



## **Election Procedure**

### **(Annex to the Internal Rules)**

The retiring Executive Board will propose a Principal Member delegate, who is not themselves a candidate for election, to the General Assembly to act in the capacity of Director of Elections. The retiring Executive Board will also propose two tellers to the General Assembly.

These three people will form the Election Bureau. They will be appointed by the General Assembly.

The Director will remind the General Assembly of the election procedure.

The election procedure is based on the key principle of '*one country, one vote*' as prescribed in the Statutes.

For countries which are represented by a single Principle Member (national association) that association carries the voting right. For countries represented by multiple national associations a National Liaison Group (NLG) is formed which will announce, during the roll call, the identity of the 'first delegate' of the NLG and thus who carries the voting right.

The ballot papers are distributed by the two tellers to all those present who carry voting rights who will cast the votes.

After the votes have been cast, the ballots are collected by the tellers who will verify that the votes have been cast by those entitled to vote i.e. the first delegate of the NLG .

#### **General rules:**

According to the Statutes every principal member country has one vote.

No proxy is allowed.

When there are more candidates than available posts the voting will be conducted by secret ballot.

Ballots with more votes cast than the number of available posts will be declared invalid.

Ballots with names other than those of the legitimate candidates in the voting are declared invalid as a whole, even votes for legitimate candidates are not counted.

Blank ballots are counted as invalid votes.

After each voting round a candidate may withdraw their candidature.

If a candidate receives more than 50% of the valid votes, and their descending rank order position is not greater than the number of post available, that candidate is duly elected.

**For the election for one post:**

If there is one candidate, the election will be by raised hands. The candidate is elected, if the majority of the votes are for them.

If there is more than one candidate:

If there are two candidates the one with most valid votes has won. In the case of a tied vote (equal number of valid votes for several candidates) a second vote will be taken. If there is still a tied vote the voting is decided by a draw of lots by the outgoing president, unless they are a candidate in this election, in which case the draw will be made by the oldest present (by age) Principal Member delegate who is not a candidate.

If there are more than two candidates voting rounds will continue for as long as none of the candidates has the majority of the valid votes. In each voting round, the candidate with the least valid number of votes will be eliminated. In the case of a tied vote amongst those with least valid votes a second turn vote is taken for them only. If there is still a tied vote the voting is decided by a draw of lots by the outgoing president, unless they are a candidate in this election, in which case the draw is made by the oldest (by age) present Principal Member delegate who is not candidate.

**For the election for multiple Vice Presidents:**

If the number of candidates is equal to the number of positions available the election will be by raised hands, for all the candidates at the same time.

The candidates are elected, if the majority of the Principal Members has voted for each of them.

If there are more than more candidates than positions available voting rounds will continue for as long as less candidates than the number of positions available have more than 50% of the valid votes. In each voting round, the candidate with least number of valid votes will be eliminated. In the case of a tied vote (equal number of valid votes for several candidates) amongst those with least votes a second vote is taken for them only. If there is still a tied vote the voting is decided by a draw of lots by the outgoing president, unless they are a candidate, in which case the draw is made by the oldest (by age) present Principal Member delegate in age who is not a candidate. The voting rounds will continue until all the available positions are filled.

**The results of the election:**

The Director of Elections announces the results (number of votes) of the elections as soon as these results are known. The results are also published in the minutes of the GA.

## **Reminder of the election procedure (Statutes and Internal Rules)**

### **Statutes**

Art. 17 Votes and elections take place by raising hands unless the General Assembly asks for a secret ballot.

Art. 21 Each Executive Board member is elected for a two years' period, as follows :

- The President is elected by the assembly by simple majority, for a two years' period, one consecutive re-election being possible.
- The Vice-Presidents are elected by the General Assembly for a two years' period, one consecutive re-election being possible.
- The Secretary General and the Treasurer are elected by the General Assembly for a two years' period, one consecutive re-election being possible..

If the General Assembly decides with a two thirds majority of the votes present, re-election for an additional term for any Executive Board member is authorised.

The members of the Executive Board assigned to priority tasks are appointed by the General Assembly by a simple majority for a fixed period, which is the reasonable duration required to carry out the task. One extension is possible.

The auditors are elected by the General Assembly for a two years' period and may be re-elected for successive terms.

All Executive Board members, with the exception of the two members in charge of priority tasks, must be elected during the same General Assembly meeting.

In case a vacancy occurs during a term, a provisional board member can be nominated by the Executive Board. This decision will be ratified by the next General Assembly. In this case, he finishes the term of the board member he replaces.

The board members may be revoked by the General Assembly by a two thirds majority of the votes present.

### **Internal Rules**

#### **4 Elections**

Nominations for candidates should normally be made to the Secretary General not later than 60 days prior to the incoming General Assembly to be included into the agenda of the General Assembly. Nominations can also be made at the nomination process at the General Assembly.

It is the responsibility of members to ascertain if their nominees are willing to stand for election.

The Auditors shall not be members of the Executive Board at the same time.