



# **Electoral Commission Seychelles**

## **PUBLICATION INFORMATION MANUAL**

**Prepared in terms of Section 53 of the Promotion  
of  
Access to Information Act 2018**

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## **1. LIST OF ACRONYMS AND ABBREVIATIONS**

<b>1.1</b>	<b>“ECS”</b>	<b>Electoral Commission</b>
<b>1.2</b>	<b>“HOIH”</b>	<b>Head of Information Holder</b>
<b>1.3</b>	<b>“IC”</b>	<b>Information Commission</b>
<b>1.4</b>	<b>“IO”</b>	<b>Information Officer</b>
<b>1.5</b>	<b>“ATIA”</b>	<b>Access to Information Act</b>

## **2. PURPOSE OF PUBLICATION MANUAL**

This Publication Manual is useful for the public to:

1. Check the nature of the records which may already be available at ECS without the need for submitting a formal ATIA request;
2. Have an understanding of how to make a request for access to a record of ECS;
3. Access all the relevant contact details of the persons who will assist the public with the records they intend to access;
4. Know all the remedies available from ECS regarding request for access to the records, before approaching the information commission;
5. The description of the services available to members of the public from ECS, and how to gain access to those services;
6. A description of the guide on how to use ATIA, as updated by the information commission and how to obtain access to it;

7. If the body will process personal information, the purpose of processing of personal information and the description of the categories of data subject and of the information or categories of information relating thereto;
8. Know if ECS has planned to transfer personal information outside the Republic of Seychelles and the recipients or categories of recipients to whom the personal information may be supplied; and
9. Know whether ECS has appropriate security measures to ensure the confidentiality, integrity and availability of the personal information, which is to be processed.

### **3. ESTABLISHMENT OF THE ELECTORAL COMMISSION**

The Electoral Commission is established under Article 115 (1) of the Constitution. The Commission performs functions conferred upon it by the Constitution and any other law of Seychelles.

#### **3.1. VISION/ MISSION/VALUES**

##### Vision

Electoral integrity as a pillar of democracy in the Seychelles.

##### Mission

Conduct free, fair, transparent, credible, and cost-effective elections and referenda to safeguard democracy.

##### Core values

Integrity  
Impartiality  
Honesty  
Non- Partisan  
Reliability

## **4. STRUCTURE OF THE ELECTORAL COMMISSION AND FUNCTIONS**

### **4.1. Structure**

#### **Commissioners**

**Chairperson**

**Commissioners**

#### **Secretariat**

**Management Team:**

**Chief Electoral Officer**

**Chief Registration Officer**

**Senior Legal Officer**

**Human Resources and Administration Manager**

**Finance Manager**

**IT Manager**

**Logistic Officer**

**Support Staff:**

**Personal Assistant to the CEO**

**Assistant Finance & Admin Officer**

**Senior Registration officer**

**Registration Officer**

**Transport Assistant**

**General Helper**

**Housekeepers**

### **4.2. Functions**

The functions of the Electoral Commission are stipulated in Article 116 of the Constitution:

- a) shall be responsible for the conduct and supervision of the registration of voters and of elections and referenda;
- b) shall keep under continuous review the number and boundaries of the electoral areas into which Mahe and Praslin are divided having regard to article 112(3);
- c) shall keep under continuous review the practices and working, including such matters as finance, broadcast, and advertising, of political campaigns in respect of elections and referenda;

- d) shall have such other functions as may be prescribed by or under this Constitution or an Act;
- e) shall review existing legislation governing electoral matters and make recommendations to the Government

## **5. KEY CONTACT DETAILS FOR ACCESS TO INFORMATION OF ECS**

### **5.1. Information Officer**

Name: Ms. Florie Benstrong, Senior Legal Officer

Tel: 4295555

Email: slo@ecs.sc

### **5.2. Head of Information Holder**

Name: Mrs. Manuella Amesbury, Chief Electoral Officer

Tel: 4295555

Email: ceo@ecs.sc

### **5.3. Head Office Contact**

**Postal Address: P. O. Box 741**

**Physical Address: Electoral Commission Headquarters, Mont Fleuri,  
Mahe Seychelles**

**Telephone: 4295555**

**Website: www.ecs.sc**

## **6. DESCRIPTION OF ALL REMEDIES AVAILABLE IN RESPECT OF AN ATIA OR FAILURE TO ACT BY ECS**

Remedies available in respect of an act or failure to act by ECS may include –

1. Appeal to the Head of Information Holder; and
2. Appeal to the Information Commission

**7. CATEGORIES OF RECORDS OF THE JUDICIARY WHICH ARE AVAILABLE WITHOUT A PERSON HAVING TO REQUEST ACCESS**

<b>Categories</b>	<b>Document Type</b>	<b>Available on website(s)</b>	<b>Available upon ATIA request</b>
Legislations / Regulations	-Constitution of the Republic of Seychelles -Elections Act - Political Parties Act -Regulations	<a href="http://www.ecs.sc">www.ecs.sc</a>	√
Procedures and educational materials	-Voting procedures -Registration procedures	<a href="http://www.ecs.sc">www.ecs.sc</a>	√
Reports/statutory publications	-Annual Report -Election report -Delimitation of Boundaries Report	<a href="http://www.ecs.sc">www.ecs.sc</a>	√
Statistics	-Election results -Registration statistics	<a href="http://www.ecs.sc">www.ecs.sc</a>	√
Handbooks	-Election handbook -Code of Conduct	<a href="http://www.ecs.sc">www.ecs.sc</a>	√

Details of Political Parties	-Name, logo, Leaders and Secretary General -Address -Party Constitution	<a href="http://www.ecs.sc">www.ecs.sc</a>	√
Forms	-Registration of Political Parties	<a href="http://www.ecs.sc">www.ecs.sc</a>	√
Press Release	-Information on specific activities of ECS	<a href="http://www.ecs.sc">www.ecs.sc</a>	√

## **8. SERVICES AVAILABLE TO MEMBERS OF THE PUBLIC FROM ECS AND HOW TO GAIN ACCESS TO THOSE SERVICES.**

### **8.1. Services available**

Registration

Online application for registration

Check registration status on website

FAQ – <https://www.ecs.sc/index.php/faq>

Educational materials – <https://www.ecs.sc/index.php/voting>

Press release - <https://www.ecs.sc/index.php/press-releases>

Social media platforms:

<https://www.facebook.com/electoralcommissionseychelles>

<https://www.instagram.com/electoralcommission1/>

<https://www.linkedin.com/in/electoral-commission-seychelles-1119a9254/>

## **9. PUBLIC INVOLVEMENT IN THE FORMULATION OF POLICY OR THE EXERCISE OF POWERS OR PERFORMANCE OF DUTIES BY ECS**

The Electoral Commission functions are constitutional and statutory. It does not formulate policies involving the public towards its function but holds consultation with its stakeholders as well as members of the public with respect to particular exercise/ activities.

## **10. AVAILABILITY OF THE MANUAL**

This Manual is made available in the following official language, being English. A copy of this Manual or the updated version thereof, is also available as follows-

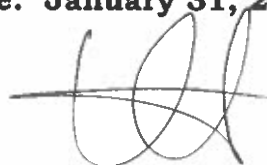
1. On ECS website: [www.ecs.sc](http://www.ecs.sc)
2. To any person upon request
3. To the Information Commission statutorily.

## **11. UPDATING OF THE MANUAL**

The Electoral Commission updates and publishes this Manual on or before January 31 of every year.

**This Manual is issued by:**  
**Ms. Florie Benstrong**  
**Information Officer**  
**Date: January 31, 2026**

**Mrs. Manuella Amesbury**  
**Head of Information Holder**  
**Date: January 31, 2026**



**SIGNATURE**



