

## INSTRUCTION GUIDE FOR POLLING STATION MEMBERS ABROAD

### INSTALLATION

It is the duty of the appointed and substitute polling station members to arrive at 7.30 am for the installation.



1

Who presides the polling station receives the election material (packages A, B and C) and signs the delivery receipt. The secretary and the third polling station member inspect the two first packages and cross-match them with the list of materials. If anything is missing, they should contact the consular officer.

**Note.** The C package (for the vote counting) is only checked to make sure it is sealed with the ONPE tape and is then set aside.



Paquete A

2

Who presides the polling station opens the booklet containing the holograms, together with the consular officer. He or she will then count the holograms and write down the amount in the Received field. Both fill out their names and sign at the end.

**Note.** The amount should match the number appearing on the front cover of the hologram booklet.



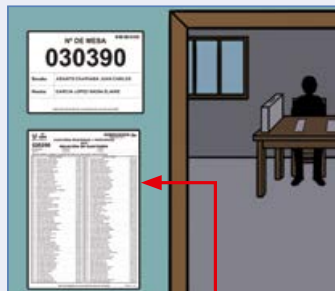
3

Paste the label Election Waste on the empty box of election material. After that, the box should be placed on the side of the table.

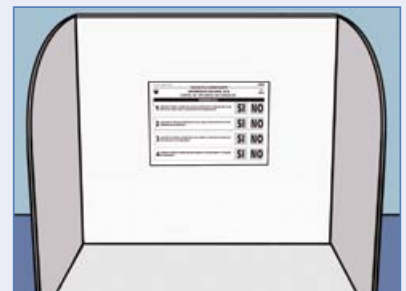


4

Make sure to clearly tape the list of voters at the entrance of the room, and place a sign in the secret voting booth saying Options in Consultation.



List of voters



Options in Consultation sign

5

If you are presiding over the polling station, make sure that the amount of ballots specified on the label of the ballot package matches the total amount of authorized voters printed on the tally sheets.

6

If you are presiding over the polling station you must sign the ballots. It is not necessary to sign them all during the installation. You can sign them in batches, but make sure you do it before submitting them to the voters when they come in to vote.

**Note.** The poll watchers may sign the ballots if they wish, but they can only do so during the installation.



7

Detach the 3rd sheet from the election documents (control sheet of attendance of polling station members). The secretary calls each polling station member aloud (appointed and substitute members) and asks for their signature, which is mandatory. In case of absence, he or she must write "FALTÓ" in the field of the signature.

#### Note

1. Voters appointed as polling station members must complete their personal information and sign on the back of this sheet.
2. The polling station members who fail to attend at the installation will have to pay a penalty fee of 207.50 soles.

**3a**

**030390**

**DOCUMENTOS ELECTORALES**

**REFERENDUM NACIONAL 2018**

**HOJA DE CONTROL DE ASISTENCIA DE MIEMBROS DE MESA**

MESA DE SUFRAGIO N° **030390**

DEPARTAMENTO **030390** PROVINCIA **LA GALAXIA** DISTRITO **JUPITER**

**A MIEMBROS DE MESA TITULARES Y SUPLENTE QUE ASISTIERON A LA INSTALACION DE LA MESA.**

DOCUMENTO NACIONAL DE CIUDADANO	CIUDADANOS SORTADOS	FIRMA
1008901-4	<b>PRESIDENTE</b> ABRIANZEN CALLE ALEX CARLOS	<i>Alex</i>
0900881-1	<b>SECRETARIO</b> GÓMEZ PÓVEDA ROSA MARÍA	<i>Rosa</i>
45021779-0	<b>TERCER MIEMBRO</b> MESA PELA LUIS RAFAEL	<i>Luis</i>
28470118-4	<b>PRIMER SUPLENTE</b> SRAVO RIVERA MARITZA CECILIA	<i>Maritza</i>
07380317-5	<b>SEGUNDO SUPLENTE</b> FERNANDEZ JASIN ROMULO ARTEWID	<i>Romulo</i>
0996241-6	<b>TERCER SUPLENTE</b> SANCHEZ MURILLO JOSE HUMBERTO	FALTÓ

**MUY IMPORTANTE**

- Esta hoja debe ser firmada obligatoriamente por los Miembros de Mesa Titulares y Suplentes presentes en la instalación de la mesa.
- En caso de no asistencia, escribir en el lugar de la firma la palabra FALTÓ.

8

Detach five (5) tally sheets from the election documents. Complete the information of the installation section on all the lists.

- Write down the time the polling station was installed. Specify if the material received was complete and in good condition.
- Write in letters and numbers the amount of ballots received.
- In the Comments field, note if there were any incidents or problems (if any).
- Sign the tally sheets and fill out your information in the field corresponding to your function. Your signature should be the same as it appears on your DNI.
- Ask the poll watchers if they wish to sign the lists in the installation section.

# VOTING

**1** Materials to be used will be the list of voters, the holograms, ballots, pens, ink pads and the ballot box sealed with tape. The rest of materials should be kept aside.

**2** The appointed and substitute polling station members should vote first. Afterwards, the attending party observers should vote second. Then the voters.

## Steps to attend the voters

### Step 1

Ask for their blue or electronic DNI (or the yellow one, if applicable). Verify their identity on the list of voters and if they belong to this polling station. If they don't, refer them to the consular officer for appropriate guidance.

**Note.** It is easier to locate them by their order number. Therefore, ask them if they found their order number on the list of voters posted at the entrance of the room.

### Step 2

Give the voter a signed and folded ballot, together with a pen.



### Step 3

Make sure the voter enters the voting booth alone, except if they have some kind of disability.



### Step 4

Ask them to deposit the ballot in the ballot box.



### Step 5

Show them where to sign and place their fingerprint.

**Note.** In case they cannot sign, tell them to place another fingerprint in the field corresponding to the signature.



## Step 6

Paste the hologram on their DNI and give it back to the voter.

The voting station closes at 4 pm. Whoever is inside the voting location may still vote.



Write "NO VOTÓ" next to the names of those who did not vote.

- 3** **Note.** If you mistakenly wrote down "NO VOTÓ" in the field where someone already signed and placed his or her fingerprint, note the fact in the Comments field on the same page.



Who presides the polling station should sign the Comments field on the last page of the list of voters.

- 4** **Note.** If there are any party poll watchers present at that moment ask them if they want to sign. Their signature is optional.



- 5** Count the total amount of citizens who voted on the list of voters.

Fill out the five (5) tally sheets.

- 6**
- Write in letters and numbers the amount of citizens who voted and the amount of unused ballots.
  - Note any comments from the voting desk members and the party poll watchers.
  - Specify the time it ended.
  - Sign the tally sheets (as in your DNI) and fill out your information in the field corresponding to your function.
  - Ask the party poll watchers if they wish to sign the lists in the vote counting section.

- 7** Count the surplus holograms together with the consular officer. Write down the amount in the Return field and sign (the consular officer is also required to sign). The unused holograms (without detaching them) are placed in the booklet which is then closed with the labels intended to close the hologram booklet included in the installation package.

- 8** Remove the orange envelope from the B installation package and keep the list of voters inside, together with the attendance control list of the polling station members and the hologram booklet. Close the envelope with the label intended to close the envelopes containing the tally sheets (included in the C vote counting package) and hand it over to the consular officer.

## COUNTING OF VOTES

**1** Write down the starting time of the vote counting process on the five (5) tally sheets. Afterwards, set them aside.

**2** Remove the ballots from the ballot box. Count them without opening them and check whether the amount of ballots matches the amount of voting citizens, according to the valid votes minutes.

- If there are more ballots, randomly remove the surplus ballots and destroy them without opening them.
- If there are less ballots, continue with the counting.

In both cases, when you fill out the official tally sheets, note the fact in the Comments field.

**3** Open the ballots one by one. Upon opening them, the person presiding the polling station makes sure they are signed. In case there is a signature missing the ballot should be put aside and counted as a null vote.

**4** Detach the draft worksheet for the scrutiny of the votes for questions 1 and 2 from the election documents. Detach the other draft worksheets as well (for questions 3 and 4).

**5** If you are presiding the polling station, and together with the other members, you must check the first ballot and read off aloud if for each question the vote is YES or NO, or if the ballot corresponds to a blank vote or null vote. Show the ballot to the party poll watchers. Follow the same procedure for the counting of all the ballots. The secretary should keep track of the counting of the votes on the draft worksheet for questions 1 and 2, while the third member does the same on the draft worksheet for questions 3 and 4.

On the next page you will find the details on the referendum ballot and the type of vote.

This ballot has 4 questions. During the voting, people will be able to vote writing a cross + or an X on the box with the **YES** or **NO** corresponding to each question.



The votes for **YES** approve the constitutional reform.

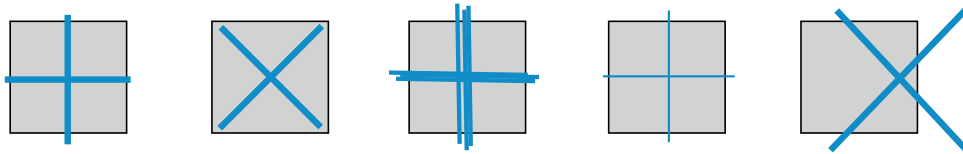


The votes for **NO** do not approve the constitutional reform.

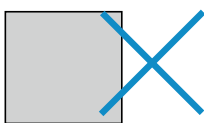
During the vote counting, each question will have to be reviewed separately, as to whether the vote is valid or null or blank, that is, bearing in mind that the type of vote objected in one line will not affect the other one.

**Remember:** It is possible to have a valid vote for one question, null for another question and blank for another one, in one single ballot. This is because each question is independent of the other ones.

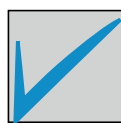
**VALID VOTE:** is whenever the cross (+) or X (x) is inside the box of one of the options. It is also valid if the line of the cross (+) or X (x) has been retraced or marked very softly or if it is placed outside the box; however, the sections where the lines cross should be inside the box.



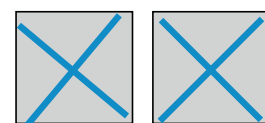
**NULL VOTE:** According to Article 286 of the LOE, the most frequent cases of null votes are the following:



The lines cross outside of the box



It was marked with a sign that is neither a cross (+) nor an X (x).



There was a double marking

**Ballots are also null if...**

- They are torn or don't have the signature of the polling station president.
- They have the name, signature or DNI number of the voter or if it shows sentences or signs that have nothing to do with the referendum.
- The ballot has not been delivered by the polling station.

**BLANK VOTE:** When the voter did not check any option.



6

Upon finishing the counting of the ballots, count the tally marks of each option on the draft sheets and write down the result in the Total votes. Afterwards, add them all until you obtain the total votes cast.

7

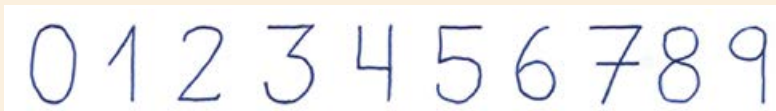
Make sure that the total votes cast on the four draft sheets match among themselves and match the total amount of citizens whose vote is written down in the electoral records. If they don't match, check the additions you made. If you find the mistake, correct it and add the total votes again.

In the scrutiny of the tally sheets:

8

Copy the results from the draft sheets.

- Write the numbers so they can be read without confusion, smudges or amendments.
- Preferably use the following stroke for the numbers:



After copying the results, you must:

- Write down any comments of the party poll watchers and the polling station decisions (if any).
- Complete the family names and names of the polling station members and have each one of them sign.

The party poll watchers may sign if they wish so.

Nº	CANTIDAD					TOTAL DE VOTOS
	SI	NO	EN BLANCO	EN NEGRO	OTROS	
1	125	125	15	15		280
2	125	125	15	15		280
3	125	125	15	15		280
4	125	125	15	15		280

Sample of correctly completed records.

9

Remove the film strip protecting the results from the vote counting package (package C). Then, paste a strip over the results and the Comments field on the five (5) tally sheets, before delivering them to the consular officer.

**Note.** The Comments field must be protected even though nothing has been reported in them.

10

Remove the gray, red, green, light blue and purple plastic envelopes from the vote counting package. Also remove the labels to be used to close the envelopes of the ballot recounting minutes form the vote counting package.

11

Place in each envelope an electoral record protected with a film strip to protect the results. Make sure that the envelopes with an identity objection and those with a vote objection (if any) are placed in the light blue plastic envelope. Then, close the envelopes with the corresponding labels.



12

Complete, sign and deliver an electoral record to each accredited party poll watcher, should they request so. The results must be copied from the draft sheets. These tally sheets do not carry a film strip to protect the results and will not be delivered in envelopes.

13

Whenever the consular officer requests it, deliver the tally sheets to him, but before that, write a cross (+) or an X (x) in the Approved column of the "Delivery receipt for the records and election materials", for each delivered record.

14

Detach the results sheet from the election documents and copy the results from the draft sheet there. Then, paste the results sheet on the outside of the polling room, in a visible place.

15

Tear up the ballots that have already been counted, in addition to the surplus ballots, and keep them in the election waste box, together with the draft sheets.

## Final activities

16

Complete and sign the participation certificates of the polling station members and distribute them accordingly.

17

Remove the recycling bag from the vote counting package (package C) and store the pens, ink pads, the objected vote envelopes that have not been used and the tape. Close the bag and keep it in the election waste box. Discarded ballots (used and unused), surplus ballots, draft sheets, surplus labels, unused formats, etc., should also be kept in this box.

18

Deliver the box with the election waste, ballot box and booth to the consular officer. Upon handing them over, use the section "Delivery receipt of the records and election material" to write a cross (+) or an X (x) and fill out the information accordingly. Finally, the presiding member signs and receives the delivery receipt.



## SPECIAL CASES AND SITUATIONS

### During the installation

#### At 8.30 am, one or more appointed polling station members have not yet arrived

The polling station should be installed with the appointed and substitute members who are present at that time and three polling station members should be chosen among them.

#### Up to 8.30 am the polling station cannot be installed because one or two members are still missing (whether appointed or substitute members)

In order to complete the polling station, the presiding member appoints one or two people waiting in line (as the case may be).

#### Up to 8.30 am none of the members are present, either appointed or substitute members

The consular officer requests the presiding member of the preceding or following polling stations to appoint as desk members three people waiting in line.

#### It's 9 am and there are still no polling station members present, and no voters who can install it

Another polling station that is already operating is requested to assume the installation of the polling station with no members or voters available.

- In this case, the polling stations members must receive the election material of the polling station that is assigned to them so that they can use it as well, but separately. Therefore, they will install the polling station assigned to them with their own official polling station installation records.
- During the voting, the ballots of the two polling stations should not be mixed and the voters attended should be supervised to deposit their ballot in the ballot box that corresponds to them. At the end of the voting, they must complete the records of their own polling station and, separately, the records of the assigned polling station.
- During the vote counting, they will first count the ballots of their own polling station, and then those of the polling station assigned to them, each one completing their own records and result sheets separately.

#### It's 9 am and some polling stations only have one or two people and the same thing happens in another polling station

The consular officer will choose at least three people among those present in order to install the two polling stations they belong to.

- In this case, the polling station members will receive two boxes with election material to be used separately. They will thus install two polling stations, each one with its own official polling station installation records.
- During the voting, the ballots of the two polling stations should not be mixed and the voters attended should be supervised to deposit their ballot in the ballot box that corresponds to them. At the end of the voting, they must complete separate valid votes records.
- During the vote counting, they will count the ballots of the ballot boxes of each polling station and complete the tally sheets and result sheets separately.

In these last two cases, the fact must be recorded in the comments field of the official polling stations installation records.

## During the voting

### When elderly people, pregnant women, people with disabilities or carrying small children appear

They should be given priority and helped before the other people.

## Cases in which the person DOES VOTE

### Suspected identity impersonation: when a person shows up with a DNI number and name of another person who has already voted

Their identity is verified, the person votes, then signs and places his or her fingerprint at the end of the list of voters. Then, the person presiding over the polling station records the fact in the Comments field at the end of the list of voters, retains their DNI and delivers it to the consular officer so that he or she, in turn, may refer it to the Public Prosecutor's Office. Finally, he or she asks the consular officer for the "Retention receipt of the identity document", fills it out and delivers it to the person whose DNI was withheld.

### A voter appears and is a polling station member who has failed to comply with his or her installation duties

He or she votes but without signing the attendance list of the polling station members, and will not get included: however, his or her DNI is not withheld.

## A party poll watcher objects the identity of a person

### When it is declared unfounded

The person votes and in the Comments field of the suffrage record, writes the application of a penalty to the person who made the objection for its subsequent collection by the National Jury of Elections (JNE), without prejudice to any criminal liability that may arise.

### When it is declared unfounded but the party poll watcher appeals

The person votes and who presides the polling station must do the following:

- Request the identity objection envelope from the consular officer and the "Retention receipt of the identity document".
- Place the ballot and the DNI in the envelope, fills out the information on the envelope and asks who objected to sign (if he or she refuses to sign, the objection is not applicable).
- Fill out the details of the receipt and hand it over to the objected person.
- Report the fact in the Comments field of the corresponding suffrage electoral record and list of voters.
- At the end of the counting scrutiny, he or she keeps the identity objection envelope in the light blue envelope containing the tally sheets for the National Jury of Elections.

## Cases in which a person DOES NOT VOTE

### When the person's family names and names do not appear on the list of voters even though they belong to that polling station

Who presides the polling station asks the consular officer to issue a record of attendance to the polls, fills it out, and gives it to the person so that he or she can find out about his or her case.

### One person tries to impersonate the identity of another one by submitting a DNI that is not his or hers

Who presides the polling station withholds the DNI and delivers it to the consular officer so that he or she, in turn, may refer it to the Public Prosecutor's Office through the Ministry of Foreign Affairs.

## During the scrutiny

### A party poll watcher objects a vote

The decision of the majority of the polling station members shall prevail.

- If the objection is declared unfounded and there is no appeal, the vote is counted.
- If the objection is declared well founded or it is appealed, the vote is counted as objected and who presides the polling station shall:
  - > Take out a vote objection label from the vote counting package.
  - > Write the number of the question on which the vote is objected on the label, the reason and the DNI number of the person who is objecting.
  - > Ask the party poll watcher to sign the objection label.
  - > Paste the label on the ballot (on the front cover where it is signed by who presides the polling station). When pasting it, make sure the signature of the ballot is not covered.
  - > Take out the vote objection envelope from the vote counting package and keep the ballot with the objected vote. Then, close the envelope, write down his or her information and sign. Also withdraw the blue plastic envelope and keep the vote objecting envelope with the objected vote there.
  - > When the official counting vote record is filled out, note the reason why the party poll watcher objected in the Comments field.

## Observations or claims to the scrutiny

- In case of objections, the polling station members will decide by majority.
- Request the "Objections or claims to the scrutiny" format from the consular officer.
- Who presides the polling station reports the fact on the "Observations or claims to the scrutiny" format, which has to be completed in triplicate.
- Complete the information on the format and request the signature of the party poll watcher.
- Place one copy of the format in the gray envelope, another one in the light blue envelope and the third one in the green envelope, together with the tally sheets which is delivered in each envelope.



5a

## REFERÉNDUM NACIONAL 2018

MESA DE SUFRAGIO N°

030390

REFERÉNDUM  
HOJA BORRADOR →

TOTAL DE ELECTORES HÁBILES 300

DEPARTAMENTO

UNIVERSO

PROVINCIA

LA GALAXIA

DISTRITO

JUPITER

Lleva la cuenta de los votos por cada opción trazando cada lado punteado de acuerdo al siguiente detalle:  = 1 voto,  = 2 votos,  = 3 votos,  = 4 votos,  = 5 votos

Luego cuente el total de votos de cada opción y escríbalo con el recuadro de la derecha.

## 1 ¿Aprueba la reforma constitucional sobre la conformación y funciones de la Junta Nacional de Justicia (antes Consejo Nacional de la Magistratura)?

	CONTEO DE VOTOS <input checked="" type="checkbox"/> = 5	TOTAL DE VOTOS
<b>SI</b>		
<b>NO</b>		
VOTOS EN BLANCO		
VOTOS NULOS		
VOTOS IMPUGNADOS (*)		
TOTAL DE VOTOS EMITIDOS (**) →		

## 2 ¿Aprueba la reforma constitucional que regula el financiamiento de las organizaciones políticas?

	CONTEO DE VOTOS <input checked="" type="checkbox"/> = 5	TOTAL DE VOTOS
<b>SI</b>		
<b>NO</b>		
VOTOS EN BLANCO		
VOTOS NULOS		
VOTOS IMPUGNADOS (*)		
TOTAL DE VOTOS EMITIDOS (**) →		

(\*) No debe contarse como voto impugnado aquel que fue resuelto en mesa.

(\*\*) MUY IMPORTANTE

Este resultado debe ser igual al total de ciudadanos que votaron, registrados en el Acta de Sufragio (Ver página 4c); verifíquelo antes de copiar en el Acta de Escrutinio.



**REFERÉNDUM NACIONAL 2018**

**REFERÉNDUM  
HOJA BORRADOR**

MESA DE SUFRAGIO N°

**030390**

TOTAL DE ELECTORES HÁBILES **300**

DEPARTAMENTO

**UNIVERSO**

PROVINCIA

**LA GALAXIA**

DISTRITO

**JUPITER**

Llevar la cuenta de los votos por cada opción trazando cada lado punteado de acuerdo al siguiente detalle:  = 1 voto,  = 2 votos,  = 3 votos,  = 4 votos,  = 5 votos. Luego cuente el total de votos de cada opción y escríbalo con el recuadro de la derecha.

**3** ¿Aprueba la reforma constitucional que prohíbe la reelección inmediata de parlamentarios de la República?

	CONTEO DE VOTOS <input checked="" type="checkbox"/> = 5	TOTAL DE VOTOS
<b>SI</b>		
<b>NO</b>		
VOTOS EN BLANCO		
VOTOS NULOS		
VOTOS IMPUGNADOS (*)		
TOTAL DE VOTOS EMITIDOS (**) →		

**4** ¿Aprueba la reforma constitucional que establece la bicameralidad en el Congreso de la República?

	CONTEO DE VOTOS <input checked="" type="checkbox"/> = 5	TOTAL DE VOTOS
<b>SI</b>		
<b>NO</b>		
VOTOS EN BLANCO		
VOTOS NULOS		
VOTOS IMPUGNADOS (*)		
TOTAL DE VOTOS EMITIDOS (**) →		

(\*) No debe contarse como voto impugnado aquel que fue resuelto en mesa.

(\*\*) **MUY IMPORTANTE**

Este resultado debe ser igual al total de ciudadanos que votaron, registrados en el Acta de Sufragio (Ver página 4c); verifíquelo antes de copiar en el Acta de Escrutinio.

REFERÉNDUM NACIONAL 2018  
**REFERÉNDUM**  
**ACTA ELECTORAL** →

MESA DE SUFRAGIO N°

**030390**

TOTAL DE ELECTORES HÁBILES **300**

DEPARTAMENTO

**UNIVERSO**

PROVINCIA

**LA GALAXIA**

DISTRITO

**JUPITER**

**C ACTA DE ESCRUTINIO**

Siendo las ..... del 09 de diciembre de 2018, se inicia el ACTO DE ESCRUTINIO.

TOTAL DE VOTOS							
Nº		SI	NO	VOTOS EN BLANCO	VOTOS NULOS	VOTOS IMPUGNADOS	TOTAL DE VOTOS
1	¿Aprueba la reforma constitucional sobre la conformación y funciones de la Junta Nacional de Justicia (antes Consejo Nacional de la Magistratura)?						
2	¿Aprueba la reforma constitucional que regula el financiamiento de las organizaciones políticas?						
3	¿Aprueba la reforma constitucional que prohíbe la reelección inmediata de parlamentarios de la República?						
4	¿Aprueba la reforma constitucional que establece la bicameralidad en el Congreso de la República?						

OBSERVACIONES: →

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Siendo las ..... finalizó el ACTO DE ESCRUTINIO.

FIRMA DE LOS MIEMBROS DE MESA

**PRESIDENTE**  
 NOMBRES: \_\_\_\_\_  
 APELLIDOS: \_\_\_\_\_  
 DNI: \_\_\_\_\_

**SECRETARIO**  
 NOMBRES: \_\_\_\_\_  
 APELLIDOS: \_\_\_\_\_  
 DNI: \_\_\_\_\_

**TERCER MIEMBRO**  
 NOMBRES: \_\_\_\_\_  
 APELLIDOS: \_\_\_\_\_  
 DNI: \_\_\_\_\_

FIRMA DE LOS PERSONEROS

**PERSONERO**  
 NOMBRES: \_\_\_\_\_  
 APELLIDOS: \_\_\_\_\_  
 DNI: \_\_\_\_\_

**PERSONERO**  
 NOMBRES: \_\_\_\_\_  
 APELLIDOS: \_\_\_\_\_  
 DNI: \_\_\_\_\_

## PARTY POLL WATCHER PARTICIPATION

- He or she should submit his or her credential and DNI to who presides the polling station. This person checks whether the information on the credential corresponds to the DNI and returns both documents.
- He or she may appear any time at the three moments of the elections day.
- A party poll watcher of one polling station may replace any other party poll watcher, after he or she has identified himself or herself with the corresponding credential. Two or more party poll watchers of the same political organization or option may not participate in the same polling station.
- A party poll watcher can be accredited for one or more polling stations.

### Functions during installation (optional)

- He or she signs the voting ballots, checks that the sign with the Options in Consultation is attached in a visible place and finally, he or she signs the installation records.

### Functions during the voting process

- Vote after the polling station members, as long as they belong to that poll.
- Check whether the people who come to vote enter the secret voting booth alone, except in case of being disabled.
- Object the identity of people who come to vote.
- Raise objections or claims.
- Sign the last page of the list of voters and the suffrage records (if they wish so).

### Functions during the scrutiny

- Witness the reading of votes and examine their content.
- Object one or more votes and raise observations or claims to the scrutiny.
- Sign the scrutiny tally sheets (if they wish so).
- Request a copy of the electoral records signed by the polling station members.

### Prohibitions

- Ask voters about their election preferences.
- Talk or discuss with another party poll watcher during the voting process, with the persons who have assumed a function as a member at the polling station or the people who are coming to vote.

- Interrupt or request the review of the decisions adopted by the polling station members if he or she was not present when the event in question occurred.

### CASES REQUESTING NULLITY BY THE PARTY POLL WATCHER

- The polling station has been installed, without a clear justification, in a different place than the intended one, or under different conditions from those established by law, or after noon (12m), or preventing the right of free exercise of suffrage.
- The members of the polling station have used violence or intimidation on the voters to tilt the vote in favor of one of the referendum options.
- When it is verified that the polling station admitted votes from citizens who were not included in the list corresponding to the polling station, or that they rejected votes of citizens who were included in sufficient number to vary the result of the consultation.

In all cases, the members of the polling station shall report the request in the Comments field, at the time they complete the tally sheets.

### Bear in mind that

- In the event that a polling station member is illiterate or physically disabled and is not able to sign the electoral records, ask him or her to place his or her fingerprint in the field corresponding to the signature. In this case, the fact must be noted in the Comments field of each electoral record.
- Should any facts have been noted in the Comments field of the official installation, suffrage and scrutiny tally sheets, these should be protected with the self-adhesive film strip for the protection of the Comments field.

#### Note

1. Bear in mind that the protection of the Comments field is only done when completing the filling out of each section of the electoral record.
2. The Comments field is protected even if nothing has been written.





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