BACKGROUND

Elections are an integral part of the organization's existence and required by law. The election process is another avenue to inform the membership of the organization's mission, demographics, programs, services, and available opportunities to cultivate new volunteers. Successful elections are an important element of conducting successful board transitions.

PURPOSE

The purpose of this policy is to ensure that:

- The PMI North India Chapter has a clear, fair, non-exclusionary, and transparent election process, enabling members in good standing to nominate candidates, run for office, and vote for the Board of Directors

- The PMI North India Chapter has in place documented guidelines for a semi-autonomous nominations committee

- The PMI North India Chapter has in place documented processes for communicating the elections process and timelines

- The PMI North India Chapter Board of Directors periodically review the guidelines and process

POLICY STATEMENT

- All chapter members in good standing on the date of election announcement shall have the right to nominate candidates, run for office and vote in the election

- The chapter shall establish, maintain, and adhere to a documented policy for conducting transparent and fair elections, which shall include:

  o Appropriate documentation describing roles, responsibilities, and authorities of the nominations committee with respect to processing nominations and conducting the election

- o Appropriate documentation describing roles, responsibilities, and authorities of board liaison

- o Clear and non-exclusionary criteria describing what being a "member in good standing" means

- o Term length and limitations for each board position

- o A description of how votes will be collected and counted, including whether or not votes are collected manually and/or electronically

- o Clear description for absentee and proxy votes, including controls for ensuring integrity and confidentiality of the ballots

- o Proactive communication of election timelines, processes, and results

- The Chapter must have in place documented guidelines for a semi-autonomous body (nominations committee) accountable to the chapter Board via a board liaison.

AUTHORITY DOCUMENT

- Chapter Bylaws

SUPPORTING DOCUMENTS

- Guidelines for PMI Chapter Elections (describes roles, responsibilities, and authorities of the nominations committee and board liaison).

DEFINITIONS

- **Chapter**: PMI North India Chapter

- **Absentee vote**: A vote cast by a Chapter member who is unable to be physically present at the location where the chapter election is taking place (e.g. at the Annual General Meeting).

- **Election**: A formal and organized process for Chapter members to elect candidates from the Chapter membership to its Board of Directors.

- **Nominating Committee**: A semi-autonomous group formed by Chapter members for the purpose of nominating candidates for Chapter Board positions and executing the Chapter's documented elections process in a transparent, inclusive, and fair manner.

- **Proxy vote**: A vote cast by one Chapter member on behalf of another Chapter member.