



PRE AND POST ELECTION COALITION CHECKLIST

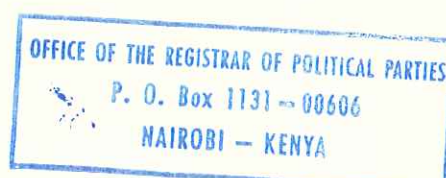
I. INTRODUCTION

By virtue of Section 10 of the Political Parties Act, 2011 two or more political parties may form a coalition for the purpose of pursuing a common goal. A coalition agreement should be in writing and deposited with the Registrar of Political Parties subject to the type of coalition. There are two types of coalitions;

- i) Pre-election coalition whereby the agreement has to be deposited with the Registrar at least three months before an election;
- ii) Post-election coalition whereby the agreement has to be deposited with the Registrar within twenty-one days of signing of the agreement.

II. DOCUMENTS TO BE DEPOSITED WITH THE REGISTRAR

S/No.	DOCUMENTS TO BE DEPOSITED WITH THE REGISTRAR	REMARKS
1.	A cover letter outlining the requisite coalition documents signed by the authorised persons of parties in the coalition.	
2.	The coalition agreement: <ul style="list-style-type: none"> - Shall be signed by authorised officials of all the coalescing parties as per their constitutions (signatories as per constitution); - Shall be commissioned by commissioner for oaths; and - Shall bear the date when the coalition agreement is signed 	
3.	Minutes of the meeting of the party organ mandated to authorize the party to enter into a coalition. The minutes shall: <ul style="list-style-type: none"> - Specifically capture the resolution to sanction the coalition; and - be signed by authorized officials of the constituent parties in the coalition - Adhere to the rules and procedure of meetings as per the party constitution. The minutes shall be accompanied by: <ul style="list-style-type: none"> - Notices convening individual constituent political parties meeting of the governing body 	



	- Duly signed list of attendees of the meeting indicating the position they hold	
4.	A declaration affirming that the rules and procedures for entering into a have been followed. The declaration shall: <ul style="list-style-type: none"> - be signed by authorised officials of all the constituent political parties as per their constitutions; - be commissioned by a commissioner for oaths; and - be dated on/or after the date of the coalition agreement 	
5.	Statutory Form PP19 and shall: <ul style="list-style-type: none"> - be signed by authorised officials of all the coalescing parties as per their constitutions; - be commissioned by commissioner for oaths; 	
6.	A Code of Conduct that shall: <ul style="list-style-type: none"> - be signed by authorised officials of the political parties in the coalition; and - be commissioned by commissioner for oaths. 	
7.	Particulars of the governing body and county officials of the coalition.	
8.	Printed and electronic format of the symbol and colours of the coalition.	

III. CONTENTS OF THE COALITION AGREEMENT

S/No.	CONTENTS OF THE COALITION AGREEMENT	REMARKS
1.	The name and abbreviation of the coalition as reserved by the Registrar for the coalition (if any) It shall include the symbol, colours and slogan(optional) as reserved by the Registrar for the coalition.	
2.	Parties to the coalition	
3.	Objectives of the coalition including the intention to form a pre-election and post-election coalition.	
4.	Policies of the coalition Provide for Policy making procedure <ul style="list-style-type: none"> - The organ initiating - Consultations framework; and - rules and procedures governing the policy implementation 	
5.	Overall structure of coalition	
6.	Decision making structure rules and procedure	

	<ul style="list-style-type: none"> - Composition of the decision making organ - The term of office - Eligibility criteria to the organ - Appointment to the organ - Rules and procedure of the organ 	
7.	<p>General organisation and management structure of the coalition including;</p> <ul style="list-style-type: none"> - the national and county structures and systems; - their roles and responsibilities within the coalition 	
8.	Criteria and formula for sharing of positions in the coalition structures	
9.	Formula for sharing funds from the Political Parties' Fund among the respective members of the coalition.	
10.	<p>Coalition election rules.</p> <ul style="list-style-type: none"> - These rules shall provide for the criteria and procedure of appointing in office officials within the structures in the coalition. 	
11.	<p>Coalition nomination rules</p> <p>These rules shall provide for the criteria and procedures of:</p> <ul style="list-style-type: none"> - Modalities for fielding candidates for various elective positions through the parties in the coalition - Roles of the individual political parties of the coalition - Dispute resolution mechanisms <p>N/B: The rules may be annexed to the Agreement.</p>	
12.	Enforcement and sanction mechanisms and procedures for breach of any of the provisions of the agreement	
13.	Procedure for amendment of the coalition agreement in line with decision making procedures of the coalition.	
14.	<p>Dispute resolution mechanisms and procedures; procedures for appeal shall include:</p> <ul style="list-style-type: none"> - Composition of the organ in charge of dispute resolution - The term of Office - Eligibility criteria to the organ - Appointment to the organ - Rules and procedure of the organ - Appeal procedures 	
15.	<p>Dissolution of a coalition agreement shall provide for:</p> <ol style="list-style-type: none"> a. Grounds upon which the coalition may be dissolved including <ul style="list-style-type: none"> - operation of law; and - consensus of the coalescing parties b. The mechanisms and procedures to be followed. 	

OFFICE OF THE REGISTRAR OF POLITICAL PARTIES
 P. O. Box 1131 - 00606
 NAIROBI - KENYA