
INTERNAL RULES of EHEDG

Bylaw No. 1

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| <h3>Election Procedures</h3> |
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This document was adopted by the EHEDG Executive Committee on 3rd of June 2016

Bylaw number 1 describes:

- The election format and procedures referenced in Article 6, of the Internal Rules of EHEDG effective 1 July 2016.

Election format

The election of the President, Vice-President, Secretary/Treasurer, and Advisory Board takes place once every three (3) years in quarter four (4).

Industry Company Members and Institutes shall designate one (1) representative to the General Assembly and communicate this name to the EHEDG Secretariat. All communication about the election process will be done through this designated representative.

Election procedure

Approximately six (6) months before the election date the EHEDG Secretariat will invite the EHEDG members represented in the General Assembly to nominate the following candidates:

- for the Advisory Board (1),
 - for the President
 - for the Vice President
 - for the Secretary/Treasurer.
- Each EHEDG member represented in the General Assembly can only propose one (1) candidate for the Advisory Board. Thus in total only four (4) candidates can be proposed.
 - Nominated candidates for the six (6) Advisory Board positions must be representatives of a company member, but not necessarily an employee of the members own company.
 - Candidates for other positions can be employees of a company or institute members or individual members as well.
 - Proposed candidates for all positions, including their CV and motivation letter, must be communicated to the EHEDG Secretariat no later than two (2) months before the election date.
 - Detailed voting procedure, names of candidates and other relevant information will be published by the EHEDG Secretariat on the website and communicated directly to the designated representatives, one (1) month before the election date.
 - The election will be done electronically on the EHEDG website and the election window will be open for a period of two (2) calendar weeks.

- The appointment of Advisory Board positions, excluding the President, will be done as follows:
 - The two (2) candidates with the most number of votes in each of the categories: food producers, equipment manufacturers, service suppliers & engineering companies will be elected
 - If two (2) or more candidates receive the same number of votes, a decision will be made by a draw, made under the supervision of the Executive Committee.
- The appointment of the President, Vice President and Secretary/Treasurer, will be done as follows:
 - The individual with most number of votes will be elected.
 - If two (2) or more candidates receive the same number of votes, a decision will be made by a draw, made under the supervision of the Executive Committee.
 - For practical reasons the physical location of the candidates for these three (3) positions must be Europe.
- In the case of an incomplete number of elected candidates for the Advisory Board positions (less than six (6)), then any open position will stay vacant for the election term.
- In the case of a lack of candidates for President, or Vice President or Secretary/Treasurer, candidates for these positions will be proposed by the current Executive Committee and approved by the Advisory Board.
- In case of departure of any elected position for any reason the vacant position will be offered to the next candidate with the second highest vote count, and so on, for the duration of the current term.
- In the case that one (1) General Assembly member has acquired more than two (2) positions, the member has to confirm its two (2) chosen candidates, of which only one (1) can become an Advisory Board member and one (1) an Executive Committee member.
- In the case that one country has acquired more than three (3) positions, the three (3) candidates with the most votes will be elected. Of these three (3) candidates only two (2) can become part of Executive Committee or of the Advisory Board.

Voting rights

Voting entities are all Industry Companies and Institutes. Each voting entity can cast one vote for each of the four (4) positions: one Advisory Board position, the President, the Vice President and the Secretary/Treasurer.

Individuals have no voting rights.

When counting the number of votes per position, the vote count for Industry Companies will follow the fee structure as defined below, with the largest company vote for each position being multiplied by five (5) and multiplied by one (1) for the smallest.

The following membership classes apply for Industry Companies:

| Membership Class | Food-related turnover in EUR excl. VAT | Multiplier |
|-------------------------|---|-------------------|
| Class 1 | > 500 Million € | 5 |
| Class 2 | 50 to 500 Million € | 4 |
| Class 3 | 10 to 50 Million € | 3 |
| Class 4 | 1 to 10 Million € | 2 |
| Class 5 | < 1 Million € | 1 |

Institutes have each one (1) vote multiplied by one (1).