

Generation 2004

Implementing Rule 6

(Adopted by GA 2015 on December 1st 2015)

Implementing Rule 6: Internal Electoral Rules

1. Scope

According to Annex II and having regard to article 17.2 of the by-laws of Generation 2004 *association de fait*, this Implementing Rule is devoted to the internal electoral rules of Generation 2004. It formalizes among other issues:

- a) the establishment of the electoral roll in preparation of any General Assembly,
- b) the procedure to be followed for procedural and substantive voting and for elections of a new Board,
- c) the role and functioning of the Electoral Committee
- d) the resignation and replacement of Board members.

2. General provisions

- (1) Prior to *convoking* a General Assembly the Board shall establish an **electoral roll** encompassing the names of all members entitled to vote as specified in Art. 7.5 and 21.2 of the by-laws of Generation 2004 in conjunction with Implementing Rule 1 (Application for membership, acceptance and registration).
- (2) All scheduled decisions to be taken by the General Assembly (c.f. by-laws Arts. 21.7. - 21.9.) shall be prepared by the Board by attaching the respective documents to the convocation sent to the members. Up to five working days prior to the Assembly, members can propose changes and amendments, which must be submitted in writing and shall be made accessible by the Board without undue delay to all members.

3. Elections of the Board

- (1) **Elections to a new Board** shall be carried out during a General Assembly if at least one of the following conditions is met:
 - a) the Board is about to complete its three year mandate
 - b) the Board has less than five full members
 - c) the Board has been dismissed and an interim Board has been installed
 - d) the Board has resigned.
- (2) In case a) the elections shall be carried out during the next ordinary annual General Assembly, while in cases b), c) and d) an extraordinary Assembly must be convoked within one month of the dismissal or resignation of the Board.
- (3) Prior to the convocation of a General Assembly which includes Board elections, the Board shall decide upon an **electoral calendar**, which shall cover the entire period between the date of convocation of the General Assembly and the conclusion of the work of the said Assembly.

- (4) Together with the convocation of such a General Assembly, the Board shall issue a call for candidatures for the elections together with a standard registration form and a call for volunteers to serve on the Electoral Committee, stating the respective conditions and deadlines.

4. Electoral Committee

- (1) The Electoral Committee supervises the elections to a new board. The Committee shall function in an independent manner and shall be responsible for ensuring that the elections are carried out in a fair and transparent manner.
- (2) The Electoral Committee shall consist of at least three and maximum five members and of at least two substitutes. Its members must fulfil the following conditions:
 - a) all members and substitutes must be full members of Generation 2004 since at least three months,
 - b) no member of the Electoral Committee may be a candidate,
 - c) at least one member has to belong to the European Commission in Brussels and at least one has to come from a Section.
- (3) The Electoral Committee shall be appointed with qualified majority by the outgoing Board or, in case of a dismissal according to Art. 18.1.b, by the interim board not later than five working days after the date of convocation of the General Assembly. The Board will give particular attention to volunteers who expressed their interest.
- (4) The Electoral Committee constitutes itself within five working days after its appointment and agrees among its members on the following:
 - a) a President, in charge of all procedural questions, calling for and chairing meetings,
 - b) a Secretary, in charge of setting up and maintaining an elections mailbox for all communications with the outside,
 - c) the order in which substitute members shall be called upon.
- (5) The Electoral Committee should strive to reach a consensus on all decisions it needs to take. In case of dissent, simple majority voting shall apply, in which the president has a tie-breaking vote provided at least three votes have been cast.
- (6) In case a member of the Electoral Committee resigns, the next substitute member becomes a full member.
- (7) The Electoral Committee stays in office until the elections are concluded through the announcement of the final result, or fails to have at least three members. In the latter case the outgoing board or the interim board must appoint a new electoral committee within five working days.

5. Direct election of Board members by a Section

- (1) Any section of Generation 2004 listed in Annex V of the by-laws may choose to elect one or several board members according to its share in total membership (section specific Board Members) if the following conditions are met:
 - a) The percentage of full members of that section in the total membership of Generation 2004, if applied to the total number of Board members, is equal to least one Board member (*i.e. if*

a section comprises 15% of all Generation 2004 members, then it could elect 15% of the Board members, i.e. 1.35≈1 Board member).

- b) A General Assembly of that section decides with absolute majority, but no less than 7 valid votes, to elect one or several section specific Board members. The number of section specific Board members to be elected cannot be inferior to the number of Board members as determined in (2).
 - c) The decision to elect section specific Board members is communicated to the Electoral Committee no later than two weeks after the convocation of the General Assembly.
- (2) For the purpose of a), the number of Board members is determined using the d'Hondt-method on the basis of absolute membership figures according to the electoral roll in both the section(s) and Generation 2004 as a whole.
 - (3) Section specific Board members shall be elected during the respective General Assembly of Generation 2004 applying the rules laid down in Art. 7 of this Implementing Rule.
 - (4) If a section decides to elect section specific Board members, then members of that section can only vote for candidates for section specific Board members of the same section.
 - (5) Sections, which do not elect section specific board members, participate in the elections of the European Commission section.

6. Candidatures

- (1) Following the convocation of an electoral General Assembly, members may register themselves using the standard registration form as **candidates** for the election to the Board. The deadline for submission of candidatures shall be published in the electoral calendar and shall be at least two weeks after the date of the convocation.
- (2) Candidatures may be submitted electronically to the functional mailbox of Generation 2004 or on paper to the Brussels Generation 2004 office. Candidates shall retain a confirmation of receipt.
- (3) The Electoral Committee collects the candidatures, reviews them and decides upon acceptance or rejection on a case by case basis according to the following criteria:
 - a) Candidates must be listed on the electoral roll.
 - b) Candidates must be full members of Generation2004 for at least three months prior to the date of the General Assembly.
 - c) Candidacies must be individual and unconditional.
 - d) Candidates must have declared (by way of signing the prepared standard registration form) not to be members of any Union or Staff Organisation registered at an European Institution other than Generation 2004 which works in the general interest of staff in the European Institutions. Staff associations with a predominantly social vocation are exempted.
- (4) Each member who has been accepted as a **candidate** may prepare by the deadline stipulated in the electoral calendar a **document of not more than 1 page** (max 500 words) in which the candidate may introduce him/herself asking for the members' vote. The Electoral Committee shall then blend together all documents in a random order into a single pdf file.
- (5) For the duration of the electoral process, candidates may not contact the Electoral Committee by any other means than the elections mailbox. For supporting their candidature, candidates may not use any other functional mailbox or other mailing list of Generation 2004. They may not use the Assembly for any campaigning activity unless explicitly foreseen in the agenda (*e.g.*

individual presentations of candidates). The Electoral Committee may recommend to the board to launch disciplinary measures according to implementing rule 3 against candidates in breach of these provisions, which can lead to their exclusion from the election.

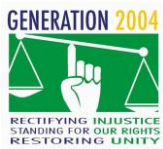
7. Voting

- (1) For the purpose of **procedural** (e.g. on the adoption of an agenda) **and substantive** (e.g. on a change of the by-laws) **voting** each Generation 2004 member listed on the electoral roll is entitled to **1 vote**.
- (2) Procedural and substantive voting is normally executed by show of hands (or acoustic sign in case of absence of video connection). On request of at least 20% of the Assembly an anonymous vote by paper or electronic ballot shall be performed.
- (3) For **electing members to the Board**, each Generation 2004 member is entitled to express **9 preferences** – corresponding to the 9 seats to be filled in the Board. This figure is adapted as appropriate if and to the extent section specific Board Members are to be elected.
- (4) Prior to its first broadcast the Electoral Committee shall approve the electoral roll. The board and all seconded colleagues will provide any necessary assistance to carry out the verifications asked by the Electoral Committee.
- (6) A standard **Board voting form** will be prepared by the Electoral Committee listing all accepted candidates in random order and enabling members to indicate clearly (via check-boxes) to which of the listed candidates they wish to assign one out of their maximum of 9 preferences (*i.e. no accumulation of preferences is allowed*). Separate voting forms will be prepared for each section, which has decided to elect section specific candidates.
- (7) The applicable voting form together with the presentations of the candidate(s) will be sent to all members of Generation 2004 enlisted on the electoral roll.
- (8) Simultaneously a message is sent to all Generation2004 members notifying them that the voting procedure has started and that they should contact the Electoral Board within three working days in case they do not receive the voting forms although they fulfil the conditions to be listed on the electoral roll. The Electoral Committee will take immediate action to rectify eventual errors on the electoral roll.
- (9) In order to exercise their **voting rights**, members may either:
 - a) send a completed voting form via electronic mail to a special dedicated functional mailbox by not later than the date of the meeting of the General Assembly (**open procedure**)OR
 - b) send printed and completed voting form in a double envelope by normal mail to the Generation 2004 office indicating name of sender on the outer envelopeOR
 - c) cast the vote in person during the meeting of the General Assembly in a dedicated ballot box which shall be prepared and overseen at all times by the Electoral Committee and which will also contain all votes received by mail (**secret procedure**).
- (10) In order to prevent double voting the Electoral Committee shall maintain a confidential list of all members on the electoral roll on which they will mark each member as soon as they cast their

vote. In case, double voting occurs (e.g. electronic mail vote + envelope vote), only the **first vote** cast by the member in question shall be counted. In case of a mail or envelope vote before the Assembly, if the member decides to ballot a vote in person during the Assembly, the previous mail or envelope vote will be void. If not yet registered at the time of the ballot vote, any vote from that same member, which arrives later, will void.

8. Election and proclamation of results

- (1) The counting of votes in **procedural and substantive voting** is supervised by the board, which may for this purpose appoint assistants among the participants of the Assembly. A repetition or recount shall be performed no more than once and only if requested by at least 20% of the Assembly.
- (2) In **Board elections**, the Electoral Committee will be responsible for **counting the votes and proclaiming a final result**. Counting will be performed by at least three members of the Electoral Committee, who will jointly sign the result. The first counting of votes will take place immediately after the established closure of voting at the end of the General Assembly.
- (3) Candidates and members of the outgoing board may be present during the counting as silent observers and only in a way, which does not give them any access to the votes, the voter's list or any intermediate results.
- (4) Only **valid votes** will be taken into account for the final result; in this respect, a vote shall be declared **invalid** by the Electoral Committee for any of the following reasons;
 - a) a voter indicates less than 1 or more than the maximum number of preferences from the list of candidates;
 - b) a voter makes any other sign, writing, comment etc. other than simply indicating his/her preferences in the manner established in this procedure.
- (5) A decision of the Electoral Committee as regards the validity of any vote is final.
- (6) The Electoral Committee establishes a general short list of all candidates who have individually obtained the support of at least 10% of all voters having cast a valid vote (*e.g. in order to be elected, a candidate must obtain support from at least 25 voters if there are 250 voters who have cast 250 valid votes*). On this list, candidates will be ranked according to the preferences they have obtained in descending order. Equally placed candidates (*i.e. candidates having obtained equal number of preferences*) will be ranked equally. For n equally placed candidates on any given rank, the subsequent n-1 ranks remain empty.
- (7) For section specific board members, separate section specific short lists shall be established accordingly.
- (8) The Electoral Committee shall issue a **first result** in which it informs the outgoing board and all candidates about the total number of votes cast, the number of valid votes and preferences and the number of preferences achieved by each candidate and their respective rank. Thereupon any candidate or member of the outgoing board may ask within one working day for a **recount of the votes**. In this case, the Electoral Committee shall issue a **second result** in the same way as the first.
- (9) If the recount leads to a different ranking of the candidates, those affected may request a **second recount** within one day, which will be considered final.



- (10) If there are in total less than 6 candidates on the short lists established according to para. (6) and (7), the election will be considered as null and a new election must be called within one month.
- (11) The proclamation of the **final result** by the Electoral Committee to all Generation 2004 members together with any **possible observations** to the Board will close the electoral procedure whereupon the Electoral Committee will be automatically considered as dissolved.

9. Constitution of the newly elected Board

- (1) The candidates on the first 9 ranks of the general short list constitute the new Board. The remaining candidates on the general short list shall be alternates.
- (2) The number of ranks according to para. (1) is reduced by the number of section specific Board members that is to be elected.
- (3) On the section specific short list(s), the candidates on the first m ranks constitute the section specific Board member(s) where m is/are the number(s) established according to Art. 5(2). The remaining candidates on the section specific short list(s) shall be alternates.
- (4) The newly elected board shall convene within ten working days after the proclamation of the final result.

10. Resignation and replacement of Board members

- (1) A Board member may at any point in time resign from its position.
- (2) A Board member wishing to resign shall inform the board of its decision, which shall be unconditional, and the date of effect in writing. A resignation can only be revoked within 5 working days after its issue.
- (3) In case a Board member has resigned, the member shall be replaced by the highest-ranking alternate of the short list from which the resigned member originates. If no more eligible candidates are available on that list, the Board position stays vacant.

11. Election of Committees

- (1) A new Disciplinary Committees will be elected in the next General Assembly following the end of the term of the outgoing Committee.
- (2) For the election of Committees, the provisions of this Implementing Rule apply accordingly disregarding for this purpose any provisions related to the election of section specific Board Members.
- (3) For the election of Committees, the Board functions as the Electoral Committee.

12. Entry into force

This Implementing Rule was adopted by the General Assembly on 01/12/2015 and enters into force the following day.