



Accreditation of Referendum Observer Groups

1. Referendum Observer Groups

All referendum observer groups need to be accredited as such by the Bougainville Referendum Commission (BRC). Please note that BRC will only accredit organizations as referendum observers, not individuals. The BRC will then register the representatives of the accredited organizations.

A **local** referendum observer group, for the purpose of the referendum, is a group based in Bougainville that is not affiliated with any interest groups and that has been accredited by the Bougainville Referendum Commission to observe activities related to the Referendum.

A **national** referendum observer group, for the purpose of the referendum, is a group based elsewhere in Papua New Guinea that is not affiliated with any interest groups and that has been accredited by the Bougainville Referendum Commission to observe activities related to the referendum.

An **international** referendum observer group, for the purpose of the referendum, is a group based outside of Papua New Guinea that has no affiliation with any interest groups and that has been invited by the National Government of PNG and accredited by the Bougainville Referendum Commission to observe activities related to the referendum. This is understood to include diplomatic missions or offices of intergovernmental organizations with offices in Papua New Guinea and has been invited by the national government.

2. Accreditation, Registration, and Coordination

The National Government of PNG will invite international referendum observer groups and the BRC will accredit them. Local and national referendum observer groups can directly apply to the BRC for accreditation. Furthermore, the BRC will register the individual representatives of those groups and provide pertinent information to them. All other elements of the referendum observation process are the responsibility of the referendum observer groups, subject to any arrangements they have made with the BRC.

Accredited observer groups are invited to contact the BRC via observers@bougainville-referendum.org for assistance in the coordination of their activities.

3. When and Where to Submit Accreditation Applications and Representatives Lists

Applications open on 17 June 2019 for accreditation and nominations of representatives. However, observers are encouraged to submit these as soon as possible and must understand that the BRC has limited staff and may be unable to respond positively to applications and nominations. Applications close on 1 October 2019.

Accreditation and registration forms are available at <http://bougainville-referendum.org/>

The BRC contact information is as follows:

Bougainville Referendum Commission
Malabolo Estate, Hutjena Station
Buka, Autonomous Region of Bougainville, Papua New Guinea.
e-mail: observers@bougainville-referendum.org

4. How to Submit the Accreditation Applications and Representatives Lists

Referendum observer groups must complete and return Form BRC-301 (Application for Accreditation of a Referendum Observer Group) and Form BRC-302 (Nomination of Representatives of a Referendum Observer Group) to the attention of the Bougainville Referendum Commission.

The accreditation application Form BRC-301 will request the following:

- The name, address and contact details of the group/organisation wishing to field observers.
- The name and contact details of the head of the organization.
- The type of organization.
- The name and contact details of the liaison officer of the organization, to whom all correspondence from the BRC will be addressed.
- A statement, signed by the head of the organization, that the group requesting accreditation is not affiliated with any interest groups.

Form BRC-302 is for the nomination by the organization of its representatives. This form will request:

- The name, date of birth, and citizenship (for internationals) or residence (for nationals and locals) of the individual observers. *The BRC will not register any observer representatives born after 23 November 2001, i.e. anyone who is under 18 years of age on polling day.*

This form can be submitted at the same time as the accreditation application form, or any time before 1 October 2019, the closing date for the Application for Accreditation of a Referendum Observer Group.

A group is required to designate a liaison officer through whom they would like badges and kits to be made available for. Groups will be required to fill out Form BRC-303 (Nomination of Liaison Officer of a Referendum Observer Group) listing the name, contact details of liaison officer, and Form BRC-304 (Representatives to Receive Badges through the Liaison Officer) listing the details (name, region, and date of birth) of observers receiving their badges and kits through their liaison officer.

After the BRC has considered the application, it will inform the organization in writing either:

- that the referendum observer group has been accredited and that its nominated list of representatives has been registered; or
- that the referendum observer group has been accredited, and request that the group submit its nominated list of representatives to the BRC at the earliest possible opportunity; or
- that the BRC is unable to accredit the organization as a referendum observer group, giving the reasons for its decision.

The observer group must submit changes to the list of names of their individual representatives to the BRC for consideration.

The observer group may change a liaison officer, but the group must notify the BRC in writing with enough time in advance.

5. Following Accreditation

Once accreditation has been approved and the process of nominating representatives is complete, the designated liaison officer for each referendum observer group will visit the BRC to collect the observer badges in Buka. **Badges will only be released to the designated liaison officer.** The liaison officer will be responsible for issuing the badges to the individual representatives within their group.

The liaison officer will also receive one individual briefing pack from BRC, for each observer. This pack will include a code of conduct for observers and BRC information sheets about the referendum process. The liaison officer will sign a statement declaring that:

- She/he collected the badges from BRC and will issue them to the individual representatives of their observer group; and
- All the representatives of their observer group will receive a copy of the code of conduct for observers prior to conducting their activities and will adhere to these conditions.

Each approved representative of a referendum observer group will receive an identity badge and must sign her/his badge on receipt. During the polling and counting process, individuals representing accredited observer groups must carry an alternative means of identification, complete with signature and photograph, to enable referendum staff to confirm their identities.

If an accredited observer does not possess any form of identification apart from their BRC badge, and if the accredited observer is known to the polling or counting official, the polling or counting official may identify the observer without the need for additional identification documents.

Only representatives of accredited referendum observer groups in possession of badges issued by the BRC and signed by the individual representative will be allowed to observe the referendum process.

6. Conditions of operation for referendum observers

- The Bougainville Referendum Commission shall not be responsible for any security, communications, health, transport, lodging, safety, or other support to the referendum observer groups.
- Each referendum observer group duly accredited shall be responsible for all support arrangements and costs in their observing duties (transport, communications, lodging.) Furthermore, in order to preclude any perception of conflict of interest, no referendum observer group or representative of such group may utilize any BRC resources, such as facilities or motor vehicles.
- Referendum observer groups shall seek to ensure that media and the public understand that they are here as independent observers and are not representing the United Nations, the Government of Papua New Guinea, the Autonomous Bougainville Government, or the Bougainville Referendum Commission in any way.
- Referendum observer groups agree to abide by the security recommendations of the Bougainville Police Service.
- Referendum observer groups and their representatives shall agree, collectively and individually, to abide by this Code of Conduct for Referendum Observers.
- Each individual representing an observer group must sign her/his badge on receipt and must carry an alternative means of identification complete with signature and photograph to enable referendum staff to confirm their identity.
- The BRC may cancel the registration of any person as a representative of a referendum observer group on the grounds that the individual has interfered with the referendum process. Likewise, the BRC may cancel the accreditation of any referendum observer group that violates the terms of its accreditation. The BRC shall inform the sponsoring organisation of such cancellation.
- The decision of the BRC to cancel the registration of an individual representative of a referendum observer group is final.

Forms to be used in accrediting local and national referendum observer groups

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| BRC-301 | Application for Accreditation of a Referendum Observer Group |
| BRC-302 | Nomination of Representatives of a Referendum Observer Group |
| BRC-303 | Nomination of Liaison Officer of a Referendum Observer Group |
| BRC-304 | Representatives to Receive Badges Through Liaison Officer |

Related Document

Code of Conduct for Referendum Observers

Mauricio Claudio
Chief Referendum Officer

Date: 8 August 2019