

electoral administration bulletin

The
Electoral
Commission

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EA Bulletins are issued on a regular basis. They are one of our key channels for communicating with Returning Officers, Electoral Registration Officers and their staff. Past issues of Bulletins for England, Scotland and Wales are available [here](#). You can also [subscribe to the EA Bulletins](#).

Please [keep us informed](#) of any staff changes within your team. This will help us to keep our mailing lists up-to-date.

If there is a new RO/ERO appointment in your authority, please contact the team in Wales by e-mailing infowales@electoralcommission.org.uk



Issue 315 (Wales) – 2 March 2022

May 2022 elections: guidance update

Supporting quality-assurance

In Bulletin [307](#) we highlighted our work with the Electoral Coordination and Advisory Board (ECAB) and the newly established sub-groups to address the challenges highlighted again at the May 2021 elections relating to the resilience and capacity of electoral services. Further to the work of the sub-group looking at suppliers we have now published a new resource: [Quality Assurance of the production and delivery of election materials](#). The guidance is designed to help Returning Officers quality-assure the process of producing election materials and provides an overview of the key points that need to be considered when working with suppliers.

Polling station handbooks - update

The polling station handbooks for May 2022 [local government elections](#) have now been published on our website. Hard copies will be delivered to those who have ordered them later this month, as usual. As always, if you have any questions or require any further assistance, please do contact infowales@electoralcommission.org.uk.

Welcome to Your Vote Day

The Electoral Commission is running Welcome to Your Vote Day on Thursday 10 March to raise awareness about the right to vote amongst recently-enfranchised qualifying foreign citizens in Scotland and Wales.

We're encouraging charities and public sector organisations to run voter information sessions ahead of the council elections using our new resources for qualifying foreign citizens, which include an FAQ in various languages and facilitator guide. We've also published a communications pack which you can use to spread the word across your channels.

All the resources are available [on our website](#). Please share these with colleagues and organisations in your local area. If you would

like further information about the campaign please email infowales@electoralcommission.org.uk.

May 2022 elections: call for polling station data

This year we're once again running the polling station finder, in partnership with Democracy Club, to help make sure voters have access to accurate and timely information about how and where they can vote.

We need your updated polling station information to make sure voters head to the right polling station. By having this information easily available online, it should help to reduce the number of calls you'll get from voters looking for this information.

Providing your data is straightforward. You can export the data from your EMS, and then upload it using Democracy Club's new [easy-to-use tool](#). Alternatively, you can still email it to pollingstations@democracyclub.org.uk.

[Detailed instructions are available for each supplier](#), if you need them.

To make sure we have time to change the information, we ask that you send your polling station data as soon as possible, if you've not done so already.

If you'd like to see the polling station finder on your own website, you can embed [Democracy Club's election widget](#).

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