



UCCA PROGRAM: INTERNATIONAL ELECTION OBSERVER MISSIONS

UCCA OBSERVER MISSIONS

The Ukrainian Congress Committee of America (UCCA) – is the national umbrella organization in the United States that has represented the interests of over one million Americans of Ukrainian descent since 1940. The UCCA is one of the few non-governmental organizations and the only Ukrainian American community organization registered with Ukraine’s Central Election Commission (CEC). This status allows the UCCA the opportunity to monitor Ukraine’s elections, by enabling us to host delegations of international election observers.

UCCA International Election Observer Missions (EOM) have monitored every presidential and parliamentary election held in Ukraine since 1991. In 2004, during the historic Orange Revolution, the UCCA’s delegation, which numbered 2,408 individuals, was the largest delegation of International Election Observers ever registered by Ukraine’s Central Election Commission, surpassing the OSCE’s delegation by almost 1,000 observers.

The UCCA supports Ukraine’s commitment to OSCE standards for free and fair elections that accurately reflect the will of the electorate.

Applying to Serve as an UCCA Election Observer

To be considered to serve as a member of the UCCA International Election Observer Mission you will need to fill out the Official Application, issued by Ukraine’s Central Election Commission (CEC) that the UCCA can provide. The application may be filled out either in the Ukrainian or the English languages, as both applications are usually available.

You will also have to provide UCCA with a scanned copy of your passport page where your photo and identification information are printed (a requirement of Ukraine’ Central Election Commission). If your application is submitted without your passport scan, it will be considered incomplete and will NOT be submitted by the UCCA to the CEC.

You will have to respect UCCA’s deadline for submission. If we receive your information after the deadline date, it will not be accepted.

You will also be asked to sign the UCCA’s Code of Conduct. If you do not sign this code of conduct, please be advised that the UCCA will not provide you with your CEC Accreditation, and without your accreditation, you will be unable to monitor the election process.

The UCCA is not responsible if the election does not take place or if the date is changed; also, we cannot guarantee that the CEC will approve all the election observer applications submitted by the UCCA, although we can state that we have never had any problems in the past.

General Program Timetable

To be a member of the UCCA Observer Mission, you will have to dedicate roughly a week to fully participate in the program. You will need to arrive in Kyiv for the mandatory briefing, which is usually held three days prior to Election Day. You will need time to travel to your Election Day location, and will need to allow time to

return to Kyiv to participate in the UCCA's debriefing session, which is usually held two days after Election Day.

General Guidelines

Please be advised that all expenses related to serving as an International Election Observer are the sole responsibility of the election observer, and not the UCCA.

UCCA will provide:

- Registration with the Central Election Commission;
- Coordination with other observer missions, in an effort to cover as much territory as possible;
- Team assignments for all of our Election Observers;
- A comprehensive mandatory training seminar;
- Election-related training materials;
- In-country travel coordination of deployment for all Election Observers;
- Travel and lodging coordination; and,
- A debriefing session following the elections.

Each observer **must attend** the briefing session in order to obtain a better understanding of the election law (and the recent changes to the law) and how best to serve as International Observers, as well as to obtain your official CEC accreditation and all the necessary documents and forms needed for Election Day.

Safety

The safety of our International Election Observer Mission is UCCA's first priority. Thus, all UCCA observers work in teams, with an experienced/seasoned team leader or co-team leaders. Additionally, during the Observer Briefing, a member of the US Embassy Security staff provides an overview of safety precautions, and best practices tips on how to remain safe during the election

The UCCA does not support any one candidate or political party, but rather supports Ukraine's commitment to OSCE standards for a transparent and democratic process.

The work of both long and short-term observers is extremely important and impacts the electoral process by helping to ensure that they are conducted in a free and fair manner!

Information about the UCCA's International Election Observer Mission Program can be found on the UCCA's website at www.ucca.org



UCCA's International Election Observer Application

Ukrainian Presidential Elections

March 31, 2019

*Since 1994, Ukrainian Congress Committee of America (UCCA) has been hosting delegations of International Election Observers to monitor Ukraine's presidential and parliamentary elections. In anticipation of the upcoming presidential elections in Ukraine on March 31, 2019, UCCA is once again actively seeking **volunteers** to serve as International Election Observers.*

If you are interested in serving as a member of UCCA's Election Observer Mission, Ukraine's Central Election Commission (CEC) requires a **completed questionnaire and photo or scanned copy of the face page of your passport**. This application must be accurately and fully completed in order for your name to be submitted to the CEC. Both documents must be submitted to the UCCA National Office no later than March 15, 2019.

To participate as a UCCA International Election Observer, you must plan to be in country at least 7-10 days to fully participate in the program. Since the elections are being held on Sunday, March 31st, **you should arrive no later than March 28th** so that you can participate in the UCCA's March 29th **mandatory election briefing seminar**, and have plenty of time to travel to the destination where you will be observing the elections. For your safety, CEC accreditations will be distributed only **after** completing the UCCA Training session. Your stay in Ukraine should extend several days past Election Day to allow for travel back to Kyiv as well as participation in the UCCA's **debriefing session**. UCCA anticipates that its Election Observer Mission will conclude on April 3rd. A detailed Election schedule will be forthcoming.

Additionally, all observers of the UCCA Election Observer Mission must follow a strict code of conduct. The UCCA Code of Conduct form is attached to this letter and must be signed by you prior to obtaining your official accreditation from the Central Election Commission (CEC). Failure to adhere to the Code of Conduct may result in observers being stripped of their accreditation and removed from the mission.

The UCCA will make every effort to accommodate your choices as to where you wish to observe the elections, but **reserves the right to deploy you where needed**, as your safety is our first priority.

The UCCA does not cover expenses related to the Election Observer Mission. **All observers are responsible for covering their own expenses related to the mission**, including travel, accommodations, meals and medical insurance, should you so desire.

The UCCA is responsible for organizing and covering all costs for training, providing accreditation and coordinating logistics for observers as well as election monitoring.

The UCCA does not take responsibility in the event the CEC rejects your application for any reason.

CEC APPLICATION TO SERVE AS AN INTERNATIONAL ELECTION OBSERVER

Last Name (as written in passport): _____

First Name (as written in passport): _____

Middle Name (as written in passport): _____

Citizenship: _____

Date of Birth (mm/dd/yy): _____

Passport Number: _____ Passport issued by (country): _____

Passport issued on (date): _____ Passport expiration date: _____

Profession _____

Place of employment _____

Name of International organization from which you will be serving as an International Election Observer
Ukrainian Congress Committee of America

Type and date of the election of deputies of Ukraine, which provides for the supervision of the electoral process
March 2019 Presidential elections

Election observation experience (country, year) _____

Address: (Street, State, Zip code, Country) _____

Telephone /fax/email _____

Date of entry into Ukraine: _____ Date of departure from Ukraine: _____

Additional Questions for the UCCA

In order to be considered as a UCCA International Election Observer, you must answer all of the questions below.

1. Have you ever served as an International Election Observer with the UCCA? YES /NO

If yes, when and where

[If you have never served as an International Election Observer with the UCCA, we strongly urge you to provide a letter of recommendation with your submitted application, from your employer/university, a Ukrainian community organization or other international organization]

2. Knowledge of languages (please place check on appropriate line):

Fluent Good Command Limited No Knowledge

Ukrainian

Reading

Writing

Speaking

Russian

Reading

Writing

Speaking

Other languages:

3. Do you need transportation from the airport? YES NO
(Transfers from the airport can be arranged at a rate of 50USD)

4. If you would like transportation from the airport, please provide detailed flight information including: date and time of arrival, airline carrier, flight number.

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5. Will you need UCCA to arrange hotel accommodations while in Kyiv?

YES NO

If yes, would you prefer a hotel room or an apartment? Hotel Apartment

If yes, would you be willing to share a room? YES NO

If traveling with someone with whom you would like to share a room, please provide their name:

If you are staying with family/friends, please provide contact information including address and phone number?

6. If selected as a member of the UCCA's Delegation of International Election Observers, do you agree to be placed in any part of Ukraine? YES NO

7. The UCCA International Election Observer Mission will be coordinating its work with the Ukrainian World Congress to send observers where they are most needed. Because your safety is our first priority, the UCCA cannot guarantee that you will be placed in the oblast of your choice. Please list, in order of preference, the oblasts in which you would prefer to serve as an International Election Observer,

8. Would you like the UCCA to arrange for in-country travel (ie. Train/plane tickets for travel to/from another oblast outside of Kyiv)? Train Plane YES NO

9. Will you need hotel accommodations in the oblast where you will be serving as an International Election Observer? YES NO

Please understand that all expenses related to serving as a volunteer Election Observer with the UCCA Mission are the sole responsibility of the applicant.

Please submit the completed form, along with a photo or scanned copy of the face page of the passport to the UCCA National Office by email at ucca@ucca.org ; or regular mail to:

**Ukrainian Congress Committee of America
Election Observer Mission 2018
203 Second Avenue
New York, NY 10003**

Should you have any questions or need additional information, please do not hesitate to contact the UCCA's National Office at (212) 228-6840

**CODE OF CONDUCT FOR UCCA INTERNATIONAL ELECTION
OBSERVERS/TRANSLATORS**

Observers will maintain strict impartiality in the conduct of their duties and will, at no time, publicly express or exhibit any bias or preference in relation to national authorities, parties, candidates, or with reference to any issues in contention in the election process.

Observers will undertake their duties in an unobtrusive manner and will not interfere in the electoral process. Observers may raise questions with election officials and bring irregularities to their attention, but they must not give instructions or countermand their decisions. Upon arriving at a polling place, Observers should always first identify themselves (and show their CEC credentials) to the head of the election board or highest official present. The observer can then ask for permission to talk to other members of the election board. It is also useful to identify and talk to any other observers who are present. (There are almost always observers present on behalf of a particular party or candidate, who can be an excellent source of information. These conversations should be held privately, away from the election board and voters, if possible.) An observer should avoid talking to voters.

Observers will remain on duty throughout Election Day, including opening and closing of the polls and observation of the vote count.

Observers will base all conclusions on their personal observations or on clear and convincing facts or evidence.

Observers will not make any comments to the media on the electoral process or on the substance of their observations, and any comment to the media will be limited to general information about the observation mission and the role of the observers.

Observers will not take any unnecessary or undue risks. Each observer's personal safety overrides all other considerations.

Observers must carry the ID issued to international observers by the Central Election Commission of Ukraine, as well as another form of identification and will identify themselves to any authority upon request.

Observers will comply with all national laws and regulations and will exhibit the highest levels of personal discretion and professional behavior at all times.

Observers will attend all required mission briefings and debriefings and adhere to the deployment plan and all other instructions provided by the Ukrainian Congress Committee of America's Election Observation Mission.

Observers shall be responsible for all costs related to their participation in the Ukrainian Congress Committee of America's Observation Mission. UCCA shall bear no responsibility and assume no liability whatsoever for any expense incurred by the observers in relation to the UCCA Election Observation Mission.

I hereby agree to comply with the Code of Conduct for UCCA International Election Observers.

Name

Signature:

Date