



	<b>IP</b>	<b>19</b>
Agenda Item:		3
Person Responsible:		J López-Martinez

**XXXIV SCAR Delegates Meeting  
Kuala Lumpur, Malaysia, 29-30 August 2016**

# **SCAR Executive Committee Election Procedure**

## **Executive Summary**

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### **Important Issues or Factors:**

The President and two Vice-Presidents (B Storey and K Lochte) will complete their appointed terms of office at the end of the meeting. The President will briefly review SCAR election procedures.

### **Recommendations/Actions and Justification:**

Delegates will elect a President and two Vice-Presidents for the period 2016-2020 (elections to take place on Tuesday 30 August at 12:30). A committee to conduct the elections will be established and will include the Secretariat.

### **Budget Implications:**

none

## Introduction

To help facilitate the election process and to provide information in advance for those thinking of running for either President or Vice-President, we are providing in this paper the pertinent Rules of Procedure as well as the nomination form and guidance.

Executive Committee members are part of the Board of Directors of the Charity, and thus are referred to in the Articles and Rules as Directors.

## Eligibility (From the Articles of Association)

### 12. Appointment of Directors

#### 12.1 The Directors of the Charity shall be as follows:

12.1.1 a President who shall be appointed by the Meeting of Delegates for a term of four years and shall be chosen from the Delegates and Alternate Delegates of Full Members;

12.1.2 four Vice Presidents who shall be appointed by the Meeting of Delegates for a term of four years and shall be chosen from the Delegates and Alternate Delegates of Full Members, two Vice Presidents being appointed at each biennial Meeting of the Delegates;

12.1.3 the immediate past President of the Charity who shall be appointed for a term of two years provided that the Directors (including the immediate Past President of the Charity) shall be Delegates and Alternate Delegates of at least six different Full Members and shall be elected in accordance with the Rules of Procedure.

12.2 Re-appointment of a Director who retires at a general meeting will be subject to the Rules of Procedure regarding elections.

12.3 Where a Director ceases to hold office before their appointed term of office is completed, the remaining Directors shall be entitled, after consulting with the Full Members, to appoint a Director to serve until the next Meeting of Delegates at which time an election shall be held, in accordance with this Article 12, to appoint a replacement (who may or may not be the person appointed as a replacement by the Directors) to serve for the remainder of the unexpired term.

12.4 The appointment of a Director, by the Charity in a Meeting of Delegates or general meeting, must not cause the number of Directors to exceed any number fixed by a resolution of the Members as the maximum number of Directors.

## Election Process (From the Rules of Procedure)

### 2. Election Procedures for Directors

2.1 The provisions of Article 12 of the Articles of Association shall determine the ultimate eligibility of any Delegate or Alternate Delegate to run for office. If there are two candidates from a single Full Member, the election of one shall eliminate the second from election to any office during the term of the first elected officer.

2.2 All elections shall be by secret ballot of the voting Members present and the ballot shall be counted by a panel of three scrutineers appointed by the President with the approval of the Delegates.

2.3 Each Full Member and each Union Member shall be entitled to one vote for each vacant post. If a Delegate or Alternate Delegate represents more than one member with voting rights, that Delegate or Alternate Delegate shall have one vote and receive one ballot form for each Voting Member represented.

- 2.3.1 The current President does not have a vote in the ballot. The President's vote, as the Delegate or Alternate Delegate of a Full Member, shall be held by the Alternate Delegate or Delegate, respectively, of that Full Member;
- 2.4 In those years when the election of a President is being addressed, the election to fill that office will be held prior to the elections for the vacant offices of Vice President.
- 2.4.1 In the event of a tie between two or more candidates for the office of President, another ballot shall be prepared with the names of the tied candidates only, and another vote shall be held. If a tie prevails, without announcing that there is a tie, the current President shall exercise a casting vote and announce the election of the new President
- 2.4.2 If there is a single candidate only for the office of President, that candidate shall be declared elected [by acclamation].
- 2.4.3 Each unsuccessful candidate in the election for President will be added automatically to the list of candidates for the election of Vice Presidents, unless a candidate chooses to withdraw from that election.
- 2.5 One election will be held for all of the vacant Vice-President offices. These will be dealt with sequentially, with each Vice President being elected on a majority vote. A single ballot shall be prepared listing all candidates for the vacant Vice- President offices. Each voting Delegate or Alternate Delegate may cast one vote for each vacancy. The candidates with the most votes (simple majority) will be elected.
- 2.5.1 In the event of a tie between a number of candidates equal to the number of vacancies, then all candidates will be declared elected.
- 2.5.2 In the event of a clear winner and a tie between a number of candidates equal to the number of vacancies remaining, then all candidates will be declared elected.
- 2.5.3 In the event of a clear winner and a tie between a number of candidates greater than the number of vacancies remaining, the clear winner will be declared elected to one vacancy and a second ballot listing the names of the tied candidates only will be prepared. If a tie between more candidates than the remaining number of vacancies prevails, without announcing that there is a tie, the President shall exercise a casting vote or votes according to the number of vacancies remaining and announce the election of the remaining Vice-President(s).
- 2.5.4 In the event of two clear winners and a tie between a number of candidates greater than the number of vacancies remaining, the clear winners will be declared elected to two vacancies and a second ballot listing the names of the tied candidates only will be prepared. If a tie between more candidates than the remaining number of vacancies prevails, without announcing that there is a tie, the President shall exercise a casting vote or votes according to the number of vacancies remaining and announce the election of the remaining Vice-President(s).
- 2.5.5 Following the election of the two Vice-Presidents, there shall be no differentiation between the individuals elected.
- 2.6 Each candidate for the office of President shall be invited to make a presentation of no more than 10 minutes to the Meeting of Delegates prior to the election for the office of President. There shall be no questioning of the candidate after the presentation, and the election for President will be held immediately following the presentation of the last candidate.
- 2.7 No person shall be appointed as a President or Vice-President unless a nomination form is submitted to the Secretariat by 17:00 on the first day of the Meeting of Delegates at which elections are to take place which:
- 2.7.1 is signed by the person proposed to be appointed confirming that they are willing to stand for election and will carry out the duties of the position if elected; and
- 2.7.2 is signed by a proposer and a seconder in support of the nomination who are Delegates or Alternate Delegates representing different Full Members present at the Meeting of Delegates, and the Secretariat shall inform the Meeting of Delegates in writing of all nominations on the morning of the **third\*** day of the Meeting of Delegates.

*Note: For 2016 the Delegates meeting is only 2 days, so this should be changed to the second day.*

2.8 If a serving Vice President is a nominee for President the following shall apply:

2.8.1 if the serving Vice President is not elected as President, the serving Vice President shall complete his or her existing term of office;

2.8.2 if the serving Vice President is elected as President, elections shall be held to fill the vacancy left for the remainder of the term of office in accordance with the Rules of Procedure. An officer (Director) elected pursuant to this paragraph shall be eligible for election for a further full term of office following the expiry of the remainder of the existing term.

2.9 The newly elected officers will assume office at the close of the Meeting of Delegates at which they were elected.

2.10 Consistent with Article 12.2, an officer who retires at a general meeting may enter his or her name in the election for re-appointment immediately or at any subsequent election, provided that the maximum time served in the same position consecutively (i.e. as President or Vice President) is no more than eight years, and that if an officer has served in that position for eight years consecutively they may not be re-elected until four years have passed.



## SCAR Executive Committee Member Nomination Form



*Deadline: 29 August 2016, 17:00 MYT - Malaysia Time*

### Office of President

Pursuant to item 2.2 in the SCAR Rules of Procedure,  
I, \_\_\_\_\_, am willing to stand for election of the President  
and will carry out the duties assigned to the position to the best of my abilities.

- I also agree that, if I am not successful in the election for President, I am  
willing to run for the office of Vice President.

Country \_\_\_\_\_

Signature of Nominee (sign within the box above)

### Proposer of Nomination

Printed Name \_\_\_\_\_

Country \_\_\_\_\_

Signature \_\_\_\_\_

### Secunder of Nomination

Printed Name \_\_\_\_\_

Country \_\_\_\_\_

Signature \_\_\_\_\_

### Office of Vice-President

Pursuant to item 2.2 in the SCAR Rules of Procedure,  
I, \_\_\_\_\_, am willing to stand for election of the Vice-  
President and will carry out the duties assigned to the position to the best of my  
abilities.

Country \_\_\_\_\_

Signature of Nominee (sign within the box above)

### Proposer of Nomination

Printed Name \_\_\_\_\_

Country \_\_\_\_\_

Signature \_\_\_\_\_

### Secunder of Nomination

Printed Name \_\_\_\_\_

Country \_\_\_\_\_

Signature \_\_\_\_\_