## **ADVISORY TO CANDIDATES FOR PRESIDENTIAL ELECTION 2017**

Under the Constitution, the President has important ceremonial and representational roles as Head of State. He represents and promotes Singapore's interests abroad. His key role is to be the custodian of Singapore's reserves and to ensure that only people of integrity are appointed to key public sector jobs.

Presidential Election 2017 is a reserved election for candidates from the Malay community.

#### **1** Arrangements at Nomination Centre

- 1.1 Wednesday, 13 Sep 2017 is Nomination Day. The Nomination Centre is at the People's Association (PA) Headquarters at King George's Avenue. Nomination proceedings will take place in the PA Auditorium (i.e. the Nomination Place). The Nomination Centre will open at 10 a.m. and the Nomination Place at 10.30 a.m.
- 1.2 Only vehicles with authorised car labels will be allowed to enter and park within the premises of the Nomination Centre. Each candidate will be issued with one car park label for parking in the Nomination Centre. The label must be displayed prominently on the front windscreen of the vehicle for easy identification by security personnel. Entry to the Nomination Centre will be via the PA main gate at King George's Avenue. (Supporters and members of the public will enter the Nomination Centre via the side gate at King George's Avenue.)
- 1.3 Candidates, their subscribers (i.e. proposer, seconder, 4-8 assentors and one other person, if any, appointed by the candidate) and their immediate family members (i.e. candidate's spouse, candidate's children and the spouses of their children) may enter the guest rooms outside the Nomination Place, subject to a maximum of 20 persons per candidate. However, only candidates and their subscribers are allowed into the Nomination Place.

## 2 Filing Nomination Papers

- 2.1 Candidates have one hour, between 11 a.m. and 12 noon, to file their nomination papers with the Returning Officer in the Nomination Place. When filing the nomination papers, every candidate must be accompanied by the proposer, seconder and at least four assentors, whose names must appear in the current registers of electors.
- 2.2 The following documents must be presented at the time of filing:
  - (a) Nomination Paper (Form P4) (in duplicate);
  - (b) Certificate of Eligibility (in duplicate);

- (c) Community Certificate (in duplicate);
- (d) Political Donation Certificate (in duplicate); and
- (e) Accountant-General's Department (AGD) receipt for Election Deposit paid (if payment<sup>1</sup> has already been made at AGD).
- 2.3 Candidates should also submit the following forms during filing:
  - (a) Name for Ballot Paper;
  - (b) Appointment of Election Agents; and
  - (c) Appointment of One Other Person (if any is appointed).

In addition, candidates are encouraged to fill up and submit the form to voluntarily undertake to campaign for election as President in a manner that is dignified, decorous and consistent with the President's position as the Head of State and the symbol of national unity. Completed forms will be put up on the noticeboard, together with the Nomination Paper and other documents, during nomination proceedings.

- 2.4 Candidates may wish to note the following:
  - (a) Candidates and their subscribers are reminded to arrive early and bring along their original NRIC (or Passports) for identification purposes;
  - (b) The use of handphones, video-taking and photo-taking devices are strictly prohibited within the Nomination Place;
  - (c) A photocopy of the original Nomination Paper can be accepted as the duplicate copy;
  - (d) Application for the Certificate of Eligibility and the Community Declaration for the Malay community must be submitted to the Elections Department (ELD) not later than 4 Sep 2017 (Monday), 5 p.m.;
  - (e) Application for the Political Donation Certificate must be submitted to the office of the Registrar of Political Donations at ELD not later than 9 Sep 2017 (Saturday), 1 p.m.; and
  - (f) The Election Deposit payable by each candidate is \$43,500. It must be paid in cash (legal tender), or by way of bank draft, or by a certified cheque. Payment can be made at the Accountant-General's Department (AGD), 100 High Street, #06-01, The Treasury, Singapore 179434 before Nomination Day, or at the Nomination Centre on Nomination Day. The working hours for AGD are from Monday to Friday, 8.30 a.m. to 12.30 p.m. and 1.30 p.m. to 6 p.m., excluding public holidays.

<sup>&</sup>lt;sup>1</sup> Alternatively, candidate may also pay at the PA Auditorium (i.e. the Nomination Place) on Nomination Day before 12 noon.

### 3 Photograph and Symbol for Ballot Paper

- 3.1 The ballot paper for Presidential Election 2017 will include the photographs of the candidates and their election symbols.
- 3.2 Candidates should submit their photographs by 2 p.m. on Nomination Day, according to the specifications by the Returning Officer, for inclusion in the ballot paper (please refer to Annex A). Otherwise, the space on the ballot paper for the candidate's photograph will state "No photo". For accuracy and consistency, candidates are advised to submit their photographs early. Candidates may submit their photographs from the point of application for the Political Donation Certificate.

#### 3.3 <u>Election Symbol</u>

Candidates may select the election symbol for campaigning from the list of gazetted symbols. Candidates may also request to use their own symbol, which has to be approved by the Returning Officer. Candidates will need to put the request in writing<sup>2</sup>.

Candidates must make known their choice of election symbol to the Returning Officer before 12.30 p.m. on Nomination Day.

The Returning Officer will inform the candidates of his decision at the conclusion of the nomination proceedings. Should there be any gazetted symbol selected by more than one candidate, the allotment will be decided by lot.

## 4 Collection of Election Documents

- 4.1 After the close of nominations, if the election is contested, the Returning Officer will issue to every candidate the required election documents:
  - Permit to Display Posters and Banners;
  - Poster and Banner Official Stamps;
  - List of Polling Stations and Voter Serial Numbers; and
  - Various election forms for the campaigning period and Polling Day.

#### 4.2 <u>Permit to Display Posters and Banners</u>

Every duly nominated candidate will be authorised to display up to 10,100 posters and 201 banners during the period starting with the close of nomination proceedings on Nomination Day at noon and ending at 11.59 p.m. on 21 Sep 2017<sup>3</sup>. A copy of each poster and banner must be lodged with the Returning Officer before they are displayed. Approved posters and banners that were already up before the start of Cooling-off Day may remain in place<sup>4</sup>.

 $<sup>^2</sup>$  Candidates are to provide the design of the symbol in size of 3.5cm x 2.5cm, and accompanied by a short description of the symbol, in English, of no more than 5 words

<sup>&</sup>lt;sup>3</sup> Amended on 31 Aug 2017

<sup>&</sup>lt;sup>4</sup> Added on 31 Aug 2017

All posters and banners displayed in public places must bear the official stamp issued by the Returning Officer, and the manner of display must comply with the Presidential Elections (Election Advertising) Regulations and the conditions listed in the Returning Officer's permit.

Posters and banners are not allowed to be displayed within a radius of 50 metres of any polling station. Maps showing 50-metre prohibition zones are available on the ELD website. Approved posters and banners that were already up before the start of Cooling-off Day and Polling Day may remain in place.

Candidates must remove all posters and banners displayed within 6 days after Polling Day (i.e. before 1 Oct 2017)<sup>5</sup>.

## 5 Delivery of Speeches

- 5.1 After candidates have collected the election documents described in the paragraph above, the Returning Officer will announce the results of the nominations to supporters of the candidates and members of the public present at the open field within the Nomination Centre premises. Thereafter, each candidate will be allotted 2 minutes to address the gathering via a public address system at a designated announcement area outside the Nomination Place.
- 5.2 Ten seconds before the allotted time ends, the candidate will be alerted by a row of blinking lights on the rostrum. At the end of the 2 minutes, the volume of the public address system will be turned down. The order of speeches will be determined by alphabetical order of the candidates' surnames, followed by their given names if the surnames are the same. After the end of the speeches, the candidates will be allowed to join their supporters at their demarcated supporters' area on the field, as guided by the Police.
- 5.3 Apart from this, any other speech will require a Police permit. Supporters of candidates must not display or exhibit any placards, flags or banners at the Nomination Centre before the close of nomination proceedings.

## 6 Campaigning and Other Election Activities

## 6.1 <u>Campaigning</u>

Candidates should conduct election campaigning in a responsible and dignified manner befitting the seriousness of the Presidential election process. Candidates should not make statements that may cause racial or religious tensions or undermine social cohesion. Candidates should also avoid negative campaigning practices based on hate or denigrating opposing

<sup>&</sup>lt;sup>5</sup> Added on 31 Aug 2017

candidates, and should not make false statements that allege corruption or that criminal offences have been committed. Egregious acts of negative campaigning could be in breach of the law.

6.2 <u>Use of television for campaigning</u>

There will be television airtime for candidates to reach out to voters at the national level.

#### 6.3 Exhibition and Distribution of Films

Candidates intending to exhibit or distribute physical films are required to first submit the films to the Info-communications Media Development Authority (IMDA) for classification as early as possible. Films submitted after the issue of Writ of Election will be cleared within three working days. Candidates are also reminded that the making, distribution and exhibition of Party Political Films (PPFs) are disallowed. These include films that employ dramatisation and/or animation to distort, sensationalise and mislead viewers on political matters.

Example: Distribution of Physical Films

Candidate A wishes to distribute physical DVDs of recordings containing his speeches and manifestos to his supporters during house visits. Under the Films Act, Candidate A must first submit the recording to the IMDA for classification before he can distribute the physical DVDs.

To submit a political film for classification by the IMDA, candidates may put up an online application form via IMDA's Online Services portal at the IMDA website (imdaonline.imda.gov.sg). Following that, candidates must submit the DVDs, along with a print-out of the signed form to IMDA.

Example: Party Political Films (PPFs)

Candidate B shares a video that he had made himself on Facebook. In the video, Candidate B, with his friends, parodies a public rally and attacks the Elected Presidency, demanding more power for the elected President.

Under the Films Act, candidates are prohibited from making, distributing and exhibiting PPFs. Candidates should ensure that films are factual and objective, and do not dramatise and/or present a distorted picture.

The following will not be considered PPFs:

a. Live recordings of events held in accordance with the law;

b. Factual documentaries, biographies or autobiographies;

c. Candidate's declaration of policies or ideology, based on which the candidate seeks to be elected and is produced by or on behalf of him; and
 d. Films made solely for the purpose of reporting of news by a licensed broadcasting service.

Candidates are advised to refer to sections 2(2) and 2(3) of the Films Act for further details on what does or does not constitute a PPF.

However, Presidential Election Campaign Recordings (ECRs) may be exhibited and distributed on the Internet between 28 August and 21 September 2017 (both dates inclusive) without first being submitted to the IMDA for classification.

ECRs are recordings that:

- (a) record "live" the whole or a material proportion of a lawful performance, assembly or procession related to any election activity, without depicting any event, person or situation in a dramatic way; and
- (b) do not contain any additions, omissions, substitutions or other modifications to those contents.

#### 6.4 Internet Election Advertising

All election advertising published on or through the Internet must comply with the Presidential Elections (Election Advertising) Regulations.

Every nominated candidate is required to declare to the Returning Officer the particulars of every Internet election advertising platform (e.g. podcasts, videocasts, blogs and social networking sites like Facebook and Twitter) that will be used by or on behalf of the candidate to publish election advertising during the campaign period. The publication of any election advertising on undeclared platforms is prohibited.

The initial declaration must be sent to the Returning Officer within 12 hours after the start of the campaign period. Thereafter, a declaration must be submitted to the Returning Officer any time before election advertising is published on any new platform during the campaign period, by or on the candidate's behalf. Candidates may submit their declarations through the Candidate eServices portal at the ELD website: (www.eld.gov.sg/candidate presidential online.html).

Example: Election Advertising on Undeclared Platforms

Candidate C, at the recommendation of his election agent, applied for a new Twitter account on the second day of the campaign period to reach out to more voters.

Candidate C must first declare this new Twitter account through the Candidate eServices portal at ELD's website before posting his first election advertising on this account.

Candidates are also reminded that the publication of exit polls and election surveys – such as a survey of actual voters and their voting preference – is

disallowed from the day that the Writ of Election is issued until the end of Polling Day (8 p.m.).

Any appeal for and receipt of political donations must not contravene the Political Donations Act. Paragraphs 10.2 and 10.3 contain more information on this.

#### 6.5 <u>Election Advertising Ban on Cooling-off Day and Polling Day</u>

Candidates are reminded that campaigning is banned and election advertising must not be published during Cooling-off Day and Polling Day, to let voters reflect rationally on various issues raised at an election before going to the poll. This includes re-posting an election advertisement that was published before Cooling-off Day or Polling Day.

Example: Re-posting on Cooling-off Day

At 12.01 a.m. on Cooling-off Day, Candidate D decides to share a post that he had previously posted on Facebook on the first day of the campaign period, canvassing for support.

Candidate D has contravened Section 60A of the Presidential Elections Act, which prohibits the publication of election advertisements on Cooling-Off Day.

## 7 Election Meetings Permit

- 7.1 There will be no designated rally sites for presidential elections. All candidates who wish to hold election meetings must secure the rental of the venue and seek approval from the premise or site owners. The written consent of the premise or site owners must be attached with the permit application to hold an election meeting.
- 7.2 Application for the election meeting and vehicular procession permits may be made online or in person by the candidate or his election agent at Police Elections Permits Office<sup>6</sup> (PEPO). Application for the election meeting permits may be made after the close of nomination proceedings and two days before the intended election meeting date. Hence the first election meeting may be held two days after Nomination Day. Applications for election meetings to be held on this day must be submitted by 4 p.m. on Nomination Day. Applications for election meetings to be held on all other subsequent campaigning days must be submitted by 11 a.m. two days before the election meeting. For example, if the election meeting is on Thursday, the candidate or election agent should apply for a permit latest by 11 a.m. on Tuesday that same week.

<sup>&</sup>lt;sup>6</sup> Candidates should refer to para 4.5.1 of the Candidate Handbook for details on submitting online and hardcopy submissions.

- 7.3 Candidates who wish to hold election meetings should consider sites such as sports stadiums and indoor venues, where the public order and security risk can be better mitigated. Election meeting permits will not be issued for sites such as open fields or open areas.
- 7.4 Candidates can indicate up to two sites for each election meeting permit application. The Police will assess the suitability of both sites. Candidates can proceed with an election meeting at only one approved site, i.e. if both sites are found suitable, candidates have to choose between either of the sites to hold the election meeting at the time slot indicated on the permit application.
- 7.5 If the application is approved, the candidate or election agent will be invited to the PEPO. The permit conditions and the rules will be explained to the candidate or election agent. The candidate or election agent must acknowledge on the permit that the conditions and rules have been explained before collecting the permit. Further details on the permit conditions are available in the Candidate Handbook. The permit holder would be required to organise the election meeting site according to the site plan, as approved by the Police.

#### 8 Cybersecurity

- 8.1 Candidates relying on the Internet and digital IT systems to support their campaign should be mindful of potential cyber threats. There have been attempts to interfere with foreign countries' electoral processes. Candidates must therefore safeguard their digital IT systems, including their Internet election advertising platforms, against potential cyber threats.
- 8.2 Candidates who require advice on cybersecurity issues may approach SingCERT, a division of the Cyber Security Agency (CSA) for assistance. Advisories on cybersecurity will be available on SingCERT's website at www.csa.gov.sg/singcert during the election period. Candidates may contact SingCERT at singcert@csa.gov.sg.
- 8.3 Candidates are requested to provide a point of contact and contact information such as email address and contact number via the above email address so that SingCERT personnel can correspond with them on matters relating to cybersecurity when necessary.

## 9 Use of Information in the Registers of Electors

9.1 Candidates may purchase a copy of the registers of electors and collect, use or disclose information recorded in the registers without obtaining consent under the Personal Data Protection Act (PDPA) as long as it is for the purpose of communicating with electors in accordance with the relevant laws, and not for commercial or other purposes. Candidates may also disclose information recorded in the registers to relevant persons, such as their election agents, provided such persons give their written acknowledgement that they are bound by the same restrictions on the use of information in the registers.

- 9.2 In the course of campaigning, personal data (for example, in the form of photographs) may be gathered by candidates. Candidates are reminded to comply with the Data Protection Provisions under the PDPA when they collect, use or disclose the personal data of individuals. Candidates are responsible for ensuring that their election agents, staff and volunteers also comply with the Data Protection Provisions. Candidates should conduct the necessary training for them and put in place specific policies and procedures appropriate for their operations, to ensure the proper handling of personal data.
- 9.3 Some key obligations in the Data Protection Provisions are highlighted below:
  - Ensure that individuals are notified of the purposes of the collection, use or disclosure of their personal data, and that their prior consent is obtained. For instance, a candidate who wishes to take a photograph of individuals at election campaign activities in a private location will need to obtain the individuals' consent;
  - Implement reasonable security arrangements to protect personal data in the candidates' possession or under their control. These may include technical measures such as encrypting personal data to prevent unauthorised access, as well as physical measures such as the proper shredding of confidential documents. As good practice, candidates should avoid leaving personalised election mailers bearing electors' personal data on the doors or gates of their houses, but instead slot them into the letterboxes or under the doors of their houses; and
  - Cease to retain documents containing personal data when there is no business or legal purpose for retention. Personal data must not be kept indefinitely or "just in case" it may be needed for other purposes that have not been notified to the individuals.
- 9.4 Candidates who send any message to Singapore telephone numbers, the sole purpose of which is for election campaigning, are not prevented from doing so by the Do Not Call Provisions under the PDPA, so long as it does not offer to supply, offer, advertise or promote a good or service.
- 9.5 Candidates are encouraged to refer to the <u>Advisory Guidelines on Application</u> of <u>PDPA to Election Activities</u><sup>7</sup> published by the Personal Data Protection Commission for more information.

<sup>&</sup>lt;sup>7</sup> <u>https://www.pdpc.gov.sg/legislation-and-guidelines/advisory-guidelines/main-advisory-guidelines</u>

#### **10** Election financing

- 10.1. The Presidential Elections Act limits campaign expenses to 30¢ per registered voter or \$600,000, whichever is greater. Based on the number of electors in the registers as of 28 Aug 2017, the election expense limit for PE 2017 is \$754,982.40.
- 10.2. Candidates are to comply with the provisions under the Political Donations Act. Under the Political Donations Act, only Singapore citizens who are 21 years or older, or Singapore-controlled companies which carry on business wholly or mainly in Singapore, are allowed to make political donations.
- 10.3 Candidates should keep proper records of the political donations received and take the necessary steps to verify the source of their donations, for both physical and online donations. Candidates should also provide an advisory on their crowd-funding platforms stating that donations may only be received from permissible sources.

ELECTIONS DEPARTMENT 28 AUGUST 2017

## **Specifications for Photographs on Ballot Paper**

The image of the candidate must allow voters to recognise the candidate for voting purposes and be in black and white. The photograph shall:

- a. be 400 pixels (width) by 514 pixels (height), and file size should be about 150KB in JPEG ('jpg' extension) format;
- b. be in sharp focus and clear with no ink marks or creases;
- c. have a plain white background or, in the case where the candidate's hair, hat or head covering is white, a plain light grey background;
- d. be taken with uniform lighting and not show any flash reflection or shadow on the candidate's face or any uneven bright spots or red eyes;
- e. be taken recently;
- f. show the candidate alone with no other persons visible;
- g. show the candidate facing the camera, and if the candidate wears any glasses or other optical aid, show the candidate with no reflection off the glasses;
- h. clearly show both edges of the candidate's face and the top of the candidate's shoulder;
- i. not show the candidate wearing any hat or other head covering, other than a hat or other head covering which the candidate habitually wears for religious reasons or due to custom; and if any such hat or other head covering is worn, the photograph must still be a full frontal view of the candidate's head and shoulders, showing the candidate's facial features in its entirety and showing clearly both edges of the candidate's face; and
- j. not show the candidate wearing any attire, hat or other covering which bears any symbol which is of any racial or religious significance.

The photograph should be submitted in soft copy in USB flash drive or CD-ROM (**both not returnable**). The filename of the photograph should be in this format: <<*NRIC number of candidate>>* separated by a hyphen <<*name of candidate>>*, e.g. *S1234567A-Goh Kok Goi.jpg*.

Candidates can also utilise the photo booths which will be set up at the Nomination Centre on Nomination Day if they are not able to submit their photographs in advance.

# Summary of To-Do Items for a Candidate

This list is not exhaustive.

Timeline	To-Do Item	Form to use
Before Issue of Writ	<ul> <li>From 1<sup>st</sup> June</li> <li>Candidate may collect forms from ELD to apply for Certificate of Eligibility and make Community Declaration, or download the forms from ELD website.</li> </ul>	Application Form: - Certificate of Eligibility - Community Declaration
From Issue of Writ to Nomination Day	<ul> <li>From Writ Day         <ul> <li>Candidate may collect the Nomination Paper and other forms for use on Nomination Day from ELD, or download the forms from ELD website.</li> </ul> </li> <li><u>Not later than 5 clear days after Writ</u> <ul> <li>Candidate to submit Certificate of</li> </ul> </li> </ul>	<ul> <li><u>Nomination Paper and other</u> <u>forms</u></li> <li>Nomination Paper [Cap. 240A, Form P4]</li> <li>Explanatory material on role of President</li> <li>Voluntary undertaking on campaigning</li> <li>Name for Ballot Paper Form</li> <li>Appointment of Election Agent Form</li> <li>Appointment of One Other Person Form</li> </ul> <u>Application for Political</u> <u>Donation Certificate</u> <ul> <li>Pre-Election Donation Report [Cap. 236, Form 3]</li> <li>Pre-Election Declaration [Cap. 236, Form 4]</li> </ul>
	Eligibility form and Community Declaration <u>Not later than 2 clear days before</u> <u>Nomination Day</u> - Candidate to submit Pre-Election Donation Report and Pre-Election Declaration to apply for Political Donation Certificate.	
	<ul> <li>Latest by one day before Nomination Day</li> <li>Candidate to collect Certificate of Eligibility, Community Certificate and Political Donation Certificate from ELD. (for successful applications)</li> <li>Unsuccessful candidates will also be notified.</li> </ul>	
	<ul> <li>Before Nomination Day</li> <li>Candidate is advised to pay election deposit at Accountant-General's Department before Nomination Day. (Alternatively, candidate may also pay at the Nomination Place on Nomination Day before 12 noon.)</li> </ul>	
	<ul> <li>For ease of processing, candidate is encouraged to submit photograph for</li> </ul>	

	ballot paper and choice of candidate symbol (if using own symbol) to ELD before Nomination Day.	
Nomination Day	<ul> <li><u>On Nomination Day</u></li> <li>Candidate to deliver duly completed Nomination Paper, Certificate of Eligibility, Community Certificate and Political Donation Certificate (all in duplicate) as well as other forms at Nomination Place from 11 a.m. to 12 noon.</li> </ul>	
	<ul> <li>Candidate is encouraged to sign the voluntary undertaking on campaigning</li> </ul>	
After nomination proceedings to Polling Day	<ul> <li><u>After nomination proceedings till Cooling-off Day, i.e. campaign period</u></li> <li>Candidate to conduct campaigning according to the law. (Please also refer to the Press Release on Campaigning Guidelines for the Presidential Election and the Candidate Handbook issued by ELD.)</li> </ul>	
	- Candidate to note that all posters and banners displayed in public places must bear the official stamp issued by the Returning Officer and are not allowed to be displayed within a radius of 50 metres of any polling station.	
	Within 12 hours after start of campaign period	- Authority to Conduct Election Activity (by Candidate) [Cap.
	<ul> <li>Candidate to declare Internet election advertising platforms via Candidate e- Service on ELD website. Subsequent declarations must be made before election advertising is published on any new platforms.</li> </ul>	<ul> <li>Activity (by Candidate) [Cap. 240A, Form P17]</li> <li>Authority to Conduct Election Activity (by Election Agent) [Cap. 240A, Form P18]</li> <li>List of Persons Authorised to Conduct Election Activity (by Candidate or Election Agent)</li> </ul>
	<ul> <li>Candidate or Election Agent to issue the appropriate form to persons to conduct election activity. List of such persons to be submitted to ELD within 12 hours from start of campaign period.</li> </ul>	
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- -	<ul> <li>Principal Election Agent/Election</li> <li>Agents to appoint polling and counting agents. Polling agents may also be appointed for overseas polling stations, and returns must be submitted no later than 2 clear days before the start of poll at that overseas polling station.</li> <li>Candidates are advised to brief their polling and counting agents (Guides for Polling and Counting Agents are available at www.eld.gov.sg).</li> </ul>	<ul> <li><u>Polling agents</u></li> <li>Oath of Secrecy (with Appointment of Polling Agent)</li> <li>List of persons appointed as Polling Agents in Overseas Polling Station</li> <li>Indemnity Form for Participating in Observing the Transportation of Sealed Ballot Boxes</li> </ul>
_	For entry into the polling stations /counting centres, the polling /counting agents are required to produce the Letter of Appointment and Oath of Secrecy. The Oath of Secrecy should have been signed before a Commissioner for Oath /Justice of the Peace in advance.	<ul> <li>Oath of Secrecy (with Appointment of Counting Agent)</li> <li>Form of Oath of Secrecy (with Letter of Appointment of Counting Agent at Counting Place for Overseas Votes)</li> </ul>
-	In addition, the candidate or his polling agents may observe the process of transporting the ballot boxes from the polling stations to the counting centres. Candidate /polling agents who wish to do so will need to sign an indemnity form.	Election Office - Return of Election Office(s) of Candidate
-	Candidate to register his election office(s) with the Returning Officer before Polling Day.	
-	Principal Election Agent/Election agent to collect relevant passes (Candidate and Election agent passes) from ELD before Polling Day.	
-	<u>cooling-off Day</u> Prohibitions on Cooling-off Day to be observed. These prohibitions also apply on Polling Day.	- Oath of Secrecy [Cap. 240A, Form P13]
<u>P</u> -	Colling Day Candidate may visit polling stations. Candidate to submit a completed and signed Oath of Secrecy at the first polling station he visits.	

	<ul> <li><u>Counting Night</u></li> <li>Candidate and his Principal Election Agent may enter the principal counting centre where the vote counts are added and tallied, upon submitting a completed and signed Oath of Secrecy.</li> </ul>	
After Polling Day	<ul> <li><u>Post-election vehicle processions</u></li> <li>Candidate and his election agents have to ensure that the post-election vehicle processions held after Polling Day to thank the voters and supporters is authorised by a permit issued by the Police.</li> <li>Remove posters</li> </ul>	<ul> <li>Police Permit to hold a vehicular procession for the purpose of a "Thank You" parade</li> </ul>
	<ul> <li>Candidate and his election agents have to ensure that all of their posters and banners are taken down within the specified period stated in the Returning Officer's permit and properly disposed of after the elections.</li> </ul>	
	<ul> <li><u>Returns respecting election expenses and</u> <u>political donations</u></li> <li>Principal Election Agent to submit Return of Election Expenses and candidate to submit Declaration within 31 days after the results of the election are published in the Gazette.</li> </ul>	<ul> <li><u>Election expenses</u></li> <li>Return of Election Expenses [Cap. 240A, Form P14]</li> <li>Declaration by Candidate [Cap. 240A, Form P15]</li> <li><u>Political donations</u></li> </ul>
	<ul> <li>Candidate/Principal Election Agent/Election Agent to submit Post- Election Donation Report and Declaration within 31 days after the results of the election are published in the Gazette.</li> </ul>	<ul> <li>Post-Election Donation Report [Cap. 236, Form 6]</li> <li>Post-Election Declaration [Cap. 236, Form 7]</li> <li>Post-Election Declaration by Election Agent of Presidential Candidate [Cap. 236, Form 8]</li> </ul>
	<ul> <li><u>Six months after the election</u></li> <li>Candidates and Principal Election Agents may observe the destruction of ballot papers used in the election.</li> </ul>	