

**ODEO OBSERVER CHECKLIST – 07 December 2012 Elections**

**PS ID <pre-printed>**

*(Send all Reports via SMS to 1406 at their assigned time. You must observe at your assigned polling station! You must arrive by 6:00 am)*

<b>Observer Name/Number</b>	<pre-printed>	<b>Supervisor Name/Number</b>	<pre-printed>
<b>Region</b>	<pre-printed>	<b>Constituency</b>	<pre-printed>
<b>Polling Station Name</b>	<pre-printed>	<b>Polling Station Code</b>	<pre-printed>

**1<sup>st</sup> Text to 1406 – ARRIVAL** *(Answer questions upon arrival at the polling station at 6:00 am and report immediately!!)*

**1A** Were any election officials present upon arrival?  Yes (1)  No (2)

**2<sup>nd</sup> Text to 1406 – SETUP** *(Answer questions during setting up of the polling station and report at 7:30 am or when voting starts!!)*

**1B** At what time did voting commence? 

By 7:15 (1)	7:16 to 8:00 (2)	8:01 to 10:00 (3)	After 10:00 (4)	Never Opened (5)
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**1C** Were you permitted to observe?  Yes (1)  No (2)

*If you are not permitted to observe do not answer any more questions. Immediately end your 2<sup>nd</sup> Text message to 1406 with only answers to questions AB and AC. Also, immediately complete and send a critical incident form to 1406 and help will be provided.)*

**1D** Was the polling station set up so that voters could mark their ballots in secret?  Yes (1)  No (2)

**1E** Was the polling station accessible to persons with disabilities and the elderly?  Yes (1)  No (2)

**1F** Was a polling agent present for NDC?  Yes (1)  No (2)

**1G** Was a polling agent present for NPP?  Yes (1)  No (2)

**1H** Which other political party agents were present? *(Tick one or more)*

None (0)	CPP (1)	GFP (2)	IPP (3)	GCPP (4)	PNC (5)	PPP (6)	UFP (7)	URP (8)	INDP (9)
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**1J** Were security personnel present?  Yes (1)  No (2)

**1K** Which items, if any, were missing *(Tick one or more)*

None (0)	Ballot Box (1)	Ballot Paper (2)	Voters' Register (3)	Indelible Ink (4)
Voting Screen (5)	Validating Stamp (6)	Endorsing Ink (7)	Ink Pad (8)	Tactile Ballot (9)

**1M** Did the polling station have a biometric verification machine?  Yes (1)  No (2)

**1N** Number of names on the voters register? *(Enter zero if no voters register)*

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**1P** Number of names on the proxy voters list? *(Enter zero if no proxy register)*

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**1Q** Number of presidential ballot papers? *(Enter zero if none)*

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**1R** Were the presidential and parliamentary ballot boxes shown to be empty, sealed and placed in public view?  Yes (1)  No (2)

**3<sup>rd</sup> Text to 1406 – VOTING** *(Review questions throughout the day, only answer them at 5:00 pm and report immediately!!)*

**3A** Were people's biometric registration information verified?  Yes (1)  No (2)

**3B** Did biometric verification machine fail to function properly at any point in time?  Yes (1)  No (2)

**3C** Were people's fingers marked with indelible ink before voting?  Yes (1)  No (2)

**3D** Were ballot papers stamped with the validating stamp before being issued?  Yes (1)  No (2)

**3E** Were any unauthorised person permitted to remain in the polling station during voting?  Yes (1)  No (2)

**3F** Did anyone attempt to harass or intimidate voters or polling officials during voting?  Yes (1)  No (2)

**(For Questions BG, BH, BJ, BK and BM: None = 0, Few = 1 to 5, Some = 6 to 15 and Many = 16 or more)**

**3G** How many people with Voter ID Cards were not permitted to vote? 

None (0)	Few (1)	Some (2)	Many (3)
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**3H** How many people were permitted to vote without voter ID cards? 

None (0)	Few (1)	Some (2)	Many (3)
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**3J** How many people were permitted to vote whose names did not appear on the voters' register? 

None (0)	Few (1)	Some (2)	Many (3)
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**3K** How many people were permitted to vote whose biometric details did not match? 

None (0)	Few (1)	Some (2)	Many (3)
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**3M** How many people were assisted to vote (blind, disabled, elderly, etc)? 

None (0)	Few (1)	Some (2)	Many (3)
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**3N** Were assisted voters allowed to have a person of their own choice to assist them to vote? 

Yes (0)	No (1)	No Assisted Voters (3)
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**4<sup>th</sup> Text to 1406 – CLOSING & COUNTING (Answer questions during counting and report immediately after counting!!)**  
 for Question CA, None = 0, Few = 1 to 5, Some = 6 to 15 and Many = 16 or more)

- A How many people were in queue at 5:00 pm? 

None (0)	Few (1)	Some (2)	Many (3)
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- B Was everyone who was in the queue at 5:00 pm permitted to vote? 

Yes (1)	No (2)
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- C Was anyone who arrived at the polling station after 5:00 pm permitted to vote? 

Yes (1)	No (2)	No One Arrived After 5pm (3)
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- D Did anyone attempt to harass or intimidate polling officials during counting? 

Yes (1)	No (2)
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- E Were more ballot papers found in the presidential ballot box than voters who cast ballots? 

Yes (1)	No (2)
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- F Did any polling agent request a recount of the presidential ballots? 

Yes (1)	No (2)
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- G Did an NDC polling agent sign the declaration of results for the presidential election? 

Yes (1)	No (2)	No NDC Agent Present (3)
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- H Did an NPP polling agent sign the declaration of results for the presidential election? 

Yes (1)	No (2)	No NPP Agent Present (3)
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- J Did all other polling agents present sign the declaration of results for the presidential election? 

Yes (1)	No (2)	No Other Agents Present (3)
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- K Do you agree with the vote count for the presidential election? 

Yes (1)	No (2)
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- M Did all polling agents present sign the declaration of results for the parliamentary election? 

Yes (1)	No (2)
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- N Do you agree with the vote count for the parliamentary election? 

Yes (1)	No (2)
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**5<sup>th</sup> Text to 1406 – PRESIDENTIAL VOTE COUNT (Record official figures and report immediately after counting!!)**

➤A Spoilt ballot papers	<input style="width: 100%; height: 20px;" type="text"/>	➤H UFP (Akwasi Addai Odike)	<input style="width: 100%; height: 20px;" type="text"/>
➤B Rejected ballot papers	<input style="width: 100%; height: 20px;" type="text"/>	➤J PNC (Ayariga Hassan)	<input style="width: 100%; height: 20px;" type="text"/>
➤C Total Valid Votes	<input style="width: 100%; height: 20px;" type="text"/>	➤K CPP (Michael Abu Sakara Forster)	<input style="width: 100%; height: 20px;" type="text"/>
➤D NDC (John Dramani Mahama)	<input style="width: 100%; height: 20px;" type="text"/>	➤L INDP (Jacob Osei Yeboah)	<input style="width: 100%; height: 20px;" type="text"/>
➤E GCPP (Henry Hebert Larley)	<input style="width: 100%; height: 20px;" type="text"/>		
➤F NPP (Nana Ado Dankwa Akufo-Addo)	<input style="width: 100%; height: 20px;" type="text"/>		
➤G PPP (Papa Kwesi Ndoum)	<input style="width: 100%; height: 20px;" type="text"/>		

*(Once counting has finished you need to turn in your completed checklist to your supervisor.)*

Observer First Name \_\_\_\_\_ Surname \_\_\_\_\_ Arrival Time \_\_\_\_\_ Departure Time \_\_\_\_\_ Signature \_\_\_\_\_

CODEO thanks you for serving as an independent non-partisan observer for the 2012 elections. Your efforts and those of thousands of other Ghanaians just like you are helping to make democracy stronger in our country.

Observer Comments (please feel free to include comments on what you observed or the observation effort):

**Phone Number for CODEO Observation Centre by Region**

Region	MTN Number	Airtell Number	Vodaphone	Tigo	GLO	Landlines	Fax Line
Ashanti	024-5705983	026-4670740	020-7381161	057-3840679	023-4161009	302-718202 extension 1057	0302-718201
Brong Ahafo	024-5703633	026-4670909					
Central	024-5704209	026-4671070	020-7381162	057-3840682	023-161007	302-718203 extension 1058	0302-718201
Eastern	024-5703199	026-4670919					
Greater Accra	024-5706448	026-4670313	020-7381168	057-3840680	023-4161018	302-718204 extension 1059	0302-718201
Northern	024-5706408	026-4670712					
Upper East	024-5703801	026-4670720	020-7381171	057-3840681	023-4161006	302-718205 extension 1073	0302-718201
Upper West	024-5704201	026-4670711					
Volta	024-5703101	026-4670330		057-		302-718206	

