

## **BY-LAW 16**

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## **NOMINATION AND ELECTION OF STATE OFFICE BEARERS**

1. Elections are to be held annually for the following positions:
  - a. The State President;
  - b. The Deputy State President;
  - c. The State Treasurer; and
  - d. The State Executive, consisting of;
    - i) Four Divisional Vice Presidents.
    - ii) Four Divisional Members.
    - iii) Four Divisional Proxy Members.
2. The election of office bearers shall be by postal vote only and the results notified at Annual Congress. The following paragraphs and annexes outline the process to be applied. The Schedule of Events detailed in By-law 18 – State Congress summarises the process.

### **Nominations**

3. Nomination shall be called for not later than the last Friday in January each year to reach State Branch not later than the second Friday in February each year. Nominations are to be submitted to the State Branch Secretary (Returning Officer) on the authorised nomination form.

### **Draw of Nominees**

4. The draw to allocate nominees to the ballot shall be conducted on the third Monday of February at 10:00am at State Branch. Nominees or a representative may attend the draw.

### **Voting**

5. Ballot Papers listing the names of all candidates and positions to be filled shall be forwarded to each sub-branch not later than the last Friday in February.
6. Ballot Papers are required to be returned to the State Branch sealed in the return envelope supplied with the Ballot Paper. Ballot Papers are to be received at State Branch not later than Close of Business (COB) on the first Monday of April each year. All Ballot Papers that are received at State Branch after that time will be excluded from the count.

### **Counting**

7. On the day following the Closing Date the sealed Ballot Envelopes are to be delivered to an external agency for counting. The State Secretary (Returning Officer) is responsible for the safe delivery of the sealed Ballot Envelopes to the selected agency.

### **Notification of Results**

8. The results of voting are to be provided to the State Branch Secretary, the Returning Officer, in a sealed envelope to be opened and announced at Annual State Congress.

### **Example Documents**

9. An example Nomination Form is at Annex A and an example Ballot Paper complete with instructions are at Annex B to this By-law.

**EXAMPLE BALLOT PAPER**

(Candidates are listed in random order by draw, *not* in order of preference).

<b>Position</b>	<b>Candidate</b>	<b>Order of Preference</b>
State President	Humpback, John	3
	Cloggmann, John	5
	Deltoid, John	2
	Albert, John	1
	Smithers, John	4
Deputy State President	Humpback, John	3
	Cloggmann, John	5
	Deltoid, John	2
	Albert, John	1
	Sniffkins, John	4
<b>Southern Division</b>		
Divisional Vice President	Electric, John	3
	Cloggmann, John	5
	Deltoid, John	2
	Albert, John	1
	Partinglass, John	4
Divisional Member	Electric, John	2
	Zapata, John	1
Divisional Proxy Member	Deltoid, John	2
	Albert, John	1

The design and layout of the Ballot Paper may change without notice

## **BALLOT PAPER INSTRUCTIONS**

1. Candidates are listed against each position in random order and *not* in order of preference. Their position on the Ballot Paper is not an indication of how to vote.
2. A preference must be indicated for each candidate in each position..
3. Preferences are to be marked by numerals starting at '**1**' with '**1**' being the highest or first preference. Cards marked with ticks, other symbols or left blank shall be invalid.

(Refer to the example Ballot Paper)

4. In the event that 'Albert, John' is the first preference for the position of State President then mark '1' against his name and continue to mark the others according to preference until all candidates have been ranked.

(Refer to the example Ballot Paper)

5. It is permissible to mark the same candidate as first preference to another position. This may be done so that should the candidate be unsuccessful in being elected to one position he/she may be appropriately ranked for another position.
6. In the event that a candidate is elected to a position, he/she is prohibited from holding a further position and his/her name is to be struck from all other nominated positions (if any). This striking is to be actioned by the counting officer and all remaining nominees ranked according to the next preference.