



IWCA AGM 14 MAY 2023

VOTING PROCEDURE IWCA – PRESIDENT & EXECUTIVE COMMITTEE

STARTING POINTS NEW ELECTION PROCEDURE

- The new IWCA Executive Committee shall have between 5-9 members. Each Full Member (FM) will indicate their preferred number of members for the new Executive Committee. (according art. 8.1 of the constitution)
- The IWCA Executive Committee consist of: (art 9.1)
 - President
 - First Vice President
 - Second Vice President
 - Executive Secretary
 - Treasurer
 - Maximum of 4 extra members
- The President, 1st and 2nd Vice President, the Executive Secretary and the Treasurer are the Executive Officers and ensure the daily management of the IWCA. They are the official IWCA representatives and act on behalf of the Executive Committee. (art 9.2/9.3)
- For the election of the new President and Executive Committee, each FM to send - at least 30 days prior the AGM together with notification of their nominated delegate – a maximum of two candidates, including a BIO, conflict of interest statement per candidate, noting if any of their candidate(s) are applying for President to the Executive Secretary.
- The candidate(s) of each FM should be member(s) of the NCA and/or MNA of that country.
- The Executive Secretary will send at least 28 days prior the AGM a list of all the proposed candidates (incl. for President) to the FM's nominated delegate. Requesting all Full Members to send their vote for the President, number (5-9) of members for the new Executive Committee and the 8 other members for the Executive Committee to an independent third party. (lawyer/notary)
- The independent third party will process all the candidate information and will make a list of the preferred candidates for the new Executive Committee including the new President, based on the number of members decided on for the new Executive Committee.
In case of any unclarity, missing votes, no candidates or equal number of votes for the new positions, there will be a new voting round in the period between day 24-30, so that a final list of all candidates can be sent to the Full Members.
- The list and candidates for President are distributed 15 days prior the AGM to the Executive Secretary and Full Members by the Third Party
- In the AGM the Full Members/NCA's will ratify the choice for the new President and new members of the Executive Committee.

TIME FRAME VOTING PROCEDURE IWCA AGM 14 MAY 2023

March 2023

Call for AGM was done by the Executive Secretary on the **6th of March 2023**.

The Full Members (FM) should send to the Executive Secretary **before the 14th of April** their (maximum) of 2 candidates for the new Executive Committee and the President according the voting procedure plus the other documents for the AGM and election.

The FM should **fill in the following forms**:

1. Candidate nominees FM for new EC and President IWCA
2. BIO Candidates - new Executive Committee and President IWCA
3. IWCA AGM Delegate Form

15 April 2023

The FM's nominated delegate and candidates of all FM's (inclusive of the BIO's) for the new members of the Executive Committee and President **are received by** the Executive Secretary.

The Executive Secretary **within 2 days to send** the nominated candidates for the Executive Committee and the President to the FM's, requesting them to send their choice for the President, number of members of the Executive Committee (5-9) and choices for the other 8 members of the Executive Committee to the nominated independent 3rd party.

24 April 2023

The votes from all FM's for the President, number of the members of the new Executive Committee and the 8 other members of the Executive Committee received by the independent 3rd party.

If a FM is prevented from either voting prior to or sending a delegation to a General Meeting, it may **give a proxy** to another FM by filling in a proxy form and send it to the Executive Secretary:

- IWCA AGM Proxy Form

30 April 2023

The independent 3rd party has processed all choices to a list of maximum 9 members of the new Executive Committee, including the new President and have sent this to the Executive Secretary and FM's.

In case of any unclarity, missing votes, no candidates or equal number of votes for the new positions, there will be a new voting round in the period between day 24-30, so that a final list of all candidates can be sent to the FM's.

14 May 2023

AGM where the FM's will **ratify the votes** for the new President, number of members of the Executive Committee and the other new members of the Executive Committee