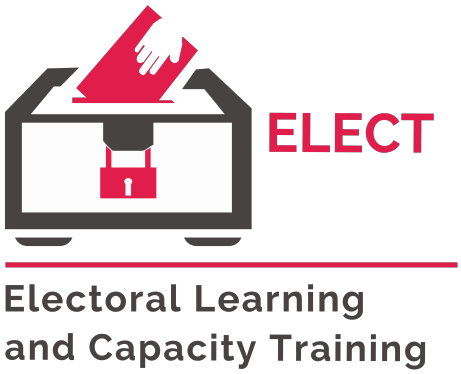

EMB Organizational Survey

Release: ELECT_organizational_1.0
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QUESTIONNAIRE

Pippa Norris, Alessandro Nai and Jeff Karp

The Electoral Integrity Project
Why Elections Fail And What We Can Do About It

The Electoral Integrity Project

Department of Government and International Relations
Merewether Building, HO4
University of Sydney
Sydney NSW, 2006, Australia

John F. Kennedy School of Government
79 JFK Street
Harvard University
Cambridge, MA 02138, USA

Phone:	+61(2) 9351 2147
Email:	electoral.integrity@sydney.edu.au
Web:	http://www.electoralintegrityproject.com
Dataverse:	http://thedata.harvard.edu/dvn/dv/PEI
Twitter:	https://twitter.com/ElectIntegrity
Facebook:	https://www.facebook.com/electoralintegrity
Blogger:	http://electoralintegrity.blogspot.com.au/

Project Coordinator: Ms. Alexandra Kennett (alexandra.kennett@sydney.edu.au)

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Q1 Dear Respondent You are invited to participate in a survey about capacity building in election management. You have been selected because of your current employment in the election management body. The research is carried out by the Electoral Integrity Project at Harvard and Sydney Universities. It has been officially endorsed by ${e://Field/Organization} as well as by the Association of World Election Bodies and International IDEA. Please fill it out to the best of your ability. We encourage you to consult with other personnel or departments to provide the most accurate information. Completing the questionnaire should take approximately 20 minutes. Your answers will be treated in the strictest confidence. The data release will contain no identifying information about any individual participant. The Participant Information Statement provides important information about the study, its implications for you, and any related ethical issues. Should you have any questions about completing the survey, please do not hesitate to contact us. More information about the study can be found here. Thank you! Prof. Pippa Norris (Harvard and Sydney Universities) Prof. Jeffrey Karp (Exeter University) Dr. Alessandro Nai (Sydney University)

Q2 In which country is your organization located?

- ${e://Field/Country} (1)

Q3 What is the name of your organization

Q4 Is your organization...

- A national body? (1)
- A regional, state or provincial body? (2)
- A local body? (3)
- Other (please specify) (4) _____

Q5 Is your organisation...

- Temporary (assembled for each election)? (1)
- Permanent (exists between elections as well)? (2)
- Other (please specify) (3) _____

Q6 Is your organisation...

- Fully independent from government? (1)
- Situated within a government department? (2)
- Other (please specify) (3) _____

Q7 Is your organisation...

- A multi-partisan body? (1)
- A mixed partisan and non-partisan body? (2)
- A non-partisan body (3)
- Other (please specify) (4) _____

Q8 Is your organisation...

- ❍ A specialised judicial body? (1)
- ❍ Not a specialised judicial body? (2)
- ❍ Other (please specify) (3) _____

Q9 If regional and/or local election management bodies exist in your country, are they…

- ❍ Subordinate and accountable to the national election management bodies? (1)
- ❍ Separate and autonomous from the national election management bodies? (2)
- ❍ Other (please specify) (3) _____
- ❍ Not applicable (4)

Q10 What is the total number of permanent staff of the EMB, including support and administrative staff? If you don't know the correct number please provide the closest estimation

Q11 What is the total number of additional staff, including support and administrative staff, hired during election time? If you don't know the correct number please provide the closest estimation

Q12 What is the total number of additional staff who are seconded from other government departments during election time? If you don't know the correct number please provide the closest estimation

Q13 Does your organization use unpaid volunteer personnel during elections?

- ❍ On a regular basis (1)
- ❍ Occasionally (2)
- ❍ Rarely (3)
- ❍ Never (4)

Q14 Can you tell me roughly how many persons are employed for the following roles during national elections? If you don't know the correct number please provide the closest estimation

Strategic management (Commissioners or Board members) (1)
National EMB election officers (2)
Regional/ state/ provincial election officers (3)
Poll workers (4)

Q15 How often does your EMB conducts training programmes for its staff?

- ❍ On a regular basis (1)
- ❍ Often (2)
- ❍ Occasionally (3)
- ❍ Rarely (4)
- ❍ Never (5)
- ❍ Don't know (6)

Q16 Does the EMB have responsibility for conducting training programmes for the following actors, either as sole responsible or in cooperation with other bodies/agencies?

	On a regular basis (4)	Often (3)	Occasionally (2)	Rarely (1)	Never (0)	Not applicable (6)
Political parties and candidates (1)	❍	❍	❍	❍	❍	❍
Citizens (2)	❍	❍	❍	❍	❍	❍
Government officials (3)	❍	❍	❍	❍	❍	❍
Media (4)	❍	❍	❍	❍	❍	❍
Other EMBs (5)	❍	❍	❍	❍	❍	❍
Civil society organizations (NGOs, etc.) (6)	❍	❍	❍	❍	❍	❍
Other (please specify) (7)	❍	❍	❍	❍	❍	❍

Q17 Does the EMB have a special department in charge of providing training programmes?

- ❍ Yes (please specify the name of the department) (1) _____
- ❍ No (2)
- ❍ Don't know (3)

Answer If Does the EMB have a special department in charge of providing training programmes?   Yes (please specify the name of the department) Is Selected

Q18 Is this department permanent?

- ❍ Yes (1)
- ❍ No (2)
- ❍ Other (please specify) (3) _____

Q19 What topics are covered by training programs? Please select all that apply

- ❑ Civic education (1)
- ❑ Voter safety and electoral violence (2)
- ❑ Election laws (3)
- ❑ Electoral procedures (4)
- ❑ Election boundaries (5)
- ❑ Voter registration (6)
- ❑ Party and candidate registration (7)
- ❑ Campaign media (8)
- ❑ Campaign finance (9)
- ❑ Voting process (10)
- ❑ Vote count (11)
- ❑ Dispute resolution (12)
- ❑ Gender equality (13)
- ❑ Other (please specify) (14) _____

Q20 In your organization, is it common for supervisors to discuss training plans with their subordinates (for instance during, but not limited to, performance assessments)?

- ❍ On a regular basis (1)
- ❍ Often (2)
- ❍ Occasionally (3)
- ❍ Rarely (4)
- ❍ Never (5)
- ❍ Don't know (6)

Q21 We are interested to know more about the Chair or President of your organization. This person may have the title of Chief Electoral Officer, Election Commissioner, President of the Election Management Body, or another title.

Q22 Who appoints the chair /President of your organization?

- ❍ Legislature (1)
- ❍ President or Executive Branch of Government (2)
- ❍ Independent Panel or Body (3)
- ❍ EMB Commissioners or Members (4)
- ❍ The Courts (5)
- ❍ Political Parties (6)
- ❍ Other (please specify) (7) _____

Q23 What is the basis of the appointment of the Chair/President of your organization?

- ❍ Professional Qualifications (1)
- ❍ Party Status (2)
- ❍ Both professional qualifications and party status (3)
- ❍ Other (please specify) (4) _____

Q24 What type of term does the Chair/President of your organization have?

- ❍ Permanent until age of legal retirement (1)
- ❍ Permanent and indefinite (2)
- ❍ Limited term for a specific number of years (3)
- ❍ Other (please specify) (4) _____

Q25 If the Chair/President of the EMB serves for a limited term, what is the duration of the (single) term in years?

Q26 How many times in total (without counting the first term) can the term for the Chair/President of the EMB be renewed?

Q27 Are there any legal prohibitions for the Chair/President of your organization to belong to any political party?

- ❍ Yes (1)
- ❍ No (2)
- ❍ Other (please specify) (3) _____

Q28 Does a guarantee exist in the Constitution or other laws to protect the Chair/President of your organization against arbitrary removal?

- ❍ Yes (1)
- ❍ No (2)
- ❍ Other (please specify) (3) _____

Q65 We are interested to know more about the Commissioner or Board Members of your organization. This person may have the title of Chief Electoral Officer, Election Commissioner, President of the Election Management Body, or another title.

Q64 Who appoints the Commissioner or Board Members of your organization?

- ❍ Legislature (1)
- ❍ President or Executive Branch of Government (2)
- ❍ Independent Panel or Body (3)
- ❍ EMB Commissioners or Members (4)
- ❍ The Courts (5)
- ❍ Political Parties (6)
- ❍ Other (please specify) (7) _____

Q63 What is the basis of the appointment of the Commissioner or Board Members of your organization?

- ❍ Professional Qualifications (1)
- ❍ Party Status (2)
- ❍ Both professional qualifications and party status (3)
- ❍ Other (please specify) (4) _____

Q62 What type of term does the Commissioner or Board Members of your organization have?

- ❍ Permanent until age of legal retirement (1)
- ❍ Permanent and indefinite (2)
- ❍ Limited term for a specific number of years (3)
- ❍ Other (please specify) (4) _____

Q61 If the Commissioner or Board Members of the EMB serves for a limited term, what is the duration of the (single) term in years?

Q60 How many times in total (without counting the first term) can the term for the Commissioner or Board Members of the EMB be renewed?

Q59 Are there any legal prohibitions for the Commissioner or Board Members of your organization to belong to any political party?

- ❍ Yes (1)
- ❍ No (2)
- ❍ Other (please specify) (3) _____

Q58 Does a guarantee exist in the Constitution or other laws to protect the Commissioner or Board Members of your organization against arbitrary removal?

- ❍ Yes (1)
- ❍ No (2)
- ❍ Other (please specify) (3) _____

Q29 To what extent is your organization responsible for implementing and/or managing the following tasks?

	Responsibility			Please specify
	Primary responsibility of your organization (1)	Some shared responsibility (2)	No responsibility of your organization (3)	If you have shared responsibility, or another body has responsibility, please specify below (1)
Voter registration (1)	❍	❍	❍	
Receiving and validating the nominations of political parties/candidates (2)	❍	❍	❍	
Boundary delimitation (3)	❍	❍	❍	
Monitoring and regulating party political broadcasts and political advertising (4)	❍	❍	❍	
Monitoring and regulating party campaign funding (5)	❍	❍	❍	
Authorizing domestic or international election observers (6)	❍	❍	❍	
Conducting polling (7)	❍	❍	❍	
Counting the votes (8)	❍	❍	❍	
Totaling the votes (9)	❍	❍	❍	
Adjudication of electoral disputes (10)	❍	❍	❍	
Creating or modifying electoral regulations or laws (11)	❍	❍	❍	

Q30 Does the EMB have powers to…. (select all that apply)

- ❑ Call elections (1)
- ❑ Order a recount (partial or full) of results (2)
- ❑ Order re-polling in particular polling stations (3)
- ❑ Completely annul an election (4)

Q31 Which of the following institutions conduct information campaigns for national elections (informing where, when and how to register and/or vote)? Please select all that apply

- ❑ National EMB (1)
- ❑ National Government (2)
- ❑ NGOs or civil society organizations (3)
- ❑ Media (4)
- ❑ Educational Institutions (5)
- ❑ Regional or local EMB (6)
- ❑ Regional or local Governments (7)
- ❑ Political parties and/or candidates (8)
- ❑ Religious Institutions (9)
- ❑ Other (please specify) (10) _____

Q32 We are interested in learning about the relationship your institution has with other political actors. For the following matters, could you please tell me which actors are involved? (select all that apply)

	Organizations						Other
	Head of Government or executive (1)	Legislature (2)	Judiciary or Electoral Court (3)	Civil service (4)	Civil Society (5)	Political Parties (6)	Please specify (1)
Oversight of the EMB strategies, mandate and responsibilities (1)	❑	❑	❑	❑	❑	❑	
Approval of the EMB's budget (2)	❑	❑	❑	❑	❑	❑	
Removal of Chair/President of EMB in case of misconduct (3)	❑	❑	❑	❑	❑	❑	
Removal of EMB Commissioners/Members in case of misconduct (4)	❑	❑	❑	❑	❑	❑	
Decision about reforms in electoral legislation and procedures (5)	❑	❑	❑	❑	❑	❑	
Review of election disputes and appeals (6)	❑	❑	❑	❑	❑	❑	

Q33 Of the amendments to the electoral law proposed by your organization in the last five years, roughly what percentage were inspired by the following? Please provide a number between 0 and 100% for each of the following options.

From within the EMB (e.g. leadership, research center) (1)
Political parties (2)
International organizations (3)
Civil society organizations (NGOs, etc.) (4)
Government ministries or departments (5)
Legislature (6)
Courts (7)
Media (8)
Foreign governments (9)
Meeting with individual citizens (10)
Other (11)

Q34 How often does your organization interact with the following entities?

	On a regular basis (4)	Often (3)	Occasionally (2)	Rarely (1)	Never (0)	Not applicable (6)
Government ministries or departments (1)	❍	❍	❍	❍	❍	❍
National Legislature (2)	❍	❍	❍	❍	❍	❍
Regional Legislature (3)	❍	❍	❍	❍	❍	❍
Local government (4)	❍	❍	❍	❍	❍	❍
Political parties (5)	❍	❍	❍	❍	❍	❍
Courts (6)	❍	❍	❍	❍	❍	❍
Civil society organizations (NGOs, etc.) (7)	❍	❍	❍	❍	❍	❍
Media (8)	❍	❍	❍	❍	❍	❍
Academics (9)	❍	❍	❍	❍	❍	❍
International organizations (10)	❍	❍	❍	❍	❍	❍
Other (please specify) (11)	❍	❍	❍	❍	❍	❍
Other (please specify) (12)	❍	❍	❍	❍	❍	❍

Q35 Could you provide us with the start and end dates of the last fiscal year of your organization?

Q36 Could you provide us with an estimate of your organization's overall budget last fiscal year (in the currency of your country)?

Overall budget (1)

Q37 Could you provide an estimation of the budget allocated for each of the following areas in the last fiscal year (in the currency of your country)?

Training programmes and formation of employees (1)
Personnel/Employees (2)
Transportation (3)
Facilities (Rentals, buildings, repair and maintenance) (4)
Materials, supplies, machinery, and equipment (5)
Research and consulting (6)
Communication, public relations and advertising (7)
Debt charges (8)
Transfers to other entities (ex. parties, departments) (9)
Other (please specify) (10)
Other (please specify) (11)
Other (please specify) (12)

Q38 Would you say that over the past 5 years the budget allocated for training programs has…

- ❍ Decidedly decreased (1)
- ❍ Somewhat decreased (2)
- ❍ Remained about the same (3)
- ❍ Somewhat increased (4)
- ❍ Decidedly increased (5)
- ❍ Don't know (6)
- ❍ Not applicable (7)

Q39 Could you provide us with an estimate of your organization's overall budget last national election year (in the currency of your country)?

Year (1)
Overall budget (2)

Q40 Could you provide an estimation of the budget allocated for each of the following areas in the last national election year (in the currency of your country)?

Training programmes and formation of employees (1)
Personnel/Employees (2)
Transportation (3)
Facilities (Rentals, buildings, repair and maintenance) (4)
Materials, supplies, machinery, and equipment (5)
Research and consulting (6)
Communication, public relations and advertising (7)
Debt charges (8)
Transfers to other entities (ex. parties, departments) (9)
Other (please specify) (10)
Other (please specify) (11)
Other (please specify) (12)

Q41 Among the following institutions, which ones provide funds for the EMB, and how often?

	On a regular basis (1)	Often (2)	Occasionally (3)	Rarely (4)	Never (5)	Not applicable (6)
National government (1)	❍	❍	❍	❍	❍	❍
Regional government (2)	❍	❍	❍	❍	❍	❍
Local government (3)	❍	❍	❍	❍	❍	❍
Political parties (4)	❍	❍	❍	❍	❍	❍
Civil society organizations (NGOs) (5)	❍	❍	❍	❍	❍	❍
Private donors (philanthropists) (6)	❍	❍	❍	❍	❍	❍
Private donors (business corporations) (7)	❍	❍	❍	❍	❍	❍
International organizations (8)	❍	❍	❍	❍	❍	❍
Foreign government(s) (9)	❍	❍	❍	❍	❍	❍
Other (please specify) (10)	❍	❍	❍	❍	❍	❍
Other (please specify) (11)	❍	❍	❍	❍	❍	❍

Q42 Which institutions approve the EMB budget?

- ❍ National Legislature (1)
- ❍ Chief Executive or President (2)
- ❍ It is constitutionally prescribed (3)
- ❍ Other (please specify) (4) _____

Q43 How many international election observers did the EMB authorize for the last national election (presidential or legislative) in your country? If you don't know the correct number please provide the closest estimation

Q44 How many domestic election observers did the EMB authorize for the last national election (presidential or legislative) in your country? If you don't know the correct number please provide the closest estimation

Q45 Does your organization receive assistance from international organizations or governments, and if yes how often?

	On a regular basis (1)	Often (2)	Occasionally (3)	Rarely (4)	Never (5)	Not applicable (6)
Financial assistance (1)	❍	❍	❍	❍	❍	❍
Donated supplies and equipment (2)	❍	❍	❍	❍	❍	❍
Training for personnel (3)	❍	❍	❍	❍	❍	❍
Assistance in the form of advice and consultation (4)	❍	❍	❍	❍	❍	❍
'On the ground' logistical and personnel support (5)	❍	❍	❍	❍	❍	❍
Legal support (6)	❍	❍	❍	❍	❍	❍
Technical/computing assistance (7)	❍	❍	❍	❍	❍	❍
Other (please specify) (8)	❍	❍	❍	❍	❍	❍
Other (please specify) (9)	❍	❍	❍	❍	❍	❍

Q46 Which are the most important civil society organizations (NGOs, etc.) that work on elections in your country? Please write down as many as appropriate (insert a hard return after each organization)

Q47 In your country, are any of the following devices used in your elections? Select all that apply

- ❑ Software for registration of candidates (1)
- ❑ Biometric voter identification (2)
- ❑ Internet voting (3)
- ❑ Devices for electronic counting of ballots (for example vote scanners) (4)
- ❑ Software for registration of voters (5)
- ❑ Voting machines (6)
- ❑ Software for tabulation and calculation of results (7)
- ❑ Automated incident reporting system (e.g. SMS, Ushahidi, etc.) (8)
- ❑ Other forms of electronic support of the election process (please specify) (9) _____

Q48 What is the role of the EMB in the decision-making process of using any of these devices?

- ❍ Decisive (1)
- ❍ Advisory (2)
- ❍ No involvement (3)
- ❍ Don't know (4)

Answer If What is the role of the EMB in the decision-making process of using any of these devices? Decisive Is Not Selected

Q49 If the EMB does not have a decisive role, who makes this decision in your country?

- ❍ National legislature (1)
- ❍ Executive at the national level (2)
- ❍ Body of local government (3)
- ❍ Other (please specify) (4) _____
- ❍ Not applicable (5)

Q50 Who has ownership of these devices?

- ❍ EMB (1)
- ❍ Body of central government (2)
- ❍ Body of local government (3)
- ❍ Private company (4)
- ❍ Other (please specify) (5) _____

Q51 Who provides technical support during elections concerning these devices?

- ❍ EMB staff (1)
- ❍ Employees of central government (2)
- ❍ Employees of local government (3)
- ❍ Employees of private company (4)
- ❍ Other (please specify) (5) _____

Q52 What is your official title within this organization?

Q53 Approximately how many years have you been in your current role? If less than a year, please write '0'.

Q54 How much are you involved...

	0 (1)	1 (2)	2 (3)	3 (4)	4 (5)	5 (6)	6 (7)	7 (8)	8 (9)	9 (10)	10 (11)
...in the strategic decisions of your organization? (1)	❍	❍	❍	❍	❍	❍	❍	❍	❍	❍	❍
....in the operational activities of your organization? (2)	❍	❍	❍	❍	❍	❍	❍	❍	❍	❍	❍

Q55 If we have further questions can we contact you? If yes, could you please provide us with your contact details?

Name (1)

email (2)

Telephone (3)

Postal address (4)

Q56 We intend on making this structural data publically available. Please comment below if there is any information contained in this survey you wish us NOT to provide to the public

Q57 Do you have any comments on our survey, or is there something that you would like to communicate to us?