

Executive Instructions on Compiling Voters Tables of 2024
Issued Under Provisions of Parliamentary Election Law No. (4) Of 2022-
Article No. (72) And Provisions of The Independent Election Commission
Law No. (11) Of 2012 – Article No. (12) As amended.

Article No. (1) Present Instructions are to be titled: “Executive Instructions on Compiling voters Tables Of 2024” which Instructions to come into effect as from publication date thereof in the Official Gazette.

Article No. (2) Definitions contained in Parliamentary Election Law shall apply hereto.

Article No. (3) The Civil Status and passport department shall, upon request of the Commission and under supervision thereof, compile initial electronic tables of persons entitled to elect subject to voter’s residence place registered with the Electoral District and his national number, which tables to be listed in males and females order, subject to the following basis and standards:

- A- Stating the name of each Jordanian citizen who has reached eighteen solar years of age, ninety days prior to the date fixed for the polling, based on his residence place in the Country that is registered within the Civil Status and Passport department records and his national number.
- B- Right to vote of members of Armed Forces/ Arab Army, General Intelligence and Public Security is to be suspended during their actual service, where the names thereof are to be omitted from voters’ tables, excluding civil employees therein.
- C- The following categories are to be deprived from their right to vote, as names thereof are to be omitted from voters’ tables:
 - A. Persons adjudicated bankrupt who have not been rehabilitated.
 - B. Persons incapacitated.

- D. Subject to Provisions of Paragraph (C) herein, courts are to provide related Civil Status and Passports department with all final judgments handed down by them that are related to bankrupt, interdict and incapacitated persons, provided that said judgments are to include full names and national id numbers of said adjudicated persons.
- E. Names of deceased are to be deleted by Civil Status and Passports Department from voters' tables.
- F. Civil Status and Passports department is to compile voters' tables of people of the Badia, organized according to names of clans registered in Electoral Districts System issued under applicable Provisions of Election Law.

Article No. (4)

Initial voters' table is to include the following:

- A- Header of voters' table that contains the following data:
 - 1. The following sentence: "The Hashemite Kingdom of Jordan".
 - 2. The following sentence: "Independent Election Commission" and its Logo thereof.
 - 3. The following sentence: "Initial voters Table for Parliamentary Elections".
 - 4. Name of local electoral district.
 - 5. Name of governorate in which the electoral district is located.
 - 6. Year of election.
 - 7. Name of polling and counting center.
 - 8. Gender of voters contained in the table (Males/ females).
 - 9. Issuance date of voters' table.
 - 10. Number of voters whose names are contained in the table.
 - 11. Page number / aggregate number of pages.

- B- voters' table is to contain the following data against the name of each voter:
 - 1. voter's serial number.
 - 2. voter's national number.
 - 3. Name of every voter, in four sections.
 - 4. Residence place.
 - 5. A field for notices.
- C- The name of (polling and counting center) is to be displayed at the end of each page of initial voters' table. The last page of each table is to contain a horizontal line, to indicate the end of voters' names contained in that table. Under said line, both the following sentences "end of initial voters table" and (Name of polling and counting center) are to be displayed.

Article No. (5)

- A- Subject to Provisions of Articles No. (3) & (4) hereinabove, Civil Status and Passports Department is to deliver to the Commission a soft edition of initial voters' tables, within seven days of a request of said delivery by the Commission.
- B- As from the day next to the day on which said tables were received from Civil Status and Passports Department, Commission is to publish these initial voters' tables on its website and in any other manner approved by the Board, to ease the access thereto by all electors.
- C- Each electoral committee's director in each local electoral district is to be provided by the Commission with initial tables of voters of his/her district.
- D- Initial voters' tables are to be electronically published by director of electoral committee, for seven days as from the day next to the day on which these tables were received by him, inside the electoral committee and in any of the following places:

1. Sub –offices of electoral district (If any).
2. Station of related governorate, brigade or district.
3. Municipality Center or any of Amman Municipality Areas.
4. Civil Status and Passports office or directorate of related electoral district.
5. Any other place deemed proper by the electoral committee director in coordination with the Commission.

E- Display places of initial voters' tables are to be published for once by the Commission, in two wide spread local daily newspapers and on the website of the Commission.

Article No. (6)

A- Any of the people of a local electoral district who resides thereout, is entitled to apply in writing to the Civil Status and Passports Department enroll his/her name in the initial table of said electoral district, within fourteen days as from the day next to the day on which initial voters' tables were displayed, provided that his/her permanent residence place is located therein.

B- Subject to the Period mentioned in Paragraph (A) herein:

1. In case that a governorate contained more than one electoral district and a there is a seat that is allocated to Circassians and Chechens or to Christians in one or more electoral districts of that governorate, any Circassian, Chechen or Christian voter who resides inside an electoral district that does not contain that allocated seat is entitled to apply either electronically or in writing to that civil status and passports department to enroll his/her name in the initial table of any electoral district of same governorate that has that seat.

2. In case that the governorate in which the Circassian, Chechen or Christian voters resides allocates no seat for Circassian, Chechen or Christian, that elector then is entitled to apply either electronically or in writing to the civil status and passports department to enroll his/her name in the initial table of any electoral district located in any other governorate for which that seat is allocated.

C- Any person whose name was omitted from voters' initial tables and any voter who found out any incorrect data related thereto or changed his/her residence place, is entitled to apply either electronically or in writing to the civil status and passports department, within fourteen days as from the day next to the day on which initial voters' tables were displayed, to enroll his/ her name, to correct the error or to take the change of his residence place into consideration. In case the application is approved, initial voters' tables are to be amended accordingly by the civil status and passports department.

Article No. (7)

A- voters are entitled to apply either electronically to the Commission or in writing to the civil status and passports department, within the period fixed to object to the initial tables, using the form approved for that purpose, in order to change the designated polling center.

B- voters with disabilities who are unable to practice their voting rights in polling centers that are unduly prepared for them, are entitled to apply within expiration of period of objections to initial tables, to the civil status and passports department, whether electronically or in writing, using the form approved for that purpose, in order to replace such centers with other ones that are duly prepared for voters with disabilities.

- C- Notwithstanding the Provisions of Paragraphs (A) & (B) herein, the Board may, in specific and justifiable cases, approve the replacement of polling centers for any voter whose name is registered in voters tables.
- D- Civil Status and Passports Department is to provide the Commission with a statement that contains applications submitted to the Department under Provisions of Paragraphs (A) & (B) herein, to enable the Commission to study them and reflect them in initial voters' tables according to capacity of each polling and counting centers; where the Commission is to decide on these applications within fourteen days from the submission date thereof.

Article No. (8)

- A- A committee called "Disposal Committee of Electoral District replacement Applications" is to be formed in each civil status and passports office and to be presided over by the secretary of the office and in membership of two employees of that office, in order to study applications submitted thereto under Provisions of Article No. (6) herein and to decide thereon within fourteen days as from the receipt date thereof by that committee.
- B- Objection application is to be submitted in person by the person concerned to the committee formed under Provisions of Paragraph (A) herein; the person concerned may, in writing, delegate any of his family members who are registered with him in civil entry, attaching supporting evidential documents to his application as applicable.
- C- Subject to Paragraph (B) herein, a wife is entitled to submit application of objection, in case that house is registered in her name or leased by her under a lease contract registered with the competent authority.

- D- On submission of the application in person, the committee is to serve a written notice of receipt on the applicant, on which notice the seal of the Civil Status and Passports Department is affixed and the name of the status office, name of related employee and name of applicant, time and date of submission and the inward number registered in inward record are written and to deliver that notice to the applicant.
- E- The civil status and passports department may offer electronic service that allows objections applications to be electronically submitted thereto by voters within the period stated in Article No. (6) herein whenever required, but under consent of the Commission.
- F- In case of electronic application, an electronic notice that contains name of applicant and time and date of submission, is to be served on the applicant.
- G- Validity of applications are to be verified by the committee against entries and records of the status department, including computer records related to residence place and the documents attached to the application.
- H- Application is to be dismissed on procedural grounds in case it is submitted after the deadline or in case that is submitted by persons other than those stated herein.

Article No. (9)

Applications submitted to the committee formed under Provisions of Article No. (8) -Paragraph (A) hereinabove, shall, under Law, be decided by that committee under Provisions of present Instructions, within fourteen days as from submission date thereto. In case of application approval, the following takes place:

- A- Name of that person, is to be registered in voters' table of his local electoral district that is related to his residence place.

- B- Voter's incorrect data are to be corrected.
- C- Residence place is to be changed, provided applicant to attach evidential documents and papers required by the Status Department.
- D- Local electoral district is to be replaced for categories mentioned in Article No. (6) Hereinabove.

Article No. (10)

Voter's name is to be registered by the Status Department, in electoral district of Badia to which the voter belongs in case that he is a person of Badia whose name was registered in other electoral district, where the latter may, in this regard, take the opinion of Tribal Advisory Bureau into consideration.

Article No. (11)

- A- In case that the application is dismissed, either a soft or hard copy of the resolution (affixed with seal of related office) made by the disposal committee formed under Article No. (8) – Paragraph (A) mentioned hereinabove, is to be delivered to the applicant. The committee decision to dismiss any of the applications mentioned herein, is appealable before the court of first instance within the jurisdiction of which the local electoral district falls, provided the appeal is lodged within no more than seven days as from the day next to the day on which the decision was made. Court is to decide on the appeal within seven days as from the lodging date thereof with court clerk department, and the court decision in this regard is final,
- B- Copies of judgments issued by competent court of first instance in relation to appeals are to be provided by the court to Civil Status and Passports Department within three days of issuance date thereof.

- C- Status Department is to adopt measures necessary for revising initial Voters' tables in accordance with judgments issued under Provisions of Paragraph No. (A) Herein, within seven days of receipt date of said judgments.

Article No. (12)

Civil Status and Passports Department is to provide the Commission with a daily detailed report that contains data of voters registered in initial voters' tables whose electoral districts have been replaced, who have been added to voters' tables, whose incorrect data were corrected or whose residence place or polling center have been changed according to the local electoral district.

Article No. (13)

- A-Each and every voter whose name is registered in initial voters' lists, is entitled to object, whether electronically or in writing, before the Commission through the director of electoral committee or his representative, to the registration of others in his electoral district initial voters' lists, provided that his objection and the necessary evidences and documents attached thereto are lodged within no more than seven days as from the day next to the day on which the tables were displayed by directors of electoral committees.
- B- 1- objections are to be submitted using the form approved by the Board for that purpose, knowing that any application that does not include the following data, is to be dismissed:
 - A- Name and national number of the objector.
 - B- Name and national number of the objected-to person.
 - C- Submission date and time of objection.
 - D- Name of electoral district.
 - E- Name of governorate.
 - F- Grounds of objection.
 - G- Evidences and documents that support his objection.

2. An electronic or in writing notice of receipt of the objection form referred-to in Item No. (1) Hereinabove is to be served by director of electoral committee or his/her representative on the objector.

Article No. (14)

Both soft and hard copy of objections are to be submitted daily by director of the electoral committee to the Commission, as follows:

- A- Under a written letter to the Commission,
- B- A statement that contains number of objections, names of objectors, documents and evidences attached to each objection.
- C- Mechanism of objection submission and delivery is to be regulated under a letter to be duly signed that includes time and date of objection submission and delivery.

Article No. (15)

- A- No less than one committee is to be formed by the Board to study objections received by the Commission, and to be decided by the Board within seven days as from the receipt date thereof.
- B- Objections and documents attached thereto which are received by the Commission are to be registered in a register to be specifically made for that purpose, in which serial numbers of submissions received are to be recorded in order.
- C- The committee is to handle duties thereof and to have powers, as follows:
 1. To verify and assure that all documents and evidences submitted by objectors are attached to the objection form.
 2. To require, in case it deems proper, the Civil Status Department or the objector to submit any evidential documents, data or evidences it deems necessary to decide on the objection.
 3. To call, if deemed proper, objectors and require him/her to clarify any ambiguity regarding his/her objection.

- D- An objection is to be dismissed on procedural grounds in any of the following cases:
 - 1. If name of objector is not contained in initial voters' tables of that electoral district.
 - 2. If objection is submitted after the deadline.
 - 3. If objector did not completely fill data stated in Article No. (13) - Paragraph (B) Hereinabove.
- E- Decisions and grounds of grant or dismissal are to be submitted by the committee to the Board.
- F- 1- in case that an objection is granted by the Board, the related decision and all documents, data and evidences are to be referred to the Civil Status Department to duly make the required amendments.
 2 – in case that an objection is dismissed by the Board, related decision and all documents, data and evidences are to be referred to the Civil Status Department for perusal.
- G- Whether an objection is granted or dismissed, Civil Status Department is to keep all documents and evidences it received from Commission.
- H- Decisions made by Civil Status Department or by the Commission are to be decided by the committee formed under Paragraph (A) herein, in case that there is any personal objection and objection against others that are registered against the elector himself/ herself.

Article No. (16)

- A- The Commission is to compile and display tables of results of objections submitted thereto, for seven days, through directors of electoral committees, in any of the places referred to in Article No. (5) – Paragraph (D) Herein.
- B- Decisions made by the Commission regarding granting or dismissal of objections, are appealable by objector or objected-to, before the court of first instance within the jurisdiction of which the local electoral district falls, within a period not exceeding seven days as from the day next to the day on which

these tables were displayed, and the count is to decide on appeals within seven days as from the date on which the appeal is lodged with court clerk department, and decisions on these appeals are final.

- C- Judgments delivered by court of first instance regarding decisions of appeals it considered, are to be provided to the Commission within seven days as from handing down date.

Article No. (17)

- A- Copies of said judgments are to be daily submitted by the Commission to the Civil Status Department, for the necessary procedures to be adopted and for initial voters' lists to be corrected within seven days as from the receipt date thereof.
- B- Judgments referred to in Paragraph (A) Herein, are to be submitted immediately by the Commission to the Civil Status Department as follows:
1. Under a written letter to the Civil Status Department.
 2. A special statement regarding each local electoral district that includes number of judgments submitted thereto, numbers given to said judgments, name of appellant and the conclusion of the judgment, is to be prepared by the Commission.
 3. Mechanism of submission and delivery of judgments referred to herein is to be regulated under a written letter that is duly signed and includes time and date of submission and delivery.

Article No. (18)

- A- The Civil Status Department shall, having corrected voters' tables according to decisions made, submit corrected tables to the Commission to approve them within three days as from the day next to the receipt day thereof, where the Board may, under a grounded decision, extend such

- period for similar periods.
- B- On approval by the Board of voters' tables submitted thereto by Civil Status Department, said tables become final for voters and unamendable in any manner and the parliamentary elections shall run in accordance therewith.
 - C- Final tables for voters are to be published by the Commission on the website thereof and in any other manner it deems proper for all voters to access them, and also to be provided by the Commission to each director of each electoral committee within his/her electoral district for each of them to display these tables in any place(s) stated in Article No. (5)- Paragraph (D) Hereinabove.
 - D- Notwithstanding Provisions of Paragraphs (B) and (C) Herein, Commission continues to electronically mark voters names contained in final voters' tables, who do not fulfill right to vote requirements provided for in Article No. (3)- Paragraphs (B) and (C) and Article No. (4) – Paragraph (E) of Parliamentary Election Law applicable till the polling day.
 - E- Notwithstanding Provisions of Paragraph (B) Herein, working cadres of electoral process are to be enabled by the Commission to practice their polling rights in their local electoral districts if possible.

Article No. (19)

Final voters' tables are to contain the following data:

- A- Header of voters' tables, which header contains the following data:
 - 1. The following sentence: "The Hashemite Kingdom of Jordan",
 - 2. The following sentence: "Independent Election Commission" and its Logo.
 - 3. The following sentence: "Final Voters tables for Parliamentary Elections".

4. Name of local electoral district.
 5. Name of governorate in which the electoral district is located.
 6. Year of election.
 7. Issuance date of voters' tables,
 8. Gender of voters contained in the table (Males/females),
 9. Number of voters whose names are contained in the table.
 10. Name of polling and counting center and the number of polling box.
 11. Page number / aggregate number of pages.
- B- Voters' tables are to contain the following data:
1. Voters' serial number.
 2. Voter's national number.
 3. Name of every voter.
 4. Residence place.
 5. A field for voter's signature or finger print.
 6. Name of voter's companion if any.
 7. National number of that companion.
 8. A field for notices.
- C- The name of (polling and counting center and the number of the box) is to be displayed at the end of each page of voters' tables. The last page of each table is to contain a horizontal line, to indicate the end of voters' names contained in that table. Under said line, both the following sentences "End of voters table" and (Name of polling and counting center and the number of box) are to be displayed.

Article No. (20) The Board is to approve forms and tables necessary for the execution of present Instructions.

Article No. (21) Executive Instructions on Compilation of Voters' tables No. (1) Of 2016 as amended, are canceled.

Board of Commissioners of the Independent Election Commission