

## Guide to elections

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### A. General requirements

The ILGA-Europe board consists of 10 individuals from full member organisations of which

- at least 4 and not more than 6 are women and
- at least 4 and not more than 6 are men.

ILGA-Europe has two representatives on the world board of ILGA. At least one of these regional representatives to ILGA should identify as a woman.

To be elected to any post requires at least 20 % of the votes present at that election.

If these requirements cannot be met, the places remain vacant.

### B. Term of office

The term of office for ILGA-Europe board members is two years, and in principle five members are elected each year.

If there are more than five vacancies, a second round of election decides who is elected for two years and who for one year (see E below).

The term of office for regional representatives to the ILGA world board is two years.

### C. Nominations at the conference

All elections should be contested. Further nominations can be made at the conference if nominations received before the conference are equal to or fewer than the number of vacancies, and/or do not meet the gender requirements set out in A above.

For all nominations this means 10 minus the number of board members elected for two years the year before. For women or men this means four minus the number of board members of that gender elected the year before.

### D. Election

Each delegate with a voting card will receive a ballot paper with a list of all candidates. They can vote for no more candidates than there are vacancies (i.e. 10 minus the number of board members elected for two years the year before). Candidates will then be ranked according to the number of votes received.

Candidates with fewer votes than 20 % of the ballot papers returned are disregarded.

The vacant places are filled according to the ranking for women and men. When the composition of the board has reached six individuals of one gender, the remaining candidates of that gender are disregarded.

If this process does not lead to a full board, consideration will be given to the candidates who failed to receive 20 % of the ballot papers returned. A second round of elections will be conducted between those candidates eligible for the remaining places, following the same procedure as above. At least 20 % of the votes present at the election are still needed in this round.

If there is a tied vote, a further round of election between the candidates involved will take place – and if that does not solve the problem, the chair will have to decide to proceed to a draw.

#### **E. One or two years term of office**

The term of office for board members is two years, and in principle five members are elected each year. If there are more than five vacancies, a second round of election decides who is elected for two years and who for one year.

This year there are five vacancies for two year term of office as in 2010 five board members were elected for two years.

#### **F. Reserves**

The non elected candidates are reserves in the following order:

1. Those having reached more than 20 % in the first round of election ranked according to the number of votes they have got.
2. Those having reached more than 20 % in the second round of election ranked according to the number of votes they have got.

In the case of a vacancy in the board, the highest ranking reserve whose membership of the board secures that the composition of the board is still in accordance with A above.

#### **Designating Delegates**

Each full member organisation in the Region that has paid its membership fees (and has not had its membership suspended under the relevant provisions in the ILGA constitution) is entitled to two votes, subject to the following rules: If a member organisation aims at gathering or representing both men and women, but sends only male delegates, then it will have only one vote unless it has

provided a letter of authority confirming that the women members in that organisation have approved the delegate(s) exercising both votes.

Similarly, if a member organisation aims at gathering or representing men and women, but sends only women delegates, then it will have only one vote unless it has provided a letter of authority confirming that the delegate(s) have the authority to exercise both votes.

In either case, the women or men in the organisation may instead nominate a proxy (see below).

### **Designating Proxies**

Any full member organisation that is entitled to vote can designate a person attending the conference as a proxy for either one or both of the votes to which it is entitled. The organisation must provide the person (s) nominated with a letter of authority, and the person(s) nominated must present this letter in order to receive the proxy voting card(s). One participant cannot have more than four proxies.

### **Plenary Sessions**

Formal conference decisions are only made in the plenary sessions. Conference decisions are made either by consensus or by voting. Voting is done with voting cards, which are issued during the conference.