

## **Election procedure for the Administrative Committee** *Approved by OGM December 2017*

- 1) AC members are elected by FIC members at the OGM.
- 2) All FIC members are eligible as candidates for the AC.
- 3) AC members are elected on the basis of their individual suitability for the role.
- 4) A number of factors influence AC membership suitability, including: the experience and expertise of the candidate, the relevance of their institution to the policy agenda of the EPFSF, the need to maintain an overall balance to ensure the different sectors are represented in the AC, a personal commitment to dedicate the necessary time to fulfill their role on the AC, and demonstrated past commitment in case the candidate is seeking re-election. For further details on the requirements for candidates to the AC, referring to point 4.6 of the EPFSF Statutes.
- 5) AC members serve for a period of 3 years, renewable for similar periods of 3 years.
- 6) The AC shall appoint from amongst its members a Chair, a Vice-Chair and a treasurer for a renewable term of two years. In the Chair's absence, the Vice-Chair may act in his/her stead, referring to point 6.2 of the EPFSF Statutes.
- 7) Elections to the AC take place when an AC member's term expires or ends due to their departure from the organisation they represented when they were elected to the AC. Departing AC members may not transfer their AC position to colleagues in their organisation without an election.
- 8) Where AC members change employer to a new employer who is also a member of the FIC, they are eligible to be elected again to the AC without interruption, unless they have already served 6 consecutive years as a member of the AC.
- 9) AC members may nominate an alternate from within their organisation, in instances where they are not able to attend or participate in AC business due to scheduling conflicts. The use of delegates is an extraordinary rather than a regular event.
- 10) The Chair of the AC and the Vice-Chair will ensure that candidates' applications are eligible before voting on AC positions is held at the OGM or EGM.