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KYRGYZ REPUBLIC

RULES OF PROCEDURE
OF THE CONSTITUTIONAL CHAMBER
OF THE SUPREME COURT
(ADOPTED ON 9 OCTOBER 2017)

Ratified by Judgment no. 12-P
of the Constitutional Chamber of the Supreme Court
of the Kyrgyz Republic
of 9 October 2017

Rules of Procedure

The present Rules of procedure were adopted in accordance with the Constitutional Law “On the Constitutional Chamber of the Supreme Court of the Kyrgyz Republic” and determine the procedure for organising the activities of the Constitutional Chamber of the Supreme Court of the Kyrgyz Republic (hereinafter the Constitutional Chamber).

SECTION 1 GENERAL PROVISIONS

Chapter 1 General provisions

1. Questions concerning the organisation and activities of the Constitutional Chamber which fall within the competence of the Constitutional Chamber shall be resolved in accordance with the Kyrgyz Republic Constitution, the Kyrgyz Republic Constitutional Law “On the Constitutional Chamber of the Supreme Court of the Kyrgyz Republic” (hereinafter the Constitutional Law) and the present Rules of procedure.

2. For all questions falling within the competence of the Constitutional Chamber, a sitting of the Constitutional Chamber shall be convened. Sittings shall take place in compliance with the requirements laid down by the Constitutional Law and the present procedure.

3. Sittings of the Constitutional Chamber shall be convened by the president of the Constitutional Chamber or, in their absence, the Vice-president of the Constitutional Chamber.

4. Questions concerning the organisation of the Constitutional Chamber’s activities and the workings of its apparatus shall be examined at meetings of Constitutional Chamber judges convened by the president of the Constitutional Chamber or, on their instructions, by the Vice-president of the Constitutional Chamber.

Staff of the Constitutional Chamber apparatus may be invited to attend meetings of Constitutional Chamber judges.

5. The Constitutional Chamber’s activities shall be carried out by its apparatus, which shall be directly managed by the director of the apparatus. The rules governing the apparatus of the Constitutional Chamber, the structure of the apparatus and its staffing within the limits of allocated spending shall be established by the Constitutional Chamber at the proposal of the president of the Constitutional Chamber.

6. In addition to the prerogatives mentioned in Article 55 of the Constitutional Law, the apparatus of the Constitutional Chamber shall also have the tasks of:

1) organising press conferences/briefings of the president and judges of the Constitutional Chamber in connection with official announcements of the Constitutional Chamber;

2) keeping records, including via the use of an electronic document exchange system, following the procedure laid down by the corresponding instruction;

3) maintaining the Constitutional Chamber’s official website;

4) making audio-video recordings and also stenographic recordings of the Constitutional Chamber’s sittings;

5) organising the publication of the Constitutional Chamber’s official bulletin;

6) compiling a database of the legal positions adopted by the Constitutional Chamber;

7) analysing the execution of Constitutional Chamber judgments and taking measures to have them executed.

Chapter 2
**Procedure for electing, replacing and dismissing the president, the vice-president
and the judge-secretary of the Constitutional Chamber**

7. The president, vice-president and judge-secretary of the Constitutional Chamber shall be elected to their posts by an assembly of Constitutional Chamber judges, which shall be convened no later than 10 working days from the date when the corresponding post became vacant.

The first assembly of Constitutional Chamber judges for the election of the president shall be chaired by the oldest judge of the Constitutional Chamber. In the event of the presiding judge being included in the list of candidates, the assembly shall be chaired by the next oldest judge who is not on the list of candidates.

The subsequent conducting of the assembly of judges to elect the vice-president and the judge-secretary shall be chaired by the president of the Constitutional Chamber.

8. The assembly of Constitutional Chamber judges for the election of the president, the vice-president and the judge-secretary shall be deemed as having a quorum if it is attended by no fewer than two-thirds of the total number of Constitutional Chamber judges.

9. The assembly of Constitutional Chamber judges shall establish by an open vote the form of the ballot paper for the election of the president, the vice-president and the judge-secretary of the Constitutional Chamber.

10. Candidates for the post of president, vice-president and judge-secretary of the Constitutional Chamber may be put forward by Constitutional Chamber judges or put themselves forward as candidates.

There is no limit placed on the number of candidates standing for election to the post of president, vice-president or judge-secretary of the Constitutional Chamber.

Candidates shall be entitled to announce the withdrawal of their candidacy.

11. The president, vice-president and judge-secretary of the Constitutional Chamber shall be elected by secret ballot. For the running of the secret ballot procedure and the counting of votes, a ballot committee consisting of three judges shall be elected by the Constitutional Chamber judges.

12. The members of the ballot committee shall be elected by a majority of the total number of Constitutional Chamber judges. Candidates for the ballot committee may be put forward by Constitutional Chamber judges or put themselves forward as candidates. Candidates for the ballot committee shall be entitled to announce the withdrawal of their candidacy. Persons whose candidacy has been put forward for the post of president, vice-president or judge-secretary may not be elected to the ballot committee.

13. The membership of the ballot committee shall be reported in the minutes of the assembly of Constitutional Chamber judges.

14. The ballot committee shall:

- 1) elect a committee chairman and secretary from among its members;
- 2) devise the form of the ballot paper and submit it for approval by the assembly of judges;
- 3) produce a number of ballot papers corresponding to the number of Constitutional Chamber judges taking part in the assembly of judges;
- 4) handle the preparation and conducting of voting;
- 5) explain the rules for filling in the ballot paper;
- 6) resolve conflicts and disputes arising in the course of voting;
- 7) carry out the counting of votes and announce the results of voting.

15. The surname, first name and patronymic name of the respective candidates shall be listed on the ballot paper in alphabetical order, separately for each post.

16. Voting shall be carried out by each judge taking part in the assembly of judges in person, by filling in a ballot paper which must then be placed in the ballot box sealed by the ballot committee.

A Constitutional Chamber judge may not abstain.

17. The results of voting shall be set out in a ballot committee report signed by all its members and read out to the assembly of judges.

The ballot committee report on the results of voting shall be approved by the assembly of judges.

18. The ballot committee report shall include the following information:

- 1) the post for which the election was held;
- 2) the date on which the election was held;
- 3) the surname, first name and patronymic name of the candidate(s) listed on the ballot paper;
- 4) the number of invalid ballot papers;
- 5) the number of votes "for" and "against" for each candidate;
- 6) the results of voting.

19. The ballot committee shall cease its activity after the summing up of the results of voting. A separate decision on this matter shall not be required.

20. If only one candidate was entered on the ballot paper and that candidate was not elected, a repeat election shall be held and new candidates put forward.

If two candidates were listed on the ballot paper and neither of them obtained the requisite number of votes, a repeat election shall be held for the candidate who obtained the highest number of votes. If that candidate then fails to obtain the requisite number of votes, a repeat election shall be held and new candidates put forward.

If more than two candidates were listed on the ballot paper and neither of them obtained the requisite number of votes, a second round of voting shall be held for the two candidates having obtained the highest number of votes. If neither of them obtains the requisite number of votes, a further round of voting shall be held for the candidate having obtained the highest number of votes. If, in this case too, the candidate fails to obtain the requisite number of votes, a repeat election shall be held and new candidates put forward. If the candidate having gone through to a further round of voting withdraws their candidacy, the voting shall instead be in respect of the candidate with the next highest number of votes.

21. A judge having obtained at least six votes shall be deemed elected to the corresponding post.

22. Following each election, the ballot papers having been used for the election of the president, vice-president or judge-secretary of the Constitutional Chamber shall be placed in an envelope, sealed therein and appended to the report of the minutes of the assembly of Constitutional Chamber judges.

23. The next elections for the posts of president, vice-president and judge-secretary shall be held over three days but no later than the day of expiry of their term of office.

24. In the event of the expiry or early termination of the term of office or early release from office of the current president of the Constitutional Chamber, the president's duties shall be performed by the vice-president of the Constitutional Chamber.

In the absence of the vice-president of the Constitutional Chamber, the president's duties shall be performed by the judge-secretary.

25. In the absence of the president, the vice-president and the judge-secretary of the Constitutional Chamber, the president's duties shall be temporarily performed by a judge of the Constitutional Chamber to whom an assembly of judges of the Constitutional Chamber has entrusted this duty.

26. The president, vice-president or judge-secretary of the Constitutional Chamber shall be entitled to decide to resign early from office.

Should the president, vice-president or judge-secretary of the Constitutional Chamber decide to do so, they shall submit a written application to that effect for examination by an assembly of Constitutional Chamber judges.

27. An assembly of Constitutional Chamber judges shall examine that application no later than five working days following its submission.

The assembly of Constitutional Chamber judges may grant or refuse the application submitted by the president, vice-president or judge-secretary of the Constitutional Chamber.

The application shall be examined by an assembly of Constitutional Chamber judges attended by no fewer than two thirds of the total number of Constitutional Chamber judges.

The decision on the application shall be taken by a majority of the total number of Constitutional Chamber judges and set out in a report.

28. The president, vice-president or judge-secretary of the Constitutional Chamber shall be considered as released from their post as of the date on which the assembly of Constitutional Chamber judges took the decision granting their application.

29. In the event of the assembly of Constitutional Chamber judges deciding to refuse an application for early resignation, the president, vice-president or judge-secretary of the Constitutional Chamber shall continue to exercise their duties until the expiry of the term of office for which they were elected.

30. The president, vice-president or judge-secretary of the Constitutional Chamber may submit a second application to resign early from office upon the expiry of six months from the date on which the assembly of Constitutional Chamber judges took the decision refusing their application.

A repeat application to resign early from office submitted by the president, vice-president or judge-secretary of the Constitutional Chamber shall be granted by the assembly of Constitutional Chamber judges.

Chapter 3

Powers of the president, vice-president and judge-secretary of the Constitutional Chamber

§1. Powers of the president of the Constitutional Chamber

31. In addition to performing the duties of a Constitutional Chamber judge, the president of the Constitutional Chamber shall;

1) manage the preparation of cases and other questions for examination at a sitting of the Constitutional Chamber;

2) convene sittings, meetings and assemblies of the judges of the Constitutional Chamber, submit matters requiring examination for discussion and chair proceedings;

3) represent the Constitutional Chamber and speak on its behalf;

4) allocate the applications received between the judges of the Constitutional Chamber, including via the use of an automated case allocation system; reallocate cases from one judge to another in the event of a judge's illness or inability to perform their duties;

5) submit the Rules of procedure of the Constitutional Chamber for ratification by the Chamber;

6) take measures for the holding of sittings and the security of those participating in and attending them;

7) handle the overall management of the Constitutional Chamber apparatus, appoint and dismiss the head of the apparatus in accordance with the requirements of legislation on state civil service and also submit the rules on the apparatus of the Constitutional Chamber and its structure for ratification by the Chamber;

8) approve the establishment table of the Constitutional Chamber apparatus;

9) sign copies of decisions, conclusions, judgments, rulings and minutes of the Constitutional Chamber's sittings;

10) convene the judges and the Constitutional Chamber apparatus to meetings of Constitutional Chamber judges at his or her own initiative or on a proposal by one or more judges;

11) monitor compliance with constitutionally established time-limits for the admission of applications for hearing; submit a quarterly schedule of hearings for approval by the Constitutional Chamber;

12) submit the draft budget for the next financial year for examination by an assembly of judges;

13) rule on questions regarding the sending of judges on official trips, including on personal invitation, taking due account of the case material they are dealing with;

14) present information on the activities of the Constitutional Chamber in terms of its annual results to the public;

15) bestow official honours;

16) exercise other powers in accordance with the Constitutional Law and the present Rules of procedure.

32. The president of the Constitutional Chamber shall issue orders and instructions.

Orders shall be issued on all organisational matters linked to the activities of the Constitutional Chamber.

Instructions shall be issued on questions linked to the formation of a judicial bench, the transfer of cases from one judge to another and the appointment of several judges as rapporteurs on particularly complex cases.

§2. Powers of the vice-president of the Constitutional Chamber

33. In addition to performing the duties of a Constitutional Chamber judge, the vice-president of the Constitutional Chamber shall perform the duties of the president of the Constitutional Chamber in their absence or upon their instruction.

§3. Powers of the judge-secretary of the Constitutional Chamber

34. In addition to performing the duties of a Constitutional Chamber judge, the judge-secretary of the Constitutional Chamber shall:

1) undertake organisational work for the preparation of Constitutional Chamber sittings, including checks on the appearance before the court of the participants in constitutional proceedings and the readiness of the technical facilities required for the holding of Constitutional Chamber sittings;

2) take steps to ensure the execution of Constitutional Chamber judgments;

3) monitor compliance with constitutionally established time-limits for the examination of applications admitted for hearing;

4) draw up a draft monthly and quarterly schedule of Constitutional Chamber sittings and submit it to the president of the Constitutional Chamber. In the drawing up of the schedule, requests from judges and petitions from the government for conclusions on the constitutionality of international treaties not yet having entered into force in respect of the Kyrgyz Republic and other matters on the proposal of the judge-secretary shall be included as priority matters;

5) organise work regarding the keeping and timely drafting of minutes of Constitutional Chamber sittings;

6) sign copies of decisions, conclusions, judgments, rulings and minutes of the Constitutional Chamber's sittings;

7) organise work on preparing analysis of the execution of Constitutional Chamber judgments; send summary material as and when necessary and also information on the results of the calendar year to the Constitutional Chamber judges;

8) organise work to publish material on the execution of Constitutional Chamber decisions for the general public;

9) organise information support for the activities of the Constitutional Chamber;

10) exercise other powers in accordance with the Constitutional Law and the present Rules of procedure

In the exercise of their powers, the judge-secretary shall act in concert with the head of the apparatus of the Constitutional Chamber.

Chapter 4

Official announcements of the Constitutional Chamber

35. Initiatives to make official announcements of the Constitutional Chamber shall be taken by the president or no fewer than three judges. The text of official announcements of the

Constitutional Chamber shall be examined and approved at a meeting of Constitutional Chamber judges.

36. The president of the Constitutional Chamber may make official announcements on behalf of the Constitutional Chamber or delegate the announcement to another judge.

37. Any judge disagreeing with the content of the text of an official announcement must express their disagreement in a written document which shall be appended to the documents pertaining to the meeting held to approve the text of the official announcement of the Constitutional Chamber.

Chapter 5 Benches of judges of the Constitutional Chamber

38. In accordance with the Constitutional Law, benches of judges shall be established within the Constitutional Chamber.

Benches consisting of three judges shall be formed to examine applications submitted to the Constitutional Chamber.

39. The composition of a bench of judges, including the judge who is instructed to examine the application, shall be determined by the president of the Constitutional Chamber, including via the use of an automated case allocation system, taking due account of judges' workloads, within three working days of the case material being submitted to the Constitutional Chamber.

40. The vice-president and judge-secretary of the Constitutional Chamber shall be included in the composition of a bench of judges as standard procedure.

41. The question of replacing a judge on a bench of judges with another judge shall be decided by the president of the Constitutional Chamber. The replacement of the judge tasked with examining a case or one of the judges making up the bench shall be possible in the event of illness or the granting of self-disqualification.

42. The activities of a bench of judges ceases after it has ruled on whether or not the case is admissible. It is not required to make a separate judgment on the question concerned.

43. Sittings of benches of judges shall be recorded in minutes, which shall be kept by the apparatus of the Constitutional Chamber.

Chapter 6 Information on applications admitted for examination and cases called for hearing

44. The list of applications admitted by the Constitutional Chamber for examination and cases scheduled for hearing shall be placed in the Constitutional Chamber's electronic document exchange system by the apparatus of the Constitutional Chamber.

45. Information on applications scheduled for hearing at a sitting shall be posted on the Constitutional Chamber's website by the apparatus of the Constitutional Chamber ten days before the sitting begins.

SECTION II CONSTITUTIONAL PROCEEDINGS

Chapter 7 Procedure governing applications to the Constitutional Chamber

§1 Applications to the Constitutional Chamber

46. The entities listed in Article 20 of the Constitutional Law shall be entitled to apply to the Constitutional Chamber.

47. Applications to the Constitutional Chamber shall satisfy the requirements laid down in the Constitutional Law. Applications, and also the material appended thereto, shall be submitted in the state language or an official language.

48. Applications to the Constitutional Chamber may be sent by post or delivered directly to the apparatus of the Constitutional Chamber. Applications shall be registered by the apparatus of the Constitutional Chamber on the day of their arrival.

§2 Procedure for admitting or rejecting applications for proceedings or sending back applications

49. Applications received by the Constitutional Chamber shall be submitted to the president of the Constitutional Chamber by the head of the Chamber's apparatus within three working days, together with a conclusion as to whether the application satisfies the requirements of the Constitutional Law. The president of the Constitutional Chamber shall transmit the application received to a bench of judges of the Constitutional Chamber for a decision as to whether the application is admissible or inadmissible.

50. When verifying an application, the bench of judges shall check whether the application received meets the requirements of the Constitutional Law.

In the event of an application being found admissible but also found to contain claims that are not within the Chamber's jurisdiction or are inadmissible, the bench of judges shall declare those claims inadmissible.

51. In the event of the applicant's refusal to meet the requirements and voluntarily remove the claims concerned before the bench of judges rules on whether or not the application is admissible, the bench of judges shall send back the application. The decision to send back the application to the applicant shall be taken via a ruling of the bench of judges to send back the application.

A decision to send back an application shall not deny the applicant the possibility of lodging a repeat application raising the same claim and citing the same grounds.

52. Drafts of the corresponding rulings shall be prepared on the instructions of a judge by the apparatus of the Constitutional Chamber for submission for examination by the bench of judges.

53. A copy of the corresponding ruling of the bench of judges with enclosed material shall be sent to the applicant by the head of the apparatus.

§3. Sittings of a bench of judges

54. In accordance with Article 28 paragraph 2 of the Constitutional Law, the ruling on the admissibility or inadmissibility of an application shall be adopted at a sitting of a bench of judges.

55. Sittings of the bench of judges shall be held on scheduled days and have a quorum if attended by all the judges on the bench.

56. Staff of the apparatus of the Constitutional Chamber directly involved in the preparation of material on the question under consideration may be invited to attend the sitting of the bench of judges.

57. In the light of the findings of the examination of applications at a sitting of a bench of judges, a ruling shall be pronounced within thirty working days of the application's registration by the apparatus of the Constitutional Chamber as to whether it is admissible or inadmissible.

The ruling shall indicate the composition of the bench, the essence of the application and the date and place of the decision taken, together with the reasons.

58. A ruling of admissibility or inadmissibility shall require a majority of votes of the bench of judges and be signed by all the judges.

§4. Procedure for appealing against a ruling of a bench of judges

59. A ruling of admissibility or inadmissibility of a bench of judges may be challenged in an appeal to the Constitutional Chamber. Moreover, a ruling of admissibility or inadmissibility may be appealed against prior to the scheduling of the case for hearing.

60. An appeal against a ruling of admissibility or inadmissibility of a bench of judges shall be lodged with the Constitutional Chamber in writing, with mandatory indication of:

- 1) the name of the Constitutional Chamber;
- 2) the name, address and other necessary details of the applicant;
- 3) the arguments of the appeal against the ruling of the bench of judges;
- 4) the request of the person having lodged the appeal;
- 5) the list of documents enclosed with the appeal.

61. The appeal shall be registered in the apparatus of the Constitutional Chamber on the day it is received.

62. An appeal against a ruling of admissibility or inadmissibility shall be examined by the Constitutional Chamber within thirty working days of its registration. A judgment shall be adopted in the light of the findings of the Constitutional Chamber's examination of the appeal.

63. One of the Constitutional Chamber's judges shall be instructed by the president of the Constitutional Chamber to prepare a sitting of the Constitutional Chamber for the examination of the appeal no later than three working days after its registration.

The judge shall prepare the material for the Constitutional Chamber sitting within twenty working days following the adoption of the corresponding instruction by the president of the Constitutional Chamber. Within that process, the draft judgment on the examination of the appeal shall be submitted to all the judges for consideration no later than five working days prior to the sitting. The material shall be transmitted in electronic form.

64. Where it grants an appeal against a ruling of inadmissibility of a bench of judges, the Constitutional Chamber shall adopt a judgment setting aside the ruling of the bench of judges and declaring the application admissible.

Where it finds the appeal ill-founded, the Constitutional Chamber shall adopt a judgment rejecting the applicant's appeal.

A copy of the Constitutional Chamber judgment shall be sent to the applicant by the apparatus of the Chamber.

§5. Joinder of cases and removal of issues outside the Chamber's jurisdiction

65. In the event of more than one application being lodged with the Constitutional Chamber by different persons concerning the same question on which constitutional proceedings have been initiated, the cases shall be transmitted to one of the judges, on the instructions of the president of the Constitutional Chamber, to be joined in a single set of proceedings.

66. If an application also contains claims lying outside the Constitutional Chamber's jurisdiction, the bench of judges shall declare it inadmissible in respect of the part(s) containing those claims.

Chapter 8. Preparation and scheduling of cases for examination

67. For an application that has been declared admissible the judge-rapporteur shall carry out the preparation of the case for examination within two months by:

- 1) determining the parties to the case, explaining to them their procedural rights and obligations provided for in the Constitutional Law;
- 2) questioning the parties;
- 3) pronouncing a ruling demanding any necessary additional documents and other information pertaining to the case;
- 4) questioning the corresponding officials and other persons;
- 5) where necessary, establishing a set of witnesses, experts and other persons who are to be invited to and called during the sitting;
- 6) pronouncing a ruling on the joinder of inter-related claims raised by different persons in a single set of proceedings;
- 7) pronouncing a ruling on the scheduling of the case for examination at a sitting of the Constitutional Chamber, notifying those who will participate in the sitting and ensuring the involvement of the requisite individuals;

8) preparing a draft act of court in the light of the available material;
9) sending the draft act to all the judges of the Constitutional Chamber no later than ten days before the beginning of the sitting and supplying them with the case file via the electronic document exchange system;

10) carrying out other actions to ensure the correct resolution of the case.

68. When carrying out actions linked to the preparation of the case for examination, the judge-rapporteur may give corresponding instructions to the apparatus of the Constitutional Chamber.

69. The judge-rapporteur shall make a ruling requisitioning the necessary documents and other information relating to the case.

The requisitioning of the necessary documents and other information shall be effected by sending letters to the relevant authorities or officials indicating the titles of the documents required, as well as the deadline for supplying them. The written requisition shall be signed by the judge-rapporteur and its execution shall be compulsory.

70. On account of the particular complexity of the claims raised in the application or their utmost importance, and on the basis of a written statement by the judge-rapporteur, the preparation of the case may be assigned to more than one judge by the president of the Constitutional Chamber.

In this case, the president of the Constitutional Chamber shall adopt an instruction assigning the preparation of the case to more than one judge within three working days. The instruction shall indicate the judges involved and define the scope of the questions to be dealt with by each of them.

71. Appointments of experts in the process of preparing the case for examination at a Constitutional Chamber sitting shall be made by the judge-rapporteur via a ruling, in which the judge-rapporteur shall formulate the questions put to the experts and set a deadline for the supply of an expert opinion.

72. The production of expert appraisals shall be assigned to expert institutions or experts possessing specialist knowledge of the questions relating to the case considered. For certain types of expert appraisal not carried out by legal expert organisations, other specialists with the required knowledge may be involved in accordance with the procedure established by law.

73. When preparing material for the examination of the case, the judge-rapporteur may involve other persons on individual points of law in order to be able to submit his or her written explanations, conclusions and reasoning on the case examined by the Constitutional Chamber.

74. The preparation of a case for examination at a sitting of the Constitutional Chamber is completed by the compilation of the case file, comprising:

- the application (appeal, petition, query);
- all the appended material, challenges to the application, copies of the requisitions and requests sent by the Constitutional Chamber and the answers received;
- the conclusions of the experts and explanations provided by other persons;
- the reports on the questioning of the parties;
- the procedural acts pronounced by the judge in the preparation of the case for examination;
- the draft final act of the Constitutional Chamber (decision, conclusion);
- an executive summary prepared by the apparatus of the Constitutional Chamber.

The judicial case shall be created, supplemented and conserved in paper form.

75. The compilation, filing and keeping of the case shall be handled by the apparatus of the Constitutional Chamber in accordance with the instruction on court records management.

Chapter 9

Disqualification and self-disqualification of judges

76. A judge may not be removed from participation in a Constitutional Chamber sitting except in cases where he or she has been removed from post or a question regarding self-disqualification or disqualification has been satisfactorily resolved in accordance with the Constitutional Law.

77. A Constitutional Chamber judge shall be under obligation to declare their self-disqualification at any stage of constitutional proceedings in the following situations:

- 1) if the judge was previously involved in an official capacity in the adoption of the act being examined;
- 2) if the judge's impartiality in the resolution of the case may be called into question on account of family or other personal links with participants in the proceedings;
- 3) if the judge has publicly expressed their opinion on the legal nature of the disputed legal act;
- 4) if there are other circumstances that may influence the judge's impartiality.

The parties may demand the disqualification of a judge/judges on the same grounds.

78. Judges disqualifying themselves shall do so in writing;

79. If petitioned by the parties in the situations listed in Rule 77 of the present Rules of procedure, the Constitutional Chamber shall pronounce a reasoned ruling on the disqualification of the judge after hearing the judge over whom the issue of disqualification is to be resolved.

The decision to grant or reject a judge's declared self-disqualification or the petition of a party to have a judge disqualified shall be taken without the participation of the judge, by a simple majority of the judges taking part in the examination of the question in the deliberations room.

80. A judge who has declared their self-disqualification or whose disqualification is sought by a party shall not take part in the voting.

The self-disqualification/disqualification of a judge/judges shall not be permitted where this results in the loss of quorum for the examination of a case, and the Constitutional Chamber shall pronounce a ruling in this respect.

81. In the event of a judge who is the rapporteur for the case being removed from participation in its examination, the Constitutional Chamber shall simultaneously take a decision on the appointment of a new judge-rapporteur.

Chapter 10

Participants in constitutional proceedings

82. The participants in constitutional proceedings are the parties, their representatives, witnesses, experts and translators.

83. Any person with a connection to the case examined may be invited to a sitting of the Constitutional Chamber.

84. The parties in constitutional proceedings are either:

- 1) the applicant – the persons or bodies whose appeals or petitions have been admitted to proceedings; or
- 2) the respondent – the body or official having issued or signed the legal or regulatory act or entities having initiated draft legislation to amend the Constitution or ratify, establish or bring into force by other means an international treaty in respect of the Kyrgyz Republic, whose constitutionality is called into question.

85. The parties may bring their case themselves or via representatives. Each of the parties is entitled to no more than three representatives.

The credentials of the representatives shall be registered in accordance with the procedure laid down in the Civil Code of the Kyrgyz Republic.

In the event of several representatives with an identical scope of prerogatives participating in a Constitutional Chamber sitting, the Constitutional Chamber may require a party to designate one person among them who could define its ultimate stance on the issues examined.

After examination of a question has begun at a Constitutional Chamber sitting parties may instruct a new representative to defend their interests and may also intervene themselves in proceedings at any stage after releasing their representatives from the duties previously assigned to them.

86. A judge/judges having had a query admitted to Constitutional Chamber proceedings shall not be recognised as a party or be called to participate in the sitting.

87. The parties shall enjoy various procedural rights.

The parties and their representatives may consult the case file, write notes based on it, take copies of it, submit evidence, participate in the investigation of evidence, submit their conclusions and arguments on all issues arising in the course of the procedure and deliver a concluding statement.

The parties may also lodge petitions, provide oral and written explanations to the judges and express their opinion on the appeals and petitions lodged.

88. In the context of examining more than one appeal or petition, joined in a single case or several consequential issues, a party/representative may expound their own position, make statements and challenge the other party's appeals or petitions only insofar as these relate to the subject-matter of their own appeal or petition.

89. The applicant may change the grounds or subject-matter of their claims, increase or reduce their scale or desist from them.

In this process, any changes to the subject-matter of claims must be within the framework of the issue put forward in the application.

The respondent may acknowledge them in full or in part or oppose them.

90. Each party may submit evidence and establish their case.

91. The parties shall use their rights in good faith. The provision of information known to be false to the court shall be deemed as contempt of the Constitutional Chamber and incur liability under the law.

The parties shall:

- comply with the norms of the Constitution of the Kyrgyz Republic, the laws of the Kyrgyz Republic and the present Rules of procedure;
- appear before the Constitutional Chamber when called;
- show respect in Constitutional Chamber sittings for each other and for the rules and procedures adopted within the Constitutional Chamber;
- provide explanations, reply to questions from the president, the judges and the participants in constitutional proceedings in relation to the questions examined;
- obey the president's instructions regarding compliance with the procedure for Constitutional Chamber sittings.

92. Where it is necessary to investigate the factual circumstances, the establishment of which falls within the jurisdiction of the Constitutional Chamber, persons possessing information or material regarding such circumstances may be called as witnesses.

93. A witness shall be under obligation to inform the Constitutional Chamber of the circumstances relating to the merits of the case examined which are known to them personally and to reply to the questions put by Constitutional Chamber judges and the parties. Where necessary they may use written notes as well as documents and other material.

94. A person possessing specialist knowledge on matters relating to the case examined may be called as an expert at a Constitutional Chamber sitting.

After presenting conclusions, the expert shall reply to any further questions put by Constitutional Chamber judges and the parties.

95. Physical and legal persons, state authorities, public associations and international organisations involved in the capacity of other persons in constitutional proceedings may present written explanations, conclusions and arguments on individual points of law examined by the Constitutional Chamber in the specific case. The Constitutional Chamber shall not be bound by their conclusions and arguments.

The written explanations, conclusions and arguments of other persons must contain a list of the points of law they intend to elucidate as well as information attesting to their expertise in the given areas.

The judge-rapporteur may address the entities referred to in the present rule at his or her own initiative.

Replies to the judge-rapporteur from state authorities and local authorities shall not be accepted and shall be sent back by the Constitutional Chamber apparatus if they are signed by a person of a lower rank than the highest-ranking official or their deputy.

96. A translator is defined as a person who is a fluent speaker of languages of which knowledge is necessary to translate written texts and verbal speech and appointed by the Constitutional Chamber in accordance with the requirements of constitutional law.

The translator shall appear before the Constitutional Chamber when called and provide a full and accurate rendering of what they are asked to translate.

Chapter 11

Procedure for examining applications in sittings of the Constitutional Chamber

§1. Procedures and etiquette in Constitutional Chamber sittings

97. Sittings of the Constitutional Chamber shall take place ceremoniously in a specially furnished chamber in which the national emblem and national flag of the Kyrgyz Republic and the Constitution of the Kyrgyz Republic are present.

The judges of the Constitutional Chamber shall sit in robes.

98. When the judges of the Constitutional Chamber enter and leave the sittings chamber, all those present shall stand.

99. The participants in a judicial sitting shall stand while addressing the court, providing explanations and making statements and shall do so only after being given leave to do so by the presiding judge. Exemption from this rule may be granted by permission of the court. Participants in the sitting may not put questions to the judges.

100. The official forms of address used for the Constitutional Chamber and its judges shall be, respectively: "Honourable Court", "Your honour" or "Honourable President", "Honourable judge".

101. When addressing the parties and other participants and also when mentioning them in statements, the following expressions shall be used: "Honourable party", "Honourable representative of the party", "Honourable witness", "Honourable expert". Where it is necessary to more closely specify a participant, their surname shall also be given.

102. The participants in proceedings, media representatives and other citizens present in the chamber shall:

- 1) behave respectfully towards the Constitutional Chamber, the parties and other participants in the proceedings and towards one another;
- 2) obey the instructions of the presiding judge concerning compliance with the established procedure in the sittings chamber;
- 3) refrain from walking around the chamber, talking or making remarks during the sitting of the Constitutional Chamber and also not hamper the normal course of the sitting in any other way;
- 4) seek the permission of the president of the Constitutional Chamber to make video or audio recordings.

103. Staff of the Constitutional Chamber apparatus directly involved in the preparation of the case being examined shall participate in Constitutional Chamber sittings.

104. Any breach of the aforementioned requirements in judicial sittings by the participants or other persons present shall be deemed as contempt of court and result in those responsible being removed from the sittings chamber and/or prosecuted under administrative law.

105. The parties and their representatives may not use their addresses in Constitutional Chamber sittings to make any political statements or declarations.

§2. Maintaining of order in a judicial sitting of the Constitutional Chamber

106. Order shall be maintained in Constitutional Chamber sittings by sub-divisions of judicial service staff. The persons maintaining order shall be subordinate to the presiding judge. The demands made by them in the interest of maintaining the established order in the Chamber shall be binding for all persons present.

Interaction with the judicial service staff sub-division shall take place via the corresponding structural sub-division of the apparatus of the Constitutional Chamber.

107. Procedural safeguarding measures, where infringements are committed in a judicial sitting, shall be applied according to a formal ruling of the Constitutional Chamber following the procedure provided for in Kyrgyz Republic legislation.

§3. Examination of applications in Constitutional Chamber sittings

108. The Constitutional Chamber shall examine applications admitted to proceedings and pronounce a judicial decision on it within five months of it being admitted. This time limit may be extended by one month by decision of the president of the Constitutional Chamber.

109. Notification of the time and place of sittings shall be sent to the participants under the signature of the head of the Constitutional Chamber apparatus. Information on judicial sittings shall be posted on the premises of the Constitutional Chamber as well as on the Constitutional Chamber's official website ten days before the beginning of the sittings by the corresponding sub-division of the Constitutional Chamber apparatus.

110. A sitting of the Constitutional Chamber may be postponed in the following cases:

- 1) on account of illness or absence for other reasons of one of the judges involved in the judicial sitting resulting in a loss of quorum;
- 2) on account of the failure to appear of the parties or a party, witness or expert whose appearance has been declared mandatory, where their absence may have a bearing on the correct resolution of the case;
- 3) if the Constitutional Chamber finds the case examined insufficiently prepared and requiring further study which is impossible to carry out at the same sitting;
- 4) on account of the late submission of the material requisitioned, where it is of substantial significance for the resolution of the case;
- 5) in other circumstances preventing the normal course of the judicial sitting or comprehensive examination of the case, where those circumstances cannot be eliminated in the course of the judicial sitting.

111. A decision to postpone a judicial sitting of the Constitutional Chamber shall be taken by a majority of the judges participating in the court sitting and recorded in a formal ruling. When taking a decision to postpone a judicial sitting, the Constitutional Chamber shall specify the date to which the sitting is postponed.

112. In situations where a case cannot be examined in the time-limit established by the Constitutional Law, the Constitutional Chamber may rule that the proceedings are to be suspended for the period required to remove the obstacles that have arisen but for no longer than three months. This shall also result in a suspension of the time period in which the case is to be examined.

Proceedings in the case shall be resumed by the Constitutional Chamber on the basis of a separate ruling upon the lapse of the circumstances having served as grounds for their suspension. The suspension of proceedings in the case before the Constitutional Chamber shall not prevent the examination of other cases.

113. Prior to the passing of a final act, constitutional proceedings shall be subject to dismissal at any stage on the grounds provided for in Article 41 of the Constitutional Law. The decision to dismiss proceedings in the case shall be taken by the Constitutional Chamber by a majority of the judges participating in the court sitting.

The Constitutional Chamber ruling to dismiss proceedings in a case shall have the effect of depriving the parties of the possibility of a repeat application to the Constitutional Chamber citing the same claim and the same grounds.

114. Sittings of the Constitutional Chamber shall be minuted by the secretary of the judicial sitting, whose duties shall be fulfilled by a member of Constitutional Chamber apparatus staff. The report of the judicial sitting shall contain the data specified in Article 44 paragraph 2 of the Constitutional Law.

115. To ensure the fullness of the minutes report, stenography and technical means may be used, with reference made of their use in the report of the sitting. The report and the technical means used by the court (audio recording, video recording, film) shall be appended to the case file.

The report shall be drawn up no later than five working days after the end of the sitting. The report shall be signed by the presiding judge and the judge-secretary of the Constitutional Chamber.

116. The report or verbatim record of the sitting and the case file of the Constitutional Chamber may be consulted by Constitutional Chamber judges. The participants in proceedings and other individuals may consult the report and verbatim record of the Constitutional Chamber sitting with the permission of the president of the Constitutional Chamber. The copying of minutes and recording of extracts from them shall be carried out by the Constitutional Chamber apparatus with the permission of the president of the Constitutional Chamber. Information on the making of copies shall be recorded in a separate log.

117. The examination of cases in the Constitutional Chamber shall be carried out in sittings and chaired by the Constitutional Chamber president. In the absence of the president or on their instructions the duties of Constitutional Chamber president shall be fulfilled by the deputy president of the Constitutional Chamber. In the absence of the deputy president of the Constitutional Chamber the duties of president shall be fulfilled by the judge-secretary.

118. At the appointed time of the sitting, the Constitutional Chamber judges shall enter the sittings chamber and take their places. The presiding judge shall check that there is a quorum for the holding of a Constitutional Chamber sitting and means available for the minuting of the sitting and declare the sitting open.

119. Before an examination on the merits begins, the presiding judge shall:

- 1) open the Constitutional Chamber sitting and announce the case to be examined;
- 2) announce the composition of the Constitutional Chamber;
- 3) give the floor to the secretary of the sitting to report on the presence of the convened participants, witnesses and experts, and where necessary a translator, and the reasons for failure to appear for those who are absent. The failure of a party or their representative to appear at a Constitutional Chamber sitting shall not prevent examination of the case, except where the party has requested that the case be examined with their participation and demonstrated legitimate grounds for their absence;

- 4) check the credentials of the parties;

- 5) explain the parties' rights and obligations and the obligations and responsibility of those called to the sitting;

- 6) put questions to the participants as to whether they are lodging requests to call additional witnesses or experts or requisition additional evidence and on other matters arising in the course of the sitting, and put these matters to the court to be resolved;

- 7) send witnesses and experts out of the court;

- 8) announce the beginning of the examination on the merits.

120. Petitions submitted in writing shall be read out and appended to the case material. Oral petitions shall be recorded in the report of the sitting. The petitions lodged shall be ruled upon by the Constitutional Chamber, as a rule, in the deliberations room, by a majority of the judges examining the case.

121. The examination of each case on the merits shall begin with the presiding judge giving the floor to the judge-rapporteur.

The judge-rapporteur shall state the essence of the case, the reason and grounds for examining it and the content of the material available and reply to questions which the Constitutional Chamber judges may have.

122. After the judge-rapporteur's statement has been heard, the presiding judge shall propose that the party having applied to the Constitutional Chamber or their representative provide an explanation of the merits of the case and shall then hear the explanations of the other party.

The party shall be under obligation to present legal arguments and evidence to support their position on the merits of the case examined.

The presiding judge shall allow the parties to question each other and to question other participants in the proceedings, and the Constitutional Chamber judges shall then ask questions. The admissibility of the questions asked during the sitting shall be ruled upon by the presiding judge of the Constitutional Chamber.

123. If a party is represented at the Constitutional Chamber sitting by several individuals, the presiding judge may give the floor to all the representatives in the event of questions on which they are to speak being allocated between them. This rule shall also cover the procedure governing entitlement to make the closing address.

124. The presiding judge may interrupt the statement of a party or their representative or other participants in the sitting if the speaker strays beyond the framework of the matter being examined or makes statements that are offensive or incorrect in form or content or retorts, or infringes the established rules of conduct for judicial sittings or shows disrespect for the court.

125. Before the court hears statements by witnesses and experts, the presiding judge shall establish their identity and provide them with written warning of the criminal liability provided for in law for refusing to give evidence and knowingly giving false evidence or conclusions, and the translator shall be warned of their liability for knowingly providing a false translation.

The order in which witnesses and experts are to be heard and also which party may be the first to question witnesses and experts shall be determined by the presiding judge of the Constitutional Chamber session.

The judges may put questions to witnesses and experts at any time during questioning with the permission of the presiding judge;

The presiding judge may dismiss any question not related to the merits of the case examined.

126. Documents presented in the sitting may be read aloud or handed over for scrutiny. The authenticity of the documents presented shall be verified by the judge-rapporteur. Documents whose authenticity is open to doubt shall not be read out or scrutinised. The documents investigated shall be appended to the case file in original form or in certified copies by decision of the Constitutional Chamber.

127. When its study of the case material is complete, the Constitutional Chamber shall hear the concluding statements of the parties. By agreement with the judges, the president of the Constitutional Chamber may grant the parties some time before they make their concluding statement.

After the concluding statements have been heard, the presiding shall declare the examination of the case complete and send the judges to the deliberations room.

128. If, after the parties' concluding statements, the Constitutional Chamber deems it necessary to clarify additional details of substantial significance for the resolution of the case or to study new evidence, it shall pronounce a ruling on the resumption of examination of the matter.

When any further investigation is complete, the parties shall be entitled to make a further closing statement, but solely in connection with the new circumstances and evidence.

§4. *In camera* sittings of the Constitutional Chamber

129. The Constitutional Chamber shall declare a sitting *in camera* where this is necessary to protect state secrets, guarantee personal safety or privacy or safeguard public decency.

130. The hearing of a case or part thereof *in camera* shall take place on the basis of a reasoned ruling which is made public before the beginning of the sitting.

131. Those present at *in camera* sittings shall be Constitutional Chamber judges, the parties and their representatives.

132. The possibility of other participants in constitutional proceedings attending an *in camera* sitting shall be decided upon by the Constitutional Chamber on a case-by-case basis. The Constitutional Chamber decision on this matter shall be recorded in the report of the sitting.

133. The presence of Constitutional Chamber apparatus staff to directly maintain the appropriate orderly conduct of the sitting shall be decided upon by the presiding judge in agreement with the other judges.

134. Hearings *in camera* shall comply with all the rules of constitutional procedure.

135. The holding of *in camera* sittings linked to the examination of documents with a corresponding classification of secrecy shall comply with the established rules governing work with secret documents.

136. Records of *in camera* sittings shall be kept in the Constitutional Chamber in compliance with secrecy rules.

Chapter 12

Adoption of Constitutional Chamber acts

137. The Constitutional Chamber shall adopt acts in the form of decisions, conclusions, judgments and rulings.

Acts of the Constitutional Chamber shall be founded on the Constitution and express the legal position of the judges, which shall be free of any kind of partisan interests whatsoever.

138. As a result of its examination of applications in accordance with powers to declare laws and other legal and regulatory acts unconstitutional in the event of their contradicting the Kyrgyz Republic Constitution, the Constitutional Chamber shall adopt a decision whereas, when examining applications concerning the constitutionality of international treaties not yet having entered into force to which the Kyrgyz Republic is party or draft legislation aimed at amending the Kyrgyz Republic Constitution, it shall adopt a conclusion.

139. Decisions and conclusions of the Constitutional Chamber shall be pronounced in the name of the Kyrgyz Republic and signed by the presiding judge and judges of the Constitutional Chamber who participated in the Constitutional Chamber sitting.

Other acts of the Constitutional Chamber shall be adopted in the form of judgments or separate or formal rulings.

140. Decisions and conclusions of the Constitutional Chamber (hereinafter referred to as "final acts" in paragraphs 141-147 of the present Rules of procedure) shall be adopted in accordance with the rules laid down in Article 47 of the Constitutional Law and paragraphs 141-147 of the present Rules of procedure.

141. When pronouncing a final act, judges of the Constitutional Chamber having participated in the examination of the case may take as a basis a draft act prepared by the judge-rapporteur or a draft final act submitted by other judges having taken part in the examination of the case.

142. Judges participating in the examination of the case may propose amendments to the draft final act in written form or orally or submit their own draft final act before the document is put to the vote.

143. The draft final act approved by a majority of the judges participating in the examination of the case shall serve as the basis for further work on it. If the judge-rapporteur is among the minority in voting on the operative part of the decision, they may refuse to carry out further work on it. In this case, the presiding judge of the Constitutional Chamber shall instruct another judge to carry out the further work required.

144. The draft final act or amendments thereto may be discussed and voted upon in its entirety or in individual parts.

145. The final act may not be adopted without the holding of a vote, even if all the judges are in favour of it.

146. Once the presiding judge of the Constitutional Chamber sitting has declared that voting on an amendment to or an individual part of a draft final act has begun, there may be no interruption of voting, except in cases where one of the judges speaks on a point of order in connection with the voting process.

147. An amendment to a draft final act shall be deemed adopted if the majority of the judges taking part in the ballot vote in favour of it. In the event of a tie, the amendment shall be deemed rejected. After the adoption of amendments, the parts of the draft final act containing the adopted amendments shall be put to the vote.

After the voting on the individual parts of the draft final act, a vote shall be held on the draft as a whole, taking the adopted amendments into account.

148. Acts of the Constitutional Chamber shall be adopted in an open ballot by roll call of the judges in the deliberations room.

During their deliberations, the judges may freely present their own position on the question examined and ask the other judges to clarify their respective positions. No restrictions may be imposed on the number and length of the statements made.

Only those Constitutional Chamber judges having examined the case in question shall take part in the deliberations. No outsiders may be present.

A judge may not abstain or refuse to participate in voting. The presiding judge shall vote last in all cases.

149. It shall be mandatory for the report on deliberations to establish the questions put to the vote and the results of voting. The report shall be produced by the judge-secretary and signed by all the judges present and shall not be made public.

150. Judges present at the deliberations may not divulge the content of the discussion and the results of voting.

151. The case shall be deemed resolved on the merits when the Constitutional Chamber fully or partly satisfies or rejects the claims made in the application.

152. The act of the Constitutional Chamber shall be deemed adopted if the majority of the judges present at the sitting have voted for it. In the event of none of the proposals obtaining a majority of votes, the presiding judge shall put the two proposals having obtained the highest number of votes to a second vote.

In the event of a tie in voting on the adoption of a decision or a conclusion, a decision or conclusion finding in favour of the constitutionality of the challenged act shall be adopted. In the event of a tie in adopting other acts, the act to be adopted shall be the one for which the presiding judge voted.

153. Acts of the Constitutional Chamber shall be founded and reasoned.

154. Decisions and conclusions of the Constitutional Chamber shall be proclaimed in full in an open sitting of the Constitutional Chamber immediately after being signed. In exceptional circumstances, where particularly complex cases are involved, the drafting of the analytical part of the decision or conclusion may be postponed for no more than ten days, but the operative part shall be read out at the same sitting.

155. The content of an act of the Constitutional Chamber shall comply with the requirements set forth in Article 48 of the Constitutional Law, duly reflected in the introductory, analytical and operative parts of the act.

The circumstances mentioned in paragraphs 2-5 of the aforementioned Article 48 shall be stated in the introductory part. The analytical part shall set out the information stipulated in paragraphs 6-11 of that article, while the operative part shall indicate the information stipulated in the article's paragraphs 12-14.

156. Judges of the Constitutional Chamber who do not agree with the act of the Constitutional Chamber as a whole or with the analytical or operative part may set out their dissenting opinion in writing jointly or individually.

Dissenting opinions shall be submitted by the judges concerned within ten days following the adoption of the decision, appended to the case file and published together with the act of the Constitutional Chamber in the same publications in which the act itself is to be published.

157. After proclaiming the act the Constitutional Chamber may correct any inaccuracies in names, designations, clerical errors and other obvious editorial and technical errors, on which it shall pronounce a ruling.

The correction of inaccuracies, errors and editorial and technical errors in an act shall be permitted only at a sitting of the Constitutional Chamber. A sitting of the Constitutional Chamber to examine such a matter shall have a quorum if no fewer than two-thirds of the total number of Constitutional Chamber judges take part. A sitting of this kind shall take place without the participation of the parties and their representatives.

158. Acts of the Constitutional Chamber are final and not subject to appeal. Decisions and conclusions of the Constitutional Chamber shall enter into force when they are proclaimed, whereas other acts shall enter into force upon signature.

The legal force of a decision declaring a legal/regulatory act or a part thereof unconstitutional cannot be undone by the repeat adoption of the same legal/regulatory act or a part thereof having the same content.

159. Decisions and conclusions of the Constitutional Chamber shall be sent by the head of the Constitutional Chamber apparatus to the parties and the authorities and officials whose

legal/regulatory acts were examined no later than five working days following publication on the official website of the Constitutional Chamber.

Decisions and conclusions of the Constitutional Chamber shall be published in official publications of state authorities and in the Official Bulletin (“*Вестник*”) of the Constitutional Chamber of the Supreme Court of the Kyrgyz Republic.

160. For the purpose of monitoring execution of its decisions, the Constitutional Chamber shall send inquiries on the state of their execution to the rule-making bodies whose acts have been examined. In the light of the information returned from the inquiries, the corresponding department shall carry out analysis of the execution of Constitutional Chamber decisions. The Constitutional Chamber apparatus shall publish an annual analysis of the execution of Constitutional Chamber decisions in the Official Bulletin of the Constitutional Chamber of the Supreme Court of the Kyrgyz Republic, on the official website of the Constitutional Chamber and in other publications.

The president of the Constitutional Chamber, the judge-secretary and the head of the apparatus shall systematically examine the process and outcome of execution of the Constitutional Chamber’s acts by rule-making bodies.

Interaction with rule-making bodies in respect of the execution of Constitutional Chamber decisions shall be handled by the corresponding structural sub-division of the Constitutional Chamber apparatus.

161. Upon finding infringements of the law in court sittings, the Constitutional Chamber may pronounce an interlocutory order and send it to the corresponding state authorities, local self-governing authorities, legal persons and/or their officials, stipulating the obligation to supply information, within one month of receiving a copy of the interlocutory order, on the measures they have taken.

The president of the Constitutional Chamber shall check the results of the measures taken in response to the Constitutional Chamber’s interlocutory order and inform the Constitutional Chamber thereof.

Interaction with state authorities, local self-governing authorities, legal persons and/or their officials in respect of the execution of the interlocutory orders of the Constitutional Chamber shall be handled by the corresponding structural sub-division of the Constitutional Chamber apparatus.

Chapter 13

Procedure for calculating time-limits for admitting and examining applications

162. The time-limits within which procedural actions must be completed in the course of constitutional proceedings shall be established by the Constitutional Law, the present Rules of procedure or the Constitutional Chamber.

163. Time-limits shall be calculated in months and days. The duration of a time-limit shall be counted as beginning on the day following the calendar date on which its beginning is fixed.

Time-limits calculated in days shall expire at midnight on the final day. Time-limits calculated in months shall expire on the corresponding day of the final month of the period set. In the event of the final day falling on a non-working day, the final day of expiry shall be considered to be the next working day.

SECTION III FINAL PROVISIONS

Chapter 14

Public information on the activities of the Constitutional Chamber

164. At the end of each calendar year the Constitutional Chamber shall hold an annual meeting, at which it presents the results of the past year’s work, analyses information on the work carried out and hears the report of the Constitutional Chamber apparatus.

In the light of the annual meeting's findings, the Constitutional Chamber shall publish an annual report, approved by the president, which shall be sent to state authorities, constitutional supervision bodies of foreign States and other authorities and organisations for the purpose of providing public information on the Constitutional Chamber's activities.

165. The Constitutional Chamber may run various events and initiatives for the purpose of providing public information on its work (competitions, hosting of guest speakers, constitutionalism schools, open days).

Chapter 15

Interaction of the Constitutional Chamber with state authorities, civil society and international organisations

166. Interaction of the Constitutional Chamber with constitutional courts and equivalent institutions shall take place within the framework of international cooperation.

167. Interaction of the Constitutional Chamber with international organisations shall take place in accordance with the legislation of the Kyrgyz Republic and international treaties to which the Kyrgyz Republic is party having entered into force under the procedure established by law.

168. Interaction of the Constitutional Chamber with civil society shall take place in accordance with the legislation of the Kyrgyz Republic.

169. In order to increase the Constitutional Chamber's efficiency, coordination and collegial/consultative bodies may be set up by the president of the Constitutional Chamber at the proposal of Constitutional Chamber judges or on the president's own initiative.

These coordination and collegial/consultative bodies shall be made up of representatives of state authorities, local self-governing authorities, civil society and communities of academics and experts.

170. The right of access to information on the Constitutional Chamber's activities shall be established by Kyrgyz Republic legislation.

Chapter 16

Procedure for adopting the Rules of procedure

171. The draft Rules of procedure shall be submitted by the president of the Constitutional Chamber for ratification by the Constitutional Chamber.

172. The Rules of procedure shall be adopted by a simple majority of votes in an open ballot. The Constitutional Chamber's decision on the adoption of the Rules of procedure shall be taken in the form of a judgment.

173. The Constitutional Chamber sitting for the adoption of the Rules of procedure shall be deemed as having a quorum if no fewer than two-thirds of the total number of Constitutional Chamber judges take part in the sitting.

174. The same procedure shall be applicable for the Constitutional Chamber's adoption of amendments and additions to its Rules of procedure at the initiative of Constitutional Chamber judges.

175. The Rules of procedure, and also any amendments and additions thereto, shall be published in the Official Bulletin of the Constitutional Chamber of the Supreme Court of the Kyrgyz Republic and on the official website of the Constitutional Chamber.