

elections You are in the Returning Officer section Home Returning Officer Guidance and resources for Returning Officers administering Senedd elections We have published supplementary guidance to support administrators with preparing for and delivering polls against the backdrop of the coronavirus pandemic. Planning considerations for 2021 polls - W (DOC) Absent voting considerations for 2021 polls - W (DOC) Nominations considerations for 2021 polls - W (DOC) Polling station considerations for 2021 polls - W (DOC) Verification and count considerations for 2021 polls - W (DOC) If you want to download emblems for political parties, visit our online database . If you have questions about the guidance please contact your local Commission team . Caveat wording regarding subscribers The UK government has made legislation to reduce the number of subscribers that are required by each candidate for PCC elections. We have updated the guidance and resources on this page accordingly. The nomination requirements for Senedd elections are not affected by this legislation. Part A Returning Officer role and responsibilities This part covers: How to use this guidance The Returning Officer's role, responsibilities, skills and knowledge Our performance standards for Returning Officers Part A Returning Officer guidance - combined Senedd and Police and Crime Commissioner elections Click here to view resources for Part A: Returning Officer role and responsibilities Data protection resource for EROs and ROs (DOC) Guidance on process for withholding or reducing (A)RO fees (PDF) Part B Planning and organisation This part covers: Planning (including the identification and training of staff, the selection and booking of venues and management of contractors and suppliers) How to maintain the integrity of the election Raising awareness Access to proceedings by electoral observers and Commission representatives Part B Returning Officer guidance - combined Senedd and Police and Crime Commissioner elections Planning considerations for 2021 polls - W (DOC) Click here to view resources for Part B: Planning and organisation Election timetable for the combined Senedd election and Police and Crime Commissioner elections Project Plan for elections (generic) (XLS) Risk register for elections (generic) (XLS) FAQs for frontline staff - combined Senedd and Police and Crime Commissioner election Quality Assurance Guidance for ROs (PDF) Part C Administering the poll This part covers: The nomination period (including access to the register by candidates, spending limits and the nominations process) The production of notices, poll cards and ballot papers Polling station voting Part C Returning Officer guidance - combined Senedd and Police and Crime Commissioner elections Nominations considerations for 2021 polls - W (DOC) Polling station considerations for 2021 polls - W (DOC) Click here to view resources for Part C: Administering the poll Briefing for candidates and agents at a constituency election - Senedd elections Briefing for candidates and agents at the regional election - Senedd election Briefing for candidates and agents - standalone Police and Crime Commissioner election (PPT) Code of Conduct for s - devolved Scottish and Welsh elections from January 2023 Nomination pack - constituency - Senedd elections (DOC) Nomination pack - region party list candidates - Senedd election (DOC) Nomination pack - region individual candidates - Senedd election (DOC) Nomination checklist Senedd election - constituency nominations (DOC) Nomination checklist Senedd election - regional nominations (DOC) Withdrawal form - constituency - Senedd elections (DOC) Withdrawal form - region - withdrawing a full party list - Senedd election (DOC) Withdrawal form - region - candidates included on a party list - for use either by the party's NO, or by the candidates themselves - Senedd election (DOC) Register request form (DOC) Absent voters' list request form (DOC) Design criteria for forms

and notices (DOC) Notice of election - constituency - Senedd election Proof checking fact sheet (DOC) Notice of election - Senedd election - region Notice of election - standalone Police and Crime Commissioner election (DOC) Notice of poll, statement of persons nominated and situation of polling stations - Senedd election - constituency Notice of poll, statement of persons and parties nominated and situation of polling stations - Senedd election - region Polling station handbook - combined Senedd and Police and Crime Commissioner election Polling station quick guide - combined Senedd and Police and Crime Commissioner election Polling station staff briefing - combined Senedd and Police and Crime Commissioner election Polling station scenarios - combined Senedd and Police and Crime Commissioner election Ballot paper account - WB (DOC) Secrecy requirements - the poll - combined Senedd and Police and Crime Commissioner election Polling station accessibility checklist (DOC) Checklist for polling station inspectors (DOC) Declaration for the companion of a voter with disabilities (DOC) Datganiad ar gyfer cydymaith pleidleisiwr ag anableddau Senedd Log to record details of postal voters who claim not to have applied for a postal vote - Wales (DOC) Personation advice for Presiding Officers (DOC) Personation advice for Presiding Officers Bilingual (DOC) Observer access restrictions log - Wales (DOC) Tellers' dos and don'ts (PDF) Close of poll packing instructions (DOC) Cyfarwyddiadau pacio ar ddiwedd y cyfnod plei Tellers guidance Part D Absent voting This part covers: The absent voting timetable Proxy voting Preparations for absent voting processes and the production of stationery Procedures for the issue, receipt and opening of postal votes Part D Returning Officer guidance - combined Senedd and Police and Crime Commissioner elections Absent voting considerations for 2021 polls - W (DOC) Click here to view resources for Part D: Absent voting Postal vote issuing flowchart (DOC) Postal vote opening flowchart (DOC) Postal vote retrieval flowchart (DOC) Re-issuing lost/spoilt postal votes flowchart Forensic Science Service guidance on signature checking (PDF) Postal voting ballot paper account (DOC) Postal vote matching spreadsheet Postal vote matching spreadsheet (XLS) Postal voting agent appointment form (DOC) Secrecy requirements - postal voting - combined Senedd and Police and Crime Commissioner election Code of conduct for campaigners - reserved elections in GB from January 2023 FAQs for postal vote rejection notices (DOC) Part E Verifying and counting the votes This part covers: The principles for an effective verification and count Preparations for the count Managing the verification and count Verification and count procedures Part E Returning Officer guidance - combined Senedd and Police and Crime Commissioner elections Verification and count considerations for 2021 polls - W (DOC) Click here to view resources for Part E: Verifying and counting the votes Doubtful ballot paper placemat - constituency - Senedd election Doubtful ballot paper placemat - region - Senedd election Doubtful ballot paper placemat - region - rejected - Senedd election Doubtful ballot paper booklet - Senedd elections Doubtful ballot paper booklet - standalone Police and Crime Commissioner election (PDF) Doubtful ballot paper placemat FPTP Police and Crime Commissioner election (PDF) Counting agent appointment form (DOC) Secrecy requirements - the count - combined Senedd and Police and Crime Commissioner election Verification and Count Toolkit (PDF) Template example scripts for Senedd election count announcements Part F After the declaration of result This part covers: Storage and disposal of documents Post-election activities Challenges to the result Review of election procedures Part F Returning Officer guidance - combined Senedd and Police and Crime Commissioner elections Click here to view resources for Part F: After the declaration of result Guidance on the retention and inspection of election documents - combined Senedd and Police and Crime Commissioner elections Access, supply and inspection checklist (DOC)

Electoral data May 2021 Wales data to be reported to the electoral commission PAROs guidance Guidance for Police Area Returning Officers This part covers: Police Area Returning Officer's role, responsibilities and knowledge Our guidance and performance standards for Police Area Returning Officers Planning guidance for PAROs - Police and Crime Commissioner elections PARO guidance - Delivery of key processes [Click here to view resources for PAROs guidance: Guidance for Police Area Returning Officers](#) Project plan for Police Area Returning Officers - Police and Crime Commissioner elections (XLS) Risk register for Police Area Returning Officers - Police and Crime Commissioner elections (XLS) Proof checking fact sheet (DOC) Briefing for candidates and agents - standalone Police and Crime Commissioner election (PPT) Nomination pack - Police and Crime Commissioner election (DOC) Nomination checklist - Police and Crime Commissioner elections (DOC) Withdrawal form - Police and Crime Commissioner election (DOC) Register request form (DOC) Absent voters' list request form (DOC) Polling agent appointment form (DOC) Notice of election - standalone Police and Crime Commissioner election (DOC) Notice of poll and statement of persons nominated - standalone Police and Crime Commissioner election (DOC)