

FAI COMMISSION MEETINGS

Voting Procedure Guide



1. **Nominations** - Made by people with a vote by open declaration or secret ballot: (BL 3.1)

- Proxies
- Delegates, *or if they are not present:*
- Alternate Delegates:

A Commission President who is also a Delegate no longer represents his Member's views (BL 3.2.6.5), shall not take part in any vote except for casting votes (BL 3.2.6.2) and may not carry a proxy vote (BL 3.3.2). *Their Alternate or Representative assumes the role in the President's place.*

2. **Verification of Nominations** - Check in accordance with the FAI By-Laws that the person nominated is eligible to stand for election, for example:

- President - existing President and approved Delegates only (no Alternates) (BL 3.2.4)
- Vice-President –Approved Delegates only (no Alternates) (BL 3.2.8)
- Secretary – no restriction, but with their NAC's approval (BL 3.2.12)

3. **Acceptance of Nominations** - Ask if nominees accept the nomination. Create a list of candidates for voting.

4. **If there is only one candidate** - Ask if a Delegate or Alternate would like a secret ballot (BL 3.2.4 / 3.2.8)

- If any one Delegate or Alternate says yes, a secret ballot is conducted.
- If no, the candidate is elected by acclamation.

5. **If there is more than one candidate** - Distribute voting papers and determine the winning candidate according to the FAI Constitution and Commission regulations.

A guide to votes required at FAI Commission meetings is available on the FAI website at www.fai.org/documents under "Meetings"