

Guidelines for the Elections of ESIL Interest Group Conveners

A. General framework

The IG Policy Guidance requires elections for IG conveners (“the Coordinating Committee”) to be held at intervals of no longer than two years and the elections must allow for the effective participation of all members of the Interest Group. The Coordinating Committee should be composed of at least three members.

For newly established Interest Groups, the initiators may provisionally function as the Coordinating Committee and conduct the business of the group for the first year. During this time, an election shall be held.

The ESIL Secretariat shall organise the elections in collaboration with the IG Coordinating Committee that will appoint one of its members (not standing for re-election) as electoral officer.

B. General Conditions for Elections

The term of office for IG conveners can be two or four years (it is for each IG to decide).

If the term is established for two years, all IG conveners will be renewed at each election. If the term lasts four years, elections should be held every two years to partially renew the IG leadership.

There is no limit to the number of mandates, and IG conveners can be re-elected indefinitely.

C. Options for the Elections

In principle, all members of IGs can stand for election and all members of IGs can vote. However, in view of the large number of members of some groups, IGs may define criteria that would restrict the number of candidates that can stand for elections. Examples of such criteria are prior involvement in IG activities, three supporting signatures, etc. Each IG can determine such conditions subject to the approval of the Board.

D. Conduct of the Elections and Communication of the Results

Elections will be held as follows:

1. The ESIL Secretariat will send a **call for candidates** to all IG members. If applicable, candidates may be required to present proof that they comply with the eligibility criteria as previously established by the group (e.g. provide supporting signatures, detail their previous involvement in IG activities, etc.) The call for candidates will allow at least 2 weeks for members to put forward their candidature.
2. Having – formally – checked the eligibility of the candidates, the ESIL Secretariat will inform the IG conveners of the total number of candidates.
3. If the number of candidates equals the number of slots, no elections will be held. If there are more candidates than slots, **online voting** will be conducted.
4. Each candidate will be given access to the list of the IG members. Independently of this, the ESIL Secretariat shall send an email to all the IG members with the standard information about all the candidates (an abridged CV and the proposals of each candidate) prior to the elections. IG members will be given a minimum of 1 week to make their choice. The maximum number of votes of each member should not exceed the number of available slots (i.e. 3 slots, maximum of 3 candidates to be voted for).
5. The **results** will be sent to all the candidates and to the IG conveners. Thereafter, the ESIL Secretariat will communicate the results to the entire IG membership and the names of the newly elected IG conveners will be posted on the ESIL website.