

TIMETABLE FOR THE ELECTION OF OFFICE-BEARERS 2014

These elections will take place under the constitution which was approved by the Annual General Meeting in Brisbane on 24 August 2012. The following weighting system will apply: National Archives (4 votes), professional associations (2 votes) and other archival institutions and members of the Executive Board (1 vote).

In accordance with article 10 of the constitution, elections for the following posts are scheduled to take place in 2014. The mandate for all three posts is four years.

Executive Board

President 2014-2018

Vice-President Finance 2014-18

Vice-President Programme 2014-18

All members with the right to vote are eligible to stand for office (article 10b).

It is proposed that **Atakilty Assefa Asgedom**, Chair of the Evaluation Commission, should act as Elections Officer 2014.

Provisional Timetable

1. In order to inform voting members of these forthcoming elections a **first announcement** and **call for submissions** will be circulated by e-mail and posted on the website and list serve by **Friday 31 January 2014**.
2. The **official announcement** and call for submissions and annexes will be circulated by e-mail to all voting members by **Friday 21 February 2014**.
3. A reminder about the deadline for submissions will be posted on the website and list serve by **Friday 14 March 2014**.
4. The **Closing date** for arrival of **Nominations** in the Secretariat will be **Monday 31 March 2014**.
5. If there is only one eligible submission for a post, the Election Officer will declare the candidate to have been elected and will announce this at Executive Board in Paris on **Thursday 10 April 2014**.
6. If there is a contested election, the Secretariat will publish a list of voting members in the three categories on the ICA website by **Friday 25 April 2014**.
7. **Ballot papers** will subsequently be circulated by the Secretariat to voting members by **Monday 5 May 2014**, by e-mail or fax.
8. The **Ballot forms** must be sent to Secretariat either by fax or as an attachment to an email.

9. The **Closing Date** for the arrival of completed **ballot forms** in the Secretariat will be **Monday 23 June 2014** 24:00 Paris time.
10. The **Counting of Votes** will be conducted in the presence of independent scrutineers and will be concluded by **Monday 30 June 2014** at the latest.
11. The **Results** of the Count will be transmitted to the Election Officer by **Wednesday 2 July 2014**.
12. The Election Officer will inform the candidates of the results by **Wednesday 9 July 2014**.
13. The Results will be posted on the ICA website by **Friday 11 July 2014**.