

# National and Provincial Elections



ELECTORAL COMMISSION  
ENSURING FREE AND FAIR ELECTIONS  
S O U T H A F R I C A





# What is the Electoral Commission?

The Electoral Commission (IEC) is an independent, impartial institution established by Chapter 9 of the Constitution of South Africa to strengthen constitutional democracy. The Commission manages national, provincial and municipal elections. It makes sure these elections are trustworthy and free and fair through the participation of citizens, political parties and civil society. The IEC's vision is to be a global leader in electoral democracy.

## What does the Electoral Commission do?

- The IEC manages national, provincial and municipal elections, including referendums.
- It makes sure that elections are free and fair.
- It announces the results of elections within seven days.
- It compiles and updates the national common voters' roll.

## What are the **functions** of the IEC?

- To promote conditions to ensure free and fair elections
- To compile and update the national common voters' roll
- To compile and update the register of political parties
- To administer elections
- To promote knowledge of electoral voter processes
- To work and partner with key stakeholders
- To review the legislation that applies to elections
- To educate voters

## What is the **structure** of the Commission?

The Electoral Commission consists of five commissioners, one of whom must be a judge. The commissioners are appointed for seven years by the President of South Africa. Their term can be renewed only once.



**Adv. FDP Tlakula**  
**Chairperson**



**Mr IT Tselane**  
**Vice-Chairperson**



**Judge GM Makhanya**  
**Commissioner**



**Rev. BB Finca**  
**Commissioner**



**Ms R Taljaard**  
**Commissioner**

### **impartial**

not connected to or influenced by one particular person or group

### **constitutional**

allowed by the constitution of the country

### **democracy**

system of government where you vote to choose the people who will govern you

### **referendums**

a time when everyone in a country can vote to make a decision about one particular issue





# National and Provincial Elections



## What is the difference between National and Provincial Government?

- National Government makes and carries out laws and policies for the whole country. It is made up of:
  - Parliament led by the Speaker; and
  - National Government led by the President and Ministers.
- Provincial Government makes and carries out laws and policies that affect the province only. It is made up of:
  - Legislature led by the Speaker; and
  - Provincial Government led by the Premier and Members of the Executive Council (MECs).

## What are you voting for in the National and Provincial Elections (NPE)?

**National vote:** You are voting for a political party to represent you in the National Assembly.

**Provincial vote:** You are voting for a political party to represent you in the Provincial Legislature.

# What electoral system is used in South Africa for the NPE?

- The Proportional Representation (PR) system is used for the NPE.
- The PR system awards seats to political parties according to the percentage of votes each party receives in an election.
- Political parties submit a list of candidates to the IEC for the National Assembly and the Provincial Legislatures. Candidates are listed in their order of preference.
- On Election Day, voters vote for the political party of their choice, **not** individual candidates.
- After counting, political parties are allocated seats according to the percentage each party received.



## represent

speak or act officially for another person, group or organisation

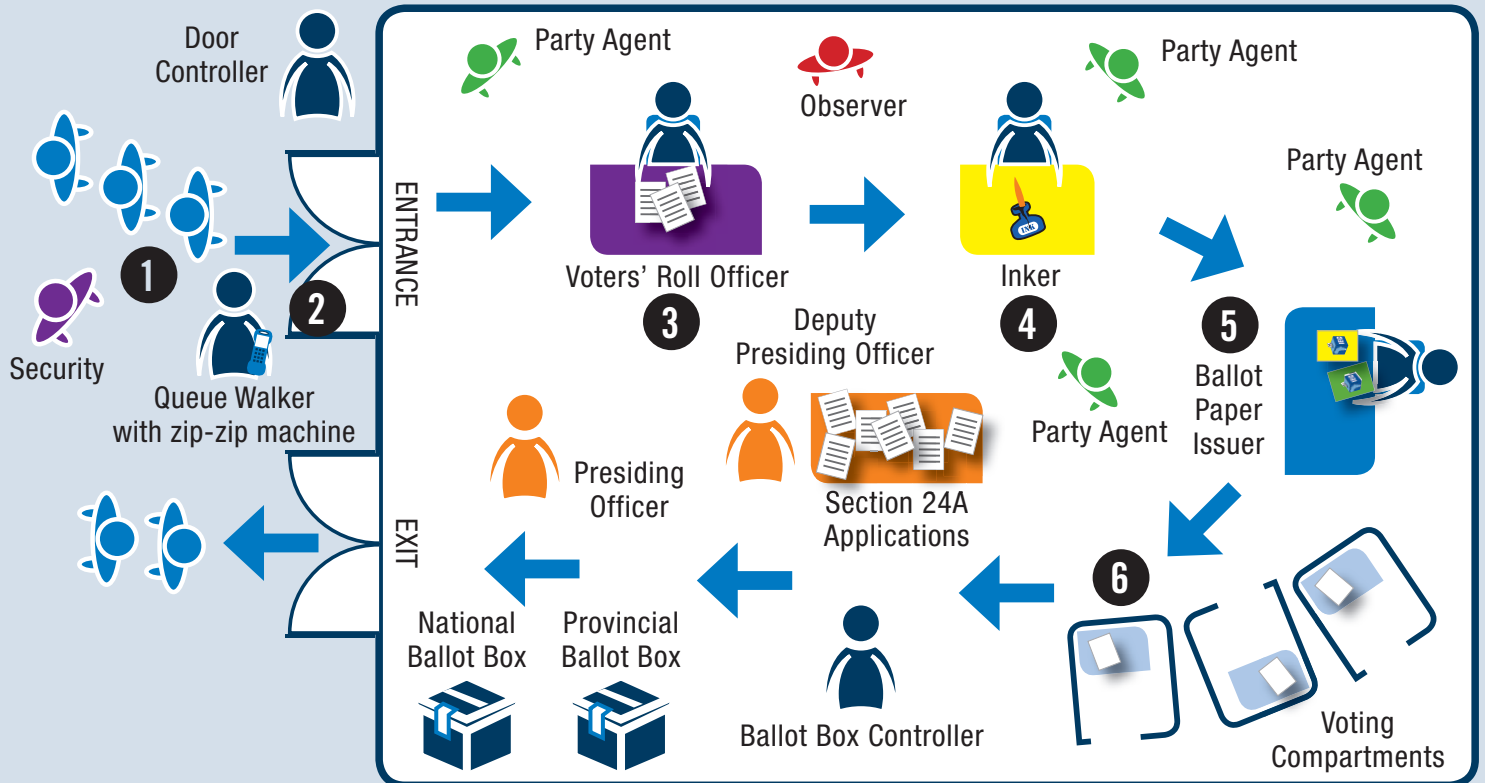
## candidates

someone who competes in an election; he or she tries to get the most votes

## allocated

officially given to someone

# The Voting Process



- 1 In the queue:** An election official will check your ID to make sure you are registered.
- 2 At the door:** An election official will scan your ID with the zip-zip machine.
- 3 At the voters' roll table:** You will give your slip of paper to the voters' roll officer.
- 4 At the inking table:** An election official will make a small mark on the nail of your left thumb with ink.
- 5 At the ballot paper table:** You will be given up to two ballots.
- 6 At the voting compartments:** Mark your ballot in secret.

# Special Votes

## There are different types of special votes

1. **Any registered voter who cannot vote at their voting station on Election Day** can apply for a special vote. You will only be able to cast a special vote at the voting station where you are registered to vote.
2. **Any registered voter who is pregnant, sick or disabled** and cannot travel to his or her voting station may apply for a home visit. These will take place on dates to be determined in the Election Timetable.
3. **Election officials and security officials** working in an election may apply for a special vote in the voting district in which they are registered to vote.
4. **Any eligible voter outside of the Republic of South Africa (RSA)** and who is not a registered voter inside the RSA will need to register to vote abroad at an RSA diplomatic mission.
  - You need both your green bar-coded Identity Document (or smartcard ID or valid Temporary Identification Certificate) **and** your valid RSA passport to register and vote abroad.
  - You need to complete an on-line VEC10 form (available from [www.elections.org.za](http://www.elections.org.za)) within 15 days of the date of the proclamation of the election.

**REMEMBER:** You need to apply for a special vote at your local IEC office. You will find the special voting dates in the 2014 election timetable.

### cast

to vote by making your mark on a ballot paper

### eligible

having the right to vote

### valid

it has not expired; the time it can be used has not come to an end

### proclamation

an official announcement



# How to make your Mark on the Ballot



**An election official will show you to an open voting booth. You will be alone to make your mark. Your vote is your secret.**

## Why two ballot papers?

- One paper is to choose your preferred political party for the National Assembly; the other paper is to choose your party for the Provincial Legislature for the province in which you live.
- Information on the ballot papers:
  - the full name of each political party
  - the abbreviated name of each party
  - the logo or symbol of each party
  - a photograph of each party leader
  - a blank space in which to indicate the party of your choice
- Every ballot paper is stamped at the back by an IEC official as you receive it. This prevents people from trying to bring ballots in from elsewhere.

### **abbreviated**

a short form of a word or phrase

### **indicate**

show



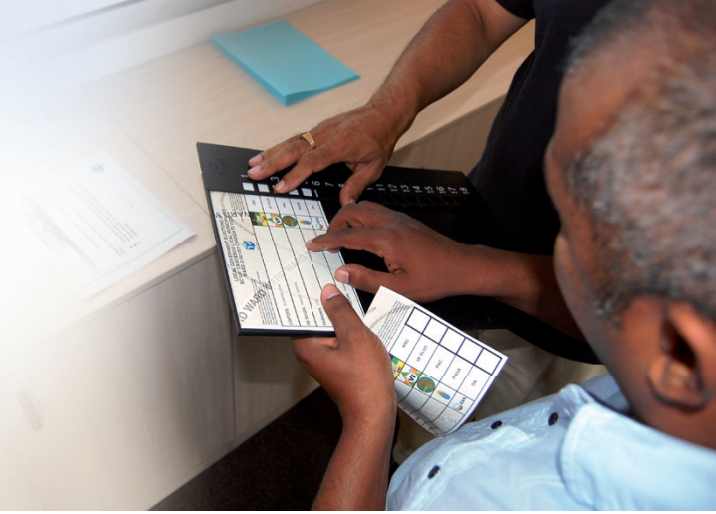
# How to make your mark?

- Make your mark in the box next to the party of your choice.
- Be careful not to let your mark touch any of the walls of the box.
- Make only one mark on the ballot paper:
  - It is best to make a cross like this: ☐
- Any mark is fine as long as it shows who you are voting for. This helps the voting officials when they count the votes.
- If you have made a mistake, tell the election official. He or she will then cancel your ballot paper. You will be given a new one.
- Fold each ballot paper in half, so nobody can see your mark.

An election official will check the stamp on the back of each ballot. Then place each provincial and national ballot paper in the correct ballot box.



# Universal Ballot Template



## What is the Universal Ballot Template (UBT)?

The UBT is a voting aid made of hard, black plastic into which a ballot paper is inserted. The right front of the template has a flap which has cut-out windows numbered in Braille and in large, raised white print. When the ballot paper is inserted into the template, each window aligns to a particular candidate or party and the voter is free to make his or her secret and independent mark accurately.

## Who can use the UBT?

- Blind and partially-sighted people
- Low-vision users
- People who are dyslexic
- The elderly
- People with low literacy
- People with motor and nervous conditions that do not allow for a steady hand

## When can the UBT be used?

- National and Provincial Elections
- Local Government Elections
- By-elections

## Can the UBT be used for special votes?

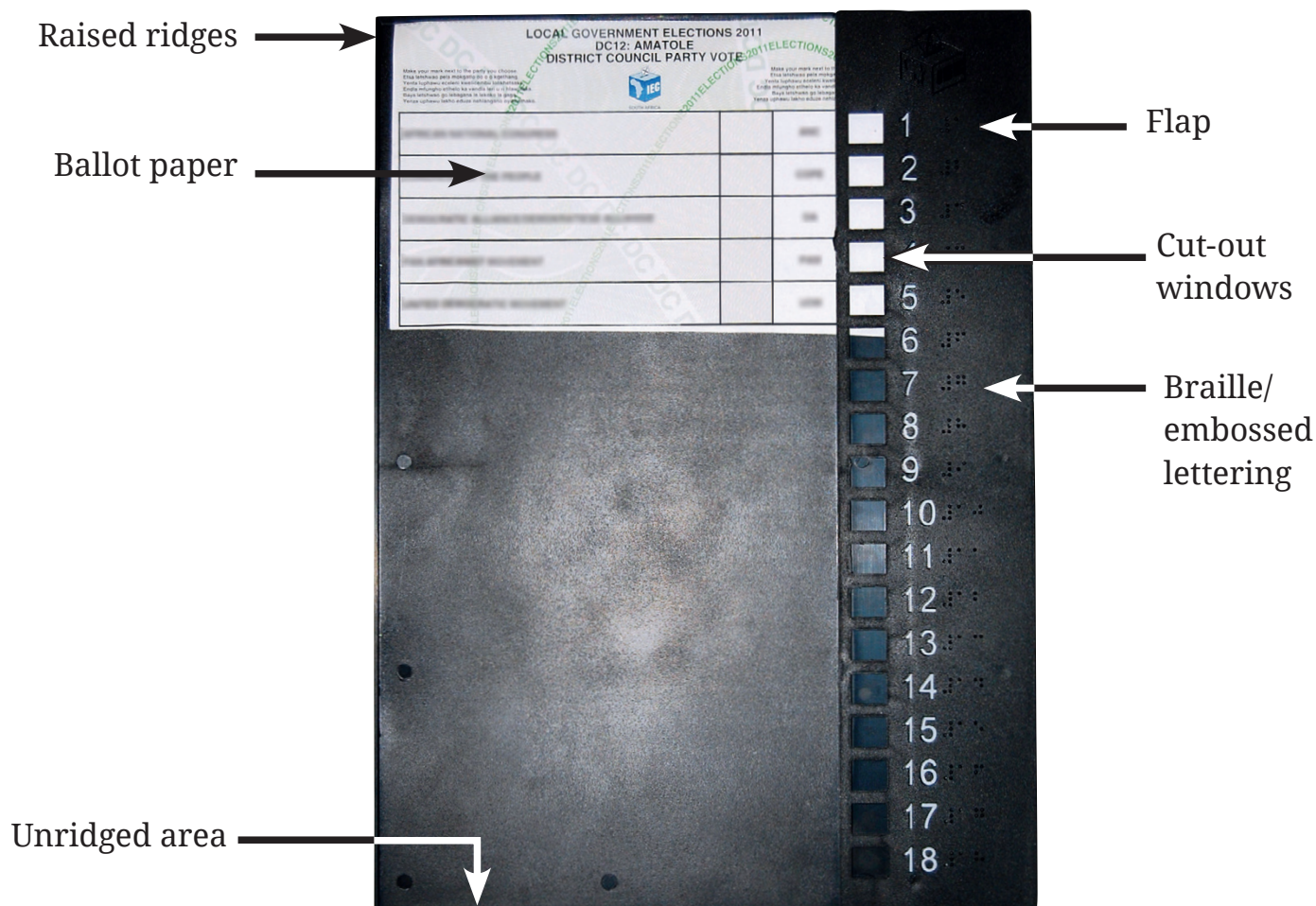
Yes, it can be used at the voting station and for home visits.

## Assistance to make your mark

Voters with disabilities or special needs may ask for assistance from a companion to mark their ballot paper(s).

Such a companion must be:

- Eighteen (18) years or older
- Not a party agent, candidate or observer



## South African National Council for the Blind (SANCb)

Tel: 012 452 3811 / Fax: 012 346 4699

[www.sancb.org.za](http://www.sancb.org.za)

### **aligns**

arranged in a straight line

### **independent**

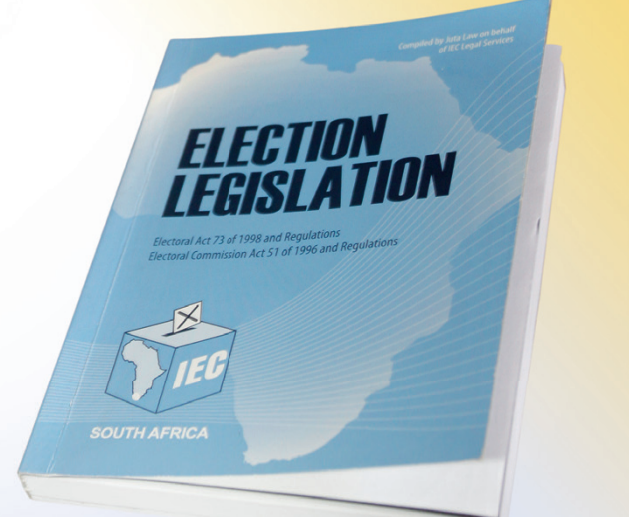
not influenced by anyone else

### **dyslexic**

someone who is dyslexic has difficulty reading and spelling words correctly



# The Electoral Code of Conduct



## What is the Electoral Code of Conduct?

*The Code is a set of rules. The parties and candidates must:*

- speak out against political violence and threats against other parties, the IEC, members of the public and the media;
- let the authorities know about planned marches or rallies;
- communicate with other political parties about planned political events;
- recognise the authority of the IEC;
- work with the IEC structures and allow them to perform their duties;
- work with the police in their investigation of election crime and violence; and
- accept the results of the election or challenge the result in court.



### investigation

the process of trying to find out the facts about something to see who or what caused it

### challenge

question whether something is true, accurate or legal



## How does the Code of Conduct work?

- The Electoral Code of Conduct must be agreed to by:
  - every registered party before the party takes part in an election; and
  - every candidate before he/she is placed on the list of candidates.
- Parties and candidates must stick to the code and must:
  - let the public know about the Code;
  - promote the purpose of the Code; and
  - support efforts to educate voters.
- Parties and candidates must also inform the public that all people (including women, persons with disabilities, and different language and cultural groups) have the right:
  - to be free to express their political beliefs and to be part of any political party; and
  - to join in any political campaigns, marches or public meetings.

## What happens when you **break** the Code of Conduct?

Any person who breaks the Code is guilty of a crime and can be fined or sent to prison for up to 10 years.

*Political parties that break the Code can:*

- be fined;
- be stopped from working in an area; or
- have their votes in an area cancelled.

# Electoral Fraud and Offences

**Electoral fraud refers to illegal interference with the process of an election through deliberate wrongdoing.**

## **Electoral fraud is a crime. Do not do the following:**

- Do not get someone to give false information when registering to vote.
- Do not provide false information when registering as a voter.
- Do not register to vote or vote using the name of another person (living or dead).
- Do not register to vote in a voting district in which you do not reside.
- Do not vote in an election or voting station when you are not allowed to vote.
- Do not vote more than once in an election.
- Do not pretend to be one of the following:
  - an official of the Electoral Commission
  - a representative of a registered political party
  - a candidate in an election
  - an accredited observer
  - an accredited voter education official

## **It is an electoral offence to force anybody to do the following:**

- To register to vote or *not* to register to vote
- To vote or *not* to vote in an election
- To support or *not* to support a political party or candidate
- To vote or *not* to vote for a political party or candidate
- To attend or *not* to attend a political event or rally of a political party
- To interfere with the fairness or independence of the Electoral Commission or any officer of the Electoral Commission

## The following **behaviour is illegal**. Do not:

- prevent someone from speaking to other voters;
- prevent a political event or rally from being held when you do not have the right to do so;
- bribe or influence an official of the Electoral Commission while they are doing their duty;
- misinform the Electoral Commission when you are asked to provide a statement;
- publish false information about an election that may disrupt, prevent or influence the election results;
- publish false information that may create anger or fear and could change the election results;
- interfere with a voter's right to secrecy when he or she is voting;
- give information about voting or the counting of votes when you are not allowed to;
- interfere with any voting materials;
- make, produce or supply election materials when by law you are not allowed to;
- remove, hide or destroy election materials when by law you are not allowed to;
- damage or remove election posters, billboards or placards – this is not allowed from the date that an election is proclaimed until the election results have been given out by the Electoral Commission;
- use the voters' roll or election materials for purposes other than the election;
- prevent the Electoral Commission from doing their duties in running the election; or
- try to harm the honesty and dignity of the Electoral Commission.

## **What** happens if you commit electoral fraud or any of the offences listed?

- You may be fined.
- You may be sent to prison for up to ten years.

### **fraud**

interfering with an election to change the results

### **false**

not true

### **accredited**

someone who is accredited has official approval to be there

### **bribe**

give someone money so they will help you by doing something dishonest or illegal

### **proclaimed**

officially announced

## For more information contact the IEC

### National office

Tel: 012 622 5700 Fax: 012 622 5784

### IEC call centre

0800 11 8000 (during the election)

SMS your ID number to 32810 to check if and where you are registered.

### Provincial offices

#### *Eastern Cape*

Tel: 043 709 4200

#### *Free State*

Tel: 051 401 5000

#### *Gauteng*

Tel: 011 644 7400

#### *KwaZulu-Natal*

Tel: 031 279 2200

#### *Limpopo*

Tel: 015 283 9100

#### *Mpumalanga*

Tel: 013 754 0200

#### *North West*

Tel: 018 391 0800

#### *Northern Cape*

Tel: 053 838 5000

#### *Western Cape*

Tel: 021 910 5700

### Online

[iec@elections.org.za](mailto:iec@elections.org.za)

[www.elections.org.za](http://www.elections.org.za)

[www.facebook.com/IECSouthAfrica](https://www.facebook.com/IECSouthAfrica)

[www.youtube.com/IECSouthAfrica](https://www.youtube.com/IECSouthAfrica)

[www.twitter.com/IECSouthAfrica](https://www.twitter.com/IECSouthAfrica)

mxit: iecsouthafrica



 Language Inc.  
TRANSLATION AND LOCALIZATION SPECIALISTS

Developed by Jacana Media with the IEC

Published by Jacana Media, 2014

Translations by Language Inc.

ISBN: 978-1-4314-1026-2

