**VOTING PROCEDURES AND CONDUCT OF ELECTIONS**

**For voting, the following procedures will apply:**

(a) Voting shall normally be by show of voting/credential cards.

(b) Decisions shall normally be made by simple majority of those present and voting for and against the proposition for decision.

(c) Representatives of at least twenty member organisations may call for a roll call vote on any matter for decision. Such a vote requires that the votes of each organisation must be counted on the same basis as for the conduct of elections. The call for a roll call vote must be made before the matter is put to a vote. In a roll call vote at least fifty per cent of the total voting entitlements of organisations registered for the Conference must be used for the outcome to be valid.

(d) No roll-call voting shall take place until the Conference has adopted the report of the Credentials Committee.

(e) A member organisation may give its votes by proxy to be exercised by another member organisation. Notice of this intention must be given in writing to the President by the organisation giving the proxy, prior to the opening of the Conference. No member organisation shall exercise a proxy vote on behalf of more than two organisations. This provision is restricted solely to the conduct of voting in elections for the ETUCE Committee as provided for in By-Law 8.

**For elections, the following procedures will apply:**

**President:**

1. Candidates for President shall be nominated in writing by a member organisation by 25th October, 2012.
2. In the event that only one candidate is validly nominated, then that candidate will be declared elected.
3. In the event that more than one candidate is validly nominated, arrangements will be held to conduct an election on the opening day of the ETUCE Conference.
4. Balloting procedures are set out in a separate section below.
5. Member organisations will be asked to vote for one candidate.
6. The candidate who first obtains half plus one of the total number of votes cast in the ballot will be deemed elected as President of the ETUCE.
7. In the event that no candidate receives such majority in the first ballot, a run-off ballot shall be held between the two candidates receiving the most votes in the first ballot.
8. Candidates for the post of President who are not elected will be automatically included in the list of candidates for Vice-Presidential posts.

**Vice-Presidents:**

1. There are six Vice-Presidential positions. One of these is reserved for a candidate whose member organisation is from a non-EU or EFTA country. At least two of the vice-presidents or, in the event that the person who is elected President is a man, three of the vice-presidents, must be women.
2. Candidates for the Vice-Presidential positions must be nominated by a member organisation by 25th October, 2012.
3. In the event that (i) the number of candidates validly nominated is equal to the number of posts, (ii) the number of places as vice-presidents reserved for women can be met from within the candidates validly nominated as vice-presidents and (iii) at least one of the candidates is from an organisation from a non-EU/EFTA country, then the candidates will be declared elected.
4. In the event that the number of candidates validly nominated exceeds the number of posts available then an election shall take place.
5. Balloting procedures are described in a separate section below.
6. Member organisations will be asked to vote for six candidates.
7. In the election the two (or three) women candidates receiving the highest number of votes will be deemed elected.
8. In the election the candidate from a non-EU/EFTA country receiving the highest number of votes will be deemed elected, unless one is elected previously under the provisions of 7 above.
9. The remaining posts will be filled by the candidates receiving the highest number of votes.

**Country Seats on the ETUCE Committee:**

1. Member organisations from each country should nominate candidates for the country seat or seats for their own country on the ETUCE Committee prior to a deadline which will be set by the Bureau during the Conference. Nominations will be announced in the plenary session.
2. The number of seats for each country is normally one, unless
3. there are more than 250,000 and less than 500,000 members of affiliated organisations on whose behalf dues are paid, in which case the country has two places on the ETUCE Committee
4. there are more than 500,000 members of affiliated organisations on whose behalf dues are paid, in which case the country has three places on the Committee.
5. No member organisation may have more than one member on the ETUCE Committee. The European Director of ETUCE does not count for this purpose.
6. If the number of candidates nominated for a country seat or seats is equal to the number of seats, then the candidates shall be declared elected provided the requirement that at least fourteen members of the ETUCE Committee, other than Officers, are women is met.
7. In the event that the number of candidates for the country seat or seats exceeds the number of vacancies for that country an election shall be held.
8. Member organisations will be required to vote for candidates for the number of vacant seats for each country in which an election is necessary.
9. The women candidates with the highest number of votes required to fill the vacant reserved places will be elected first.
10. Other candidates will then be elected in accordance with the number of votes which they receive. Each country will be regarded as a separate constituency for the purpose of determining which candidate has received the highest number of votes.
11. In the event that an insufficient number of eligible women candidates is nominated to meet the requirements of the By-Laws, the incoming Committee will deal with the matter as provided for in By-Law 8.3.3 (d)

**Balloting Procedures:**

1. An Elections Committee will be elected at the beginning of the ETUCE Conference to supervise the conduct of the elections. The Committee will be composed of five delegates from five member organisations which do not have candidates for election as officers and which are broadly representative of the whole European region. The ETUCE Bureau will submit a proposal for membership of the Committee to the Conference for approval.
2. At registration for the Conference, delegates from each member organisation will be asked to indicate which delegate is authorised to act as the Principal Delegate for the organisation. The role of the Principal Delegate will be to collect ballot papers and cast votes for the organisation.
3. For each election, the Principal Delegate will be given a ballot paper on which will be indicated the name of the organisation and the number of votes to which it is entitled. This information will be written on the ballot paper and enshrined in a bar code on the ballot paper.
4. The Principal Delegate will be required to vote, on behalf of the organization, for the number of candidates for which there are vacancies in the particular election, as indicated on the ballot paper, by placing a mark beside the name(s) of the candidate(s) of choice. The Principal Delegate must vote for sufficient candidates to fill all vacancies in the particular election.
5. The completed ballot papers will be returned to the Election Committee which will supervise the electronic counting of the votes.
6. When the count is completed the Elections Committee will determine the election of candidates in accordance with the provisions outlined above for each election, and announce the results to the Conference.