

Rules of Procedures for Elections

A. Preamble

The rules in this document define the standard procedure for elections for members of the International Young Physicists' Tournament (IYPT) executive committee (EC) and of auditors. They are based on section 7.4 and 8 of the IYPT statutes. The rules of procedure have been accepted by the EC.

All Members of the EC are elected by the IOC.

Elections take place if one or several positions of elected EC members become vacated, either at the end of a term of four years or because of an EC member stepping back before the end of a term. In the latter case, the new EC member is only elected for the remainder of his/her predecessor's term.

If ever possible, elected EC members stepping back from their position before the end of their term should inform the IYPT President at least two months before the start of the IYPT.

Auditors are also elected for a term of four years. The same rules for elections apply as for elected EC members.

B. Election Committee

If elections are required and at least two months before the beginning of the IYPT, the IYPT President appoints a chair for the election committee, usually an EC member who is not standing for election in the year of the election.

The chair of the election committee invites two IOC members, neither of them standing for a position in the EC or for the position of an auditor, to complete the election committee.

B.1. Information about upcoming elections

The election committee informs the IOC members about upcoming elections via the IOC mailing list at least one month before the beginning of the IYPT. The information should announce the positions open for election and clarify the nomination and election process. It has to contain the email addresses of all three members of the election committee.

B.2. Nominations

Nominations of candidates for a position open for election have to be sent by email to a member of the election committee no later than two days before the beginning of the IOC meeting. Any IOC member can nominate one or several candidates, including himself/herself. The list of candidates who have agreed with their nomination is published after the nomination period has elapsed.

Ad hoc nominations during the IOC meeting are only possible in the following situations:

- If the outcome of an election gives rise to a new election, e.g. if one of the EC members or an auditor is elected for another position, thereby vacating his/her former position.
- If no candidates are standing for a vacated position.

Nominated candidates are informed about the available time for their presentation during the IOC meeting no later than one day before the IOC meeting.

B.3. Organization of election

The election committee is responsible for organising the election during the IOC meeting. It introduces the item, moderates the presentation of candidates and organises the votes.

The candidates for a vacant position in the EC are given a time budget for a short presentation of themselves and their plans. The total time budget for all candidates for a single EC position (including time for questions by IOC members) should not exceed 45 minutes. If candidates wish to inform IOC members about their plan in a more elaborate way, they are invited to provide the information before the start of the IOC meeting.

Candidates for the position of an auditor are given a short time to introduce themselves to the IOC members. The total time budget for this part (including questions by IOC members) should not exceed 10 minutes.

B.4. Scrutineers

The election committee suggests two scrutineers for the votes. They have to be elected by the IOC.

B.5. Votes

Secret ballots are used for all votes. All ballots handed in count as *valid ballots*. The *simple majority* is defined as more than half of the number of valid ballots.

a) Single-winner vote

Votes for IYPT President, Secretary General and Treasurer are held separately as a single-winner vote.

A candidate is elected if he/she obtains a simple majority of the votes. If no candidate gets the required number of votes, the candidate(s) with the lowest number of votes drop(s) out. The vote is repeated until one candidate has a simple majority. If a vote between two remaining candidates does not lead to such a result, the vote is repeated one more time. If a decision can still not be achieved, the IYPT President decides on the elected candidate.

b) Multiple-winner vote

If two identical positions are vacated (elected EC members or auditors), the vote may be held as a multiple-winner vote.

In this case, each ballot can contain two names. If no more than two candidates receive a simple majority of the votes, they are elected. Otherwise the candidate(s) with the lowest number of votes drop(s) out and the vote is repeated until two candidates have been elected. Possible tied votes (e.g. three remaining candidates with the same number of votes) are repeated one more time. If this does not lead to a decision, the IYPT President decides how to proceed.

B.6. Unforeseen cases

In unforeseen cases it is in the election committee's competence to deviate from the above rules.

C. Report of the Election Committee

The chair of the election committee writes a report about the election. It should at least contain the following items:

- election committee (chair and members) and scrutineers
- account of nomination process
- votes received by candidates

The report has to be sent to the Secretary General no later than one month after the IOC meeting. It is sent to the IOC members with the minutes of the IOC meeting.

The elected EC members receive a confirmation letter signed by the chair of the election committee, stating their position in the EC and the term of their office.