numërimi	counting team
<b>GJ</b>	
gjendje civile	civil status
gjurmë	trace
Gjykata e Lartë	Supreme Court
Gjykata Kushtetuese	Constitutional Court
gjykatë apeli	court of appeals
gjykatë e shkallës së parë	first instance court
gjykatë rrethi	district court
gjykim	court proceedings, trial
gjykoj	adjudicate
<b>H</b>	
hap një fletë votimi	unfold a ballot paper

SHQIP	ANGLISHT
hapja e votimit	opening of the voting
hedh poshtë/rrëzoj vendimin	overturn the ruling/decision
hedh short	draw lots
hedh votën	cast a ballot
hedhje e të dhënave	entry of data
(fletë votimi e) hedhur gabim	miscast (ballot)
(i) heq ( <i>dikujt</i> ) të drejtën e votës	disfranchise
heq dorë nga një pretendim	waive a claim
heshtje zgjedhore	electoral silence
hetim	investigation
humbas të drejtën për të	lose the right to
hyn në fuqi	enter into force
hyrje e lirë	free entrance
hyrje në fuqi	entry into force
hyrje në fuqi menjëherë	immediate effect
<b>I</b>	
identifikimi i subjektit zgjedhor	identification of electoral subject
imazh/pamje elektronike	electronic image
imunitet	immunity
institucion i posaçëm	special institution
<b>J</b>	
jap dorëheqjen	resign
jofitimprurës/e	non-for-profit
joparlamentar/e	non-parliamentary
jopartiak/e	non-partisan
jopublik/e	non-public
juridiksion	jurisdiction
jurist	jurist
<b>K</b>	
ka të drejtë (të jetë)	entitled (to be)
kalim/mbarim (afati)	expiry (of deadline)
kaloj një testim	pass a test
kaloj pragun	exceed the threshold
kamera regjistruese	recording camera
kandidat	candidate
kandidat fitues	winning candidate
kandidat i propozuar nga zgjedhësit	candidate proposed by voters
kandidaturë	candidacy
këpus vulën	break the seal
këqyrja e materialeve zgjedhore	examination of election materials
kërkesë ankimore	request for appeal
kërkesë për bërjen publike të financave	financial disclosure requirement
kërkesëpadi	court complaint
kërkimi i provave	request for evidence
këshill	council
koalicion	coalition
kod vendbanimi	code of domicile

SHQIP	ANGLISHT
kodet e sigurisë (së vulave)	security codes (of the seals)
Kodi Civil	Civil Code
Kodi i Procedurave Administrative	Code of the Administrative Procedures
Kodi i Procedurës Civile	Civil Procedure Code
Kodi i Procedurës Penale	Criminal Procedure Code
Kodi i Sjelljes	Code of Conduct
Kodi Penal	Criminal Code
kohëzgjatje në detyrë/mandat	term of office
komision	commission
komitet nismëtar	initiating committee
komunë	commune
konferencë për shtyp	press conference
konflikt interesash	conflict of interests
konkurroj (në zgjedhje)	run (in elections)
konstatues	fact-finding
kontrollues (i të dhënave)	controller (of data)
kopje e vërtetuar	certified copy
krahasim i kryqëzuar	crosschecking
kredi	loan
krijimi i një vendi bosh	creation of a vacancy
kryen funksionet (e kryetarit)	perform the functions (of the chair)
kryesisht	on/upon one's own initiative
kryetar (bashkie/komune)	mayor (of a municipality/commune)
kryetar fshati/kryeplak	village elder
kryetar/e	chair/chairperson
kufi	boundary
kundërfletë	stub
kundërshtoj	contest
kundërvajtje administrative	administrative offence
kuorumi (i anëtarëve)	quorum (of members)
kuotë gjinore	gender quota
kuti me materiale votimi	box with voting materials
kuti votimi	ballot box
kuvend	assembly
<b>L</b>	
largimi i policisë	police departure
largoj/shkarkoj	dismiss
lë (shtetësinë)	relinquish/give up (citizenship)
lë në fuqi (vendimin)	uphold (a decision)
letërnjoftim (kartë identiteti)	identity card
libri i protokollit të mbledhjeve	meeting records book
ligjvënës	legislator
(i) lirë/i pazënë	vacant
liria e lëvizjes	freedom of movement
liria e shprehjes	freedom of expression
liria për të bërë fushatë	freedom to campaign
liroj nga detyra	release from duty
listat e zgjedhësve	voter lists

SHQIP	ANGLISHT
listat mbështetëse të partive politike/koalicioneve	supporting lists of political parties/coalitions
(aset) i luajtshtëm	current (asset)
<b>LL</b>	
llogaritje e afateve	calculation of deadlines
<b>M</b>	
mandat	mandate
mangësi	shortcoming
marr vendim	reach/take a decision
marr/mbledh prova	collect evidence
marr/miratoj një vendim	adopt/approve a decision
marrëdhënie krushqie e afërt	close relationship by marriage
marrës/përfitues	recipient
marrëveshje koalicioni	coalition agreement
marrëveshje mirëkuptimi	memorandum of understanding (MoU)
marrje në dorëzim e materialit zgjedhor	receipt of election/voting materials
masë administrative	administrative measure
materiale votimi	voting materials
mbaj procesverbal/protokolloj	keep minutes
mbarëkombëtar/në shkallë vendi	nationwide
mbarim i mandatit	termination of mandate
mbarim i parakohshëm (i mandatit)	premature termination (of mandate)
mbështes	endorse
mbështetës/simpatizant	supporter
mbetje dhjetore	decimal remainder
mbikëqyr	supervise
mbledh (votat)	sum up (the votes)
mbushje e kutisë së votimit	ballot stuffing
mbyllje e hetimit administrativ	closing of the administrative investigation
mbyllje e votimit	closing of the polls
media e shkruar	print media
media elektronike	electronic media
mendimi i pakicës	minority opinion
mënyrë e ligjshme	lawful manner
minutazh	airtime
minutazh falas	free airtime
minutazh politik	political airtime
miratim/pëlqim	consent
miratoj	approve
miting	rally
model për ankime zgjedhore	electoral complaint form
monitor	screen
monitoroj	monitor
moscenim i zgjedhjeve	inviolability of elections
mospërputhje	discrepancy
mosprekje (e kutive të votimit)	integrity (of the ballot boxes)

SHQIP	ANGLISHT
mosveprim	omission
mundësi komunikimi rrugor	road access possibilities
në mungesë	<i>in absentia</i>
<b>N</b>	
në natyrë	in kind
ndër të tjera	<i>inter alia</i>
ndërhyj/ndryshoj	tamper (v.)
(vendim) i ndërmjetëm	interim (decision)
ndërprerje e mandatit	interruption of mandate
ndërprerje para kohe e mandatit	early termination of mandate
ndihma e policisë	police assistance
ndikoj	affect
(i/e) ndjekur penalisht	criminally prosecuted
ndryshoj	amend
nen	article
nënshkrim mbështetës	supporting signature
nëpunës civil	civil servant
nëpunës ndërlidhës	liaison officer
ngre akuzën	press criminal charges
noter	notary
nuk pranoj dokumentacionin	reject documentation
numër rendor	ordinal number
numër serie	serial number
numërim i votave	ballot counting
numërim me dorë	manual counting
numërues	counter
nxjerr (të dhëna)	extract (data)
nxjerrja e rezultateve të zgjedhjeve	tabulation of election results
<b>NJ</b>	
njësi administrative	administrative unit
njësi bashkiake	borough
njësi e qeverisjes vendore	local government unit
njësi qendrore informatike	central computer unit
njësi zgjedhore	electoral unit
njësoj praktikat zgjedhore	unify electoral practices
njoftim	notification
njoftim me shkrim (i zgjedhësve)	written notification (of voters)
njoftim paraprak për shtyp	media advisory
njoftoj	notify
<b>O</b>	
operator	broadcaster
opozitë	opposition
optimizoj	optimise
orari i transmetimeve	broadcasting schedule
orari i votimit	voting hours
organ i qeverisjes vendore	local government body
organ kolegjal	collegial body
organ ligjvënës	legislative body

SHQIP	ANGLISHT
organizatë ndërkombëtare	international organization
<b>P</b>	
(i/e) paanshme	impartial
paditës	plaintiff
(i/e) paditur	defendant
pajisje e numërimit optik	optical counting device
pajisje leximi	reading device
pakicë	minority
(aset) i paluajtshëm	fixed (asset)
pandashmëri	inseparability
(i/e) papajtueshme	incompatible
paraburgim	pretrial detention
(fonde) paradhënie	advanced (funds)
parapagesë	deposit
paraqes (kandidatë)	nominate (candidates)
paraqes ankesë/prendim	submit a claim
paraqes një kërkesë ankimore	file/lodge a complaint
parashikoj	envisage, stipulate
parazgjedhor/e	pre-election
parlamentare	parliamentary
(i/e) parregullt	irregular
parti anëtare e koalicionit	coalition member party
parti politike	political party
partia që propozon	proposing party
(i/e) pasaktë	inaccurate
pasaportë	passport
pasuri e luajtshme	movable property
pasuri e paluajtshme	immovable property
(i/e) patjetërsueshme	inalienable
pavlefshmëri e zgjedhjeve	invalidation/invalidity of elections
pengesë	impediment
pengoj	impede, obstruct
periudhë zgjedhore	electoral period
person me aftësi të kufizuara	person with disabilities
person fizik	natural person
person i vdekur	deceased
person juridik	juridical/legal person
personel teknik	technical staff
pezulloj votimin	suspend voting
pezulloj/shtyj gjyqin	suspend judgement
përbëj/formoj	constitute
përbërës zgjedhor	electoral component
përcaktim ligjor	legal stipulation
përditësoj	update
përfaqësues (i një subjekti zgjedhor)	representative (of an electoral subject)
përfitim/përfitoj	benefit
përfitues/e	beneficiary
përgjegjësi/detyrim	liability



SHQIP	ANGLISHT
përgjegjësi penale	criminal liability/responsibility
përjashtoj	debar
përjashtoj një gjyqtar nga gjykimi i çështjes	exclude a judge from hearing a case
përkatësi	affiliation
përkatësi politike	political affiliation
përlllogaritje e mandateve	calculation of seats
përmbajtja (e vendimit)	content (of a decision)
përmbledhëse	aggregate
përmbush (një kërkesë të ligjit)	satisfy (a law requirement)
përpunim i të dhënave	data processing
përpunues (i të dhënave)	processor (of data)
në përputhje me (ligjin)	in accordance with (law)
përqindje proporcionale	proportional percentage
përsëritje (e zgjedhjeve)	repetition (of elections)
përshkrim i fletës së votimit	description of the ballot paper
përtërij (përbërjen e ...)	renew (the composition of ...)
përtëritje pjesore	partial renewal
përzgjedhje rastësore	random selection
(i/e) përzgjedhur me konsensus	selected with consensus
pjesa e pasme (e fletës së votimit)	reverse side (of the ballot paper)
pjesëmarrja e zgjedhësve në votim	voter turnout
plan veprimi	action plan
platformë e përbashkët	joint platform
plotësoj një vend vakant	fill a vacant seat
policia e burgjeve	prison police
(i) posaçëm	ad hoc
poster/afishim	poster
prag zgjedhor	electoral threshold
prapësim (mbi provat)	rebuttal (of evidence)
prapësoj/hedh poshtë	refute
precedentë penalë	criminal records
prek/cenoj	affect
pretendim	claim
privoj	deprive
procedurë akreditimi	accreditation procedure
proces numërimi	counting process
procesverbal i marrjes në dorëzim	record of receipt
procesverbal i mbylljes së votimit	record of the closing of the polls
procesverbal i vulosjes	record of sealing
procesverbal konstatimi	record of findings
programe informative	informative programmes
prokurë	power of attorney
prokurim	procurement
propagandë	propaganda
propagandë zgjedhore	electoral propaganda
protokoll	record
provë	evidence

SHQIP	ANGLISHT
provoj (një pretendim)	substantiate (a claim)
(mbledhje) publike	open to the public (meeting)
publikim i rezultateve të zgjedhjeve	publication of election results
pushoj një çështje	dismiss a case
<b>Q</b>	
qark	region
qark (me/pa kontakt)	circuit (with/without contact)
qendër votimi	voting centre
qendër e posaçme votimi	special voting centre
qëndrojnë në detyrë	remain in office
<b>R</b>	
radhë	queue
rajonat	regional
raporte kohore të barabarta	equal time ratio
raporti i pasqyrimt	ratio of coverage
referendum	referendum
refuzim/mosdhënie e akreditimit	refusal/failure to grant accreditation
regjistër i ankimeve zgjedhore	register of electoral appeals
regjistrimi (i partive politike)	registration (of political parties)
regjistroj	record, register
reklamë politike me pagesë	paid political advertisement
relator	rapporteur
rend zbritës	descending order
renditja e kandidatëve (në një listë shumëemërore)	ranking of candidates (in a multi-name list)
renditje	ranking order
renditje përfundimtare	final ranking
respektoj ligjin	observe the law
rezultati përfundimtar i zgjedhjeve	final election result
rinumëroj	recount (v.)
rishikoj (listat)	revise (the lists)
rishpërndarje e fondeve	reallocation of funds
rivendos rendin	restore order
(i/e) rizgjedhur	re-elected
ruaj/mbaj	retain
ruajtje e dokumentacionit	retention of records
<b>RR</b>	
rregullore	rules of procedure
rrezikoj	imperil
rrëzoj (një kërkesë)	reject (a request)
<b>S</b>	
(i/e) saktë	accurate
sanksion administrativ	administrative sanction
seancë	hearing
seksion	section
seli/zyrë qendrore	headquarters (HQ)
sipas (nenit...)	pursuant to (article...)
sistem elektronik i integruar	electronic integrated system

SHQIP	ANGLISHT
sistem zgjedhor	electoral system
skanoj	scan
skenë politike	political landscape
slogan/parrullë/moto	slogan
sondazh pas votimit	exit poll
sondazh	poll
spektri i majtë/i djathtë	left/right spectrum
standard i dyfishtë	double standard
standarde ligjore	legal standards
status i përhershëm	permanent status
stivos (fletët e votimit)	stack (the ballot papers)
subjekt i vetëm	single subject
subjekt zgjedhor	electoral subject
sy i lirë	naked eye
<b>SH</b>	
shef misioni	head of mission (HoM)
shenjë dalluese	distinctive sign
shënim përkatës	respective mark
shënoj	annotate
shfuqizoj	abrogate, repeal
shkak i arsyeshem	reasonable cause
shkarkoj nga detyra	discharge from duty
shkel	breach (v.)
shkel një dispozitë	violate a provision
shoqërim	accompaniment
shoqëroj	accompany
short	lottery
shpall (listën)	post (the list)
shpall (një ligj)	promulgate (a law)
shpallje e rezultateve	announcement/declaration of results
shpenzime për zgjedhjet	election expenses
shpenzime të fushatës	campaign expenses
shpërblim	remuneration
shpërndaj (mandate)	allocate (seats)
shpërndarja e Kuvendit	dissolution of the Assembly
shqyrtim	scrutiny
shqyrtim administrativ	administrative review
shqyrtoj një ankesë	examine a claim
shtojcë	addendum, annex
shtyj zgjedhjet	postpone the elections
shumëemërore	multi-name
shumicë	majority
shumicë e cilësuar	qualified majority
shumicë e thjeshtë	simple majority
<b>T</b>	
tabelë përmbledhëse e rezultateve të zgjedhjeve	aggregate table of election results
teknologjia e informacionit	information technology

SHQIP	ANGLISHT
tërheq (nga shqyrtimi)	withdraw (from examination)
tërheq/heq dorë nga pretendimi	withdraw/renounce a claim
testim	testing
timbroj zgjedhësin (me bojë)	mark the voter (with ink)
titull ekzekutiv	executive title
titullar	office-holder
transmetoj	broadcast
trung familjar	family stock
<b>TH</b>	
themeli i çështjes	merits of the case
thërras në detyrë (Kolegjin Zgjedhor)	summon (the Electoral College)
<b>U</b>	
udhëzim	instruction
urdhër ekzekutimi	execution order
<b>V</b>	
vend i lirë/vakant	vacant seat
vendbanim	domicile
vend (në Kuvend)	seat (in the Assembly)
vend i paplotësuar	unfilled seat
vendim gjykate i formës së prerë	final court decision
vendim me shkrim	decision in writing
vendimmarrje	decision-making
vendos (një sanksion administrativ)	impose (an administrative sanction)
vendqëndrim	residence
vepër penale	criminal offence
veprim	transaction
vërej (një parregullsi)	notice (an irregularity)
verifikim (i përmbajtjes së kutisë së votimit)	verification (of content of ballot box)
verifikim paraprak	preliminary verification
verifikoj (dokumentacionin)	verify (the documentation)
vërtetim	attestation
vëzhgoj	observe
vëzhgues	observer
vëzhgues i një partie politike	political party observer
vëzhgues i/e akredituar	accredited observer
vëzhgues ndërkombëtar	international observer
vëzhgues vendas	domestic observer
vlerësim i votave	evaluation of votes
votë e vlefshme	valid vote
votim	voting, poll
votim i drejtpërdrejtë	direct voting
votim i dytë	second voting
votim i fshehtë	secret voting
votim i lirë	free voting
votim me postë	postal voting
votim më shumë se një herë	multiple voting
votim në emër të dikujt tjetër	proxy voting

SHQIP	ANGLISHT
votoj kundër	vote against
votoj në parim	vote in principle
votoj në tërësi	vote in its entirety
votoj nen për nen	vote article by article
votoj pro	vote for/in favour
vulë (e komisionit zgjedhor)	stamp (of electoral commission)
vulë (e kutisë së votimit)	seal (of ballot box)
vulos një fletë votimi	stamp a ballot paper
<b>Z</b>	
zbardh një vendim	transcribe a decision
zbatoj	enforce
zbatueshmëri/realizueshmëri	feasibility
zëvendës	deputy
zëvendësim (i kandidatit)	substitution (of a candidate)
zëvendëskryetar/e	deputy chair
zgjedhës/votues	voter
zgjedhësit e veçantë	special voters
zgjedhje	election
zgjedhje parlamentare	parliamentary elections
zgjedhje për organet e qeverisjes vendore	local government elections
zgjedhje të përgjithshme	general elections
zgjedhje rastësore	random selection
zgjedhje të parakohshme	early elections
zgjedhje të pjesshme	partial elections
zgjedhjet e ardhshme	upcoming elections
zgjedhjet e mëparshme	previous elections
zgjidh një çështje/mosmarrëveshje	resolve a case/dispute
zonë e qendrës së votimit	polling unit
zonë zgjedhore	electoral zone/constituency
zyrë e gjendjes civile	civil status office
zyrë përmbarimi	bailiff's office
zyrë qendrore	head office (HO)
zyrtar i zgjedhur	elected official
<b>ZH</b>	
zhvillim i rregullt i zgjedhjeve	orderly conduct of elections
zhvilloj (zgjedhje)	conduct (elections)