

## 31<sup>ST</sup> SESSION OF THE CONGRESS

19-21 October 2016

	PRESIDENT OF THE CONGRESS	PRESIDENTS OF THE CHAMBERS	VICE-PRESIDENTS OF THE CHAMBERS
<b>Date of the election</b>	<b>Wednesday 19 October 2016</b> , at the opening sitting of the Plenary Session.	<b>Thursday 20 October 2016</b> , at the opening of the sittings of the chambers.	<b>Thursday 20 October 2016</b> , during the sittings of the chambers - following the election of the presidents of the chambers
<b>Candidatures</b>	The President of the Congress for the mandate from October 2016 to October 2018 will be elected from among the representatives of the Congress sitting with full capacity in the Chamber of Regions.	<p><b>Chamber of Local Authorities:</b> Only representatives sitting in the Chamber of Local Authorities and who do not belong to the same national delegation as the President of the Congress, may stand for election for the office of President of the Chamber of Local Authorities.</p> <p><b>Chamber of Regions:</b> Only representatives sitting with full capacity (without an asterisk after their name) in the Chamber of Regions and who do not belong to the same national delegation as the President of the Congress, may stand for election for the office of President of the Chamber of Regions.</p>	<p><b>Chamber of Local Authorities:</b> Only representatives of the Congress sitting in the Chamber of Local Authorities may stand for election as vice-president of the Chamber of Local Authorities.</p> <p><b>Chamber of Regions:</b> Only representatives of the Congress sitting with full capacity (without an asterisk after their name) in the Chamber of Regions may stand for election as vice-president of the Chamber of Regions.</p>
<b>Submission of candidatures</b>	<p>All candidatures for the office of President of the Congress must be notified in writing and sent to the Secretary General of the Congress (andreas.kiefer@coe.int) with the following documents:</p> <ul style="list-style-type: none"> <li>▶ a letter of candidature dated and signed (in English and/or French) together with the list of at least 20 supporting representatives from at least 4 national delegations: surname, first name, country, signature.</li> <li>▶ a curriculum vitae (CV) not exceeding 2 pages (in English and/or French - official languages of the Council of Europe)</li> </ul>	<p><b>Chamber of Local Authorities:</b> All candidatures for the office of President of the Chamber of Local Authorities must be notified in writing and sent to the Executive Secretary of the chamber.</p> <p><b>Chamber of Regions:</b> All candidatures for the office of President of the Chamber of Regions must be notified in writing and sent to the Executive Secretary of the chamber with the following documents:</p> <ul style="list-style-type: none"> <li>▶ a letter of candidature dated and signed (in English and/or French) together with the list of at least 10 supporting delegates sitting with full capacity in the chamber from at least 4 national delegations: surname, first name, country, signature</li> <li>▶ a curriculum vitae (CV) not exceeding 2 pages (in English and/or French - official languages of the Council of Europe)</li> </ul>	<p><b>Chamber of Local Authorities:</b> All candidatures for the office of vice-president of the Chamber of Local Authorities must be notified in writing and sent to the Executive Secretary of the chamber.</p> <p><b>Chamber of Regions:</b> All candidatures for the office of vice-president of the Chamber of Regions must be notified in writing and sent to the Executive Secretary of the chamber with the following documents:</p> <ul style="list-style-type: none"> <li>▶ a letter of candidature dated and signed (in English and/or French)</li> <li>▶ a curriculum vitae (CV) not exceeding 2 pages (in English and/or French - official languages of the Council of Europe)</li> </ul>
<b>Deadline for submission</b>	Candidatures must be submitted to the Secretary General of the Congress at the latest 24 hours before the opening of the sitting at which the election is to take place, <b>that is by Tuesday 18 October 2016 at 9.00.</b>	Candidatures must be submitted to the Executive Secretary of the chamber at the latest two hours before the opening of the sitting of the chamber, <b>that is by Thursday 20 October 2016 at 7.00.</b>	Candidatures must be submitted to the Executive Secretary of the chamber at the latest two hours before the opening of the sitting of the chamber, <b>that is by Thursday 20 October 2016 at 7.00.</b>
<b>Who has the right to vote</b>	Only representatives and substitutes duly mandated to replace a representative may vote.	<p><b>Chamber of Local Authorities:</b> Only members sitting in the Chamber of Local Authorities may vote.</p> <p><b>Chamber of Regions:</b> Only members sitting with full capacity (without an asterisk after their name) in the Chamber of Regions may vote.</p>	<p><b>Chamber of Local Authorities:</b> Only members sitting in the Chamber of Local Authorities may vote.</p> <p><b>Chamber of Regions:</b> Only members sitting with full capacity (without an asterisk after their name) in the Chamber of Regions may vote.</p> <p>A delegate may vote for up to seven candidates and must vote for at least four. [Rule 15.6]</p>
	Even where there is one candidate to the post of president of the Congress and presidents of the chambers, the election must be by secret ballot, which may be held electronically [Rule 15.3].		

	CHAIRS OF THE COMMITTEES	5 VICE-CHAIRS OF THE COMMITTEES
<b>Date of the election</b>	<b>Wednesday 19 October 2016</b> at the meetings of the committees.	<b>Wednesday 19 October 2016</b> , following the election of the chair of the committee.
<b>Candidatures</b>	Only full members of a committee who are also representatives in their delegation may stand for election.	Only full members of a committee may stand for election.
<b>Submission of candidatures</b>	Candidatures must be notified in writing to the Secretary of the committee: Monitoring Committee: stephanie.poirel@coe.int Governance Committee: tim.lisney@coe.int Current Affairs Committee: sedef.cankocak@coe.int with the following documents: ▶ a letter of candidature dated and signed (in English and/or French) ▶ a curriculum vitae (CV) not exceeding 2 pages (in English and/or French - official languages of the Council of Europe)	Candidatures must be notified in writing to the Secretary of the committee: Monitoring Committee: stephanie.poirel@coe.int Governance Committee: tim.lisney@coe.int Current Affairs Committee: sedef.cankocak@coe.int with the following documents: ▶ a letter of candidature dated and signed (in English and/or French) ▶ a curriculum vitae (CV) not exceeding 2 pages (in English and/or French - official languages of the Council of Europe)
<b>Deadline for submission</b>	Candidatures must be submitted to the Secretary of the Committee at the latest at 18.00 on the day before the meeting at which the election is to take place, <b>that is by Tuesday 18 October 2016 at 18.00.</b>	Candidatures must be submitted to the Secretary of the Committee at the latest at 18.00 on the day before the meeting at which the election is to take place, <b>that is by Tuesday 18 October 2016 at 18.00.</b>
<b>Who has the right to vote</b>	Only full members of the committee and duly mandated replacement delegates may vote.	Only full members of the committee and duly mandated replacement delegates may vote. A committee member may vote for up to five candidates but must vote for at least three [Rule 47.7].
	Where there is one candidate to be chair, he or she is declared chair without proceeding to a ballot, unless a ballot is requested as provided by Rule 47.4 of the Rules and procedures.	

## VOTING PROCESS

**The votes** will be held by secret ballot, which may be held electronically.

**The names of the candidates** (in alphabetical order), their letter of candidature and CVs are published on the Congress website and made available at the distribution desk. An alphabetical list of candidates is displayed in the voting area.

**In case of a non-electronic secret ballot, two tellers** per ballot box, chosen by lot immediately after the announcement of the election, are responsible for the counting of the ballot papers.

**Electronic voting is carried out with a member's badge (Hemicycle) or with a voting device (Room 1).**

**For non-electronic voting, a vote is only considered valid and counted when:**

- it is made on the official ballot prepared for the election
- there is only one ballot paper in the voting envelope
- there are no marks on the ballot other than those necessary to complete it
- the ballot paper is intact

