

INFORMATION FOR SCRUTINEERS

1. Every candidate or official agent on behalf of the candidate in an electoral division is entitled to appoint in writing Form 412, persons of 18 years or older as scrutineers to represent the candidate at the voting stations. Scrutineers may enter and remain in a voting place during voting hours, 15 minutes before the voting station is open and after the voting station is closed until the counting of the votes at the voting station is completed.
2. Bring to the voting station Form 412, which has been signed by the candidate or the official agent, and show it to the Voting Officer (VO). The scrutineer must then swear or affirm the Oath of Secrecy Form 507 in the voting station's Oath Book. The scrutineer should be in possession of Form 412 at all times while at the voting station.
3. Scrutineers may be replaced by others throughout the day. Their replacements must also show to the VO, a completed Form 412 and must take the Oath of Secrecy. A maximum of two scrutineers per candidate can be at any one voting station at a time.
4. Instructions for scrutineers are listed on the bottom of your appointment form (Form 412). A scrutineer may wear an unmarked badge or ribbon which by colour alone indicates the candidate for whom he/she is a scrutineer. This allows scrutineers at a voting place to identify their counterparts at other voting stations within the same building or to identify and replace fellow scrutineers. No campaign promotional materials are permitted in the voting place.
5. A scrutineer who is a "runner" and is circulating in a voting place to collect information but does not stay to observe the proceedings at the voting station is not required to take the "Oath of Secrecy" at each voting station within the same building. Consult the Senior Voting Official (SVO) as to which voting station to take the oath at. If there is no SVO take the Oath at the voting station with the lowest voting area number and this oath will suffice for all voting stations in that voting place. (Ex. If voting stations 5, 9 and 10 are located in the voting stationing place take the Oath of Secrecy at voting station 5). If however, a scrutineer is assigned to stay at several voting stations within one voting location, the scrutineer can attend the different voting stations provided Form 412 is shown to each VO and the Oath of Secrecy is taken at each voting station.
6. At the voting station, a large table is provided for the VO and Assistant Voting Officer (AVO) and the smaller table is for the voting compartment. Scrutineers will sit at another table if one is available and if not on chairs behind the VO and Assistant VO.
7. Scrutineers are entitled to observe the conduct of the voting station and to challenge any person believed not to be a qualified voter or believed to have already voted or to be personating a voter. Challenged voters are required to take the Oath of a Voter on Form 506. Where a scrutineer challenges a voter at the voting station, the VO will ask the scrutineer to state on which of the listed reasons {Section 116(1)} the scrutineer bases the challenge. This reason will be recorded in the Oath Book Form 505. If no reason is given by the scrutineer then there is no proper challenge and the voter will not be required to take the Oath.

8. VO's will record the consecutive voter number on Form 540 called the Scrutineer Record of Voters, from 7 am to 4 pm so that all scrutineers will have access to this voter information in a mutually convenient fashion. Form 540 contains numbers from 1 to 496, representing the voter's number.

The first copy of Form 540 is to be made available at 12 noon by the VO and will be posted either on the wall near the scrutineers' table or on the table. The second copy will be posted at 4 pm. The VO will also say the consecutive number aloud as he or she crosses the number of the Scrutineer Record of Voters. After 4 pm scrutineers will be expected to attend the voting station to continue to record voters' numbers on their own tally sheet. The VO will continue to announce the consecutive number of the voter aloud. Individual copies of Form 540 **will not** be available for each scrutineer. This information is not for the general public's attention.

This process is for the convenience of recording as per section 114 (2) (c) of the Elections Act a scrutineer is still allowed to examine the Voters List, as long as it does not interfere with the process of voting.

9. A scrutineer must not: disrupt the proceedings of the voting station and must not attempt to influence voters or campaign at the voting station. He/she must not argue with the VO or AVO about the operation of the voting station. The VO's decision is final in all respects. If there is a problem that cannot be solved, the scrutineer should contact the candidate's headquarters or the Returning Officer.
10. Use of Cell Phones to contact Campaign Headquarters is not permitted in the Voting location. If a scrutineer is calling they must step outside the voting location.
11. Doors close at 8 pm and only those scrutineers inside the room will be allowed to observe the count.
12. At the count the scrutineer may look at each ballot and may object to any ballot being counted and have the objection recorded by the VO. Only the VO may handle the ballot papers. However, the VO must handle the ballots in such a way that anyone present can see how each ballot is marked. The VO will provide a Voting Tally Sheet Form 524 to scrutineers to assist in keeping track of the count.
13. After the count the scrutineer should sign the official seal (Form 836) and the Statement of the Vote, Form 601. A reproduction of the Statement of the Vote called Notice to Scrutineers (Form 602) will be provided by the VO so that scrutineers may record the results of the count, if requested.
14. Please ensure that the VO receives first access to telephones at the voting place. The results of the voting station must be reported immediately after the count is complete to the Returning Office.
15. If you have any questions or want to report anything unusual at the voting station, please feel free to call the Returning Office.