



The National Gender and Equality Commission-Kenya

ELECTION MONITORING TOOLS 2017

TOOLS FOR PHASE 1 (PRE-PRIMARIES, PARTY PRIMARIES AND PRE-CAMPAIGN PERIOD)

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TABLE OF CONTENTS

Acknowledgments	2
Background	3
Introduction	4
Tools:	
1. Party Primaries Monitoring tool	5
2. Observation of Political Meetings and Rallies	15
3. Monitors Daily Reporting Template	20
4. Coordinators Daily Reporting Template	23
5. Incident Form	27
6. Complaints Form	31

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Kenya National Bureau of Statistics (KNBS)
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Nubian Rights Forum (NRF)
Help Age International
Office of the Registrar of Political Parties (ORPP)
Endorois Welfare Council (EWC)
UN Women
Think Africa
Kenya Sign Language Interpreters (KSLI)
Mainyoito Pastoralists Integrated Development Organization (MPIDO)
Electoral Laws and Governance Institute (ELGI)**

All tools herein have been used by the National Equality and Gender Commission (NGEC) to observe and monitor the Political Party Primaries and the Pre-campaign period of the 2017 General Election.

BACKGROUND

The National Gender and Equality Commission (NGEC) is a Constitutional Commission established pursuant to Articles 59 (4) and (5) of the Constitution and operationalized through the National Gender and Equality Commission Act 2011 (NGEC Act), with an overall mandate of promoting gender equality and freedom from discrimination as per Article 27 of the Constitution. The NGEC's target groups include women, youth, persons with disabilities (PWDs), children, the older members of society and minorities and marginalized groups and commonly, also referred to as "Special Interest Groups" (SIGs). The functions of the commission are partly set out in Article 59(2) and fully in Section 8 (a) to (n) of the NGEC Act.

In respect to Phase 1 of the 2017 General Elections, the Commission key focus areas are:

- Pre-party primaries
- Party Primaries and
- Political meetings and rallies (Pre-Campaigns)

The activities will largely focus on participation and inclusion of SIGs namely women, youth, people with disabilities (PWDs), older members of society, minorities and marginalized groups and communities in the process of elections as either voters and/or aspirants. The commission will also monitor incidences of gender based violence as a driver of inequality and discrimination.

INTRODUCTION

The Commission will be engaged in the monitoring and observation of the 2017 pre-polling process between 13th April 2017 and 17th July 2017. The process includes:

a) Pre-Primary Phase

These consist of all the events leading to the day of party primaries which include:

- 1) Campaigns by aspirants
- 2) Transportation of materials to the venue
- 3) Schedule of party primaries
- 4) Availability of a party list and register of members
- 5) Preparedness of party officials, agents and aspirants

b) Party Primaries

This is the actual day of voting by the party members and guided by a schedule of each political party. The activities of the day include:

- 1) Time of opening and closing of the polling station.
- 2) Accessibility of the venue and communication to SIGs
- 3) Method of voting
- 4) Availability of materials (ballot papers, booths, ballot boxes etc.)
- 5) Complaints and concerns from SIGs
- 6) Staffing levels
- 7) Security
- 8) Tallying and announcements

c) Political Meetings and Rallies

There is a period after the party primaries but before the official gazetted campaign period (which is 21 days before the election) where parties carry out rallies and campaigns. This is what can be referred to as the “**Observation of Political Meetings and Rallies**”.

The activity focused on:

- 1) Nature of the meeting/rally
- 2) Accessibility of the venue and communication to SIGs
- 3) Involvement of SIG candidates in the rally/meeting
- 4) Incidents of violence at the rally/meeting

The tools have been formulated appropriately to aid monitors undertake the task.

TOOL 1

Party Primaries Monitoring



The National Gender and Equality Commission-Kenya

Checklist for monitoring gender equality and freedom from discrimination in the 2017 Kenya general election

‘Party Primaries Monitoring tool’

National Gender and Equality Commission Headquarters Solution Tech Place, 1st Flr, Longonot Road,
Upperhill, next to Crowne Plaza Hotel

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Instructions to observers/monitors: This form should only be used by NGECE authorized persons. Please fill all information required. All filled in check lists and blank ones should be submitted to NGECE regional coordinators. Keep all checklists safe and observe confidentiality. USE ONE TOOL FOR EACH OBSERVATION EPISODE

A	Identification				
	Variable	Office use only		Variable	Office use only
A1	Name of the County	[][]	A2	Name of the Constituency	[][][]
A3	Name of the Ward	[][][][]	A4	Type of Ward	Urban [] Rural []
A5	Name of the place/venue	[][][][][]	A6	Name of the Nearest Polling Station	PS CODE [][][] DK=999
A7	Time of arrival at the site <i>(Use 24hrs clock system)</i>	[][][][] hrs	A8	Time of departure from the site <i>(Use 24hrs clock system)</i>	[][][][] hrs
A9	Name of the observer/ monitor	[][][]	A10	Category of observer/monitor 1. Temporary Monitor 2. NGEC 3. Other (specify)	[]
A11	Observer/ monitor mobile number	[0][][][][] [][][][][]	A12	Name of Party or independent candidate assessed	[][]
A13	Did the party present any SIG as a candidate in the station you are observing?	[] Yes=1 [] No=2	A14	If independent candidate, state category. He or she is.....	[] Woman = 1 [] Youth = 2 [] Elderly = 3 [] PWDs = 4 [] Minority/ Marginalized = 5 [] Can't tell=8
B	Pre Primaries Monitoring <i>(fill this 24 hours or more before party primaries)</i>				
B1	Were there any campaigns? [] Yes = 1 [] No = 2		B2	Were there any SIGs involved in the campaigns? [] Yes = 1 [] No = 2	
B3	If yes in B2, state category they fall in Tick as many as apply [] Women = 1 [] Youth = 2 [] Elderly = 3 [] PWDs = 4		B4	Did the party uphold the interests of the SIGs during the campaigns? [] Yes = 1 [] No = 2	

B5	If yes in B4 , state the considerations observed: <i>Tick as many as apply</i> <input type="checkbox"/> Communication Assistance = 1 <input type="checkbox"/> Physical Accessibility = 2 <input type="checkbox"/> Special arrangements = 3 <input type="checkbox"/> other Special arrangements (specify) = 4	B6	What was the most commonly observed role of the SIGs in the campaign <i>Circle as many as apply</i> <table border="1" data-bbox="844 295 1503 580"> <thead> <tr> <th>SIG</th> <th>speak er</th> <th>Ushe r</th> <th>Securi ty</th> <th>Audie nce</th> </tr> </thead> <tbody> <tr> <td>Women</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>PWD</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>Youth</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>Elderly</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>Minority</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> <tr> <td>Marginalized</td> <td>1</td> <td>2</td> <td>3</td> <td>4</td> </tr> </tbody> </table>	SIG	speak er	Ushe r	Securi ty	Audie nce	Women	1	2	3	4	PWD	1	2	3	4	Youth	1	2	3	4	Elderly	1	2	3	4	Minority	1	2	3	4	Marginalized	1	2	3	4
SIG	speak er	Ushe r	Securi ty	Audie nce																																		
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Elderly	1	2	3	4																																		
Minority	1	2	3	4																																		
Marginalized	1	2	3	4																																		
C	Campaign Monitoring																																					
C1	Nature of the campaign <i>Tick all that apply</i>	<input type="checkbox"/> Presidential Governor <input type="checkbox"/> Senate <input type="checkbox"/> MP <input type="checkbox"/> County Women Rep <input type="checkbox"/> MCA	<table border="0"> <tr> <td>1</td> <td rowspan="6" style="vertical-align: middle; font-size: 2em;">6</td> </tr> <tr> <td>2</td> </tr> <tr> <td>3</td> </tr> <tr> <td>4</td> </tr> <tr> <td>5</td> </tr> <tr> <td>6</td> </tr> </table>	1	6	2	3	4	5	6																												
1	6																																					
2																																						
3																																						
4																																						
5																																						
6																																						
C2	What time did the campaign begin <i>(Use 24hrs clock system)</i>	<input type="checkbox"/> <input type="checkbox"/> : <input type="checkbox"/> <input type="checkbox"/> hrs																																				
C3	What time did the campaign close <i>(Use 24hrs clock system)</i>	<input type="checkbox"/> <input type="checkbox"/> : <input type="checkbox"/> <input type="checkbox"/> hrs																																				

C4	Was the venue accessible to SIG aspirants and SIG members among the general public?	<input type="checkbox"/> Yes <input type="checkbox"/> No If NO , was the venue inaccessible to: <i>Tick as many as apply</i> <input type="checkbox"/> Expectant mothers <input type="checkbox"/> Elderly <input type="checkbox"/> PWDs	1 2 1 2 3
C5	Are there security officials in the venue or nearby?	<input type="checkbox"/> Yes <input type="checkbox"/> No	1 2
C6	Was media present?	<input type="checkbox"/> Yes <input type="checkbox"/> No	1 2
C7	What category of SIG aspirants are present in the campaign?	<i>Tick as many as apply</i> <input type="checkbox"/> Woman <input type="checkbox"/> Youth <input type="checkbox"/> Persons with disabilities <input type="checkbox"/> Elderly <input type="checkbox"/> Marginalized groups <input type="checkbox"/> Minorities <input type="checkbox"/> no SIGs aspirants present	1 2 3 4 5 6 7
C8	What reception did SIG candidates receive from masses at campaign venues?	<input type="checkbox"/> Applauded and cheered <input type="checkbox"/> Accepted to address the rally <input type="checkbox"/> Rejected to address the rally <input type="checkbox"/> Violence <input type="checkbox"/> Heckling	1 2 3 4 5 6

		[] Other (specify).....	
C9	In the audience, were there SIGs	Tick as many as apply [] Woman [] Youth [] Persons with disabilities [] Elderly [] Marginalized groups [] Minorities [] no SIGs in the audience	1 2 3 4 5 6 7
C10	Did you hear or see messages on the following?	[] rights of SIGs [] avoid violence towards SIG [] Equal representation [] Special seats for SIG [] consideration of SIGs in election [] report cases of violence on SIG [] Other (specify).....	1 2 3 4 5 6 7
C11	Did you see any voter education materials at the venue of campaign?	[] Yes [] No	1 2
C12	Were there any incidences of violence targeting SIGs? <i>(If yes, please fill in the Incidence Form)</i>	[] Yes [] No	1 2
C13	If yes in C12 describe the type of violence	Tick as many as apply [] physical harm [] Hate speech [] Bribery [] sexual harassment [] Incitement to violence [] Other (specify)	1 2 3 4 5 6
D. PREPAREDNESS FOR PRIMARIES			

D1	Were the following materials/services available? <i>(Circle as many as applies)</i>	[] List of Aspirants	1
		[] Register of Party Members	2
		[] Ballot boxes	3
		[] Ballot papers	4
		[] Brailed ballot papers	5
		[] Sign language Interpreters	6
		[] Booths	7
		[] Indelible Ink	8
		[] Schedule of Venue	9
		[] Other (specify)	10
		

D2	Ask one SIG present (D2 AND D3): Are you aware of all procedures and requirements for the upcoming nomination?	[] Yes [] No.....	1 2 6
D3	And do you have any concerns about preparedness of nominations as related to SIGs	Tick all that apply [] inadequate security [] lack of accessibility to venue [] lack of communication services [] Tampering with materials [] delayed start of the activity [] harassment of SIGs [] incomplete party register [] delay ending the activity [] sexual abuse for SIGs [] compromised agents [] other specify.....	1 2 3 4 5 6 7 8 9 10 11

E. DAY OF NOMINATION**Opening**

E1	At what time was the nomination centre opened? (Use 24hr clock system)	[] [] : [] [] hrs	
E2	Observe and record the number of the party primary officials present	Total: _____ Women _____ Youth _____ (Male) _____ (Female) _____ PWDs _____ (Male) _____ (Female) _____	
E3	At the time of opening were the following materials and services present? Tick all that apply	<div> <input type="checkbox"/> List of Aspirants <input type="checkbox"/> List of party members <input type="checkbox"/> Register of Party Members <input type="checkbox"/> Ballot boxes <input type="checkbox"/> Ballot papers <input type="checkbox"/> Brailed ballot papers <input type="checkbox"/> Sign language Interpreters <input type="checkbox"/> Booths <input type="checkbox"/> Indelible Ink <input type="checkbox"/> Security <input type="checkbox"/> Polling Clerks <input type="checkbox"/> Presiding officers <input type="checkbox"/> Aspirants agents <input type="checkbox"/> Observers <input type="checkbox"/> Media <input type="checkbox"/> Power backup <input type="checkbox"/> Other (specify) _____ </div>	<div> 1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 </div>

E4	Tick all the statements that apply to the party primary polling venue:	<input type="checkbox"/> Different from the designated venue <input type="checkbox"/> Well arranged (for different functions) <input type="checkbox"/> Well marked (signage) for SIGs <input type="checkbox"/> Accessible to SIGs (for instance ramps)	1 2 3 4						
E5	Tick the procedures followed during the opening of the polling station:	<input type="checkbox"/> Witnessing of ballot boxes to be empty <input type="checkbox"/> Witnessing of sealed ballot boxes <input type="checkbox"/> Tallying of all the ballot papers <input type="checkbox"/> Witnessing of the register <input type="checkbox"/> Well labelled ballot boxes	1 2 3 4 5						
E6	Were all SIGs assisted to follow and understand most of the procedure undertaken in E5	<input type="checkbox"/> Yes <input type="checkbox"/> No	1 2						
E7	Did SIG aspirants have agents	<input type="checkbox"/> Yes <input type="checkbox"/> No	1 2						
E8	Complete the table	<table border="1"> <thead> <tr> <th>Category</th><th>Number of agents</th></tr> </thead> <tbody> <tr> <td>Females</td><td></td></tr> <tr> <td>PWD</td><td></td></tr> </tbody> </table>	Category	Number of agents	Females		PWD		
Category	Number of agents								
Females									
PWD									
F. VOTING									
F1	Tick the voting method used	<input type="checkbox"/> Secret ballot <input type="checkbox"/> Acclamation <input type="checkbox"/> Queuing (Mlolongo) <input type="checkbox"/> Consensus <input type="checkbox"/> Other (specify)	1 2 3 4 5						
F2	Were the SIGs consulted on the method of voting?	<input type="checkbox"/> Yes <input type="checkbox"/> No	1 2						
F3	Tick the special assistance or priority measures provided to SIGs	<input type="checkbox"/> No queuing <input type="checkbox"/> Communication assistance <input type="checkbox"/> Marking ballots	1 2 3						
F4	Were there any incidences of violence targeted towards SIGs? <i>(If yes, please fill in the Incidence Form)</i>	<input type="checkbox"/> Yes <input type="checkbox"/> No	1 2						

F5	Were there any reported concerns or complaints related to SIGs? (Tick appropriately)	<input type="checkbox"/> List of registered voters from IEBC <input type="checkbox"/> Non-members voting <input type="checkbox"/> Multiple voting <input type="checkbox"/> SIG Members denied voting <input type="checkbox"/> Request for not prescribed documents in the voting regulations <input type="checkbox"/> Voter intimidation <input type="checkbox"/> Accessibility <input type="checkbox"/> Long waiting time <input type="checkbox"/> Non-responsiveness by officials <input type="checkbox"/> Registration of new members during voting <input type="checkbox"/> Bribery and forgery <input type="checkbox"/> Under-age voting <input type="checkbox"/> Ferrying of voters <input type="checkbox"/> Voter buying	1 2 3 4 5 6 7 8 9 10 11 12 13 14
G. CLOSING (CONCLUDING CASTING OF VOTES)			
G1	At what time was the nomination centre closed? (Use 24hr clock system)	<input type="checkbox"/> <input type="checkbox"/> : <input type="checkbox"/> <input type="checkbox"/> hrs	
G2	Were there voters locked out of the voting process due to time?	<input type="checkbox"/> Yes <input type="checkbox"/> No	1 2
G3	IF YES, were any of the locked out voters SIGs	<input type="checkbox"/> Yes <input type="checkbox"/> No	1 2
G4	Was the procedure of securing ballot boxes followed? (Tick appropriately)	<input type="checkbox"/> Sealing the lid <input type="checkbox"/> Taking an account of spoilt/unused ballots <input type="checkbox"/> Recording and documentation e.g. Seal Numbers <input type="checkbox"/> Secured in presence of agents/aspirants/observers/SIGs <input type="checkbox"/> Complaints	1 2 3 4 5
G5	Were SIGs assisted to follow or understand through the process in G4	<input type="checkbox"/> Yes <input type="checkbox"/> No	1 2
G6	Was the proper procedure for preparation of counting followed? (Tick appropriately)	<input type="checkbox"/> Verification of the seal <input type="checkbox"/> Counting/tallying space accessible to SIGs <input type="checkbox"/> Presence of communication services for SIGs <input type="checkbox"/> Adequate lighting <input type="checkbox"/> Presence of agents representing SIG aspirants <input type="checkbox"/> Presence of security <input type="checkbox"/> Presence of declaration forms <input type="checkbox"/> Others (specify) _____	1 2 3 4 5 6 7 8
G7	Did sorting of the votes happen?	<input type="checkbox"/> Yes <input type="checkbox"/> Yes, with complaints <input type="checkbox"/> No	1 2 3

G8	Were SIGs assisted to follow or understand the process of sorting	[] Yes [] No	1 2												
G9	Did the counting of the votes happen?	[] Yes [] Yes, with complaints [] No	1 2 3												
G10	During counting, did you witness any of the following incidences? <i>(Tick appropriately)</i>	[] Violence to SIGs [] General violence [] Intimidation [] Attempted Rigging [] Rigging [] Insults [] sexual harassment	1 2 3 4 5 6 7												
G11	Indicate if any of the SIG aspirant was declared winner. <i>Indicate only when certain and from official reports</i>	<table border="1"> <thead> <tr> <th>Category</th> <th>Name</th> </tr> </thead> <tbody> <tr> <td>PWD</td> <td></td> </tr> <tr> <td>Woman</td> <td></td> </tr> <tr> <td>Youth</td> <td></td> </tr> <tr> <td>Minority</td> <td></td> </tr> <tr> <td>Marginalized</td> <td></td> </tr> </tbody> </table>	Category	Name	PWD		Woman		Youth		Minority		Marginalized		
Category	Name														
PWD															
Woman															
Youth															
Minority															
Marginalized															
<p>Make additional notes for anything else not captured in the tool. Be precise and non-judgmental. Only</p>															

TOOL 2

Observation of Political Meetings and Rallies



The National Gender and Equality Commission-Kenya

Checklist for monitoring gender equality and freedom from discrimination in the 2017 Kenya general election

‘Observation of political meetings and rallies’

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Instructions to observers/monitors: This form should only be used by NGECA authorized persons. Please fill all information required. All filled in check lists and blank ones should be submitted to NGECA regional coordinators. Keep all checklists safe and observe confidentiality. ***Use one tool per each meeting/rally***

A	Identification				
	Variable	Office use only		Variable	Office use only
A1	Name of the County	[][][]	A2	Name of the Constituency	[][][]
A3	Name of the Ward	[][][][]	A4	Type of Ward	Urban [] Rural []
A5	Name of the place/venue of meeting	[][][][][]			
A7	Time when the meeting started (Use 24hrs clock system)	[][]:[][] hrs	A8	Time when the meeting ended (Use 24hrs clock system)	[][]:[][] hrs
A9	Observer mobile number	[0][][][][][] [][][][][][]	A10	Name of the observer/monitor	[][][]
A11	Name of party holding the meeting.	[][]	A12	Name of independent candidate holding the meeting

B. VENUE

B1	Is the venue physically accessible to SIGs?	<input type="checkbox"/> Yes <input type="checkbox"/> No	1 2
B2	If no in B1, which groups were unable to access the venue <i>Tick all that apply</i>	<input type="checkbox"/> PWD-physically challenged <input type="checkbox"/> PWD others <input type="checkbox"/> older members of society <input type="checkbox"/> women	1 2 3 4
B3	Is there presence of security at the venue?	<input type="checkbox"/> Yes <input type="checkbox"/> No	1 2
B4	What communications materials/services are available to SIGs aspirants and voters	<input type="checkbox"/> Braille message <input type="checkbox"/> sign language interpreters <input type="checkbox"/> materials in Swahili and local languages <input type="checkbox"/> Materials in large fonts <input type="checkbox"/> language interpreters <input type="checkbox"/> other specify	1 2 3 4 5 6
C	Political Rally/Meeting Monitoring		
C1	What is the main category of the rally /meeting Tick one	<input type="checkbox"/> Presidential <input type="checkbox"/> Governor <input type="checkbox"/> Senate <input type="checkbox"/> MP <input type="checkbox"/> County Women Rep	1 2 3 4 5

		[] MCA	6																																			
C2	What time did the meeting/rally begin (Use 24hrs clock system)	[] []. [] [] hrs																																				
C3	What time did the meeting/rally close (Use 24hrs clock system)	[] []. [] [] hrs																																				
C4	Were there SIG aspirants in the meeting Tick all that apply	[] PWD [] Woman [] Youth [] Minority [] None	1 2 3 4 5																																			
C5	Were there SIGs in the audience	[] PWD [] Woman [] Youth [] Minority	1 2 3 4																																			
C6	Who were majority of SIGs in the audience	[] PWD [] Woman [] Youth [] Minority	1 2 3 4																																			
C7	What was the main role of the SIGs in the audience	<table border="1"> <thead> <tr> <th>SIG</th><th>speaker</th><th>Us her</th><th>Security</th><th>Audience</th></tr> </thead> <tbody> <tr> <td>Women</td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr> <td>PWD</td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr> <td>Youth</td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr> <td>Elderly</td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr> <td>Minority</td><td>1</td><td>2</td><td>3</td><td>4</td></tr> <tr> <td>Marginalized</td><td>1</td><td>2</td><td>3</td><td>4</td></tr> </tbody> </table>	SIG	speaker	Us her	Security	Audience	Women	1	2	3	4	PWD	1	2	3	4	Youth	1	2	3	4	Elderly	1	2	3	4	Minority	1	2	3	4	Marginalized	1	2	3	4	
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Elderly	1	2	3	4																																		
Minority	1	2	3	4																																		
Marginalized	1	2	3	4																																		

C8	Speak to any SIG: Are there concerns about this rally/meeting	<input type="checkbox"/> None <input type="checkbox"/> Not inclusive of political needs of SIGs <input type="checkbox"/> Disregards opinions of SIGs <input type="checkbox"/> Spread negative messages about SIGs <input type="checkbox"/> other specify.....	1 2 3 4 5
C9	What were the key messages of the meeting/rally related to SIGs Tick all that apply	<input type="checkbox"/> vote in SIGs <input type="checkbox"/> Peaceful elections <input type="checkbox"/> vote a given political party <input type="checkbox"/> Acceptance of outcome of elections <input type="checkbox"/> use violence when necessary <input type="checkbox"/> exclude some people from elections <input type="checkbox"/> give priority to SIGs in polling	1 2 3 4 5 6 7 8

		<input type="checkbox"/> women have their reserved seats <input type="checkbox"/> shun sexual harassment <input type="checkbox"/> Unity	9 10
C10	Were there malpractices during the meeting/rally	<input type="checkbox"/> None <input type="checkbox"/> Threats <input type="checkbox"/> sexual harassment <input type="checkbox"/> Insults <input type="checkbox"/> physical harm <input type="checkbox"/> Incitement <input type="checkbox"/> Destruction of opponents materials <input type="checkbox"/> Inducement/receiving money <input type="checkbox"/> other specify	1 2 3 4 5 6 7 8 9
C11	<i>In case of any incidences fill the Incidence Form</i>		
C12	Make additional notes for anything else not captured in the tool. Be precise and non-judgmental. Only		

TOOL 3

Monitors Daily Reporting Template



Monitors Daily Reporting Template for Monitoring Political Party Primaries AND Political Party Rallies and Meetings, 2017

National Gender and Equality Commission Headquarters Solution Tech Place, 1st Flr, Longonot
Road, Upperhill, next to Crowne Plaza Hotel

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©2017

SUBMITTED BY (Name)	
Monitor Code	[] [] [] []
ACTIVITY :	
POLITICAL PARTY	[] [] []
Name of independent candidate	
COUNTY	[] [] []
DATE :	[] [] [] / [] [] [] / [] [] [] [] [] []

This template is used to record summary of all incidences, omissions and commissions in respect to gender equality and inclusion for the PWD, women, youth and minority and marginalized groups and communities in the 2017 political party nominations and political rallies and meetings. Include reports from independent candidates.

Describe the main activity completed

Key findings:

Describe the key findings of the day Including description of any forms of discrimination, inequalities observed, harassment, SGBV towards special interest groups:

State any affirmative action arrangements accorded to special interest groups (or lack of) during the period of observation

TOOL 4

Coordinators Daily Reporting Template



Incident Form for Monitoring Political Party Primaries AND Political Party Rallies and Meetings, 2017

National Gender and Equality Commission Headquarters Solution Tech Place, 1st Flr, Longonot Road, Upperhill, next to Crowne Plaza Hotel
P.O.BOX 27512-00506, Nairobi, Kenya Tel +254 2(20)-272-7778/ +254 (20) 3213199

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Kisumu Office Reinsurance Plaza, 3rd Floor, Wing B Oginga Odinga Street

Nakuru Office Tamoh Plaza, 1st Floor, Kijabe Street P.O BOX 15263-401 NAKURU

Garissa Office Opposite Care International Offices, Garissa town

monitoring@ngeckkenya.org

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SUBMITTED BY (Name)	
Monitor Code	[][][][]
ACTIVITY :	
POLITICAL PARTY CONCERNED	[][][][]
Independent candidate concerned	
COUNTY	[][][][]
Location of the Incident	
DATE :	[][][][]/[][][][][][][][][]
TIME OF INCIDENT	[][][][]:[][][][] A.M /P.M

This template is used to record summary of all incidences towards PWD, women, youth and minority and marginalized groups and communities in the 2017 political party nominations and political rallies and meetings. Record where incidence involves SIGs as victims or perpetrators as aspirants or voters including independent candidates.

Instructions: Please complete the following form whenever you witness or hear about an incident which may impact the electoral process.

1. INCIDENT

[Please give a detailed account of the incident, specifying who, what, where, when, why.

Specify whether you actually observed the incident or whether it was reported by someone else. If reported by someone else, please specify who

Provide your assessment of the incident. Does this incident seem indicative of a sustained problem or is it isolated in nature? How does this incident impact on electoral rights such as security of the person, non-discrimination, right to free expression or assembly, etc?

2. WHAT NEXT?

[What are the possible implications of this incident? Have you heard rumors or explanations on what is expected to occur, if anything? what is source of this information, do you consider the source credible?]

3. FOLLOW-UP

Inform your immediate supervisor of the incidence. Record date and time the incidence was reported

TOOL 5

Incident Form



Incident Form for Monitoring Political Party Primaries AND Political Party Rallies and Meetings, 2017

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SUBMITTED BY (Name)	
Monitor Code	[][][][]
ACTIVITY :	
POLITICAL PARTY CONCERNED	[][][]
Independent candidate concerned	
COUNTY	[][][]
Location of the Incident	
DATE :	[][][]/[][][]/[][][][][][]
TIME OF INCIDENT	[][][]:[][][] A.M /P.M

This template is used to record summary of all incidences towards PWD, women, youth and minority and marginalized groups and communities in the 2017 political party nominations and political rallies and meetings. Record where incidence involves SIGs as victims or perpetrators as aspirants or voters including independent candidates.

Describe the main activity completed

Key findings:

Describe the key findings of the day Including description of any forms of discrimination, inequalities observed, harassment, SGBV towards special interest groups:

State any affirmative action arrangements accorded to special interest groups (or lack of) during the period of observation

2. WHAT NEXT?

[What are the possible implications of this incident? Have you heard rumors or explanations on what is expected to occur, if anything? what is source of this information, do you consider the source credible?]

3. FOLLOW-UP

Inform your immediate supervisor of the incidence. Record date and time the incidence was reported

TOOL 6

Complaints Form

Instructions to observers/monitors:

1. This form should only be used by NGEC authorized persons.
2. This form should only be used when the complainant has personally launched a complaint with the observer/ monitor.
3. Please fill or assist the complainant to fill in all the information required. In instances where the complainant cannot read and write, the observers/monitors are required to fill the statements of complainant and verify the recorded statement by reading to them for confirmation.
4. All observers/monitors are to strictly observe confidentiality herein.
5. All filled complaints forms should be submitted immediately to NGEC coordinator.
6. Each complaint form applies to only a single complainant or group.

1.0 BIO DATA

Date:

a. Observer/Monitor Details

Variable	Coding	Variable	Coding
A1. Date (dd/mm/yyyy)	[][][][][][][][][] [][][]	A2 Name of the County	[][][][]
A3 Name of the Constituency	[][][][]	A4. Name of the Ward	[][][][][][]
A5. Name of observer	[][][][][]	A6. Primary cell number of monitor	[0][][][][][][][][] [][][][][][]

b. Complainant(s) details

B. Complainant(s) details		
B1. Full Names First name..... Maiden Surname	B.2 Occupation/ Profession	B.3 Nationality Kenyan [] Other (specify) []
B.4 Gender Male [] Female []	B.5 Approx. Age (<i>in complete years</i>).....	B.6 Email contacts of the complainant.....
B.7 Postal Address	B.8 Residential Address	B.9. Tell number [] [] [] [] [] [] [] [] [] [] []

c. Name Person/ Organization against whom complaint is lodged

C.1 Name of the Person/ Organization 1..... 2..... 3.....	Contacts if known C.2Tel number [][][][][][][][][][]
C.3 Postal address.....	C.4 Usual residence/location.....

3.1.2 Immediate Relief/Redress given IF ANY

4.0 DECLARATION

5.0 Complaints processing: Inform your supervisor about the complaint



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