ANNEX NO. 1 to the Resolution of the Central Election Commission
of the Republic of Uzbekistan dated September 19, 2019, № 939

Instruction on the Procedure for Safekeeping, Transfer to Archives, and Destruction of Documents related to the Preparation and Holding of Elections and Referendum

This Instruction, in accordance with the Election Code of the Republic of Uzbekistan (hereinafter referred to as the Election Code), the Law of the Republic of Uzbekistan "On Archives" shall define the procedure for safekeeping, transfer to the archive, and destruction of documents related to the preparation and holding of presidential elections, elections to the Legislative Chamber of the Oliy Majlis (hereinafter - the Legislative Chamber), the Senate of the Oliy Majlis (hereinafter referred to as the Senate) and regional, district and city Kengashes (Councils) of People's Deputies (hereinafter referred to as the local Kengashes (Councils) and referendum.

Chapter I. Safekeeping and Transfer of Documents to the Archiveby the Central Election Commission

1. The following documents shall be kept in the departmental archive of the Central Election Commission for fifteen years with subsequent transfer to the National Archives of Uzbekistan:

(the first paragraph of clause 1 in the wording of the Resolution of the Central Election Commission of the Republic of Uzbekistan on July 2, 2021, № 1081)

a) Resolutions of the Central Election Commission of the Republic of Uzbekistan, Protocol;

b) Other documents related to the preparation and holding of elections and referendum;

c) Applications of political party leaders for registration of candidates for the presidency, candidates for deputies of the Legislative Chamber of the Republic of Uzbekistan with attachments;

d) Lists of registered candidates for the President of the Republic of Uzbekistan, candidates for deputies of the Legislative Chamber;

e) Protocol of Joint Meetings of the Jokargy Kenes Kengashes (Councils) of the Republic of Karakalpakstan, the Kengashes (Councils) of People's Deputies of Tashkent city, regions, and districts (cities) on the nomination of candidates to the Senate, Protocol of the Central Election Commission on the Results of Elections and Referendum;

f) Lists and registration cards of elected President of the Republic of Uzbekistan, deputies of the Legislative Chamber, members of the Senate;

g) Financial documents following the results of elections and referendum;

h) Annexes to the first copies of Protocol of District Election and Referendum Commissions submitted to the Central Election Commission.

2. The signature lists submitted by political parties to the Central Election Commission shall be kept by the Central Election Commission for six months after

their receipt and shall be destroyed in accordance with the procedure prescribed by this Instruction.

3. Complaints and allegations received by the Central Election Commission about violations of the legislation on elections and referendum, and the decisions made thereon shall be stored for three years and destroyed in accordance with the procedure established by this Instruction.

Chapter II. Transfer of Documents to the Archive by Regional, District and City Election Commissions

4. After the official announcement of election results by Election Commissions of regions and Tashkent city the following documents shall be transferred for safekeeping to state archives of regions and Tashkent city:

(a) Decisions, Protocols of regional and Tashkent city Election Commissions;

b) Applications of the leaders of political parties for registration of candidates for deputies to the regional and Tashkent city Kengashes (Councils) of People's Deputies together with attachments;

c) Lists of registered candidates for deputies of the regional and Tashkent city Kengashes (Councils) of People's Deputies;

d) Lists and registration cards of elected deputies of the regional and Tashkent city Kengashes (Councils);

(e) Financial documents following the results of the elections;

(f) Complaints and allegations concerning violations of the election legislation and the decisions taken thereon;

(g) First copies of the Protocol of the District Election Commissions on the results of elections together with the annexes submitted to the regional and Tashkent city Election Commissions;

5. The following documents shall be transferred to the district and city state archives for safekeeping after the official announcement of the election results by the district and city Election Commissions:

a) Decisions, Protocols of regional (city) Election Commissions;

b) Applications of the leaders of political parties for registration of candidates for deputies to the regional (city) Kengashes (Councils) of People's Deputies together with attachments;

c) Lists of registered candidates for deputies of the district (city) Kengashes (Councils) of People's Deputies;

d) Lists and registration cards of elected deputies of the district (city) Kengashes (Councils);

e) Financial documents following the results of the elections;

f) Complaints and allegations concerning violations of the election legislation and the decisions taken thereon;

g) First copies of the Protocol of the District Election Commissions on the results of elections together with the annexes submitted to the district (city) Election Commissions.

(Subparagraph "f" of paragraph 5 in the wording of the Resolution of the Central Election Commission of the Republic of Uzbekistan on July 2, 2021, № 1081)

Chapter III. Transfer of Documents by District and Precinct Election Commissions and District and Precinct Referendum Commissions to the State Archive

6. The following documents shall be transferred for safekeeping to the relevant regional, city, and district state archives by the District and precinct election commissions and District and precinct referendum commissions after the official announcement of the results of the elections and referendum:

a) Decisions and Protocol of the District Commissions on elections and referendum;

b) Other documents related to the preparation and holding of elections and referendum;

c) Second copies of the Protocol of the District Commissions on the results of the elections and referendum;

d) First copies of the Protocol of Precinct Commissions on the results of vote counting together with the annexes.

7. The following documents shall be transferred for safekeeping to the state archives of the respective cities and districts by Precinct Election Commissions and Precinct Referendum Commissions after the official announcement of the results of elections and referendum:

a) Decisions, Protocols of Precinct Commissions;

b) Second copies of the Protocols on the results of voting;

c) Complaints, appeals of citizens and the decisions made thereon;

d) Dissenting opinions of the Commission members and other documents.

Chapter IV. Transfer of Documents by District and Precinct Election Commissions and District and Precinct Referendum Commissions to Departmental Archives of Khokimiyats

8. Lists of voters (electronic version of lists of voters), as well as lists of voters at the referendum, shall be transferred by affiliation to khokimiyats of cities and districts and shall be kept in their departmental archives as documented information, the use of which shall be restricted in accordance with the law until the next election or referendum.

9. Election ballots, as well as ballots for voting in the referendum, shall be transferred to the city and district khokimiyats after the official publication of the results of elections or referendum and shall be kept in their departmental archives for one year and destroyed in accordance with the procedure established by this Instruction.

10. Financial reports of the District and Precinct Election Commissions and District and Precinct Referendum Commissions after the official publication of election or referendum results shall be transferred to city and district khokimiyats and shall be kept in their departmental archives for five years and destroyed in accordance with the procedure prescribed by this Instruction.

11. The second copy of the Minutes of the Joint Meeting of the Jokargy Kenes's Deputies of the Republic of Karakalpakstan, Kengashes (Councils) of People's Deputies of regions, Tashkent city, districts (cities) on the results of elections and other documents related to the elections of the Senate members shall be kept in the archives of Jokargy Kenes of the Republic of Karakalpakstan, regional, Tashkent city Kengashes of People's Deputies by affiliation.

12. The transfer of documents to the National Archives of Uzbekistan, regional, city, and district archives shall be carried out under the Resolution of the Cabinet of Ministers of the Republic of Uzbekistan No. 101 “On improvement of archive-keeping in the Republic of Uzbekistan” dated April 5, 2012.

(paragraph 12 in the wording of the Resolution No. 1081 of the Central Election Commission of the Republic of Uzbekistan of July 2, 2021)

Chapter V. Procedure for destroying documents

13. The following documents shall be destroyed at the end of the safekeeping period established by this Instruction,:

signature lists;

election ballots;

ballots for voting in a referendum;

documents on appeals from individuals and legal entities.

14. Expert Commissions shall be created under the Central Election Commission, khokimiyats of regions, districts, and cities for the destruction of documents that have lost their practical value.

15. The signature lists and appeals received by the Central Election Commission shall be destroyed by the Expert Commission under the Central Election Commission formed by order of the Chairperson of the Central Election Commission.

Election ballots and ballots for voting in the referendum, and documents related to appeals received by other Election Commissions shall be destroyed by the Expert Commissions under the relevant regional, district, and city khokimiyats.

16. Documents subject to destruction shall be destroyed by the persons who carried out the preliminary selection and expert examination based on an Act approved by the khokim of the relevant region, district, or city, drawn up in the form according to the Annex.

One copy of the Act on the Destruction of Election Ballots and Referendum Ballots shall be submitted to the Central Election Commission.

17. Election ballots, referendum ballots, and other documents shall be destroyed by shredding not more than 2-3 square centimeters in size.

In the absence of appropriate shredding equipment, documents shall be destroyed by incineration.

It shall not be allowed to destroy documents in such a manner that they can be recovered.

18. Signature lists in support of candidates for the President of the Republic of Uzbekistan and a political party in the elections to the Legislative Chamber of the Oliy Majlis of the Republic of Uzbekistan shall be destroyed by incineration.

19. No unauthorized persons shall have access to the documents to be destroyed.

Chapter VI. Final Provisions

20. This Instruction was coordinated with the “Uzarkhiv” Agency under the Cabinet of Ministers of the Republic of Uzbekistan.

Coordinated with:

Director of the Uzarkhiv Agency of the Republic of Uzbekistan

U. Yusupov

ANNEX to the
Instruction on the Procedure for Safekeeping, Transfer to Archives, and Destruction of Documents related to the Preparation and Holding of of Elections and Referendum

“Approved by” the khokim
of Kibray district
_____full name
(*signature*)
«___» _____20___

АСТ №

“___” _____20__ _____ district

The Commission is composed of
_____
_____
_____

Under the Instruction of the Central Election Commission of the Republic of Uzbekistan “On the Procedure for Safekeeping, Transfer to Archives, and Destruction of Documents Related to the Preparation and Holding of Elections and Referendum” the following documents, which have no scientific and historical value, have lost their practical value, with expired safekeeping time, have been selected for destruction:_____
_____
_____

(organization name)

	Name of files	**Last dates of the files (documents)**	**Number of files**	**Safekeeping time**	**Remarks**

Total: Documents for _____ years consisting of _____ files, volumes were destroyed by shredding (or incineration).

Commission members: 1._____
2._____
3._____

“Approved by”
EC of district (city) khokimiyat
«____» _____ 20____
№_____

ANNEX NO. 2
to the Resolution of the Central Election Commission
of the Republic of Uzbekistan No. 939 of September 19, 2019

LIST
of some regulatory documents of the Central Election Commission of the Republic of Uzbekistan that are no longer in force

1. Resolution of the Central Election Commission of the Republic of Uzbekistan “On the Provision on the Procedure for Safekeeping Documents Related to the Election of the President of the Republic of Uzbekistan and Deputies of the Oliy Majlis” No. 103 dated October 7, 2000.

2. Paragraph 2 and Annex 2 to the Resolution of the Central Election Commission of the Republic of Uzbekistan No. 198 dated September 18, 2004 “On the provisions and instructions of the Central Election Commission related to the holding of elections to the Oliy Majlis of the Republic of Uzbekistan”;

3. Resolution of the Central Election Commission of the Republic of Uzbekistan “On Approval of the Regulation on the Expert Commission of the Secretariat of the Central Election Commission of the Republic of Uzbekistan in a new edition” dated December 28, 2007 No. 368.

4. Resolution of the Central Election Commission of the Republic of Uzbekistan “On Amendments and Additions to the Resolution of the Central Election Commission of the Republic of Uzbekistan No. 368 dated December 28, 2007” dated January 16, 2010 No. 496.

5. Resolution of the Central Election Commission of the Republic of Uzbekistan “On Amendments and Additions to the Resolution of the Central Election Commission of the Republic of Uzbekistan No. 368 dated December 28, 2007” dated June 23, 2014 No. 605.

ANNEX NO. 3 to the Resolution of the
Central Election Commission of the Republic of Uzbekistan
No. 939 dated September 19, 2019

LIST
of some amended resolutions of the Central Election Commission of the Republic of Uzbekistan.

1. Paragraph 97 of the Regulation on the Activities of District Election Commissions for Elections to the Legislative Chamber of the Oliy Majlis, Regional, District, and City Kengashes (Councils) of People's Deputies approved by the Resolution No. 924 of the Central Election Commission of the Republic of Uzbekistan dated July 23, 2019, should be amended to read as follows:

"97. Documents related to the preparation and holding of elections to the Legislative Chamber and local Kengashes (Councils) shall be prepared and archived in accordance with the Instruction on the Procedure for Safekeeping, Transfer to Archives, and Destruction of Documents related to the Preparation and Holding of Elections and Referendum".

2. Paragraph 120 of the Regulation on the Activities of Precinct Election Commissions for Elections to the Legislative Chamber of the Oliy Majlis, Regional, District, and City Kengashes (Councils) of People's Deputies approved by Resolution No. 924 of the Central Election Commission dated July 23, 2019, should be amended to read as follows:

"120. Documents related to the preparation and holding of elections to the Legislative Chamber and local Kengashes (Councils) shall be prepared and archived in accordance with the Instruction of the Central Election Commission on the Procedure for Safekeeping, Transfer to Archives, and Destruction of Documents related to the Preparation and Holding of Elections and Referendum".