ELECTION OF PARTNERSHIP COUNCIL OFFICERS AND CO-CHAIRS

1.0 Background

1.1 In accordance with Annex 2 of the PEMSEA Rules of Governance on the Election by Consensus of Partnership Council Officers and Co-Chairs, the term of the incumbent Partnership Council Officers will end in July 2013.

1.2 The incumbent Co-Chairs will automatically be the lone nominees to the respective positions for which they are Co-Chairs.

1.3 A call for nominations of candidates for the three Co-Chair positions (i.e., Council Co-Chair; Intergovernmental Session Co-Chair; and Technical Session Co-Chair) will be issued in April 2013.

2.0 Nomination, Validation and Election Process

In accordance with the PEMSEA Rules of Governance:

2.1 The process flow of the nomination and election is found in Attachment 1. The detailed Rules Governing the Election by Consensus of Partnership Council Officers and Co-Chairs is found in Attachment 2.

2.2 The Election Board composed of the Partnership Council Officers/Chairs will issue the call for nominations of candidates for Co-Chairs within 30 days starting from April 1.

2.3 The election by consensus will be conducted during the EAS Partnership Council Meeting in July 2013.

2.4 The newly elected Chairs and Co-Chairs will assume their office in July 31, 2013, and serve for a three-year term.

3.0 Actions requested from the Executive Committee

3.1 The Executive Committee is requested to direct the PRF to:

a) commence the process of nomination immediately;
b) inform all Country and Non-Country Partners of the nomination and election process and schedule;
a) Implement the election process for the Co-Chair positions in accordance with the Rules Governing the Election by Consensus of Partnership Council Officers and Co-Chairs.
ATTACHMENT 1

ELECTION OF PC OFFICERS
(Incumbent Co-Chairs)

Incumbent Co-Chairs Automatic Lone Nominees to Chair Positions

A

Election to Respective Positions during the PC Meeting

B

Co-Chair submit letter to EB

If Co-Chair Declines

Call for Nominations for PC officer position
• Letter to all Partners
• Nomination Form
• Guide to Election & Validation with Nominees (Consent & CV)

Submission of Roster of Candidates & CVs to EB

Consultation (3 Rounds)

Election at PC Meeting & Oathtaking

Assumption of Office

ELECTION OF NEW CO-CHAIRS

Call for Nominations for Co Chairs position
• Letter to all Partners
• Nomination Form
• Guide to Election & Qualifications

Validation with Nominees (Consent & CV)

Submission of Roster of Candidates & CVs to EB

Consultation (3 Rounds)

Election at PC Meeting & Oathtaking

Assumption of Office
## ELECTION PROCESS AND TIMETABLE

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A. GENERAL

1. **Election Rules.** This document on the set of Rules Governing the Election by Consensus of Partnership Council Officers and Co-Chairs will apply in the conduct of nomination, selection and election of Partnership Council Officers and Co-Chairs. It will be referred to by its short name, the “Election Rules”.

2. **Period of Election.** Election Period commences on 1 April and culminates on the day of election, which is held every three years during the July meeting of the Partnership Council.

3. **Election Board.** The Executive Committee will serve and function as the Election Board.

   3.1 The Election Board will ensure an impartial and independent election process and will perform the following specific functions:

   a. Conduct and direct the Secretariat to assist in the nomination and election of Partnership Council Officers and Co-chairs;
   b. Resolve issues pertaining to or arising from the implementation of this Election Rules;
   c. Facilitate smooth turnover of PEMSEA leadership to the newly elected officers and co-chairs;
   d. Administer the oath of office to the newly elected officers and co-chairs.

4. **Secretariat.** The PRF will provide secretariat support to the Election Board.

5. **Qualification of Partnership Council Officers and Co-chairs.** The East Asian Seas Partnership Council (“Partnership Council”) Officers and Co-Chairs will perform their functions in their individual capacity and as such will be nominated and elected for their personal qualification.
5.1 The Partnership Council Officers and Co-Chairs will possess the following minimum qualification:

a. proven leadership;
b. international standing;
c. knowledge of and work experience in the region;
d. ability to represent the perspectives of either a country or non-country partner as well as the region as a whole;
e. proof that he or she belongs or is affiliated with the government of the country partner or to the organization of a non-country partner;
f. working knowledge and understanding of the English Language.

5.2 Partnership Council Officers can not be re-elected to any position. Co-chairs are elected as Partnership Council Officers.

5.3 The Election Board will ensure that there is at least one non-country partner elected as Partnership Council Officer.

6. **Term of Office.** The Partnership Council Officers and Co-chairs will be elected to a three year term subject to the Transitory Provisions in Article D below.

**B. ELECTION PROCEDURES**

1. **Nominations of Co-Chairs as Partnership Council Chairs**

1.1 The incumbent Co-chairs will be automatically made the lone nominees to the respective positions for which they are Co-chairs.

1.2 In the event that a Co-chair declines or manifests his intention not to be nominated as Partnership Council Officer, he will submit to the Election Board a letter to that effect.

1.3 Upon receipt of such letter, the Election Board will open the nominations for the relevant Partnership Council Officer position in accordance with the procedures outlined in Part B2 below.

2. **Nominations for Partnership Council Officers and Co-Chairs**

2.1 The Election Board will call for nominations of candidates for Co-chairs, and Partnership Council Officers, if applicable, within the nomination period, which will be thirty (30) days commencing on April 1.

2.2 The Secretariat will prepare the updated list of Partners and their representatives and send them a letter calling for Nomination together with a nomination form and a copy of the Guide to Election of Officers and Co-Chairs, which includes the qualification of Chairs and Co-Chairs.
2.3 While the all partners elect the Council Chair, only the members of the Intergovernmental Session will make the nominations for the position of Partnership Council Co-Chair, and Chair if applicable.

2.4 The members of the Intergovernmental Session will nominate the Intergovernmental Session Co-Chair, and Chair if applicable while the members of the Technical Session will nominate the Technical Session Co-Chair and Chair, if applicable.

2.5 The nomination by the Partners will be made in writing addressed to the Election Board and sent to the Secretariat, stating specifically the name of the candidates and the positions for which such candidates are nominated. The Partners may nominate only one candidate for each position.

2.6 All nomination forms will reach the Secretariat no later than the close of business hours at 1700 hrs on 30 April. The Secretariat will record all nomination forms received and inscribing the date and time of the receipt of such nomination forms. Nomination forms received after the April 30 deadline will no longer be considered by the Secretariat.

3. Validation and Consent

3.1 Immediately upon receipt of the nomination forms, the Secretariat will inform the individuals of their nominations.

3.2 The Secretariat will secure the consent of the nominees to their respective nominations and obtain their resumes.

3.3 No person will be nominated to two or more positions. In case the same person is nominated to two or more positions, the Secretariat will give the person the option to consent to only one nominated position.

3.4 Upon securing the consent of the individuals nominated, the Secretariat will prepare a roster of candidates which will include basic information on their qualification and submit the same to the Election Board.

4. Generating Consensus and Election

4.1 Manner of Election

a. Election of Partnership Council Officers and Co-Chairs will be by consensus.

4.2 Election of Co-Chairs as Partnership Council Officers
a. The current Co-chairs will be elected by the concerned Partners to the position of Partnership Council Officers for which they served as Co-chairs.

b. The Secretariat will conduct consultation to secure consensus of the Technical Session Members for the Partnership Council Chair and Technical Session Chair and the Intergovernmental Session Members of the Intergovernmental Session Chair.

c. In cases where a Co-chair declines, the new nominees for the Partnership Council Officer position will be elected in accordance with 4.3 below.

4.3 Election of Partnership Co-Chairs and Officers

a. The Secretariat will send to all concerned Partners within ten (10) days from the deadline of nominations the roster of nominees and basic information on the candidates.

b. The Secretariat will conduct consultations to generate consensus. For Partnership Council Chair and Co-chair, the Secretariat will consult with the members of the Technical Session. For Intergovernmental Session Chair and Co-Chair, the Secretariat will consult with the members of the Intergovernmental Session.

c. The Secretariat first round of continuous consultations with concerned Partners for fifteen (15) days on their choices for candidates until the choices are narrowed down to a shortlist of the top two nominees for each position.

d. The Second round of consultations will be focused on the top two nominees resulting in identification of the lone nominees for the position.

e. On the third round, the Secretariat is expected to generate consensus on the lone nominees for each position by 30 June. The names of the nominees selected by consensus for each position will be submitted to the Election Board.

f. The Secretariat will record the Partners’ choices of nominees and submit the shortlist to the Election Board.

5. Formal Election At the Partnership Council Meeting
5.1 The lone nominees enjoying support of the partners will be formally elected to their respective positions at the meeting of the Partnership Council held for such purpose.

5.2 The Council Chair and Co-chair will be elected by consensus of all partners, while the Session Chairs and Co-chairs will be elected by consensus by the respective Sessions.

5.3 In case the candidates cannot be physically present at the formal election at the Partnership Council Meeting, the Electoral Board may allow other the use of teleconferencing, skype, phone patch or other acceptable means.

5.4 The Secretariat will keep all documents and records pertaining to the consensus building and election process.

5.5 The results of the consensus building process will be reported at the meeting of the Partnership Council. However, specific information on nomination or support of partners for the candidates will be held confidential. Such information may be given only upon request by a partner and only with the consent of the concerned partners and approval of the Partnership Council.

C. OATH AND ASSUMPTION OF OFFICE

1. The incumbent Partnership Council Chair will administer the oath of office to the incoming Partnership Council Officers and Co-Chairs at the Partnership Council Meeting immediately following their election.

2. However, the Election Board may allow administration oath at any time but prior to the assumption of office which will be on 31 July immediately following their election.

3. The incumbent will remain in office until the incoming Partnership Council Officers will assume their office on 31 July.

D. FILLING UP VACANCIES

1. Partnership Council Officers

   1.1 In case vacancy occurs in the Partnership Council, by reason of resignation, withdrawal or inability to serve as Partnership Council Officer, the concerned Co-Chair will assume the vacated officer position.

   1.2 The Co-chair will be in an acting capacity until the next regular election.
2. Co-Chairs

2.1 In the event that any of the Co-chairs may vacate their respective posts for whatever reason, the Partnership Council will elect a co-chair in its next regular meeting.

2.2 Election of Co-chairs will follow the Election Procedures prescribed in Subheading B above.

2.3 The Co-chair who assumes the vacated Partnership Council Officer position in an acting capacity will not be deemed to have vacated his position as Co-chair.

E. TRANSITORY PROVISIONS

1. For the first election to be held in 2011, only the Partnership Council Co-Chairs will be elected and hold office only for a term of two years or until the assumption of office of the Partnership Council Chairs and Co-chairs in the next election in July 2013.

2. The incumbent Partnership Council Officers will continue their duties and functions until their next successors have been qualified and elected in 2013.

F. INITIATION, MODIFICATION AND REPEAL

1. Initiation. The Election Rules will be initiated upon its approval and adoption by the Partnership Council.

2. Modification. The Election Rules may be modified, or replaced by the Partnership Council at a Partnership Council Meeting held for such purpose.

3. Repeal. The Election Rules repeals the Guidelines on the Conduct of Meetings and modifies any other existing inconsistent rules or guidelines.

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