



PRESIDENTIAL ELECTION

2017

Candidate Handbook

TABLE OF CONTENTS

1.	INTRODUCTION	1
1.1.	Qualifications for the Office of President	1
1.1.1.	Public sector service requirement	1
1.1.2.	Private sector service requirement	2
1.2.	Disqualifications from being a presidential candidate	3
2.	FROM ISSUE OF WRIT OF ELECTION TO EVE OF NOMINATION DAY	4
2.1.	Documents needed for nomination of candidates	4
2.1.1.	How to fill in Nomination Form	4
2.1.2.	How to apply for a Certificate of Eligibility	5
2.1.3.	How to submit community declaration and apply for a Community Certificate	6
2.1.4.	How to obtain Political Donation Certificate	7
2.2.	Election deposit	7
2.3.	Election agents	8
2.3.1.	Duties and responsibilities of an election agent	9
3.	ON NOMINATION DAY	10
3.1.	Nomination Day	10
3.2.	Persons entitled to be present during nomination proceedings	10
3.3.	Delivery of Nomination Papers	10
3.4.	Persons allowed to inspect Nomination Papers	11
3.5.	Amending Nomination Papers after filing	11
3.6.	Making objections to nominations	11
3.7.	Withdrawing nominations	12
3.8.	Declaring returned candidates if election is uncontested	12
3.9.	Declaring nominated candidates if election is contested	13
3.10.	Candidates making speeches at Nomination Centre	13
3.11.	Displaying banners and placards at Nomination Centre	13
3.12.	Nomination-related offences	13
3.13.	Choosing symbol and name for election campaigning	14
3.14.	Photographs on Ballot Paper	14
3.15.	General advisory	15
4.	AFTER CLOSE OF NOMINATIONS TO BEFORE POLLING DAY	17
4.1.	Campaigning	17

4.2.	Management of personal data under election legislation and other relevant laws	17
4.2.1.	Regulatory requirements under the Personal Data Protection Act (PDPA)	17
4.2.2.	Use of information in the registers of electors	18
4.2.3.	Managing personal information collected under the Political Donations Act	18
4.3.	Submission of films for classification	18
4.3.1.	Prohibition on Party Political Films (PPFs)	19
4.4.	Different forms of election advertising	19
4.4.1.	Internet Election Advertising (IEA)	20
4.4.1.1.	Non-Permitted forms of IEA.....	20
4.4.1.2.	Declaration of IEA by candidates.....	20
4.4.1.3.	“Published-by” requirement for IEA	21
4.4.1.4.	Moderator for chat rooms and discussion forums.....	21
4.4.2.	“Published-by” requirement for election advertising not on the Internet	22
4.4.3.	Posters and banners	23
4.4.4.	Other forms of election advertising	25
4.4.5.	Excluded election advertising.....	25
4.5.	Election meetings and vehicle processions.....	26
4.5.1.	Police Elections Permits Office.....	26
4.5.2.	Election Meeting Permits	27
4.5.3.	Approval of permit	28
4.5.4.	Election meeting permit conditions	28
4.5.5.	Special Events under the Public Order Act	30
4.6.	Persons prohibited from conducting election activities.....	30
4.7.	Opening election offices	31
5.	PROHIBITED ACTIVITIES ON COOLING-OFF DAY AND POLLING DAY.....	32
5.1.	Prohibited Activities	32
5.2.	Exceptions to Prohibitions	32
6.	POLLING	33
6.1.	Polling in Singapore.....	33
6.2.	Polling at overseas polling stations	33
6.3.	Persons allowed to enter polling stations	33

6.3.1.	Forms that must be produced by candidates/polling agents before entering polling stations	33
6.4.	Understanding the voting process	34
6.5.	Number of polling agents	35
6.6.	Observing the process to transport sealed ballot boxes from the polling stations to the counting centres	36
6.7.	Things that candidates/polling agents are allowed to do/prohibited from doing	36
6.8.	Maintaining secrecy of voting.....	37
6.9.	General advisory at polling stations, counting centres and principal counting centres	38
7.	COUNTING OF VOTES AND DECLARATION OF ELECTION RESULTS	39
7.1.	Counting of votes cast in Singapore.....	39
7.2.	Counting of votes cast overseas.....	39
7.3.	Counting places and principal counting centre.....	39
7.4.	Persons allowed to enter counting centres/principal counting centre .	40
7.4.1.	Forms that must be produced by candidates/agents before entering the counting centres	40
7.5.	Understanding the counting process	40
7.6.	Number of counting agents	42
7.7.	Things that the candidates and counting agents are allowed to do/prohibited from doing.....	42
7.8.	Recount	43
7.9.	Announcement of results.....	43
7.9.1.	Impact of votes cast overseas.....	43
7.10.	Assembly centres	43
8.	POST-ELECTION	44
8.1.	Application to void an election	44
8.2.	Destruction of ballot papers.....	45
8.3.	Post-election activities	45
9.	ELECTION FINANCE	46
9.1.	Limit on the amount that can be spent.....	46
9.2.	Election expenses generally must be paid by election agent.....	46
9.3.	Personal expenses incurred by candidates	47
9.4.	Requirement for bill, receipts and records of payment.....	47

9.5.	Claims	47
9.6.	Returns respecting election expenses	47
9.6.1.	Guidance on completing the Return of Election Expenses	48
9.7.	Post-election Donation Report and Declaration	50
10.	CORRUPT AND ILLEGAL PRACTICES	51
10.1.	Corrupt practices.....	51
10.2.	Illegal practices.....	52
ANNEX A	VOLUNTARY UNDERTAKING ON CAMPAIGNING BY PRESIDENTIAL ELECTION CANDIDATE	53
ANNEX B	EXPLANATORY MATERIAL ON ROLE OF THE PRESIDENT UNDER THE CONSTITUTION OF THE REPUBLIC OF SINGAPORE	54
ANNEX C	IMPORTANT REMINDERS TO PRESIDENTIAL ELECTION CANDIDATES.....	56
ANNEX D	OVERSEAS POLLING STATIONS	63

FOREWORD

This handbook has been prepared by the Elections Department (ELD) to help candidates and aspiring candidates in presidential elections (“candidates”) and their agents comply with the law relating to presidential elections. It summarises the roles, obligations and duties of candidates and their agents under the laws governing presidential elections. It is prepared for the 2017 Presidential Election which is reserved for candidates from the Malay community.

While ELD has tried to provide as much accurate and useful information as possible in this handbook, this publication does not take precedence over the law. This handbook is not the legal authority and should not be cited as such in a court of law. Candidates and their agents should therefore read this handbook in conjunction with the relevant legislation.

If candidates and their agents are unsure of their rights or obligations, they should seek legal advice from an advocate and solicitor. It is not the function of ELD or the Returning Officer to interpret the law for candidates or their agents, or to provide them with legal advice. The Government makes no representations or warranties as to the accuracy, completeness, reliability, timeliness, currency, quality or fitness for any particular purpose of contents of this handbook, and does not accept any responsibility for any result that occurs through any reliance upon the contents of this handbook by any person.

If candidates and their agents have any questions about this handbook, please approach the staff at ELD. As candidates and agents often require more technical information than the general public, they should identify themselves as such when communicating with the staff.

Finally, the information contained in this handbook is current as at 1 Jun 2017. Changes made to the law after that date are not included in this handbook.

ELECTIONS DEPARTMENT
PRIME MINISTER’S OFFICE

ACKNOWLEDGEMENT

The ELD would like to thank the Attorney-General’s Chambers for its assistance in developing and vetting this handbook.

1. INTRODUCTION

1.1. Qualifications for the Office of President

A person is qualified to be a candidate for election as President if he¹ –

- a. is a citizen of Singapore;
- b. is at least 45 years old on Nomination Day;
- c. is registered as an elector in a current register of electors;
- d. is resident in Singapore on Nomination Day;
- e. is resident in Singapore for a total period of at least 10 years before Nomination Day;
- f. satisfies the Presidential Elections Committee (PEC) that he is a person of integrity, good character and reputation;
- g. satisfies the PEC that he has, at the date of the Writ of Election, met either the public sector service requirement or the private sector service requirement and the period(s) of service that he relies on falls partly or wholly within the 20 years immediately before the date of the Writ of Election; and
- h. satisfies the Malay Community Sub-Committee that he is a member of the Malay community for which the 2017 Presidential Election has been reserved.

1.1.1. Public sector service requirement

The public sector service requirement is that the person has:

- a. held office for 3 or more years as Minister, Chief Justice, Speaker of Parliament, Attorney-General, Chairman of the Public Service Commission, Auditor-General, Accountant-General or Permanent Secretary;
- b. served for 3 or more years as the chief executive of an entity specified in the Fifth Schedule of the Constitution;
- c. served for 3 or more years in an office in the public sector for which the PEC must be satisfied, having regard to the nature of the office and the person's performance, that he has experience and ability comparable to a person who satisfies paragraph 1.1.1 (a) or (b). The PEC must also be satisfied that he has the experience and ability to effectively carry out the functions and duties of the office of President; or
- d. served for 2 periods of at least one year each in any of the abovementioned offices, and the 2 periods add up to 3 or more years in total.

¹ All words using the masculine gender, such as him, his etc., refer to females as well.

1.1.2. Private sector service requirement

The private sector service requirement is that the person has:

- a. served as the chief executive of a company and the following four criteria are met:
 - i. the person's most recent period of service as the chief executive of that company, ignoring any period of service less than a year, must be 3 or more years in length;
 - ii. the company must have, on average, at least \$500m shareholders' equity during the person's most recent 3-year period of service as chief executive;
 - iii. the company must have, on average, made profit after tax for the entire period during which the person served as the chief executive; and
 - iv. the company must not have been subject to any insolvency event within 3 years of the person's last day of service as the chief executive, or until the date of the Writ of Election, whichever is earlier.
- b. served for 3 or more years in an office in a private sector organisation and the PEC must be satisfied (having regard to the nature of the office, the size and complexity of the private sector organisation and the person's performance in the office) that the person has experience and ability comparable to a person who satisfies the criteria laid out in paragraph 1.1.2 (a). The PEC must also be satisfied that he has the experience and ability to effectively carry out the functions and duties of the office of President;
- c. held office or served for 2 periods of at least one year each in any of the above-mentioned offices, and the 2 periods add up to 3 or more years in total.

Note: In paragraphs 1.1.1 and 1.1.2: -

- a. "chief executive", in relation to an entity or organisation, means the most senior executive of the entity or organisation, who is principally responsible for the management and conduct of the entity's or organisation's business and operations;
- b. "company" means a company limited by shares and incorporated or registered in Singapore under the general law related to companies;
- c. "period" means continuous period.

For details on how to calculate and determine shareholders' equity and profit after tax, and on what constitutes an insolvency event, please refer to Part III of the Presidential Elections (Certificate of Eligibility) Regulations 2017.

1.2. Disqualifications from being a presidential candidate

A person is disqualified from being a candidate for election as President if, on Nomination Day, he –

- a. is of unsound mind;
- b. is an undischarged bankrupt;
- c. is a member of any political party;
- d. is the holder of a whole time office in the service of the Government e.g. a Civil Servant;
- e. has been convicted of an offence by a Singapore or Malaysian court and sentenced to imprisonment for a term of not less than one year or to a fine of not less than \$2,000 and has not been pardoned;
- f. has voluntarily acquired the citizenship of, or exercised rights of citizenship in, another country or has declared allegiance to another country;
- g. did not file returns of election expenses within the time required by law at any previous parliamentary or presidential election; or
- h. is disqualified under the Parliamentary Elections Act or Presidential Elections Act on account of having committed an election offence.

2. FROM ISSUE OF WRIT OF ELECTION TO EVE OF NOMINATION DAY

2.1. Documents needed for nomination of candidates

In order to be validly nominated as a candidate, the following documents must be filled up correctly and delivered (in duplicate) in person to the Returning Officer on time on Nomination Day:

- a. Nomination Form (Form P4), the form of which is statutorily prescribed;
- b. a Certificate of Eligibility issued by the PEC;
- c. a Political Donation Certificate issued by the Registrar of Political Donations; and
- d. a Community Certificate issued by the Community Committee certifying that the declarant (i.e. the prospective candidate) belongs to the Malay community.

In addition, there is a form for candidates 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. The form for the undertaking is at Annex A.

2.1.1. How to fill in Nomination Form

Do not leave any part of the Nomination Form blank. You should use English when filling up so as to facilitate checking. Fill up the forms legibly and use indelible ink as far as possible.

The Nomination Form has two sections which must be filled up accurately as follows:

Section A

In Section A of the Nomination Form, first fill in the nominee's name, NRIC number, sex and occupation.

In Section A, also fill in the names and NRIC numbers of –

- a. one proposer;
- b. one seconder; and
- c. at least four assentors (up to a maximum of eight assentors).

Every proposer, seconder and assentor must be registered as an elector in any of the current registers of electors. The names on the Nomination Form should correspond to those in the registers of electors.

Every proposer, seconder and assentor must also sign in this section.

Any correction to particulars given in Section A must be initialled by the person to whom the change relates.

Section B

In Section B of the Nomination Form, the nominee must sign a statement/declaration stating to the effect that –

- a. he is qualified to be elected as the President of the Republic of Singapore;
- b. he consents to the nomination;
- c. he is not a member of any political party; and
- d. he has read the explanatory material provided by the Returning Officer and understands the President's role under the Constitution, and in particular that —
 - i. the President is the Head of State and the symbol of national unity;
 - ii. it is also the function of the President to safeguard the reserves of Singapore and the integrity of the Public Services of Singapore, in accordance with the specific discretionary powers conferred on the President by the Constitution; and
 - iii. the President must exercise his functions according to the advice of the Cabinet, except where the Constitution otherwise provides.

The explanatory material provided by the Returning Officer on the President's role may be found in Annex B.

This statement and declaration must be made before a Justice of the Peace or Commissioner for Oaths.

If a change has to be made to the statement or declaration in Section B after it is made before a Justice of the Peace or Commissioner for Oaths, please ensure that the change is made before a Justice of the Peace or Commissioner for Oaths and so evidenced.

2.1.2. How to apply for a Certificate of Eligibility

To apply for the Certificate of Eligibility, the applicant must submit an application form (Form 1) to the PEC. The application may be made during the period –

- a. starting three months before the expiration of the term of office of the incumbent; and
- b. ending on the fifth day after the date of the Writ of Election.

Late applications will not be accepted.

The Certificate of Eligibility shall be issued to the applicant if the PEC —

- a. is satisfied that the applicant is a person of integrity, good character and reputation; and

- b. the applicant has, at the date of the Writ of Election, met either the public sector service requirement or the private sector service requirement under Article 19(2)(g) of the Constitution.

The Committee will issue the Certificate of Eligibility not later than the eve of Nomination Day. Successful applicants must collect the Certificates of Eligibility themselves or authorise a person to collect the certificates on their behalf.

Persons who wish to contest in the presidential election must submit applications to both the PEC and to the Community Committee. The PEC must reject an application for a Certificate of Eligibility if the applicant did not submit a community declaration to the Community Committee.

Application forms of candidates successfully nominated will be made public after the close of nomination proceedings.

2.1.3. How to submit community declaration and apply for a Community Certificate

The submission of the community declaration and application for Community Certificate may be made during the period –

- a. starting three months before the expiration of the incumbent President's term of office; and
- b. ending on the fifth day after the issue of the Writ of Election.

Late submissions and applications will not be accepted.

As the 2017 election is a reserved election for the Malay community, a prospective candidate must submit a community declaration stating that he considers himself to be a member of the Malay community, and that he wishes to apply for a Community Certificate certifying that he belongs to that community. A Community Certificate shall be issued to the applicant if the Malay Community Sub-Committee concludes that the applicant belongs to the Malay community. If the Malay Community Sub-Committee is not satisfied that the applicant belongs to the Malay community, the Community Committee will inform the applicant in writing that his application is rejected. The Community Committee will issue the Community Certificate not later than the eve of Nomination Day. Successful applicants must collect the Community Certificate themselves or authorise a person to collect the certificate on their behalf.

Persons who wish to contest in the presidential election must submit applications to both the PEC and to the Community Committee. The Community Committee must reject an application for a Community Certificate if the applicant did not apply to the PEC for a Certificate of Eligibility.

2.1.4. How to obtain Political Donation Certificate

To apply for the Political Donation Certificate, the applicant must submit a Pre-election Donation Report (Form 3) and Pre-election Declaration (Form 4) to the Registrar of Political Donations. The application may be made after the notice of the Writ of Election is issued but not later than 2 clear days (excluding Sundays and public holidays) before Nomination Day.

The reporting period for the Pre-election Donation Report (Form 3) and Pre-election Declaration (Form 4) is 12 months before the date of the declaration.

The Pre-election Donation Report (Form 3) must contain details of –

- a. every single donation amounting to \$10,000 or more accepted by the applicant during the reporting period; and
- b. every series of donations from the same permissible donor adding up to \$10,000 or more, accepted during the reporting period.

A Pre-election Declaration (Form 4) must accompany the Pre-election Donation Report (Form 3). The applicant must declare that the report is true, that the applicant has not received anonymous donations totalling \$5,000 or more or any donations from impermissible donors during the reporting period.

For more details on political donations, candidates and election agents should refer to the Political Donations Handbook.

The Registrar will issue the Political Donation Certificates no later than the eve of Nomination Day. Successful applicants must collect the Political Donation Certificates themselves or authorise a person to collect the certificates on their behalf.

2.2. Election deposit

An election deposit must be made before 12 noon on Nomination Day. The election deposit is fixed by law at 3 times the amount of election deposit payable under the Parliamentary Elections Act². The exact amount of the election deposit for an election will be specified in the notice of the Writ of Election issued by the Returning Officer.

The election deposit must be paid in cash (legal tender), or by way of bank draft, or by a cheque that has been certified by the drawee bank as good for payment of the sum stated on it.

Payment of the election deposit by any other mode e.g. a personal cheque, is not acceptable.

² The election deposit payable by a parliamentary election candidate as determined under the Parliamentary Elections Act is an amount equivalent to 8% of the total allowances payable to a Member of Parliament in the preceding calendar year, rounded to the nearest \$500.

A candidate will be deemed to have withdrawn his nomination if no election deposit is made by 12 noon on Nomination Day.

Candidates need not wait till Nomination Day to pay the deposit. Payment can be made any time after the issue of the Writ of Election but must be made before 12 noon on Nomination Day. Payments before Nomination Day may be made at the Accountant-General's Department (AGD). Remember to obtain a receipt from AGD as proof of payment.

IMPORTANT: The receipt must be attached to the Nomination Papers as evidence of having paid the election deposit.

Circumstances under which deposit may be returned

The election deposit will be returned to the candidate or person who made it on the candidate's behalf, if –

- a. the candidate is elected as President;
- b. the candidate withdraws his nomination;
- c. the candidate's nomination is successfully objected to and the nomination is invalidated;
- d. the candidate dies before the start of the poll; or
- e. the candidate does not win at the poll but garners votes exceeding one-eighth of the total number of votes polled in the election.

2.3. Election agents

A candidate may lawfully enter into certain contracts or appoint election staff connected with an election, and may not pay amounts due under those contracts except through an election agent. Once the Writ of Election is issued, every person who declares an intention to stand for election should therefore appoint election agents to manage and administer his election expenses. A candidate may appoint himself as his election agent.

The appointment of an election agent must be made in writing by or on behalf of the candidate. The maximum number of election agents a candidate can appoint is 20, one of whom is to be the principal election agent. The appointment must be made no later than Nomination Day. The name and address of the election agent(s) so appointed must also be submitted to the Returning Officer no later than Nomination Day.

Bear in mind that even with the appointment of election agent(s), the candidate remains responsible for ensuring that all campaigning activities comply with the law. It is the candidate's duty to be overall responsible for his campaign activities throughout and to take all reasonable steps to prevent the commission of illegal practices or corrupt practices during election campaigning.

2.3.1. Duties and responsibilities of an election agent

The duties and responsibilities of an election agent are summarised below:

After Close of Nominations

- to lodge a copy of the posters and banners with the Returning Officer before they are displayed;
- to apply for relevant permits from the Police, e.g. for election meetings and the use of perambulating vehicles;
- to issue written authority to election workers on behalf of the candidate;
- to submit the particulars of election workers and the address(es) of the candidate's election office(s) to the Returning Officer;
- to appoint and issue letters of appointment to the polling agents;
- to appoint and issue letters of appointment to the counting agents;
- to keep an accurate account of all expenses incurred and donations received, and all disputed claims and unpaid claims for payment;
- to receive all contributions (whether loans, advances or donations) for the candidate's election expenses and to pay for all such election expenses;
- to pay all claims for election expenses within the time delimited by law;
- to declare the candidate's media platforms (e.g. YouTube channels or Facebook pages) on which election advertising has been or is to be published on the Internet via the candidates' electronic portal on the ELD website.

Post-Election

In addition to the duties and responsibilities mentioned above, the principal election agent is also required:

- to submit a Return of Election Expenses (Form P14) and Declaration by Candidate (Form P15) to the Returning Officer within 31 days of the day on which the result of the election is published in the Gazette; and
- to submit a Post-election Donation Report (Form 6) and Post-election Declaration (Form 7) to the Registrar of Political Donations within 31 days of the day on which the result of the election is published in the Gazette.

3. ON NOMINATION DAY

3.1. Nomination Day

Nomination Day for any election will be specified in the Writ of Election. The Returning Officer will give public notice of the date in his Notice of Election.

By law, Nomination Day must be at least 10 days and not more than one month after the date of the Writ of Election.

Nominations open at 11 a.m. and close at 12 noon on Nomination Day.

3.2. Persons entitled to be present during nomination proceedings

On Nomination Day, only the following persons will be allowed to enter the nomination place (e.g. the Nomination Hall) for that election:

- a. the Returning Officer, his staff and any other person authorised by the Returning Officer;
- b. the nominees seeking to be candidates and their respective proposers, seconders and assentors; and
- c. one other person appointed in writing by each nominee.

3.3. Delivery of Nomination Papers

To be nominated as a candidate, the nominee must deliver his duly completed Nomination Form accompanied by:

- a. the Certificate of Eligibility;
- b. the Political Donation Certificate; and
- c. the Community Certificate issued to him certifying that he belongs to the Malay community.

The forms must be filled in English. All these forms and certificates must be delivered in duplicate. The duplicate copy may be in the form of photocopies of the original.

These forms and certificates must be delivered by the nominee in person together with his proposer, seconder and at least four assentors, to the Returning Officer or his staff, at the designated Nomination Centre on Nomination Day.

Nominees seeking candidature must make sure that all the above forms and certificates are delivered between 11 a.m. and 12 noon on Nomination Day at the designated Nomination Centre. All timings shall be based on the time shown on the official clock at the designated Nomination Centre. If due to some crisis there is a change in the hours of nomination, the forms and certificates must still be delivered within the times specified in the Returning Officer's public notice of such change. Late Nomination Papers are invalid.

3.4. Persons allowed to inspect Nomination Papers

Nomination Papers that are accepted by the Returning Officer or his staff are open to inspection by other candidates and their respective proposers, seconders, assentors and one other person appointed in writing.

3.5. Amending Nomination Papers after filing

Before 12 noon on Nomination Day, candidates may be given the opportunity by the Returning Officer or his staff to correct any error or omission which is discovered on the Nomination Form they have delivered. The Nomination Form may be then amended and then be re-delivered to the Returning Officer or his staff in attendance at the Nomination Centre before 12 noon, otherwise the nomination is invalidated.

However, substituting a different person as the candidate, proposer, seconder or assentor is not permitted. In such a case, a fresh set of Nomination Papers must be delivered.

IMPORTANT: It is advisable for candidates to submit their Nomination Papers well before 12 noon to allow time for errors or omissions to be corrected.

3.6. Making objections to nominations

Objections to the Nomination Papers of a candidate may be made by any rival candidate or any of their proposers, seconders, assentors or one other person appointed in writing. The Returning Officer may also raise objections.

Objections must be made in writing, signed by the objector and made between 11 a.m. and 12.30 p.m. on Nomination Day.

Objections must be based on the permitted grounds of objection under the law and must state the specific ground for the objection.

Grounds of Objections

The grounds of objections to Nomination Papers are limited to those stated in section 12(1) of the Presidential Elections Act, and they are as follows:

- a. the description of the candidate is insufficient to identify the candidate. For example, the Nomination Form contains multiple errors in the particulars of the candidate or leaves his occupation blank;
- b. the Nomination Papers do not comply with or were not delivered in accordance with the Presidential Elections Act. For example -
 - i. the Nomination Form is not signed by the candidate;
 - ii. the Nomination Form is not signed by the proposer or seconder or at least four assentors;

- iii. the particulars of the proposer, seconder or any one of the minimally four required assentors are incorrect in that they are not on any of the registers of electors;
 - iv. the Nomination Form is not accompanied by a Certificate of Eligibility, a Political Donation Certificate or the Community Certificate certifying that the candidate belongs to the Malay community;
 - v. the Nomination Papers are not delivered by the candidate in person, together with the proposer, seconder and at least four assentors; or
 - vi. the statutory declaration in the Nomination Form is not properly completed;
- c. it is apparent from the contents of the Nomination Papers that the candidate is not capable of being elected to the office of President. For example, the Nomination Form states the nominee's occupation as "Civil Servant"; and
 - d. the provisions of section 10 of the Presidential Elections Act have not been observed. For example, the Nomination Papers are not accompanied by the required election deposit in cash or bank draft or certified cheque, or the AGD's receipt of that deposit.

The Returning Officer or his staff in attendance at the Nomination Centre will decide whether to allow or disallow an objection. If the objection is allowed, the nomination objected to becomes invalid.

If the Returning Officer or his staff in attendance disallows an objection, his decision is final and conclusive and cannot be called into question in any court of law.

To prevent their nominations from being successfully objected to, candidates should complete their Nomination Papers carefully and double-check that all required documents are complete and present.

3.7. Withdrawing nominations

A candidate can withdraw his nomination for election any time before nominations close at 12 noon on Nomination Day. After that time, a nomination cannot be withdrawn.

To withdraw the nomination for election, the person nominated must appear in person and file a written notice of withdrawal with the Returning Officer or his staff present at the Nomination Centre.

3.8. Declaring returned candidates if election is uncontested

If there is only one candidate nominated, the Returning Officer or his staff present at the Nomination Centre will declare the candidate to be duly elected as the President. A poll will not be held. The Returning Officer may make this declaration shortly after 12 noon on Nomination Day if at 12 noon, only one candidate stands nominated. Otherwise, the declaration will be made immediately after 12.30 p.m.

3.9. Declaring nominated candidates if election is contested

If more than one candidate is nominated for the election, the Returning Officer will declare each of those candidates to be duly nominated and prepare to conduct a poll for that election.

3.10. Candidates making speeches at Nomination Centre

Candidates of both contested and uncontested elections may be given a chance by the Returning Officer to address their supporters at the close of nomination proceedings, in accordance with conditions set by the Returning Officer. These conditions may include the sequence of the speeches for candidates and the duration of the speeches. They do not require a permit to make such speeches.

The making of any other type of speech at or around the Nomination Centre will require a Police permit.

3.11. Displaying banners and placards at Nomination Centre

Before the close of nomination proceedings at the Nomination Centre, the supporters of candidates present around the Nomination Centre must not display or exhibit any placard, banner, flag, poster, photograph, film, sign, writing or other visible representation containing the image, symbol or logo of any candidate at that election.

They may only display or exhibit placards, banners or flags containing the image, symbol or logo of any candidate after the Returning Officer or his staff has announced the nomination results.

3.12. Nomination-related offences

The following acts, which may be committed in and around a Nomination Centre on Nomination Day, are offences:

- a. forging any Nomination Form;
- b. dishonestly defacing or destroying any Nomination Form;
- c. delivering a forged Nomination Form knowing it to be forged;
- d. making any false statement of the withdrawal of any candidate; and
- e. illegal hawking of magazines, newsletters, books, etc.

3.13. Choosing symbol and name for election campaigning

A candidate will need a symbol and to establish the name by which he will use at the poll. Both are also essential for campaigning.

The choice of symbol and name must be settled before 12.30 p.m. on Nomination Day, if the election is contested.

A candidate should select a symbol from the list which is drawn up by the Returning Officer and published in the Gazette before Nomination Day. Candidates may also request to use their own symbol, which has to be approved by the Returning Officer. If a candidate wishes to use his own symbol, he will need to put the request in writing and 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.

The symbol allotted to or selected by the candidate will be printed opposite the candidate's name on the ballot paper.

Each candidate must also indicate how he wishes his name to appear on the ballot paper at the poll. This is done by filling a form called 'Name for Ballot Paper' and submitting it to the Returning Officer's staff before 12.30 p.m. on Nomination Day. In that form, the candidate can indicate which of the names mentioned in the Nomination Form he desires to be omitted or replaced with an initial.

Take note that the names of candidates on the ballot papers are arranged alphabetically in English in the order of their surnames. If there are two or more candidates with the same surnames, then their names will be arranged alphabetically in the order of their other names.

3.14. Photographs on Ballot Paper

Candidates should submit their photographs within the time period specified and in conformance with the specifications by the Returning Officer for inclusion in the ballot paper.

Photographs must be submitted by 2 p.m. on Nomination Day. Otherwise, the space on the ballot paper for the candidate's photograph will state "No photo".

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.

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, which must be at least 2 clear days before Nomination Day. 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 may also utilise the photo booth which will be set up at the Nomination Centre on Nomination Day if they are not able to submit their photographs in advance.

3.15. General advisory

Parking and Security Arrangements at Nomination Centre

Given the public order, security and safety concerns, the proceedings at the Nomination Centre will likely be declared as a 'Special Event' under the Public Order Act. Security measures and security checks will be conducted in and around the Nomination Centre. Candidates and their supporters are to comply with the security measures that are put in place.

Candidates will be issued with one car park label each and allowed to park in the Nomination Centre. To ensure that their Nomination Papers are submitted in time, candidates are advised to come early for nomination. Candidates and their supporters are not to bring sharp object(s), flammable liquids or gas, bulky items or big bags.

Candidates and their Supporters

- a. The use of handphones, video- and photo-taking devices and smoking are strictly prohibited within the Nomination Hall;
- b. Supporters of candidates may show their support at the Nomination Centre on Nomination Day. However, flags, banners and placards may only be displayed after the close of nomination proceedings;
- c. Any public procession of supporters which involves the display of flags etc., singing or the playing of musical equipment/instruments, or occasions a breach of peace will be prohibited unless they have a valid permit;
- d. Any speeches other than those delivered by candidates with the Returning Officer's approval will not be allowed at the Nomination Centre, including the holding of press conferences at the Nomination Centre; and
- e. To ensure public safety, Unmanned Aerial Vehicles (UAVs) or drones should not be used at the Nomination Centre. Police will not hesitate to take firm action against any person or group who endangers public safety.

4. AFTER CLOSE OF NOMINATIONS TO BEFORE POLLING DAY

4.1. Campaigning

The campaign period commences from the close of nomination on Nomination Day and ends with the start of the eve of Polling Day ("Cooling-off Day"). Candidates may generally engage in the following activities during the campaigning period, subject to their obtaining the relevant licences or permits from other regulatory authorities and within the limits prescribed by law:

- a. Conduct house-to-house visits;
- b. Distribute pamphlets, handouts, newsletters etc.;
- c. Display posters and banners;
- d. Use private vehicles (motorised or otherwise) for election advertising purposes e.g. fitted with loudspeakers and/or adorned with elections-related posters and banners;
- e. Advertise on the Internet; and
- f. Hold indoor or outdoor election meetings.

Local free-to-air television and radio channels will give air-time to each candidate.

Candidates should conduct themselves and their campaigning with dignity as befits the office and comports with the unifying role and responsibility of the President. Candidates should steer away from negative campaigning practices based on hate and denigration of opposing candidates, and should not make false statements that allege corruption or commission of criminal offences, or statements that may cause racial or religious tensions or affect social cohesion. Egregious acts of negative campaigning could also be in breach of the law.

4.2. Management of personal data under election legislation and other relevant laws

4.2.1. Regulatory requirements under the Personal Data Protection Act (PDPA)

Candidates who collect, use or disclose the personal data of individuals must comply with the provisions under the PDPA ("Data Protection Provisions"). Candidates are responsible for ensuring that their election agents, staff and volunteers do not contravene the Data Protection Provisions. The obligations under the Data Protection Provisions relate primarily to Consent, Purpose Limitation, Notification, Access and Correction, Accuracy, Protection, Retention Limitation, Transfer Limitation and Openness. Some key obligations are highlighted below:

- Ensure that individuals are notified of the purposes of the collection, use or disclosure of their personal data, and that consent is obtained from the individuals for such collection, use or disclosure;

- Implement reasonable security arrangements to protect personal data in their possession or under their control in order to prevent any unauthorised access, collection, use, disclosure, copying, modification, disposal or similar risks; and
- Cease to retain documents containing personal data when there is no business or legal purpose to retain it. 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.

More information on the PDPA is at <http://www.pdpc.gov.sg>.

4.2.2. Use of information in the registers of electors

Candidates may purchase a copy of the registers of electors and use the information recorded in the registers only for communicating with electors. The information must not be used for commercial purposes. Candidates may therefore collect, use or disclose information in the registers without obtaining consent under the PDPA to the extent that such collection, use or disclosure is for the purpose of communicating with electors in accordance with the relevant laws. 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.

4.2.3. Managing personal information collected under the Political Donations Act

Candidates are required under the Political Donations Act to collect the full names, NRIC numbers and addresses of the individual donors from whom they have received political donations. Candidates may therefore collect, use or disclose such information, without obtaining consent under the PDPA, for the purpose of complying with the requirements under the Political Donations Act.

4.3. Submission of films for classification

Candidates who intend to distribute physical copies of films or publicly exhibit films must submit them to the Info-communications Media Development Authority (IMDA) for classification. Applications can be made during office hours at the following address:

Info-communications Media Development Authority
3 Fusionopolis Way, #14-22
Symbiosis Tower, Fusionopolis
Singapore 138633

Applicants submitting films for classification should check and ensure the technical quality of the films. The format should be compatible with commonly available players and could be on DVD-R, DVD+R (single or dual layer), BD-R, replicated (factory pressed) check discs or thumb-drives.

All films submitted before the issue of Writ of Election will be evaluated before Nomination Day. Films submitted after the issue of Writ of Election will be cleared within three working days.

Where clarifications are required on the films, the applicant must respond to IMDA within the timeframe communicated by IMDA in order for the film to be processed expeditiously.

4.3.1. Prohibition on Party Political Films (PPFs)

Candidates are reminded that the making, distribution and exhibition of party political films (PPFs) are disallowed. PPFs include films which are made by any person and directed towards any political end in Singapore, such as those intended or likely to affect voting in any political election in Singapore. Examples of PPFs are films which employ dramatisation and/or animation to distort, sensationalise and mislead viewers on political matters. In using film as a platform to conduct political discourse, candidates should respect the need to keep politics rational and grounded on facts.

Candidates should ensure that films are factual and objective, and do not dramatise and/or present a distorted picture. In particular, 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 on the basis of which the candidate will seek to be elected and produced by or on behalf of the candidate; 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.

4.4. Different forms of election advertising

The following set of rules govern those forms of election advertising that are published or distributed after the issue of the Writ of Election and before Cooling-off Day, called the election period.

4.4.1. Internet Election Advertising (IEA)

4.4.1.1. Non-Permitted forms of IEA

Candidates may publish election advertising as set out in Regulation 1C(1) in the Presidential Elections (Election Advertising) Regulations and no others.

For the avoidance of doubt, candidates and election agents are not permitted to publish any of the following:

- a. any election survey within the meaning of section 60B of the Presidential Elections Act;
- b. any appeal to the public or any class of the public to make any donation that contravenes the Political Donations Act;
- c. any facility enabling any member of the public or any class of the public to search for election advertising the publication of which contravenes Regulation 1C or is proscribed by the Returning Officer; and
- d. any party political film within the meaning of the Films Act or any film the exhibition or distribution of which is contrary to the provisions of that Act.

If any of the non-permitted forms of IEA is published during the election period by a candidate or election agent, the Returning Officer may require the candidate or election agent concerned to take down the non-compliant material from the Internet. Such publication and the failure to comply with the Returning Officer's take-down notice is an offence.

4.4.1.2. Declaration of IEA by candidates

Election advertising may be published by or on behalf of a candidate on a platform maintained by or on behalf of the candidate on the Internet during the campaign period of an election if, and only if a declaration by the candidate is submitted to the Returning Officer.

The first declaration must be submitted to the Returning Officer via the candidates' electronic portal on the ELD website within 12 hours after the start of the campaign period. This first declaration must set out the particulars of every platform on the Internet which election advertising has been or is to be so published by or on behalf of the candidate during the campaign period.

Thereafter, for any new platform not already declared by the candidate, a declaration must be submitted to the Returning Officer via the candidates' electronic portal on the ELD website at any time before the election advertising is so published by or on the candidate's behalf.

A candidate who is returned unopposed and declared elected need not submit any such declaration.

If election advertising is published during the campaign period on a platform

maintained by or on behalf of a candidate that has not been declared, the Returning Officer may require the candidate concerned to take down the non-compliant material from the Internet or rectify the situation by submitting a declaration. Failure to comply with the Returning Officer's take-down notice or instruction to submit a declaration is an offence.

4.4.1.3. "Published-by" requirement for IEA

All election advertising published on the Internet during the election period must bear conspicuously the name(s) of (i) the publisher of the election advertising and (ii) every person for whom or at whose direction the election advertising is published in the following manner:

- a. On the first opening page of the website containing any election advertising; and
- b. On the first displayed page for every sub-directory of the website if the relevant particulars of the election advertising in the sub-directory are not the same as those on the first opening page of that website.

The relevant particulars must also be displayed conspicuously on every election advertising sent –

- a. by electronic transmission (including facsimile transmission);
- b. by or through a micro-blog, a social networking service, an electronic media application, an SMS service or an MMS service;
- c. by an electronic mail;
- d. as a web log entry; or
- e. as a message in a chat room, in a discussion forum, or on any other platform on the Internet.

Where the publisher of any election advertising or the person for whom or at whose direction any election advertising is published is an unincorporated association or society, it is sufficient to state the name of the association or society, as the case may be.

4.4.1.4. Moderator for chat rooms and discussion forums

Where a chat room or discussion forum is to be maintained by or on behalf of a candidate during the election period, the candidate or his election agents shall, before the start of the election period, appoint as moderator any one or more persons, to directly manage the chat room or discussion forum during that period and notify the Returning Officer accordingly. The moderator must –

- a. maintain a record of all messages (in the form of, but not limited to, text, stills or moving pictures, signs, symbols or other visual images, or any speeches, music, sounds or audible messages) and their contents, sent to the chat room

or discussion forum during the election period; and

- b. without delay remove any message in the chat room or discussion forum as and when directed by and in accordance with the written directions of the Returning Officer or any person acting under the Returning Officer's authority.

All information, records, documents, data or other materials concerning or relating to the provision of the chat room or discussion forums must be kept by the candidate and furnished to the Returning Officer as and when the Returning Officer requires during the election period.

Chat rooms and discussion forums must not contain anything that is against the law, public interest, public order or national harmony, or that offends good taste or decency. The candidate must use his best efforts to ensure that such content are not included in any chat room or discussion forum maintained by the candidate or on his behalf.

***Please see regulations 1B, 1C, 1D, 1E, 1F and 1G of the Presidential Elections (Election Advertising) Regulations for more details on the IEA regulations.**

4.4.2. "Published-by" requirement for election advertising not on the Internet

For all election advertising that is published in print form, the name(s) of the printer, publisher and the person at whose direction or for whom the election advertising is published must appear –

- on the face of the printed document if it is a single-sided document; or
- on the first or last page of the printed document if the document has more than one side.

The sample format for printing the "published-by" requirement is as shown:

Printed by: [name of the person or company whose equipment is being used to print the material]

Published by: [name of candidate or election agent who causes the material to be published]

Published for: [name of the candidate to whom the material refers to]

* In cases where the information on "Published by" and "Published for" is already clearly stated on the face of the printed election advertising, the "Published by" and "Published for" fields need not be filled up.

4.4.3. Posters and banners

The display of posters and banners advertising for a candidate during the campaign period must comply with the conditions listed in the Returning Officer's permit for such display of posters and banners.

At the end of nomination proceedings, the Returning Officer will issue to the candidate or his election agent a permit authorising the display of posters and banners in public places.

The permit will specify the maximum number of posters and banners allowed to be displayed in public places (other than election rally sites) and may contain certain conditions restricting the type of, place at and the manner in which the posters and banners may be displayed. The maximum number of posters and banners allowed is:

- 1 poster to every 250 electors (rounded to nearest 100)
- 1 banner to every 12,500 electors

Posters and banners must be removed after Polling Day. Failure to do so is an offence. Candidates or their 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.

Size and characteristics of authorised posters and banners

A copy of each of the posters and a detailed diagram or drawing of each of the banners must be lodged with the Returning Officer before they are displayed. This must be done in hard copy.

All posters and banners displayed must bear the official stamp issued by the Returning Officer.

Each poster must not exceed 0.85 metres by 0.6 metres.

Each banner must not exceed 9 metres by 1.2 metres.

These dimensions do not apply in the case of posters and banners displayed at election rally sites.

Candidate symbols are to be clearly displayed on posters or banners to avoid ambiguity or confusion to the voter.

All election posters and banners must not breach any provisions of the Presidential Elections Act and any other written law (e.g. poster must not contain persons prohibited from taking part in election activities under section 65(1) of the Presidential Elections Act, poster must not contain illegal content such as seditious materials or materials that may cause alarm and distress).

Where and how posters and banners may be displayed

In general, campaign posters (mounted on plywood or cardboard) and banners may be hung on street lamp posts and trees along public roads. Do not nail or paste posters and banners onto any surface. Do not inscribe election advertising on any road, footpath, building, vehicle, vessel or hoarding.

The display of posters and banners must not obscure the view of other posters and banners already displayed.

Posters and banners are not allowed to be displayed within a radius of 50 metres of any polling station. For ease of compliance, candidates may refer to the maps showing the 50-metre prohibition zones provided by ELD, available on the candidates' electronic portal on the ELD website.

Candidates and their election agents should avoid displaying elections posters and banners at/on any of the following objects and structures or things:

Places where campaign posters and banners are prohibited

- Bus shelters
- Vehicular bridges
- Railings
- Central median dividers
- Traffic islands
- Expressways
- Traffic sign boards
- Traffic bollards
- ERP gantries
- Public infrastructure and their ancillary structures (e.g., entrance & exit structures to rapid transit system stations and underpasses, Mass Rapid Transit (MRT) viaduct columns, and kiosks)
- The vicinity of the boundary of airports and airbases
- Carpark sign poles
- Property belonging to Public Utilities Board (PUB), IMDA, and any public electricity, gas, telecommunication or postal licensee.
- Stalls within a hawker centre, food centre or market
- Premises within any Community Centre/Club and Residents' Committee (RC)
- Water catchment areas, public parks and open spaces, nature reserves, water bodies, along coastlines and on vacant land
- Premises within any Ministry of Education (MOE), Sport Singapore or People's Association (PA) property (e.g. school and stadium fences)
- Government-owned buildings

Disclaimer: The prohibited list is non-exhaustive and includes mainly public properties. Candidates and election agents are advised to obtain owner's consent for places (property owned by private establishments) not listed here.

Posters and banners must also not infringe any safety requirements, including the following:

- Must not cause any obstruction to pedestrian movement and traffic view of oncoming vehicles if placed near junctions.
- Must have a height clearance of at least 2.2 metres when placed on lamp posts on/near footpaths and at least 0.6 metres away from the road kerb.
- Must not obstruct any other existing banners, traffic signs, cameras or any other related road infrastructure.

Removal of posters and banners

Candidates must adhere to the Presidential Elections (Election Advertising) Regulations for the display of posters and banners. Candidates will be directed by the Returning Officer to remove posters and banners that are displayed without authorisation from the Returning Officer, or are displayed at a place or in a manner disallowed by the Returning Officer or by the law. The Returning Officer may also direct other persons to do as such.

Candidates must remove all posters and banners displayed within 6 days after Polling Day.

4.4.4. Other forms of election advertising

If candidates wish to publish election advertising using other means, such as a television broadcast, newspapers, magazines or periodical, or advertise in any public place, they have to seek authorisation from the Returning Officer.

4.4.5. Excluded election advertising

The following items are not considered election advertising. The display or distribution of these items do not need authorisation from the Returning Officer and do not need to comply with the "published-by" requirements:

- a. Buttons;
- b. Badges;
- c. Pens;
- d. Pencils;
- e. Balloons;
- f. Inflatable objects;

- g. Umbrellas;
- h. Diaries or calendars on paper or paperboard;
- i. Key chains;
- j. T-shirts or other articles of apparel;
- k. Articles in the nature of dress or clothing accessories, such as lapel pins, ties, scarves, caps or hats;
- l. Cleansing tissue paper or paper napkins cut to size and contained in retail packets or packages;
- m. Miniature flags and pennants;
- n. Soft toys; and
- o. any other portable object or article (not being a decalcomania or any other adhesive label) –
 - i. of value less than \$10; and
 - ii. which can fit into a space measuring 10 centimetres by 10 centimetres by 10 centimetres.

Please note that the items above must not contain or display any false statement of fact in relation to the personal character or conduct of any candidate for the purpose of affecting the return of the candidate.

4.5. Election meetings and vehicle processions

Candidates must apply for a permit from the Police before they can hold a public election meeting (indoor or outdoor) to campaign or show support at the time of election results, or to use a perambulating vehicle (motorised or otherwise) fitted with loudspeakers and/or elections-related posters and banners on any public road. A permit is still required even if the site of the election meeting is Speakers' Corner.

4.5.1. Police Elections Permits Office

Candidates who wish to hold election meetings or have perambulating vehicles must apply to Police for a permit. Applications can be made online via the Singapore Police Force website (www.police.gov.sg/elections). A SingPass account is required. To facilitate the online application process, candidates and election agents will need to register and create their MyInfo profile. Registration for MyInfo may take at least one working day. Please refer to www.singpass.gov.sg/myinfo/intro for further details. Online applications for election meeting permits can be made anytime, starting from the close of nomination proceedings to two days before Polling Day.

Alternatively, hardcopy application forms for an election meeting permit or a permit for perambulating vehicle can be obtained from the Police Elections Permits Office (PEPO) which is located on the second level of the Police Cantonment Complex (391 New Bridge Road, Singapore 088762). Application forms may also be downloaded from the website – www.police.gov.sg/elections. This website will be accessible after the Writ of Election is issued and will provide additional details on the application procedures and requirements for permits. Hardcopy forms must be submitted manually at PEPO.

The PEPO will be operational from Nomination Day to Cooling-off Day. It will be open from 8.30 a.m. to 11 a.m. daily during this period, except on Nomination Day when it will be open from 2 p.m. to 4 p.m. You may call the PEPO hotline at 1800-2203370 for permit-related enquiries.

Please note that persons entering the Police Cantonment Complex will be subjected to security checks. There are no parking facilities available at the Police Cantonment Complex.

A briefing to election agents on the issuance of Police permits by PEPO will be conducted on Nomination Day at 2 p.m., or on such day and at such time as determined by PEPO.

4.5.2. Election Meeting Permits

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 or consent from the premise or site owners. The written consent or in-principle approval of the premises or site owners must be attached with the permit application to hold an election meeting.

Application for the election meeting permits may be made online or in person by the candidate or his election agent at PEPO, two days before the intended election meeting date. The earliest day for an election meeting to be held is 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.

For applications submitted manually, the application form should be completed with the candidate or his election agent's particulars and sealed in an envelope which will be provided at PEPO's reception.

Candidates who wish to hold rallies 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.

Under section 7 of the Public Order Act, if a candidate or his election agent applies for an election meeting permit, the Commissioner of Police will assess the application based on security and public order considerations. Examples of these considerations are:

- a. Whether the premises owner's consent has been obtained for the use of the site;
- b. Whether the venue will be exclusively used for the rally (with access control by the permit applicant);
- c. Whether adequate crowd control and security measures have been put in place;
- d. Whether adequate measures have been put in place to ensure that the rally does not cause significant inconvenience to the general public or traffic flow; and
- e. Whether the capacity of the rally site is able to accommodate the estimated turnout.

Candidates can indicate up to two sites for each election meeting permit application. The Police will assess 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.

If the application is approved, the permit holder would be required to organise the rally site according to the site plan, as approved by the Police, which will take into account the safety and security of the candidate as well as persons who attend the rally.

4.5.3. Approval of permit

Upon approval of the permit application for an election meeting, the candidate or election agent will be invited to 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.

4.5.4. Election meeting permit conditions

Every election meeting permit is issued subject to conditions and restrictions. Candidates and their election agents need to take note of the following standard conditions imposed on each election meeting permit issued by the Police:

- a. the election meeting must not be held in any place other than the place specified in the permit;
- b. the election meeting for campaigning, whether indoor or outdoor, must be held only at such place as may be specified in the permit and between the hours of 7 a.m. and 10 p.m. (both times inclusive). An election meeting to show

support at the time of election results must only be at the assembly centre and between such times as may be specified in the permit. Election meeting proceedings (which include activities led by the candidates such as the reciting of the National Pledge or singing/broadcast of the National Anthem) must conclude within the specified time;

- c. there must be no procession to or from the place of the election meeting;
- d. no form of public entertainment within the meaning of the Public Entertainments and Meetings Act shall be provided;
- e. no live-streaming of any event shall be shown before, during and after the election meeting;
- f. the conduct of the election meeting must not obstruct the free passage of persons or vehicular traffic on any public road; and
- g. before, during and after the meeting, no organiser and no speaker at the election meeting shall display or exhibit any banner, flag, poster, placard, photograph, film, sign, writing or other visible representation or paraphernalia, or use indecent, threatening or abusive words or otherwise behave, with intent to provoke a breach of the peace or whereby a breach of the peace is likely to be occasioned whether immediately or at any time after the election meeting.

Additional conditions may be imposed by the Commissioner of Police, such as:

- a. only persons named in the application for the permit and who are approved as speakers can speak at the election meeting;
- b. organisers of the election meeting shall ensure that persons or speakers do not conceal their faces at any point of time when they are on the stage; and
- c. permit holders would be required to organise the rally site in accordance with the site plan as approved by the Police, which has been drawn up to take into account the safety of members of public.

Candidates and their election agents should take note that the breach of a permit condition is an offence for which the permit holder may be held responsible and action taken against. Candidates and their election agents are to read the permit conditions carefully and familiarise themselves with the conditions. They are to adhere strictly to the permit conditions. Police take a serious view of breaches of permit conditions. In the event of a breach, the permit holder will be held responsible and action will be taken against him. Depending on the nature, frequency and circumstances of the breach(es), such actions can range from warnings to composition fines to prosecution in court.

To ensure public safety, Unmanned Aerial Vehicles (UAVs) or drones should not be used at rallies and other election meetings. Police will not hesitate to take firm action against any person or group who endangers public safety.

4.5.5. Special Events under the Public Order Act

Given the public order, security and safety concerns at such events, all outdoor and indoor public election meetings will likely be declared 'Special Events' under the Public Order Act. This will protect participants from public order and security threats such as acts of terrorism.

Organisers will be required to notify the Police about the election meeting in advance. The election meeting permit application form (whether submitted online or in hardcopy) will serve as such notification.

Once the meeting is declared a 'Special Event', the Police will work with the election agent or candidate on the public order and security measures required. Organisers must then comply with the Police's directions:

- a. Deployment of volunteers and/or marshals to assist in general crowd management within the election meeting site and the vicinity; and
- b. Clear and consistent directional signs to be put up at the election meeting site to aid crowd management, dispersal or evacuation

Additional directions may be imposed, subject to Police's risk assessment.

Police will deploy security officers and conduct other additional security measures as necessary, and will bear the costs of doing so.

4.6. Persons prohibited from conducting election activities

The following persons are prohibited by law from taking part in any election activity:

- a. a student attending a primary or secondary school;
- b. a person who has an order of supervision made against him under the Criminal Law (Temporary Provisions) Act;
- c. an undischarged bankrupt; and
- d. a non-citizen of Singapore.

This is regardless of their relationship with the candidate.

Anyone conducting any election activity must be in possession of a written authority signed by the candidates or their election agents.

Authorisation to conduct election activity shall be issued only on or after Nomination Day. Particulars of all written authorities issued by a candidate and his election agent must be sent to the Returning Officer (in hard copy), who shall on receipt forward a copy of those particulars to the Commissioner of Police.

Workers who are Singapore Permanent Residents or work-pass holders do not need written authorisation to conduct election activity if they carry out the following types of manual work which is the subject of a contract for services between a

candidate (or his election agent) and a person authorised to conduct election activities:

- a. putting up election posters and banners, and taking them down; and
- b. setting up physical facilities (such as stages and tents) at rally sites and assembly centres, and dismantling them.

4.7. Opening election offices

Each candidate or his election agents may open one election office per polling district, but such an office must be outside a radius of 200 metres of any polling station.

The address of every such election office must be registered in hard copy with the Returning Officer by the candidate or his election agents before Polling Day.

It is an offence to open or maintain an office at or near a polling station for the purpose of influencing the voters' decisions when casting their votes.

5. PROHIBITED ACTIVITIES ON COOLING-OFF DAY AND POLLING DAY

During Cooling-off Day and Polling Day, campaigning is banned and election advertising must not be published. This campaign silence period is to let voters reflect rationally on various issues raised at an election before going to the poll.

5.1. Prohibited Activities

The following acts are not allowed on Cooling-off Day and Polling Day:

- Publication and display of election advertising, including online publication via social media platforms, not already lawfully displayed or published;
- Canvassing, door-to-door visits, visiting homes and workplaces of voters in connection with the election;
- Wearing badges/symbols, using, carrying or displaying campaign propaganda (only the candidate is allowed to wear a replica of the symbol allotted to him); and
- Holding of election meetings.

Candidates should therefore refrain from visiting electors or attending public events on Cooling-off Day and Polling Day. However, attending religious ceremonies or worship services, or attending functions in the course of work or employment would still be permissible.

5.2. Exceptions to Prohibitions

There are some exceptions to the prohibition of campaign activities on Cooling-off Day and Polling Day:

- Reports in the newspapers, on radio and television relating to election matters;
- Approved posters and banners that were already up, and lawful Internet advertising that was already in place before the start of Cooling-off Day;
- Books previously scheduled for publication;
- The transmission of personal political views by an individual to another individual, on a non-commercial basis, using the Internet, telephone or electronic means; and
- Candidates may continue to wear a replica of the symbol allotted to him.

6. POLLING

6.1. Polling in Singapore

Voting in Singapore starts at 8 a.m. and ends at 8 p.m. at all polling stations.

An elector must cast his vote in person and only at the polling station to which he has been assigned.

6.2. Polling at overseas polling stations

Only persons who have successfully registered themselves as overseas electors may cast their votes at designated overseas polling stations (see Annex D for the location of all overseas polling stations). Once they are registered as overseas electors, they may cast their votes either at the overseas polling station allotted to them or at the polling station located in their allotted constituencies in Singapore, but not at both for the same election.

The hours of poll at overseas polling stations will span from 4 to 12 hours, and may be extended beyond 12 hours when necessary. However, an overseas poll must close not later than the close of poll on Polling Day in Singapore.

6.3. Persons allowed to enter polling stations

Unless granted permission by the Returning Officer, the only persons allowed to enter a polling station on Polling Day are:

- a. the Returning Officer;
- b. police officers on duty at the polling station and other election staff officially deployed at the polling station;
- c. voters assigned to vote at the polling station;
- d. the candidates contesting at the election; and
- e. the authorised polling agents for that polling station not exceeding the maximum number and whose names have been notified to the presiding officer (see paragraphs 6.3.1 and 6.5).

6.3.1. Forms that must be produced by candidates/polling agents before entering polling stations

Polling agents are allowed to enter a polling station on condition that the election agent has informed the presiding officer in writing of the names of the polling agents who are to be stationed at the polling station. If polling agents at the polling station are to change in the course of Polling Day, all the new or substitute names have to be provided to the presiding officer.

Every polling agent must therefore produce a duly completed and signed Oath of Secrecy cum Letter of Appointment of Polling Agent and his original NRIC or passport to the presiding officer at the main entrance before entering the polling station. The polling agent should also produce his original NRIC/passport for identification purposes. After checking, the presiding officer will keep the Oath of Secrecy cum Letter of Appointment of Polling Agent.

6.4. Understanding the voting process

The role of polling agents is to observe that polling is carried out in accordance with the law. Hence, it is important that candidates and polling agents are clear with the polling procedures and are aware of a presiding officer's legal powers and duties, so as not to cause unnecessary delay or disruption to the polling process and not to prevent the conduct of free and fair elections according to the law.

Ballot boxes are sealed before the start of poll in such a way that ballot papers cannot be taken out without having to break the tamper-proof seals. At the end of poll, the slits through which marked ballot papers are dropped into the ballot boxes are sealed to ensure that nothing else can be dropped into them.

Each person whose name is on a register of electors is entitled to one ballot paper and has only one vote. A voter must also cast his vote in person; no proxy voting is permitted.

To that end, before delivering a ballot paper to a voter, it is the duty of the presiding officer to –

- a. authenticate the identity of the voter standing in front of the presiding officer, by checking the voter's poll card and personal identification document (only the NRIC, passport, or identity cards issued by the Singapore Armed Forces, Singapore Police Force and the Singapore Civil Defence Force are acceptable);
- b. mark against the voter's name in the register to ensure that he is a registered elector and to indicate that the voter is given a ballot paper to vote;
- c. check that the ballot paper is authentic i.e. it bears the official mark on it;
- d. write the voter's serial number on the counterfoil of the ballot paper;
- e. call out the particulars of the voter according to the register;
- f. fold the ballot paper in half; and
- g. hand the ballot paper to the voter, and return the voter's poll card and personal identification document to the voter.

If the presiding officer ascertains from the Polling Station Register that the voter is registered as an overseas elector, the presiding officer takes one more additional step before handing the ballot paper to the voter; the presiding officer will ask the voter to declare that he has not already cast a vote overseas by signing a statutory form. The presiding officer will proceed to issue the voter with a ballot paper only after the declaration is made.

No ballot paper will be given if the voter's name does not appear in the register of electors for that polling station.

No person, except a presiding officer acting for a purpose authorised by the law (i.e. explaining the method of voting or assisting a voter incapacitated by blindness or other physical causes to vote), is allowed to communicate or attempt to communicate with any voter after the voter has received a ballot paper and before the voter has placed it in a ballot box.

A tendered ballot paper (which is blue) will be issued to a person to cast his vote if the person insists on voting even after the presiding officer has explained that according to the Polling Station Register, the person has already voted (i.e. the name of that person has been crossed out by a presiding officer at the same polling station earlier during Polling Day). Before a tendered ballot paper is given, the person has to first make a declaration as to his identity by signing a statutory form.

If a voter claims that he has made a mistake on the first ballot paper given to him or that he has accidentally spoilt it, the presiding officer may issue the voter another ballot paper. The presiding officer has to take back the spoilt ballot paper and mark "CANCELLED" on it before sealing it in an envelope.

Legal powers of presiding officers during voting

The presiding officer or any other person authorised by him may explain the method of voting to a voter who requested him to explain. Polling agents may listen in if they wish to.

The presiding officer may, only on the request of a voter, help the voter to mark his ballot paper if the voter is blind or unable to mark the ballot paper as a result of his physical disability. The presiding officer will mark the ballot paper according to the voter's directions and then place the ballot paper in the ballot box. No polling agents are allowed to be present when the presiding officer is helping the voter to mark the ballot paper. This is to ensure secrecy in voting. Every presiding officer is under oath to keep the voter's ballot a secret.

If a presiding officer notices that a voter is taking an unusually long time at the polling booth, the presiding officer may also take such steps as are necessary to expedite the process.

6.5. Number of polling agents

A polling station typically has more than one polling place. For polling in Singapore, each candidate may have only one polling agent to observe the polling procedures at each polling place in a polling station.

For polling overseas, every candidate may appoint one polling agent to be present at each overseas polling station, regardless of the number of polling places in the overseas polling station. The appointment should be made by the principal election agent or election agent (as the case may be) of the candidate. The polling agents should preferably be appointed from among persons who are registered as an overseas elector to vote at that overseas polling station. The name and

appointment of the polling agent in any overseas polling station must be given in writing to the Returning Officer no later than two clear days before the start of poll at that overseas polling station by the principal election agent or election agent (as the case may be) of the candidate.

6.6. Observing the process to transport sealed ballot boxes from the polling stations to the counting centres

The candidate or his polling agents may observe the process to transport the sealed ballot boxes from the polling stations to the counting centres.

For polling stations that are co-located with or near the counting centres, the candidate or his polling agent may accompany the sealed ballot boxes when they are carried by presiding officers from the polling station to the counting centre. For each polling station, only one person per candidate will be allowed to participate.

Where a vehicle is used to transport the sealed ballot boxes from the polling stations to the counting centres, the candidate or his polling agent may board the vehicle, provided that he informs the presiding officer at the polling station in advance and completes and signs an Indemnity Form before 6 p.m. on Polling Day. He should be present and ready to board the vehicle after the ballot boxes are sealed and not delay the transportation process. The vehicle will not wait for the candidate or polling agent who is late even if he has submitted his Indemnity Form earlier. For each vehicle, only one person per candidate will be allowed to participate. If there is already one polling agent representing the candidate on the vehicle, any other polling agent representing the same candidate will not be allowed to board. Candidates will be notified in advance of the sequence of the polling stations that the vehicle serves.

6.7. Things that candidates/polling agents are allowed to do/prohibited from doing

Bear in mind that voting is compulsory. As such, it is an offence to dissuade someone from giving his vote at an election.

Candidates and polling agents must wear their official identification tags at all times while in any polling station. However, only the candidate will be allowed to wear his symbol when visiting the polling stations.

The sealing of ballot boxes at the opening of the poll and at the close of the poll may be witnessed by candidates and their polling agents, but the attendance of the candidate and/or his polling agents at these proceedings is not compulsory under the law. In order to ensure that polling and counting start on time without delay, presiding officers can and will proceed with the sealing even if the candidates or their polling agents are absent. Hence, candidates and polling agents should take note of the time that the sealing of ballot boxes will take place (i.e. 7.50 a.m. before the start of poll and 8 p.m. at the close of poll). They must be punctual if they wish to observe the sealing of the ballot boxes.

Polling agents who want to keep track as to who has voted should pay close attention when presiding officers are reading out the particulars of the voters. Polling agents are not allowed to compare their copies of the registers against the presiding officers' Polling Station Registers to confirm the voters who have/have not voted.

A polling agent who needs to leave his place at the polling station must leave his own copy of the register of electors at that polling place. This is to ensure that any information as to the name or number on the register of electors of any voter who has or has not been given a ballot paper or voted at that station is not divulged.

A candidate or a polling agent authorised to be in attendance at a polling station may, before the poll closes, ask a presiding officer for the total number of voters who have voted at the polling station. However, the presiding officer has the discretion to decide whether he can accede to the request for information; the presiding officer will try his best to answer but his priority under the law remains the continuous and orderly conduct of the poll at the polling station.

At the close of poll, candidates and their polling agents may observe the packing of election materials into envelopes and affix their seals or sign on the envelopes if they wish to do so. They may also affix their seals or sign on the ballot boxes after the presiding officers have completed sealing of the ballot boxes at the close of poll. However, candidates and their polling agents must be careful not to paste over the Returning Officer's seals or damage the Returning Officer's seals in the process.

6.8. Maintaining secrecy of voting

Candidates and polling agents who are present at a polling station must maintain secrecy of voting at all times. They have to take their oaths of secrecy and must give their completed forms to the presiding officer before entering the polling station. In order to allow election officials to focus on the conduct of polling, they will not assist to administer oaths of secrecy for Candidates and polling agents.

It is important to bear in mind that before the poll closes, everyone is prohibited (except for purposes authorised by law) from communicating to any person any information as to the name or number on the register of electors of any voter who has or has not been given a ballot paper or voted at that polling station, or as to the official mark.

Maintaining secrecy in voting at the polling station also means that no person shall try to find out, or communicate to any person, which candidate a voter in the station is about to vote or has voted for, or the number on the back of the ballot paper given to any voter at the polling station.

The use of handphones, video- and photo-taking devices and smoking are strictly prohibited within a polling station.

6.9. General advisory at polling stations, counting centres and principal counting centres

Parking and security arrangements

Candidates are reminded that no parking will be allowed at polling stations, counting centres and principal counting centre unless the vehicle has the appropriate ELD parking label. At each polling station, there will be special drop-off points for vehicles conveying the sick, infirmed or disabled persons. Drivers can approach the election officials or police officers on duty for assistance and direction. Police will put in place security measures in and around polling stations, counting centres and principal counting centre. Security checks will also be conducted at the polling stations, counting centres and principal counting centre.

In general, candidates and voters are advised to take public transport or walk to the polling stations. They should also not loiter around the vicinity of the polling stations without valid reasons.

Election Passes

Candidates, polling agents and counting agents may keep their election passes after the election is over.

7. COUNTING OF VOTES AND DECLARATION OF ELECTION RESULTS

7.1. Counting of votes cast in Singapore

Counting of votes cast in Singapore is conducted immediately after the close of the poll in Singapore. This usually takes place on the night of Polling Day and may continue into the early hours of the next day.

Immediately after the close of polls, the slits on the ballot boxes through which ballot papers are dropped into the boxes are sealed up. Together with other election documents, the ballot boxes are brought to the assigned counting places for counting of the votes.

Counting will start as soon as all the ballot boxes which are designated for counting at the same counting place have been received.

7.2. Counting of votes cast overseas

All ballot papers cast in overseas polling stations must be sent back to Singapore for counting within 10 days after Polling Day. In addition, the Returning Officer may extend time by another 7 days for the sealed ballot boxes from any overseas polling stations to reach Singapore if two conditions are fulfilled. First, where the total number of overseas electors is material to the election outcome. Second, where the Returning Officer is satisfied that any of such ballot boxes are not likely to reach Singapore within the initial 10-day period. The Returning Officer will designate a place or places where the counting of overseas votes takes place. Candidates and their counting agents may be present during the counting.

Counting will usually be conducted at one central location after mixing the votes from all overseas polling stations. The rules relating to the counting, recounting and rejection of votes cast locally are generally applicable to votes cast overseas (with slight modifications: see paragraph 7.8).

After all counting is completed, the ballot papers and other election materials from these overseas polling stations will also be sealed up in the same manner as those cast and used locally.

7.3. Counting places and principal counting centre

Counting of votes may be done at one or more counting places. Each counting place will be designated to count the votes cast at one or more polling stations. The counting place may or may not be a polling station.

Usually, four to six of such counting places are grouped together in a single venue. This venue is commonly referred to as a counting centre. The address of each counting place will be announced through Gazette notification by the Returning Officer at least two clear days before Polling Day.

After the counting of votes, the results will be transmitted to the Returning Officer at the principal counting centre where the votes counted at every counting place will be added or tallied up to obtain the total number of votes cast for each candidate.

7.4. Persons allowed to enter counting centres/principal counting centre

Without the Returning Officer's permission, no persons other than the following are entitled to be present during counting of votes at a counting centre:

- a. the Returning Officer and other persons appointed by the Returning Officer to assist him at the counting centre;
- b. the candidates; and
- c. not more than one counting agent per counting place representing each candidate.

At the principal counting centre, in addition to the Returning Officer and such other officers and staff appointed by him to assist him in adding the votes, candidates and their principal election agents may also be present at the addition of votes.

7.4.1. Forms that must be produced by candidates/agents before entering the counting centres

Every counting agent must produce a duly completed and signed Oath of Secrecy cum Letter of Appointment of Counting Agent and his NRIC or passport at the main entrance before entering the counting place. Candidates and their election agents or principal election agents (as the case may be) will need to produce a duly completed and signed Oath of Secrecy.

7.5. Understanding the counting process

At each counting place, the counting of the votes must begin as soon as all the ballot boxes containing the ballot papers to be counted at that counting place are received. Although candidates and their counting agents are allowed to observe the counting process, the counting will not be halted just because candidates or their counting agents are not present.

Candidates and counting agents who are present will be invited to inspect the ballot boxes before they are opened for counting. When the ballot boxes are opened, the Returning Officer and his assistants shall pour the ballot papers out of the boxes onto the counting table. All the ballot papers will then be mixed together before sorting begins.

During the counting process, the Returning Officer will conduct a sample count to obtain an early indication of the possible outcome of the election, and to help election officials check against the final count result.

While the backs of ballot papers are necessarily exposed to some extent when the

folded ballot papers are opened, the Returning Officer and his assistants will throughout sorting and counting keep the ballot papers with their faces upwards, and take all precautions for preventing any person from seeing the numbers printed on the back of the ballot papers. During sorting or counting, no one should attempt to read the number printed at the back of each ballot paper. Any attempt at the count to do so is an offence.

The sorting and counting process must be carried out continuously, so candidates and their counting agents should avoid interrupting the process.

Tendered votes will not be counted at this time. They will only be sorted according to the candidate they support and then sealed.

Legal powers of Assistant Returning Officers

During the count, the functions of the Assistant Returning Officer in charge of a counting place are focused on determining whether a ballot paper should be rejected or counted.

Under the law, the following ballot papers must be rejected:

- a. a ballot paper which does not bear the complete official mark for the authentication of ballot papers or is not initialled by the presiding officer;
- b. a ballot paper on which votes are given for more than one candidate;
- c. a ballot paper on which anything is written or marked by which the voter can be identified e.g. a voter signs or writes his name or NRIC number;
- d. a ballot paper which is unmarked; and
- e. a ballot paper which is void for uncertainty.

As the ballot paper shall clearly demarcate the area within which a voter must mark his vote for a candidate, Assistant Returning Officers are required under the law to only consider the marks made by voters within the demarcated area on ballot papers. If a voter makes a mark outside of the demarcated area, the Assistant Returning Officer must disregard that mark when determining whether the voter has given his vote to any candidate.

Provided that a mark or marks are made within the demarcated area on a ballot paper, a ballot paper on which the vote is marked otherwise than by means of a cross or by more than one marking will not be treated as void if the intention of the voter as to which candidate he wishes to give the vote to is clear, and the way the paper is marked does not of itself identify the voter.

The Assistant Returning Officer indicates his decision to reject any ballot paper as invalid by endorsing the word "REJECTED" on the ballot paper. Before doing so, the Assistant Returning Officer must show the ballot paper to candidates or their counting agents who are present at the counting place and hear their views. The decision of the Assistant Returning Officer on whether any ballot paper shall be rejected is final and cannot be questioned on an application to court to void the

election.

When counting is completed at a counting place, the Assistant Returning Officer will orally announce the number of votes given to each candidate and his counting agents who are present at the counting place and then transmit the certified record of counting containing the number of votes given to each candidate at the counting place to the principal counting centre for tallying of votes.

7.6. Number of counting agents

For counting of votes cast in Singapore, each candidate may appoint only one counting agent to observe the counting at each counting place. There can be more than one counting place in a counting centre.

For counting of votes cast overseas, each candidate may appoint only one counting agent to observe the counting.

7.7. Things that the candidates and counting agents are allowed to do/prohibited from doing

Candidates and counting agents must wear their official identification tags at all times. Candidates and their counting agents may observe the counting process from behind the yellow demarcation line. However, they should not interfere with the counting process. They should at no time attempt to read the number printed on the back of a ballot paper.

Before rejecting a ballot paper which is unmarked or does not show clearly the intention of the voter, the Assistant Returning Officer at each counting place will show the ballot paper to candidates and their counting agents (if present). Candidates and counting agents may give their views on the ballot paper in question, but the decision of the Assistant Returning Officer on the validity of the ballot paper is final.

When all the ballot papers at the counting place have been counted, the Assistant Returning Officer will announce the result over the table. The ballot papers and other election materials will then be sealed up in ballot boxes if no recount of the votes cast is to be conducted. Candidates and their counting agents may affix their seals or sign on these boxes, if they so desire. But they should be careful not to paste over the Returning Officer's seals or damage the Returning Officer's seals in the process.

The use of handphones, video- and photo-taking devices in the hall where counting takes place is prohibited to safeguard the secrecy of the vote. Candidates and their counting agents may however use their devices outside the hall. Smoking is not allowed in the counting centre or principal counting centre.

7.8. Recount

The Returning Officer must conduct one (and only one) recount of the votes if the difference between the number of votes cast in favour of the candidate with the most votes and the number of votes cast in favour of any other candidate is equal to or less than 2% of the total number of votes cast (excluding rejected votes and tendered votes) at the election.

During the recount, all votes cast for the election are recounted. No recounting of overseas votes will be conducted if the overseas votes have no impact on the election outcome (i.e. the Returning Officer has already declared the candidate to whom the greatest number of votes is given to be elected on Polling Day).

If the overseas votes have an impact on the election results, i.e. the number of overseas votes have brought the margin of difference of total number of votes (sum of local and overseas votes) cast between the two candidates with the highest number of votes within the 2% margin, only one recount of the overseas votes will be conducted.

7.9. Announcement of results

When counting is completed for all the votes cast (including a recount, if any), the Returning Officer at the principal counting centre will tally the number of votes given to each candidate based on the records of counting received. Once this is ascertained, the Returning Officer will announce the number of votes given to each candidate to the candidates and their principal election agents who are present at the principal counting centre. Thereafter, the Returning Officer will announce the result of the election and declare the candidate elected to the mass media for dissemination to the public.

7.9.1. Impact of votes cast overseas

If the total number of overseas electors entitled to vote at the election is less than the difference between the candidates with the two highest numbers of votes, the Returning Officer will declare the candidate with the highest number of votes to be elected.

If the total number of overseas electors is equal to or more than the difference between the top two candidates, then the Returning Officer will announce the votes cast locally for each candidate, and the date and venue at which the ballot papers cast overseas will be counted.

7.10. Assembly centres

There will be no designated assembly centres for the election. Candidates who wish to arrange for their supporters and other members of the public to gather (usually stadiums or indoor venues) while waiting for the results of the votes cast to be announced, are to approach the owner of the premises in question and apply for a Police permit accordingly.

8. POST-ELECTION

8.1. Application to void an election

Applications to void an election may be made under section 71 of the Presidential Elections Act. Such applications are to be heard by an Election Judge, who may be the Chief Justice or a Judge of the Supreme Court as nominated by the Chief Justice.

The election may be declared void if the Election Judge is satisfied –

- a. that by reason of general bribery, general treating, or general intimidation, or other misconduct, or other circumstances, whether similar to those before enumerated or not, the majority of electors were or may have been prevented from electing the candidate whom they preferred;
- b. non-compliance with the provisions of the Presidential Elections Act relating to elections, if it appears that the election was not conducted in accordance with the principles laid down in those provisions and that the non-compliance affected the result of the election;
- c. that a corrupt practice or illegal practice was committed in connection with the election by the candidate or with his knowledge or consent or by any agent of the candidate;
- d. that the candidate personally engaged a person as his election agent, or as a canvasser or agent, knowing that the person had, within 7 years prior to the engagement, been convicted or found guilty of a corrupt practice under the Presidential Elections Act or the Parliamentary Elections Act;
- e. that the candidate was at the time of his election a person disqualified for election as President;
- f. that the candidate intentionally or knowingly made a materially false or misleading statement of fact, or intentionally or knowingly failed to state a material fact, to the PEC for the purpose of demonstrating his eligibility to be elected as President.

An application to void an election may be made –

- in respect of paragraphs 8.1(a) to 8.1(e), only by any one or more of the following persons:
 - i. any person who had voted at the election or had a right to vote at the election;
 - ii. a person who claims to have had a right to be returned or elected at the election;
 - iii. a person alleging himself to have been a candidate at the election; and
- in respect of paragraph 8.1(f), only by the PEC.

An application to void an election must usually be made within 21 days after the date of publication of the final election results in the Government Gazette.

The Election Judge may, on hearing the application decide that –

- a. the election is void;
- b. the return of a person elected was undue;
- c. a candidate was duly elected and ought to have been returned; or
- d. a scrutiny be held if the seat is claimed for an unsuccessful candidate on the ground that he had a majority of lawful votes.

However, this does not include questioning the decisions made by the Returning Officer and Assistant Returning Officers in the adjudication of votes.

When the trial for the application is concluded, the Election Judge determines the outcome of the application and informs the Prime Minister as to how he has determined the application. If the case so requires, the Prime Minister will order the holding of an election within six months of the determination.

8.2. Destruction of ballot papers

After the count, all ballot papers and their counterfoils have to be sealed in the Supreme Court vault for six months, after which all the ballot papers and other election documents are destroyed. During those six months, these documents can only be retrieved by court order. The court will issue such an order only if it is satisfied that a vote has been fraudulently cast and the result of the election may be affected as a result. Our courts have issued no such order since elections have been held here since 1947.

8.3. Post-election activities

Post-election vehicle processions may be held after Polling Day for candidates to thank the voters and their supporters. These processions must be authorised by a permit issued by the Police.

Applications for post-election vehicle processions may be made in person by the candidate/election agents at the Compliance Management Office of the respective Police Divisional Headquarters, which are open from 8.30 a.m. to 6 p.m. on weekdays. The offices will be closed on Saturday, Sunday and Public Holidays, including Polling Day. Alternatively, applications can be made online via the Singapore Police Force website (www.police.gov.sg/elections).

A fee will be levied at the time the permit is issued.

9. ELECTION FINANCE

9.1. Limit on the amount that can be spent

To ensure a level playing field and to prevent 'money politics', the law imposes a ceiling on the amount that may be incurred by way of election expenses.

Election expenses means expenses incurred, whether before, during or after the election by a candidate or his election agents on account of or in respect of the conduct or management of the election of the candidate, but not the following expenses:

- a. any expenditure incurred by the candidate for his personal expenses; and
- b. any fee paid to the election agent not exceeding \$500.

The maximum spending limit for election expenses is currently \$600,000 or 30 cents for every elector on the registers of electors for all constituencies, whichever is greater.

Spending in excess of the maximum amount in the law is an illegal practice.

9.2. Election expenses generally must be paid by election agent

In general, payments for election expenses can only be made by or through a candidate's election agents. Accordingly, even though a candidate may be permitted to enter into a contract whereby election expenses are incurred, the candidate cannot pay those expenses unless he is his own election agent.

Furthermore, all gifts, loans, advances or deposits provided by any person for any election expenses must be paid to the candidate or his election agents and not otherwise.

These restrictions have been imposed by law to prevent loopholes in the control over spending on election expenses. No person other than the election agents can make payment, and the election agents cannot plead ignorance of what payments have been made by others.

There are, however, a number of exceptions to this restriction:

- a. any payments made by the Returning Officer;
- b. any payments which are made by the candidate for personal expenses incurred by him on account of or in connection with or incidental to the election up to \$1,000;
- c. any payments which are made by the candidate in respect of claims for election expenses sent in late, or disputed claims for election expenses, pursuant to a court order;

- d. any expenses for stationery, postage, telephonic communication (or any other similar means of communication) and other petty expenses which are paid by a person authorised by the election agents; and
- e. any sum disbursed by any person out of his own money for any small expense legally incurred by himself, if the sum is not repaid to him.

A candidate should therefore ensure that the election agents he appoints are involved in all budgeting and financial decisions related to the campaign and the principal election agent is consulted before electoral campaign expenses are incurred.

A candidate should also ensure that only the election agents incur campaign expenses.

A candidate must ensure that all money received for election purposes is turned over to the election agents for deposit.

9.3. Personal expenses incurred by candidates

A candidate may pay for personal expenses incurred as a result of the election, such as travelling and accommodation expenses up to \$1,000. The balance unpaid can be the subject of a claim by the candidate against the election agents, which must be made within 14 days of the publication of the election results in the Government Gazette.

9.4. Requirement for bill, receipts and records of payment

Each payment made in relation to election expenses has to be vouched for by a receipt and a bill stating the particulars. Bills and receipts are not necessary if the payment does not exceed \$10 or where a receipt is not obtainable by nature of the payment, such as travel by rail or postage.

9.5. Claims

All claims have to be sent to the election agents within 14 days of the date of publication of the election results in the Government Gazette. In general, all payments must be made by the election agents within 28 days of the aforementioned date.

9.6. Returns respecting election expenses

The principal election agents of all candidates must submit a Return of Election Expenses (Form P14) and a Declaration by Candidate (Form P15) to the Returning Officer within 31 days after the day on which the results of the election are published in the Gazette. These returns are required to ensure accountability and transparency in the candidates' campaign finances.

For guidance on how to complete the Return of Election Expenses (Form P14), please refer to paragraph 9.6.1 below.

9.6.1. Guidance on completing the Return of Election Expenses

Declaration by Principal Election Agent

The principal election agent of the candidate must provide all details requested by the declaration on the front page of the Return of Election Expenses. These details are necessary for compliance purposes. The principal election agent should ensure that the declaration is signed before submitting it to the Returning Officer.

Section A: Expenses and Payments

The principal election agent is required to provide the details of the personal expenses incurred by the candidate in relation to his election campaign.

The principal election agent shall also provide a summary of all expenditure incurred by the election agent(s) on behalf of the candidate.

The expenditure shall be broken down into the categories as listed in the form below:

- a. Remuneration of election agents, polling agents and counting agents, etc.;
- b. Advertising and printing of promotional materials;
- c. Transport;
- d. Stationery, office supplies and postage;
- e. Fax machines, telephone and other means of communication;
- f. Furniture and equipment rental;
- g. Office rental and utilities for election meeting, committee room, etc.;
- h. Food, refreshments and accommodation; and
- i. Miscellaneous expenses.

No item of expenditure should be reported under more than one category of spending. The principal election agent must record the amount accurately and put it into the category which seems to fit best. For example, the cost in connection with preparing and producing campaign materials like posters, leaflets and banners should be recorded in the "Advertising and printing of promotional materials" category.

If no expenditure has been incurred under that category of spending, the word 'Nil' should be recorded on the form.

If there is not enough room on the page to list all items within a defined category, attach a separate sheet.

For every single item of expenditure, details should be provided with regard to:

- the number on the relevant receipt, payment voucher or cheque that has been submitted in support of the item;
- the amount paid; and
- the full name of the election agent who made payment.

Section B: Disputed and Unpaid Claims

(1) Disputed Claims

Claims for payment of election expenses are legally required to be paid no later than 28 days after the day on which the result of the election is published in the Government Gazette.

If an election agent disputes any claim in respect of election expenses incurred by the candidate, and refuses or fails to pay the claim within the specified time period of 28 days, details of such a claim should be provided in this section.

For each disputed claim, details should be provided in regard to:

- a. the name and address of the claimant;
- b. a description of the item or service to which the claim relates;
- c. the name of the election agent against whom the claim is made; and
- d. the amount in dispute.

Please cross out this section if not applicable.

(2) Unpaid Claims

Claims for payment of election expenses are legally required to be submitted not later than 14 days after the date of publication of the election results in the Government Gazette.

Where a claim in respect of election expenses incurred by the candidate is not sent in to the election agent within the 14-day deadline, details of such a claim should be provided in this section.

For each unpaid claim, details should be provided in regard to:

- a. the name and address of the claimant;
- b. a description of the item or service to which the claim relates;

- c. the name of the election agent against whom the claim is made; and
- d. the amount in dispute.

Please cross out this section if not applicable.

Section C: Non-Recordable Donations

Details of every permissible donation received by the candidate or his election agent(s) in relation to the election campaign must be recorded under this section.

Section D: Recordable Donations

Details of all single donations of \$10,000 or more, and any series of donations from the same permissible source/donor which adds up to \$10,000 or more received by the candidate and/or his election agent(s) in relation to the election campaign must be recorded under this section.

9.7. Post-election Donation Report and Declaration

A candidate and his principal election agent must also submit a joint Post-election Donation Report (Form 6) and Post-election Declaration (Form 7) to the Registrar of Political Donations at the same time as the returns of election expenses. The reporting period to be covered by the Post-election Donation Report (Form 6) begins on the date of the candidate's pre-election declaration and ends on the date of the candidate's post-election declaration. The forms must reach the Registrar of Political Donations within 31 days after the publication of the statement of the poll.

As the details of donations would have been set out in the Return of Election Expenses (Form P14), the Post-election Donation Report (Form 6) and Post-election Declaration (Form 7) require disclosure only of details of any single donation accepted in the reporting period amounting to \$10,000 or more, and any series of donations from the same permissible donor adding up to \$10,000 or more, accepted during the reporting period. Together with the donation report, candidates must declare that they have not received any anonymous donation totaling \$5,000 or more. For more details on political donations, candidates and election agents should read the Political Donations Handbook, Part III of the Political Donations Act and the Political Donations Regulations.

If the candidate has appointed other election agents in addition to his principal election agent, each of the other election agents must submit a declaration form using the Post-election Declaration by Election Agent of Presidential Candidate (Form 8).

10. CORRUPT AND ILLEGAL PRACTICES

10.1. Corrupt practices

A person convicted of a corrupt practice under the Presidential Elections Act will not be allowed to do the following things for seven years from the date of his conviction:

- a. register as an elector;
- b. vote at an election;
- c. be elected as the President or a Member of Parliament; and
- d. be appointed as an election agent.

If he is convicted while he is the President, he will have to vacate his office immediately from the date of his conviction.

The following acts constitute corrupt practices under the Presidential Elections Act:

- a. aiding, abetting, advising or getting hold of a person to cast the vote in the name of someone else (personation);
- b. treating, undue influence or bribery as defined in the Presidential Elections Act;
- c. during the period beginning from the day the Writ of Election is issued for an election and ending on the start of Polling Day, publish any election advertising (in print, Internet or otherwise) which does not bear the names of its printer (as the case may be), its publisher and the person for whom the election advertising is published (see the "published-by" requirements in paragraphs 4.4.1.3 and 4.4.2 of this handbook);
- d. make or publish, before or during any election, for the purpose of affecting the return of any candidate, any false statement of fact in relation to the personal character or conduct of the candidate;
- e. make or publish, before or during any election, for the purpose of promoting or procuring the election of any candidate, any false statement of the withdrawal of any other candidate at the election; or
- f. being a candidate or election agent, knowingly make the declaration as to election expenses falsely.

10.2. Illegal practices

A person convicted of an illegal practice under the Presidential Elections Act will not be allowed to do the following things for three years from the date of his conviction:

- a. register as an elector;
- b. vote at an election; and
- c. be elected as the President or a Member of Parliament.

If he is convicted while he is the President, he will have to vacate his office immediately from the date of his conviction.

It is an illegal practice for candidates to spend more than the maximum amount allowable under the law. But take note that this amount does not include candidates' personal expenses or fees paid to their election agents that amount to \$500 or less.

It is also an illegal practice to expend on the following acts for the purpose of swaying the voters' choice of candidate:

- a. convey voters to and from the poll whether by means of hiring any form of transport or otherwise;
- b. pay any elector or voter to use a house, land, building or premises for the exhibition of an address, bill or notice; or
- c. pay any elector or voter to exhibit an address, bill or notice.

No one is allowed to let, lend, employ, hire, borrow or use a vehicle for the transportation of electors or voters to or from the polling station, except when the vehicle is used to transport himself or his immediate family members to and from the polling station.

Election agents may also commit an illegal practice if they do not follow the law relating to (a) claims and payments, and (b) returns and declarations, for election expenses. In relation to (a), they should not make any payment on a claim for expenses incurred on account of or in respect of the conduct or management of the election if the claim is made after 14 days from the date of publication of the election results in the Government Gazette. They should also ensure that if a claim is made legally, the payment must be made within 28 days of the aforementioned date.

**VOLUNTARY UNDERTAKING ON CAMPAIGNING
BY PRESIDENTIAL ELECTION CANDIDATE**

To:	From:
RETURNING OFFICER	
Elections Department	
11 Prinsep Link	
Singapore 187949	
REPUBLIC OF SINGAPORE	

I 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.

<hr/>	<hr/>
<i>Date</i>	<i>Signature of Candidate</i>

**EXPLANATORY MATERIAL ON ROLE OF THE PRESIDENT
UNDER THE CONSTITUTION OF THE REPUBLIC OF SINGAPORE**

(Prospective candidates must read this note
prior to making the statutory declaration in the Nomination Paper.)

1. Head of State

- 1.1. Singapore's system of government is established by the Constitution.
- 1.2. Under the Constitution, the President is the Head of State. The Prime Minister is the Head of Government and together with the rest of the Cabinet has the direction and control of the Government.
- 1.3. As the Head of State, the President is the symbol of national unity and presides over important national events, such as the National Day Parade and the Opening of Parliament. The President also represents Singapore at the highest levels in international relations.
- 1.4. The President cannot be a member of a political party, and stands above party politics.

2. How the President works with Parliament and the Cabinet

- 2.1. The Cabinet has the general direction and control of the Government. It makes and implements policies. The Cabinet is led by the Prime Minister, who must command the confidence of Parliament. The Cabinet as a whole is collectively responsible to Parliament. Parliament, in turn, is responsible for scrutinising and passing legislation. The Cabinet and Parliament are ultimately accountable to the electorate for the laws and policies that they make.
- 2.2. Under the Constitution, the President is required to act on the Cabinet's advice in exercising his functions, except in specific areas where the Constitution empowers the President to act in his discretion. For example, the President is generally required to act on the Cabinet's advice in assenting to Bills passed by Parliament; the President is likewise required to act on the advice of the Cabinet when deciding on clemency petitions.

3. The President's custodial functions

- 3.1. The Constitution confers on the President a number of custodial powers. These powers enable the President to veto certain proposed measures, notwithstanding the advice tendered by the Cabinet. These custodial powers fall into three broad categories.
- 3.2. The first category concerns Singapore's past reserves (that is, the reserves which were not accumulated during the present term of the Government). The President is empowered to veto measures taken by Parliament or the Government if he

considers that they would draw on the past reserves. For example, the President can refuse to assent to a Supply Bill passed by Parliament if he considers that the Bill would draw on the Government's past reserves. The President's powers extend to key statutory boards (CPF Board, HDB, MAS and JTC) and key Government companies (Temasek and GIC). The President can disapprove the budgets and transactions of these entities if he considers that they draw on the entities' past reserves.

- 3.3. The second category concerns the Public Service. The President can veto appointments to key public offices, including the Chief Justice and the Judges of the Supreme Court; the Chiefs of Defence Force, Army, Navy and Air Force; the Attorney-General; and the Public Service Commission and Legal Service Commission. The President can also veto the removal of an individual from these appointments.
- 3.4. The third category serves a protective function. The President can authorise an investigation by the Director of the Corrupt Practices Investigation Bureau if the Prime Minister refuses to give such authorisation. The President's concurrence is required for a person to be detained under the Internal Security Act if the ISA advisory board recommends against the detention. The President can also cancel or vary a restraining order made under the Maintenance of Religious Harmony Act if the Cabinet's advice was contrary to the recommendation of the Presidential Council for Religious Harmony.
- 3.5. In exercising the first two categories of custodial powers, the President must consult the Council of Presidential Advisers. If the President exercises a veto contrary to the recommendation of the Council, Parliament can choose to overrule the President. A motion to overrule the President must be supported by no less than two-thirds of the total number of MPs (excluding nominated MPs).

RETURNING OFFICER
1 JUN 2017

IMPORTANT REMINDERS TO PRESIDENTIAL ELECTION CANDIDATES**Do's and don'ts for candidates**

This list is not exhaustive.

DO's	DON'Ts
PRE-NOMINATION	
Do familiarise yourself with the law on presidential elections if you are thinking of standing as a candidate at a presidential election.	Do not consider yourself divested of all responsibility for complying with election law by appointing an election agent.
<p>Do submit the community declaration to the Community Committee concurrently when you apply to the Presidential Elections Committee (PEC).</p> <p>Do apply early to –</p> <ul style="list-style-type: none"> the PEC for a Certificate of Eligibility to be a presidential candidate; the Community Committee for a Community Certificate; and the Registrar of Political Donations for a Political Donation Certificate. 	<p>Do not wait until two days before Nomination Day to apply to the Registrar of Political Donations for a Political Donation certificate.</p> <p>Applications for the Certificate of Eligibility and Community Certificate close the fifth day after the date of the Writ of Election.</p> <p>The community declaration (together with the application for a Malay Community Certificate) has to be submitted within the period ending on the fifth day after the issue of the Writ of Election.</p>
Do fill up your name and particulars, and ensure that the names and particulars of your proposer, seconder and assentors in the current registers of electors are filled up correctly in the Nomination Form. All forms should be filled in English and all fields should be completed (by	Do not leave any blanks in the Nomination Form, including any part that requires a signature.

DO's	DON'Ts
<p>filling in and/or crossing out the relevant portions).</p> <p>Make sure the proposer, seconder and assentors are all registered voters whose names are found in the current registers of electors.</p>	
<p>Do ensure that you consent to being a candidate and make the declarations required under section B in the Nomination Form before a Commissioner for Oaths or a Justice of the Peace.</p>	<p>Do not make false declaration in the Nomination Form.</p>
NOMINATION DAY	
<p>Do present the following documents together, in person, to the Returning Officer at the place of nomination on Nomination Day:</p> <ol style="list-style-type: none"> your Nomination Form; Certificate of Eligibility; Political Donation Certificate; and a Community Certificate issued by the Malay Community Committee certifying that the declarant (i.e. the prospective candidate) belongs to the Malay community. <p>Do deliver all the requisite documents in duplicate.</p>	<p>Do not forget to be accompanied by your proposer, seconder and at least four assentors named in your Nomination Form.</p> <p>Do not forget to bring along your NRIC or passport when you deliver your Nomination Papers and the requisite certificates and documents in duplicate at the place of nomination on Nomination Day.</p>

DO's	DON'Ts
<p>Do remember to pay the election deposit in full before 12 noon of Nomination Day. Do remember to submit the receipt issued as proof of payment.</p>	<p>Do not issue a personal cheque to pay the election deposit; only cash, certified cheques and bank drafts are acceptable.</p>
CAMPAIGN PERIOD	
<p>Do campaign in a way that keeps with the decorum and dignity of the office of the President.</p> <p>Be aware of the role of the President as set out in the Constitution.</p>	<p>Do not engage in negative campaigning practices, for example, denigrating or making false statements about rival candidates, or making statements that may cause racial or religious tensions or affect social cohesion.</p> <p>Do not make statements or promises which exceed the constitutionally-prescribed role of the President.</p>
<p>Do appoint not more than 20 election agents (one of whom as the principal election agent) before any campaign contributions are accepted, or any election expenses are incurred.</p> <p>Do ensure that proper accounts of the election expenses are maintained and make sure that your principal election agent/election agents understand their role and obligations.</p>	<p>Do not allow anyone other than your election agents to incur your electoral campaign expenses.</p>
<p>Do submit a copy of each type of poster and a design of each banner to the Returning Officer before causing them to be displayed.</p>	<p>Do not allow the display of posters and banners in excess of the maximum number of posters and banners specified in the permit issued by the Returning Officer.</p>

DO's	DON'Ts
<p>Do ensure that every poster and banner displayed (including those on the perambulating vehicles) has affixed a stamp bearing the official mark of the Returning Officer.</p> <p>Do remove all posters and banners within the period specified by the Returning Officer after Polling Day.</p>	<p>Do not display posters and banners within a radius of 50 metres of any polling station.</p> <p>Do not remove or deface the posters and banners displayed by other candidates.</p>
<p>Do submit to the Returning Officer the particulars of everyone whom you or any of your election agents has authorised in writing to conduct election activity.</p>	<p>Do not issue the written authority to conduct election activity until the end of Nomination Day proceedings.</p>
<p>Do register your election office or offices with the Returning Officer before Polling Day.</p>	<p>Do not set up your election office within a radius of 200 metres of any polling station.</p> <p>Do not set up more than one election office for each polling district.</p>
<p>Do indicate on the election advertising the name of the publisher, and for whom and at whose direction the election advertising is published.</p> <p>Do declare to the Returning Officer all Internet platforms maintained by you or on your behalf and on which you display or intend to display election advertising via the candidates' electronic portal on the ELD website –</p>	

DO's	DON'Ts
<p>a) within 12 hours after the start of the campaign period; and</p> <p>b) in advance before any Internet election advertising is published after those 12 hours.</p>	
<p>Do apply for a Police procession permit if you or your election workers wish to use goods vehicles fitted with audio broadcasters and/or elections-related posters and banners for campaigning purposes.</p>	<p>Do not carry out election activities like public speaking during the campaigning period without first obtaining the relevant permit from the Police.</p>
<p>Do ensure that your polling agents, counting agents or other supporters do not wear, carry or display any badge, symbol, flag, advertisement, poster and placard containing the image, symbol or logo of the candidate on Cooling-off Day and Polling Day.</p>	<p>Do not canvass for votes, distribute election advertising or undertake any electioneering activities on Cooling-off Day and Polling Day.</p>
<p>Do ensure that your election agents appoint your polling agents early and notify the presiding officers in writing of the particulars of polling agents who will be present at that polling station.</p>	<p>Do not allow more than one polling agent per local polling place, or more than one polling agent per overseas polling station, to be appointed.</p>
POLLING DAY	
<p>Do remember to complete the Oath of Secrecy and bring it with you when you visit the first polling station.</p>	<p>Do not breach the requirements on secrecy of the ballot. This is an essential part of our democracy.</p>

DO's	DON'Ts
<p>Do comply and ensure that your polling agents comply with all reasonable requests made by election officials in the polling station to ensure smooth and orderly poll.</p>	<p>Do not interfere with the work of the election officials or any aspect of the polling process.</p> <p>Do not use threats, intimidation, deception or fraud to persuade voters to vote in a particular way. Do not dissuade anyone from voting.</p>
<p>Do be present at the polling station at 7.45 a.m. before polling begins, and at 8 p.m. at the close of polling if you and your polling agents wish to witness the sealing of the ballot boxes.</p>	<p>Do not communicate to any person the name or number on the register of electors of any elector who has or has not been given a ballot paper or voted at the polling station, or as to the official mark.</p> <p>Your polling agents must not take their register of electors with them when they leave the polling stations.</p>
BALLOT BOX TRANSPORTATION	
<p>Do submit the Indemnity Form in advance if you are boarding the vehicle.</p> <p>Do decide in advance the person who will be boarding the vehicle.</p> <p>Do observe the rules stated in the Indemnity Form.</p>	<p>Do not touch the sealed ballot box.</p> <p>Do not smoke, eat or drink on-board the vehicle.</p> <p>Do not use any photography, audio or videography equipment while onboard the vehicle.</p>
COUNTING	
<p>Do authorise in writing the persons who will be acting as your counting agents. Without this written authorisation, the election officials can refuse a counting agent entry to the counting centre.</p>	<p>Do not touch the ballot papers during the counting of votes. Make no attempt to read the serial number printed at the back of each ballot paper at any time.</p>

DO's	DON'Ts
<p>Do appoint your counting agents well ahead in time. You may appoint one counting agent at every counting place to observe the proceedings of the count. For counting of votes cast overseas, you may appoint one counting agent to observe the counting.</p>	
POST-ELECTION	
<p>Do remove all posters and banners after Polling Day. This must be done within the period specified by the Returning Officer in the poster/banner permit.</p>	
<p>Do submit a Return of Election Expenses (Form P14) and Declaration by Candidate (Form P15) to the Returning Officer within 31 days after the date of publication of the election results in the Gazette.</p>	<p>Do not make payment for claims and election expenses later than 28 days after the date of publication of the election results in the Government Gazette.</p>
<p>Do submit a Post-election Donation Report (Form 6) and Post-election Declaration (Form 7) to the Registrar of Political Donations within 31 days after the date of publication of the election results in the Gazette.</p>	<p>Do not, in the 12 months before the date of the Pre-election Declaration required under the Political Donations Act, and until 31 days after the date of publication of the election results in the Gazette, accept contributions from impermissible sources, and do not accept anonymous donations totaling \$5,000 or more, during that period.</p>

OVERSEAS POLLING STATIONS

Below is a list of the ten diplomatic missions where overseas polling stations are set up:

1. High Commission of the Republic of Singapore in Australia (Canberra);
2. High Commission of the Republic of Singapore in the United Kingdom (London);
3. Embassy of the Republic of Singapore in the United States of America (Washington D.C.);
4. Embassy of the Republic of Singapore in the People's Republic of China (Beijing);
5. Embassy of the Republic of Singapore in Japan (Tokyo);
6. Consulate-General of the Republic of Singapore in the Hong Kong Special Administrative Region of the People's Republic of China;
7. Consulate-General of the Republic of Singapore in the People's Republic of China (Shanghai);
8. Consulate-General of the Republic of Singapore in the United Arab Emirates (Dubai);
9. Consulate-General of the Republic of Singapore in the United States of America (San Francisco); and
10. Consulate of the Republic of Singapore in the United States of America (New York).

PRESIDENTIAL ELECTION 2017
CANDIDATE HANDBOOK

Copyright © Elections Department, Government of the Republic of Singapore, 2017

Users of this publication are permitted to reproduce materials therein for private use or private research.

Except for these permitted uses, and as permitted by the provisions of the Copyright Act, no part of this publication may be reproduced in any material form (including photocopied, downloaded, stored in any medium and whether or not transiently or incidentally), further transmitted or distributed, without the prior written permission of Head, Elections Department.

All rights reserved.

**ELECTIONS DEPARTMENT, PRIME MINISTER'S OFFICE
SINGAPORE**