

**Executive Instructions on Founding Political Parties and Monitoring the
Affairs Thereof of 2024**
Issued Under Political Parties Law No. (7) Of 2022- Article No. (9)
paragraph (A) point (8)

Article No. (1)

Present Instructions are to be titled “Executive Instructions on Founding Political Parties and Monitoring the Affairs Thereof of 2024” which Instructions to come into effect as from publication date thereof in the Official Gazette.

Article No. (2)

A- Unless otherwise indicated, the following Words and Phrases shall, wherever they are mentioned herein, have the Meanings assigned thereto in the following:

The Law:	Political Parties Law.
Commission:	The Independent Election Commission (IEC).
The Board:	Board of Commissioners of the Independent Election Commission.
Party Registrar:	Political Parties Party Registrar at the Independent Election Commission.
Founding Conference:	Conference convened by founders of the political party, under Provisions of Article No. (11) of the Law.
General Conference:	Periodic conference to be convened by political party at least once each four years, under the Provisions of the articles of the bylaw of the party, after conducting of the founding conference.

- Founding member: Person who fulfilled the Requirements stated in Article No. (6)- Paragraph (B) of the Law, whose data are recorded in Parties Registry as one of the members registered in the party's lists whether on foundation or on rehabilitation.
- Party member: Any person who joins the party after the founding conference, under Article No. (6) – Paragraph (C) of the Law.
- Executive leadership: The party's executive board that is elected and formed under articles of the bylaw thereof, that is authorized to administrate the party as from the date of the founding conference.

B- Definitions contained in the Law shall, unless otherwise indicated, apply whenever they are mentioned herein.

Article No. (3)

- A- Data and Documents stated in Article No. (8) – Paragraph (A) and Article No. (11)- Paragraph (G) are to be submitted in both a soft and a hard edition, provided to contain phone number, personal signature and a clear photocopy of the two faces of the valid personal identity card of each founding member,
- B- Headquarter of the party shall, in accordance with the approved form, be in the Capital Amman.

Article No. (4)

- A- An application to found a party shall not be considered by the Party Registrar unless it fulfills Terms and Requirements stated in both the Law and the present Instructions, including the following regarding the name of the party:

1. Neither name or logo of the party is to violate Provisions of Constitution, laws, religious and social values nor the public order, morals or ethics.
2. Name or logo of the party are not to be registered with any other entities such as media associations or institutions.
3. Official Coat of Arms, Royal Titles or Photos are not to be included in the name or logo of the party.
4. Adherence to Provisions of Article No. (15)- Paragraphs (I) & (J) of the Law.

B- Registry Director is to review all data and documents attached to the application to found the party and to assure that they fulfill all party's founding requirements.

C- In case that the application to found the party fulfills Terms and Requirements stated in Law and present Instructions, a written notice of fulfillment of said Requirements is to be served by Registry Director on representative of founders and the party is to obtain the status of "Party under formation".

D- A meeting minute that is signed by majority of founding members is to be delivered by founders' representative to Registry Director, which minute states that they have elected an interim leadership to manage the party within the foundation phase under Provisions of Article No. (8)- Paragraph (D) of the Law.

- E- A party is considered to have fulfilled founding requirements as from receipt date of the Notice mentioned in Paragraph (C) herein, and to convene the founding conference thereof within a period not exceeding one year as from receipt date of said Notice.

Article No. (5)

- A- For purposes of carrying out Provisions of Article No. (11) of the Law, a party (Under formation) must fulfill the following requirements:
 - 1. Percent of female founding members thereof is not to be less than (20%) of aggregate founders, provided said percent is not to include young females, unless percent of young females exceeds the prescribed percent thereof,
 - 2. Approve the residence place stated in the personal identity card of each founding member, to assure that the founding members of the party are from not less than (6) governorates,
 - 3. Regarding founding members of disabilities: to attach a proof of disability type that is issued by an approved source.
- B- All data of party's founding members are to be delivered (30) days prior to deadline stated in the Notice mentioned in Article No. (4)- Paragraph (C) hereinabove, in order for administrative and regulatory procedures related to convening the founding conference to be followed,
- C- Data of founding members of the party (Under formation) are to be reviewed by Party Registrar to assure that the Requirements stated in Article No. (11) of the Law are fulfilled,
- D- Final list of party's founding members who fulfilled the requirements, is to be signed by representative of the founders, for the said list to be approved for purposes of convening the founding conference.
- E- Party Registrar is to serve a written notice of fulfillment by the party under formation of terms and requirements for purposes of convening the

founding conference, on the representative of the founders,

- F- Until the founding conference has been convened, a name of any founding member is not to be added to or deleted from the final list signed by the founders' representative.

Article No. (6)

- A- Founders' representative is to submit to the Party Registrar a written application that includes suggested locations for convening the founding conference and date and time to convene it, provided to be convened in the Capital Amman, and to attach agenda of said conference to that application.
- B- Team commissioned by Party Registrar is to conduct a physical inspection of locations suggested by founder's representative for convening the founding conference, where a proper one thereof is to be chosen by the Party Registrar in accordance with standards prescribed by the Board for that purpose.
- C- Date and location of the founding conference are not be announced by the party unless under consent of Party Registrar to the application thereof.

Article No. (7)

- A- Team commissioned by the Party Registrar is to:
 - 1. Be presented in location in which the conference is to be convened, two hours prior to the time fixed for convention.
 - 2. Assure that founding members of the party are present in person, by viewing the personal identity card of each of them and verifying it against the electronic system set-up by the Registry.
- B- Quorum for the founding conference to convene is (500+1) of founding members, to be present in person.
- C- A minute of in person- presence in the founding conference which indicates whether the quorum is fulfilled, is to be signed by the Party Registrar and founder's representative.

- D- Having fulfilled the Requirement stated in Paragraph (B) herein and founder's representative being notified that the quorum is fulfilled, activities of the founding conference are to be carried out,
- E- Party Registrar may, in case that the quorum stated in Paragraph (B) herein is not fulfilled, extend convention date of the founding conference for no more than half an hour.

Article No. (8)

- A- For purposes of carrying out Provisions of Article No. (12) Of the Law, Party Registrar is to assure that all documents required under Article No. (11)- Paragraph (G) of the Law, are submitted by the party (Under formation), then the Party Registrar is to submit the application to found the party with all the documents attached thereto, to the Board.
- B- The Board is to include application to found the party in Board's agenda to discuss and decide on it within the period stated in Article No. (12)- Paragraph (A) of the Law.
- C- In case that the application to found the party is approved by the Board, Party Registrar is to serve a notice of the Board's approval of founding the party on the founders' representative, provided to be published under Provisions of Article No. (12)- Paragraph (C) of the Law.
- D- Date of convening the founding conference that fulfilled the Requirements set out in the Law, is the date on which the founding members joined the party.
- E- Each party is to have a specific national number to be registered in the Registry.

Article No. (9)

- A- A party may, having received the Notice referred to in Article No. (8)- Paragraph (C) hereinabove, provide Party Registrar with names of party members.
- B- Data of party members are to be submitted to the Party Registrar in two Editions (One is soft and the other is hard) using the form approved, with the following attached thereto:
 - 1. A clear photocopy of the two faces of the valid personal identity card of each member of the party.
 - 2. Non-Criminal Certificate for each member, issued no more than (30) days prior submission date thereof.
- C- Party Registrar is to record in the Registry the receipt date of data of members who fulfilled the Requirements set out in the Law and the present Instructions, as that date is to be considered as the date on which they joined the party.
- D- Data of party members who do not fulfill the Requirements set out by the Law are to be deleted, in case that they are not corrected by the party within (60) days of serving a notice of that on the political party.

Article No. (10)

- A- Parties may merge subject to the following:
 - 1. Merger of one party or more in an existent party.
 - 2. Merger of two existent parties or more under name of a new party and a new legal personality.
- B- In carrying out of Merger Procedures set out in Article No. (32) of the Law:
 - 1. Executive leadership of each party that is willing to merge, is to issue the decision of merger.
 - 2. Approval of majority of party members attending the general conference of the party subject to the articles of association thereof, is required for merger decision to come into effect.

C- Parties that are willing to merge, are to provide Party Registrar through the secretary -general of each of these parties, with the following documents:

1. A minute of mutual conference that is signed by the executive leaderships of the parties willing to merge, which minute to include merger decision.

2. A minute of the general conference evidencing approval of the attending majority of members of each party willing to merge who, which minute to be signed by executive leadership of each party.

3. The form approved by the Board, signed by secretary -general of each of the political parties willing to merge, which form to include the following:

A- Names of political parties willing to merge.

B- Name and logo of the new political party, printed in soft and hard format.

C- Name of the secretary -general of the new political party emerging from the merger.

D- Names of executive leaderships agreed on for the political party emerging from the merger.

E- Address of headquarter of the political party emerging from the merger and addresses of branches thereof if any.

4. A soft and a hard edition of the new articles of association approved for the political party emerging from the merger.

- D- Provisions of Article No. (11) – Paragraph (A), Item No. (6) of the Law, are not to apply to and political parties emerging from mergers,
- E- All documents and data submitted under Provisions of Paragraph (B) herein, are to be reviewed by the Registry Director that the recommendations of whom are to be submitted to the Board to decide whether the party emerging from merger fulfills the Requirements set out in the Law, within (30) days as from receipt date thereof by the Registry Director,
- F- In case that the party emerging from the merger is given a new name, the new name is to be published by the Board in the Official Gazette and in two wide spread local newspapers, within one week as from the date on which the party was notified of that.

Article No. (11)

Political parties may, for the purpose of running for parliamentary elections related to the general electoral district, form electoral coalitions subject to the following:

- A- Secretary general of each of the parties forming the coalition is to provide the Party Registrar with meeting minute of executive leaderships of these parties in coalition, with the form approved by the Board in soft and hard edition attached thereto, not less than (7) days prior to the opening for nomination,
- B- The Form mentioned in Paragraph (A) herein, is to include the following:
 1. Name and logo of the coalition,
 2. Name of elections the coalition is to run for,
 3. Names of political parties joining the coalition,
 4. Names, national numbers and signatures of executive leaderships, in accordance with articles of association of each political party joining the coalition.

5. Names and contact addresses of delegates of the coalition, provided to elect one of them to represent them and to be authorized to review, serve and receive any notices or documents.

6. Address of coalition's headquarters.

Article No. (12)

Political parties may, for the purpose of running for parliamentary elections related to the local electoral district, form political coalitions subject to the following:

- A- Coalition delegate is to provide Party Registrar with the name of the coalition related to the local electoral district and the names of coalition candidates approved to run for elections, using the form approved for that purpose, provided the candidate has declared his candidacy for the party in the candidacy application, attaching thereto a letter issued by the secretary general of the party for that purpose.
- B- In case that coalition is formed in relation to the general and local electoral district, then coalition candidates of the local electoral district are to hold the name and logo of the coalition contained in Notice of Party Registrar served on the coalition delegate.

Article No. (13)

Terms and Conditions contained in Articles No. (11) & (12) hereinabove, are to apply to coalition formed by political parties for the purpose of running for elections of governorate councils, municipalities councils and The Greater Amman Municipality council.

Article No. (14)

- A- Party Registrar is to review the form approved for formation of coalition and data and documents attached thereto and to submit them, in case they fulfill Requirements set out in Law, to the Board to decide on them.
- B- Party Registrar is to serve a notice of the Board's decision on the delegate of coalition, where the coalition is to keep such notice in order to attach it to elections candidacy application.

Article No. (15)

None of the political parties in coalition may:

- A- Withdraw from the coalition once the consent of the Board to application of candidacy for the list has been obtained.
- B- Use the name or logo of either any other existent political party not joining the coalition or of any party under formation.

Article No. (16)

- A- For the purposes of registration of political parties' candidates with the Registry and considering them as representatives of the party in case that they won seats in parliamentary elections, secretary general of the party is to provide the Party Registrar with names of the party's candidates for local electoral district, within (3) days as from admission date of candidacy application, in accordance with the form approved by the Board for that purpose.
- B- Provisions of Paragraph (A) herein are to apply to political parties running for the elections of governorates councils, municipalities' councils and Greater Amman Municipality council.

Article No. (17)

- A- For the purpose of running for the general electoral district, membership period of the member running for elections expired prior to the date fixed for polling, must not be less than six months, in accordance with Provisions of Article No. (13)- Paragraph (D) of Parliamentary Election Law No. (4) of 2022.
- B- Provisions of Paragraph (A) herein are to apply to parties' candidates for parliamentary elections/local electoral district elections and to the elections related to the local administrations (Governorates councils, municipalities councils and Greater Amman Municipality council), for the purposes of obtainment of finance according to financial support system of political parties and the Instructions issued in accordance therewith.
- C- For the purposes of determining the party membership period of the member, members' data and joining dates registered in Political Parties Registry are to be used.

Article No. (18)

- A- Membership to a party is voluntarily for Jordanian citizens who are willing to be members thereof and a member of a party is entitled to resign therefrom at any time.
- B- The party is to provide Party Registrar with names of members resigned therefrom, within (7) days as from resigning date thereof.
- C- In case that the Period stated in Paragraph (B) herein expired without provision by the political party of the Party Registrar with names of resigning members, any of these members shall, in that case, be entitled to submit a photocopy of the resignation thereof to the party through registered mail and to submit a copy thereof with the mail notice to the Party Registrar.

D- Receipt date by Political Parties Registry of any member resignation from a party, is to be considered the resignation date of that member from that party.

Article No. (19) Subject to adherence by political parties to Terms and Conditions set out in the Law, political parties are to permanently have the headquarters of their parties in the Capital Amman and to raise Jordan's Flag and the signage on the headquarter and the branches (If any).

Article No. (20) The Board may decide on any issue that it is not provided for herein.

Article No. (21) The Board is to approve forms required to carry out Provisions of present Instructions.

Board of Commissioners of the Independent Election Commission