

THE ELECTORAL COMMISSION

REPUBLIC OF FIJI

59 - 63 High Street, Toorak, Suva P. O. Box 2528, Government Buildings, Suva.
Phone: +679 331 0255 Website: www.electoralcommission.org.fj

*Ref: Meeting Number 05/22
Decision Numbers 09/22*

The Electoral Commission, having held a Face-to-Face meeting on 25 April 2022, has approved the following:

1. Procedure for Approval under Section 115 of the Electoral Act 2014.
2. Brochure for Approval for activity under Section 115 of the Electoral Act 2014.
3. Guidelines for Application under Section 115 of the Electoral Act 2014.
4. Application Form for Approval under Section 115 of the Electoral Act 2014.
5. Appeal Form on Application for Approval under Section 115 of the Electoral Act 2014.

Dated this 25th day of April 2022

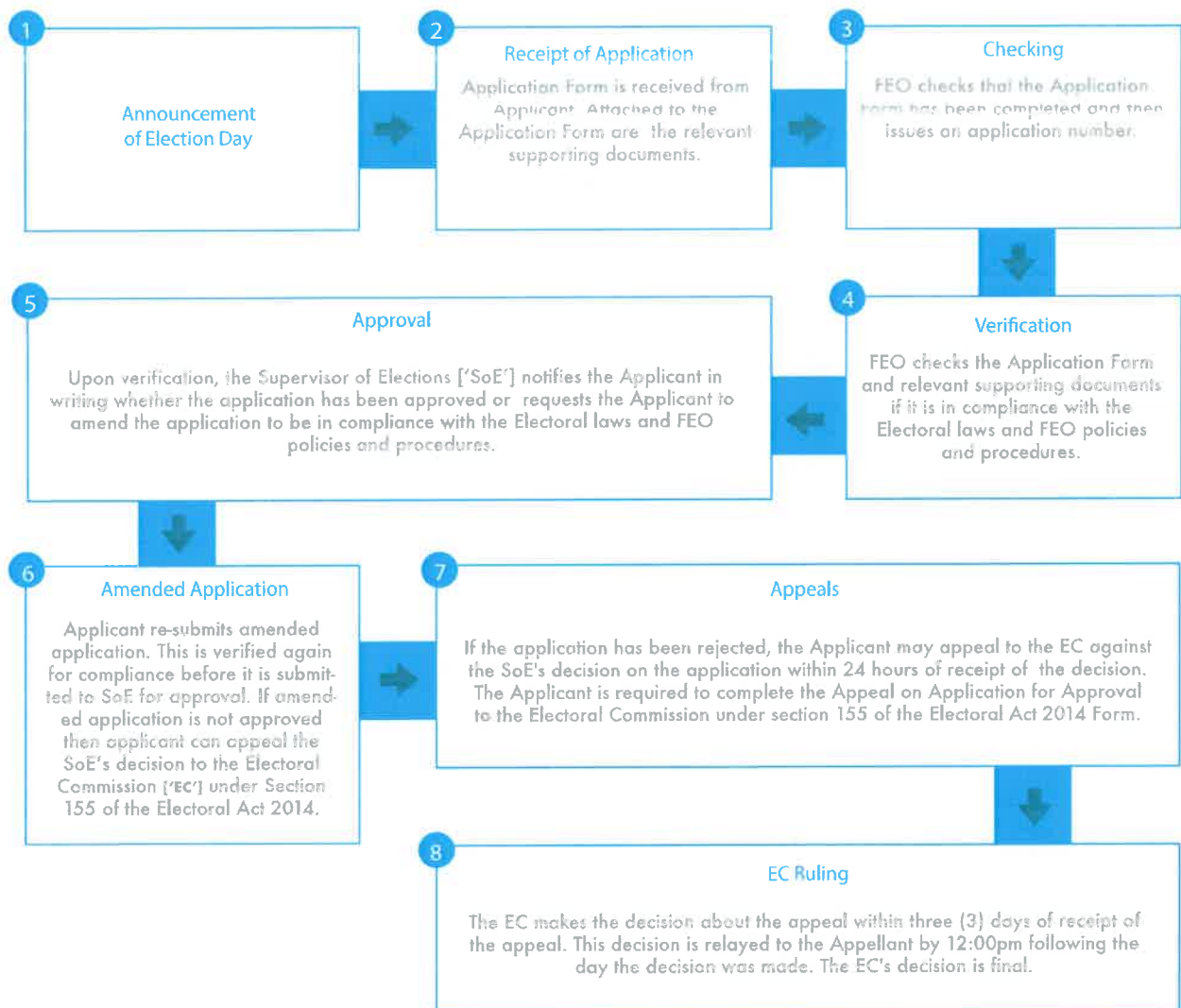


MUKESH NAND

Chairperson of the Electoral Commission



APPROVAL UNDER SECTION 115 OF THE ELECTORAL ACT 2014



HOW TO APPEAL SoE's DECISION?

An Applicant who had applied for approval and whose application was not approved by the SoE can appeal to the EC by submitting the **Appeal on Application for Approval to the Electoral Commission under section 115 of the Electoral Act 2014 Form** with other documents relating to the decision of the SoE.

The EC may make a decision within 3 days of receipt of Appeal and the decision will be relayed to the Appellant by 12:00pm following the day the decision was made. The EC's decision is final.

Applications to the EC can be submitted by Email to: secretariat@electoralcommission.org.fj or hand delivered to: Fijian Elections Office, HQ 59-63 High Street, Toorak, Suva. P.O.Box 2528, Government Buildings, Suva.



Approval for activity under section 115 of the Electoral Act 2014

Contact us

Phone: +679 331 6225
Email: info@feo.org.fj | **Web:** www.feo.org.fj
Facebook: @Fijianelectionsoffice

HEADQUARTERS
59-63 High Street, Toorak, Suva.
P. O. Box 2528, Government Buildings, Suva.

LAUTOKA OFFICE
36 Vitogo Parade, Lautoka.
P. O. Box 2528, Government Buildings, Suva.

LABASA OFFICE
Legal Aid Building, Jaduram Street, Labasa.
P. O. Box 2528, Government Buildings, Suva.

2022 General Election

APPROVAL UNDER SECTION 115 OF THE ELECTORAL ACT 2014



Pursuant to section 115 of the Electoral Act 2014, any person, entity or organisation that receives funding from a foreign government, inter-governmental or a non-governmental organisation or a multilateral agency to conduct any activity which is related to the General Election, must seek prior approval from the SoE.

Such activities includes debates, public forum meetings, interviews, panel discussions or publishing any material.

HOW TO APPLY?

In order to seek approval from the SoE, a completed **Application for Approval under section 115 of the Electoral Act 2014 [Form]** together with the required documents must be submitted to the FEO no later than 14 days before the proposed commencement of the Activity.

WHERE CAN THE FORM BE OBTAINED AND SUBMITTED?

This Form can be obtained and submitted by visiting our website <https://www.feo.org.fj/application-under-section-115-of-the-electoral-act-2014/> or contact 3316225.

WHAT HAPPENS TO YOUR APPLICATION?

The FEO will vet your application according to the existing Electoral Laws and FEO policies and procedures to ensure compliance. The FEO may require revision or amendment of particular portions before granting approval.

FEO's decisions will ideally be made known to the Applicant within 24 hours of the receipt of the application.

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Guidelines for Applications under s115 of the Electoral Act 2014

1. Pursuant to section 115 of the Electoral Act 2014, any person, entity or organization (including any person employed or engaged by any such person, entity or organization) [**'Applicant'**] that receives any funding or assistance from a foreign government, inter-governmental or non governmental organization or multilateral agency to engage in, participate in or conduct any campaign (including organizing debates, public forum, meetings, interviews, panel discussions or publishing any material) [**'Activity'**] that is related to the election or any election issue or matter will be required to seek approval from the Supervisor of Elections prior to undertaking the Activity.
2. Applicants must submit a completed 'Application for Approval under s115 of the Electoral Act 2014 Form' to the Fijian Elections Office [**'FEO'**] no later than 14 days before the proposed commencement of the Activity.
3. Application forms must accompany any content/ material or prop and particulars of the Activity in sufficient quantity and form to allow the FEO to make the necessary compliance checks prior to granting approval.
4. The FEO may peruse materials submitted to it and in order to facilitate approval, may require for revision or amendment of particular portions of the materials in the case of publications.
5. The FEO will give regard to the accuracy of the description of election procedures explained in the materials to be utilized in the Activity when considering approvals. Depending on the nature of the materials submitted to the FEO, decisions will ideally be made known to the Applicant within 24 hours of the receipt of the application.
6. Applications can be submitted by Email to csinfo@feo.org.fj or Hand delivered to: Fijian Elections Office, St Stephen's Building, Victoria Parade, Suva.

APPLICATION FOR APPROVAL UNDER SECTION 115 OF THE ELECTORAL ACT 2014

Instructions

- Use a tick (✓) where appropriate.
- Use **BLOCK LETTERS** to complete the form.
- Use Black or Blue pen **ONLY**.
- Approvals only required following announcement of Election date.

PART A: DETAILS OF APPLICANT

Name of Organisation:

Source of Funding:

- Foreign Government
 Inter-Governmental
 Non-Governmental Organisation
 Multilateral Agency

.....
(Name of Source)

Address of the Organisation:

Name of Liaison Officer: Designation:.....

Phone Contact of Liaison Officer:

Email Address of Liaison Officer:

PART B: ACTIVITY DETAILS

The Applicant is organising the following activity:

- Debate
 Public Forum
 Meeting
 Interview
 Panel Discussion
 Publication of Materials
 Others _____
(Description)

Please explain briefly details about your activity. *(Use extra sheet if necessary. Attach it to this form.)*

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NOTE: Supporting documents to be attached to this form. (Please refer to instructions)

Name of Liaison Officer: Signed: Date:

FOR OFFICIAL USE

Date of Application:

Application Number:

Form Completed:

Supporting Documents Submitted:

Decision Provided:

INSTRUCTIONS

1. How to Apply

To apply you need to submit the following to us:

- A completed form.
- Supporting document of proposed activity. Please refer to table below:

Detail of Activity	Supporting Documents
Debate	<input type="checkbox"/> Participants resume <input type="checkbox"/> Topic to be debated <input type="checkbox"/> Program
Public Forum/Panel Discussion	<input type="checkbox"/> Speakers resume <input type="checkbox"/> Topic to be discussed <input type="checkbox"/> Program
Meeting	<input type="checkbox"/> Participants resume <input type="checkbox"/> Agenda
Interview	<input type="checkbox"/> Interviewer's resume <input type="checkbox"/> Interviewee's resume <input type="checkbox"/> Interview questions <input type="checkbox"/> Date, Time and Venue of Interview
Publication of Materials	<input type="checkbox"/> Copy of the materials to be published <input type="checkbox"/> Brief summary of publishing the materials

2. When to submit

Once the Election Date is announced, you are required to apply to FEO when organising the activity that you have specified in this form.

The form is to be submitted no later than fourteen (14) days before the initial date of the activity that has been specified in this form.

3. Where to submit

This form can be submitted to the following:

Email: csoinfo@feo.org.fj

Hand Delivered: St Stephen's Building, Victoria Parade, Suva.

For any further clarifications please do not hesitate to contact us on 3316225 or email to csoinfo@feo.org.fj

To the Electoral Commission
59-63 High Street

TOORAK

INSTRUCTION

1. Write in BLOCK LETTERS
2. Place a tick (✓) in a box when required
3. Form can be submitted by email to secretariat@electoralcommission.org.fj or hand delivered to HQ 59-63 High Street, Toorak, Suva. P.O. Box 2528, Government Buildings, Suva.

Appeal on Application for Approval to the Electoral Commission under section 155 of the Electoral Act 2014

I/We appeal against the decision of the Supervisor of Elections under section 115(2) of the Electoral Act 2014 in not approving my/our application dated _____.

1. Details of Decision

2. In support of our appeal we provide the following information and or documents (if insufficient space attach, additional pages to this appeal form):

Appellant's Details

Name of Organisation	
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Address of Organisation _____

Name of Liaison Officer: _____ Designation: _____

Phone Contact: _____ Email Address: _____

Signed: _____ Date: _____ Time: _____

For Official Use Only:

Date & Time Received by Commission	Date Appeal Determined	Appeal Decision	Date Candidate/SoE Advised