

electoral administration bulletin

The
Electoral
Commission

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Information on and a link our guidance for candidates and agents at UK Parliamentary by-elections, which has been published in HTML.

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

We are sending you this newsletter as it contains important information about the



Issue 358 (Wales) – 11 January 2024

May 2024: Polling station handbooks and quick guides

As set out in Bulletin [355](#) we are now collecting orders for hard copies of polling station handbooks and quick guides for use at the May 2024 polls.

If you haven't already done so, the deadline for completing the [online order form](#) is Friday 19 January.

We will be printing to order so it is important that you provide us with your figures by the deadline. Please note that once you have submitted your order form, you will not be able to amend your order yourself. If you need to make any changes to your order, please contact infowales@electoralcommission.org.uk.

We will confirm the timing of the delivery of the hard copies in a future Bulletin.

May 2024: Returning Officer pre-polls survey

As part of our approach to supporting the delivery of the May 2024 polls, we are once again collecting information from all local authorities. The survey was sent to all ROs and ESMs on Tuesday 2 January by email, and can be accessed [here](#).

As in previous years, the information you provide will help us to build up a clear picture of the arrangements that have been put in place for the delivery of the polls and will also provide key statistics which can be used with the media and other enquirers both reactively and proactively.

The survey covers areas such as scheduled dates of issue of poll cards and postal votes, numbers of polling stations and staff, and verification and count timings and venues. We also want to hear about how you are preparing for the management and delivery of the Elections Act provisions that will apply for these polls.

We understand how busy you are and very much appreciate your time in providing us with this important information. We would be

grateful if you could complete the survey by no later than **Friday 19 January 2024**. We have made available a list of the questions which you can use for reference before you complete the survey.

If you have any queries about any aspect of this, please contact infowales@electoralcommission.org.uk.

Guidance update: Candidates and Agents guidance – UK Parliamentary by-elections

Further to [Bulletin 354](#), we have now published the [candidates and agents guidance for a UK Parliamentary by-election in Great Britain](#).

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Electoral Commission's work which is relevant to you. The newsletter forms part of the Electoral Commission's public task which has its basis in the Political Parties, Elections and Referendums Act 2000. We will manage your personal information and contact details in line with the General Data Protection Regulation and UK data protection legislation as outlined in our privacy notice (<https://www.electoralcommission.org.uk/privacy-notice>)

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