

## Accreditation process

### Definitions

The following terms and expressions, wherever mentioned in this guideline, shall indicate the following:

- a) **“The SIEC”**: Solomon Islands Electoral Commission.
- b) **“The OSIEC”**: the Office of the Solomon Islands Electoral Commission.
- c) **“Organization or Institution”**: any registered civil society organization, institution or media house, either within or outside Solomon Islands, expressing interest in observing the electoral processes and applying to the Office of Solomon Islands Electoral Commission for such, and accredited or granted observer status by the OSIEC.
- d) **“Observer”**: a person representing an organization or media (whether national or international) accredited by the OSIEC for the purpose of observing any or all aspects of the electoral process conducted by the SIEC, without interfering in the process.
- e) **“The Act”**: National Parliament Electoral (Provisions) Act cap 87.
- f) **“Code of Conduct”**: The code of conduct for observers (both national and international) and media, issued by the OSIEC.

### Accreditation of observer groups

- 1) The person or persons authorized to represent an observer organization or institution shall submit a written request for accreditation to the SIEC. The Application for Observer Accreditation form requests the following information:
  - The name, address and contact details of the organisation wishing to field observers
  - The name of the head of the organisation
  - The type of organisation
  - The name and contact details of the liaison officer of the organisation, to whom all correspondence from the SIEC will be addressed
  - A schedule of the names of all observers and one passport size photograph of each observer – this will be used on the Observer ID card

- A statement, signed by the head of the organisation, that the information provided is correct and that the organisation is not affiliated in any way with any candidate or political party.
2. The SIEC will not accredit any person as an electoral observer without these requirements being met.
  3. After the Chief Electoral Officer has considered the Application for Observer Accreditation, he will write to the organisation advising either:
    - That the organisation and its list of nominated observers are accredited to observe the election; or
    - That the SIEC is unable to accredit the organisation as an electoral observer group, giving the reasons for his decision.
  4. Only organisations which have been given accreditation by the SIEC will be permitted to field electoral observers.
  5. The SIEC may revoke the observer status of any observer or organization at any time if an observer or organization is found in breach of Observer Code of Conduct on any other Solomon Islands Act of Regulation.
  6. Forms to request accreditation shall be available from the OSIEC office in Honiara or on the official web pages of the SIEC [www.siec.gov.sb](http://www.siec.gov.sb) and shall be free of charge.