

## **ELECTION PROCEDURE FOR SERVAS GA 2015**

Nominations and voting for the following Servas International positions will occur in this order:

1. President
2. Vice-president
3. General Secretary
4. Treasurer
5. Peace Secretary
6. Host List Coordinator
7. SI Archivist
8. Distant Voter Administrator
9. SI Newsletter Editor
10. Committees
  - a. Audit (3)
  - b. Conflict Resolution (3)
  - c. Development (5)
  - d. Job Descriptions and Statutes (3)
  - e. Nominations (3)
  - f. Youth Leadership Committee (5)

### Before the Election:

1. Member countries not sending a delegate to the GA, must designate a proxy voter at least 90 days before the GA. See Proxy Voting.
2. Applicants submit their nomination forms to the Nominations Committee. See Nominations Procedure and Guidelines.
3. The Nominations Committee posts the applicants for each position.
4. Applicant presentations are scheduled to occur before the elections.

### Voting Process:

1. The S.I. Statutes state that elections will be conducted by secret ballot. Only the number of votes cast and the number of votes each candidate receives is announced and documented.
2. The Proxy Officer will announce the people holding proxies.
3. A 3-person Balloting Team will be appointed for each election session, and they will choose a Leader. The Balloting Team will distribute, collect, count and store the ballots.
4. During the elections process, the GA will conduct other business while waiting for the results of each election.

### For each position or committee:

- a. The position or committee (including the number of members to be elected), and all applicant names will be displayed.
- b. The neutral moderator will call twice for additional applicants from the floor of the meeting. The Nominations Committee will help additional applicants to complete the nomination form and present themselves to the GA.

- c. When nominations have closed, each applicant present will be asked if he/she wish to let their name stand for election. Those not present will be assumed to agree to stand for election.
- d. The display of the position or committee, and all applicants will be updated as required.
- e. Each applicant will be asked if they would like to nominate a scrutineer to witness the counting of the ballots.
- f. The Neutral Monitor will count the number of voters, including proxies, and the Balloting Team will make a note of it.
- g. The Balloting Team will distribute ballots for delegate and proxy voting
- h. Voters will write clearly the name of the applicant or applicants on their ballot paper. For committees, each voter will write the same number of names as the number of the committee members or a smaller number of names.
- i. The Balloting Team will collect the ballot papers.

#### Vote Counting:

1. The Balloting Team will take the ballots to the adjacent room for counting. The scrutineers will accompany them. No one else will be present in the room.
2. In determining the validity of the ballots, the Balloting Team will be the final arbiter of the intent of the voter and any spoiled ballots.
3. The Balloting Team will count the total votes cast, the votes for each candidate, and the votes that are spoiled (e.g. blank, unclear ones, names which are not approved candidates, wrong number of names if a committee). They will also check that the number of ballots matches the number of voters. If it does not, this needs to be reconciled with the Neutral Moderator and the GA delegates.
4. The Balloting Team will complete the Election Results Form and store the ballots in an envelope marked with the position or committee name.
5. The results will be announced to the GA as soon as practical.

#### Voting situations:

1. For individual positions:
  - a. If only one applicant is nominated for a position, that applicant will be elected by acclamation.
  - b. When there are more than 2 applicants for a position and none of those receives more than half of the votes, the two applicants receiving the highest number of votes shall stand in a further election with all of the delegates voting again.
  - c. If there are more than 1 applicant tied with the most votes, and all of the applicants wish to continue, there will be another vote including only those applicants. If the result is another tie, then the current Neutral Moderator will consult with all applicants to seek a solution.

2. For Committees:
  - a. If there is the same number or fewer applicants than required committee members, then the applicants will be elected by acclamation.
  - b. The applicants with the most votes are elected to the committee.
  - c. If a tie vote makes it impossible to declare the full committee, and all applicants wish to continue, then whole Committee election is repeated. If the result is still not clear, then the current Neutral Moderator will consult with the applicants to seek a solution.

Positions that are appointed by EXCO (number of committee members based on need if not specified):

1. UN Observers (In New York, Geneva & Vienna)
2. Budget Committee (3)
3. Membership Committee (3)
4. ICT - Information & Communication Team
5. Help Desk Officer
6. Dolphin Team