

**Review Regional Meeting Election Processes**

Presented by CAC

**SUMMARY**Review Regional Meeting protocols with  
Respect to Regional EVP Elections**1. INTRODUCTION**

- 1.1. Directors voted, in Jamaica at Annual Conference 2024, to amend election processes for Regional Executive Vice President (REVP) positions such that elections are conducted at the respective Regional Meetings. Agenda Items A.6.2.8 (changes to IFATCA Administrative Manual (IAM) to facilitate Regional Elections) and A.6.2.9 (consequent changes to IAM regarding timings of elections) were discussed, and the recommendations were carried.
- 1.2. The first of these elections have been conducted and this paper seeks to clarify procedural matters arising from the conduct of those elections.

**2. DISCUSSION**

- 2.1. Quorum
  - 2.1.1. There was some concern that Regional Meetings are not adequately addressed under the provisions of the IAM with respect to management of votes. It has not previously been common practice to establish a quorum at Regional Meetings as:
    - Elections were not previously held at Regional Meetings; and
    - Policy of the Federation is not currently determined at such meetings
  - 2.1.2. The IAM currently discusses “quorum” in respect of Plenary and Committee sessions.
    - A quorum for a Plenary session requires a simple majority of Member Associations present, or by proxy, provided the number of proxies does not exceed 25%

- A quorum for a Committee session requires a simple majority of Member Associations present, or by proxy, provided the number of proxies does not exceed 50%

2.1.3. In respect of election of Regional EVPs, **only** those Member Associations of the respective Region are entitled to vote.

*For voting in [on]<sup>sic</sup> Regional Executive Vice-President positions, ballot papers shall only be issued to Directors from Member Associations belonging to the Region concerned at the respective Regional Meeting. The result of these elections will be referred to final Plenary at the following Annual Conference for information. It shall not be subject to ratification by other than the regional Member Associations eligible to vote. (Montego Bay 23.A.14)*

2.1.4. It follows that an election of a Regional EVP at a Regional Meeting requires establishment of a quorum to ensure a valid vote. This is in accord with current provisions of the IAM.

2.1.5. In the event that a Regional Meeting quorum is **not** established, the result should be declared as provisional and recommended to Final Plenary of Annual Conference for ratification.

## 2.2. Plenary

2.2.1. The IAM contains no separate definition of “Plenary”. The common or ordinary definition is generally accepted as being:

**Plenary:** *(of a meeting) to be attended by all participants at a conference or assembly, who otherwise meet in smaller groups. \*Oxford Languages Online*

2.2.2. The definition of “Plenary” should be included in the IAM and contain reference to Regional Meetings

## 2.3. Ratification

2.3.1. WP A.6.2.8 of 2023 changed election processes to enable election of Regional Executive Vice-Presidents at the relevant Regional Meeting (normally Nov/Dec prior to Annual Conference). The paper specifically removed a requirement to ratify election of Executive Board Members in Plenary at Annual Conference for Regional EVPs (only).

2.3.2. This change aligns with a requirement for Regional EVPs to be elected only by their respective regional member associations. As such, a valid election at a Regional Meeting does not require ratification at Annual Conference (except as proposed at 2.1.5 above - in event of failure to establish a quorum).

- 2.3.3. The process for election of the remainder of the Executive board is twofold:
- 2.3.4. Executive Board elections are conducted by secret ballot in Committee A at Annual Conference and the outcome is recommended for ratification to Final Plenary
  - Although Committee A must have a quorum established, the quorum requirements for Committees are not as stringent as those for Plenary sessions. As such, results in Committee A are provisional
- 2.3.5. All elected EB officials (including Regional EVPs) take office at completion of final plenary at Annual Conference.
- 2.4. During the development and discussion of electing Regional EVPs at Regional Meetings, a question was raised for CAC to consider: Whether voting should be mandatory and limited to simply “For” or “Against”?

*The IAM provides for voting in ballots as “For”, “Against”, or “Abstain” with respect to uncontested elections and policy recommendations, or in the case of a contested election – by name of the candidates.*

- 2.4.1. Voting results are declared based upon the majority of votes cast excluding blanks and abstentions. (Tunis 96. A.36)
- 2.4.2. Secret ballots are currently managed by issue of ballot papers with surrender of name plates. When the vote is cast, name plates are returned as the ballot is cast.
- 2.4.3. There is no ability to police voting, save by examining each ballot as cast. This breaches the definition of a secret ballot. Directors can simply return a blank ballot if desired. There appears no practical process to remove the ability to cast a blank ballot and retain the Secret ballot principle (for matters where that applies).
- 2.4.4. Excluding secret ballots, a Director abstaining from a vote may choose to have such abstention recorded with the ballot result.
- 2.4.5. It is CACs opinion that removal of the ability to cast a blank ballot is currently impractical, and removal of abstention also removes Directors right to record that a particular position, or individual, is not able to be voted for or against.

### **3. CONCLUSION**

- 3.1. The current definitions of what constitutes a “quorum” are adequately described in the IAM
- 3.2. There is no definition of “Plenary”. Addition of such a definition would add clarity and should specifically include Regional Meetings
- 3.3. No change is required for Executive Board election ratification processes. The IAM clearly articulates that EB elections are conducted in Committee A at

Annual Conference and referred to Final Plenary for ratification, with the exception of Regional Executive Vice-Presidential elections. The IAM clearly states that these are conducted at the relevant Regional Meetings and subject to reporting to Annual Conference, but no further ratification.

- 3.4. The Voting provisions of the IAM are stated as applicable generally and as such are applicable to any meeting where formal voting is required. This includes policy decisions and elections.
- 3.5. There appears no practical need to restrict certain votes to simply “For” or “Against”

#### **4. RECOMMENDATIONS**

- 4.1. That the IFATCA Administrative Manual PART II ADMINISTRATIVE POLICY (BYE LAWS) 2. Definitions (pp50) be amended as follows:

At para 2.16 insert:

**Plenary:** a session or sessions of the Federation requiring a quorum of all Directors required to vote upon, or ratify a decision of the Federation. Plenary sessions include, those identified as Plenary sessions at Annual Conference (including closed sessions), Special Conference, or Regional Meeting of IFATCA at which elections are conducted, or policy, procedure and guidelines of the Federation are determined by Directors

Renumber existing Paras 2.16 – 2.20 to **2.17 – 2.20** respectively

#### **5. REFERENCES**

- 5.1. [IFATCA Constitution and Administrative Manual Ver 66.1 September 2023](#)
- 5.2. WP 34/24, Agenda item A.6.2.8; Jamaica 2023 and
- 5.3. WP 35/24, Agenda item A.6.2.9, Jamaica 2023
- 5.4. <https://www.oed.com/search/dictionary/?scope=Entries&q=plenary>

--END--