



Electoral procedures and rules for the 2021 Congress

19 March 2021

General information

At the 2019 Congress, as part of the governance reforms an electoral board was created which has the following responsibility as provided in [Article 1.19](#).

The electoral board is responsible for:

- Supervising the administrative process relating to the election of officials.
- Monitoring compliance with the relevant regulations.
- Ensuring the correct application of the regulations.
- Issuing instructions.
- Admitting candidates - determine whether a nominated candidate is eligible for election according to agreed rules.

The Electoral Board has considered all the suggestions of the ASOIF good governance recommendations and has adopted the following procedures and rules.

1. Notification about Congress and opening of the candidatures

The 2021 Congress has been scheduled to take place on 17-18 September 2021 in Yankton, SD, United States of America.

The following positions are up for election at the Congress:

- The President, elected (1 position).
- The Vice Presidents, elected (2 positions).
- The Executive Board, elected (3 positions).
- The Constitution and Rules Committee (2 members).
- The Field and 3D Archery Committee (2 members).
- The Judges Committee (2 members).
- The Coaches Committee (2 members).
- The Technical Committee (3 members).
- The Target Archery Committee (3 members).
- The Medical and Sport Sciences Committee (3 members).
- The Para-Archery Committee (3 members).

The following positions are up for appointment at the Congress:

- The Finance and Audit Board (3 positions of which at least 2 independent members).
- The Board of Justice and Ethics (2 positions of which at least 1 independent).

The following deadlines apply in relation to the elections:

19 June 2021	Nominations to be sent to the Secretary General
25 June -24 July 2021	Second round of nominations for positions without sufficient candidatures and validation of all candidatures by the electoral board
8 August 2021	Official list of candidatures published
18 September 2021	Elections

2. Nomination process

2.1 Nominations for offices shall be submitted only by Member Associations in good standing or by the Executive Board members. One person cannot be a candidate for more than two positions.

2.2 The person nominating a candidate shall include a written statement by the nominee that he/she belongs to a Member Association and is willing to accept such office, if elected. The nominee shall declare his/her interests and fill in the eligibility form. The candidature can be submitted by any Member Association or the Executive Board Member but must include a written confirmation of the candidate that he/she is member of a Member Association in good standing.

2.3 A candidature only requires one nomination. If more than one nomination is received, the candidate will be requested to decide which one will be listed in the final candidature list.

2.4 The candidature shall include a written statement that the nominee member is willing to accept such office, if elected.

2.5 The nominee shall declare his/her interests and fill in the eligibility form.

2.6 The candidature form includes details on the biography of the nominee as well as the relevant skills.

3. Eligibility requirements

The following eligibility requirements apply to all candidatures. For specific roles additional requirements may apply. See the [Role Descriptions](#) available on the website and the Constitution and Rules [Articles 1.16 and 1.17](#).

Conditions which render an individual ineligible to be a candidate ([article 1.6.8](#)):

- Being under 18 years old.
- Being an undischarged bankrupt.
- A conviction of an offence punishable by a term of imprisonment of two or more years (whether or not a term of imprisonment is imposed) unless that person has obtained a pardon or has served the sentence.
- A bar from being a company director.
- Being subject to an order that the individual lacks competence to manage their own affairs.
- Having been deprived of civil rights by proper application of the law.
- Having served a period of ineligibility for breach of the World Archery Code of Ethics and Conduct.
- Having been removed from World Archery office in accordance with World Archery rules.
- Having been prohibited from holding such position, or any similar position, under any other circumstances as provided by law.
- Failing to pass an applicable eligibility check for specific functions based on the description of their position.

4. Term and term limits

Persons elected to World Archery offices shall serve a term of four years unless otherwise specified with the following limitations:

- The person elected may serve a maximum of four full terms in the same committee or board (except the Executive Board) and must have a minimum two-year break after two consecutive full terms;
- The individual elected or appointed as the President, Vice President or a member of the Executive Board may serve a maximum of three full terms in the same position. Outgoing officer can be a candidate for a different position.

Transitional procedure: this term limitation will not be applied in the 2021 elections but will be in full effect in the 2023 elections.

4. Clarification of who is a candidate

4.1 A candidate is identified as such when the nomination is submitted and received by the World Archery Office. The World Archery Office will publish every Monday an update of the candidatures received. These will be marked as received candidatures until they have been validated by the Electoral Board.

4.2 An individual may be regarded as a candidate and subject to relevant rules if they state their intention in public (including any digital media) to be a candidate or campaign in such a way that gives the appearance of being a candidate, even if they have not been nominated. However, they will only be listed on the website when having received the nominations form.

5. Publishing list of candidatures

5.1 The list of candidates for election will be published once any eligibility check has been completed latest on the 8 August 2021. As soon as the eligibility of a candidature is confirmed by the Electoral Board this will be indicated on the list of candidatures.

5.2 The list of candidates with the nominating member and respective biographies will be included in the Congress papers that will be distributed according to the Congress deadlines.

6. Candidature rules

6.1 The candidature rules apply to a candidate for election, as do the code of ethics and constitution or equivalent, if the individual is not otherwise already bound and covered prior to that time.

6.2 Candidates should abide by the World Archery code of ethics and constitution.

- 6.3 Candidates should refrain from carrying out any electoral campaigning prior to the start of the electoral period.
- 6.4 Candidates should conduct their campaigns with honesty, dignity, moderation and respect for their opponents, limiting expenditure to a proportionate level.
- 6.5 Candidates should not directly or indirectly, solicit, accept or offer any form of remuneration or commission, or any concealed benefit or service of any nature, connected with any World Archery activity or election or appointment to office.
- 6.6 Candidates should in no case and under no pretext give presents or offer donations or gifts or grant advantages or benefits of whatever nature to or at the request of any party who will vote in, or who may otherwise influence, an election.
- 6.7 Candidates should not enter into any promise or undertaking to personally act (whether as a candidate or following election), for the direct or indirect benefit of a World Archery body, a Member Association or individuals within World Archery.
- 6.8 Candidates should not offer paid travel, expenses, air tickets or accommodation for other candidates, their representatives, Member Associations or other associated organisations to attend meetings and activities directly related to a candidate's elections.
- 6.9 Candidates should not enter into any form of undertaking with any individual or organisation that is likely to affect the candidate's freedom of decision or action if elected.
- 6.10 Candidates for election have the right to promote their candidacies subject to the provisions set out in the rules.
- 6.11 Except with the permission of the electoral board, no debate or public meeting of any kind should be organised to promote a candidature.
- 6.12 Candidates may make declarations or give interviews provided, in doing so, that they comply with the rules.
- 6.13 Candidates should not make payments, directly or indirectly, to journalists or other persons affiliated to the media in order to promote their candidacies.
- 6.14 Candidates should not produce (or cause third parties to produce) any spoken word, written text or representation of any nature likely to harm the image or reputation of another candidate.
- 6.15 Candidates should not engage in any act, collaboration, or collusion by or between candidates with the intent to defraud or manipulate the result of the vote.
- 6.16 Candidates should not request support or service from World Archery or from external advisors who are working with World Archery in connection with their candidacies.
- 6.17 World Archery resources should not be used to fund travel and campaign activities by candidates who currently occupy elected or appointed positions beyond their normal duties as elected, appointed official or staff member.
- 6.18 Candidates who hold official positions within World Archery, World Archery bodies or Member Associations are permitted to remain in office during the election campaign.

6.19 The World Archery administration should maintain neutrality at all times. The members of the administration should limit their relations with the candidates strictly to the content of their role as staff.

7. At Congress

7.1 Scrutineers

At each Congress, scrutineers are to be nominated and confirmed. Each scrutineer observes the voting processes conducted at Congress in order to prevent manipulation or to detect mistakes. The scrutineers work alongside the technical staff which is handling the election process.

7.2 Presentations by candidates

Each candidate for President and Vice President should be provided with an equal opportunity to make a presentation to the members at the congress.

The presentation should focus on the credentials of the candidate and the vision and objectives for their term if elected. The presentation should last no more than 10 minutes for President and 5 minutes for Vice President and may include video presentations and multi-media.

Candidates for other positions will be given an opportunity to be presented to the voting constituents at an appropriate virtual or electronic forum for the elections, the guidelines for which may be determined by the Executive Board when the final number of candidates is known and the technical solutions have been found. The distribution of leaflets is allowed but not recommended for reasons of sustainability.

7.3 Voting

For details on voting procedure, we refer to:

- [Article 1.7.3](#) about weighted voting.
- [Article 1.7.4](#) about proxies.
- [Article 1.7.5](#) about Congress session validity.
- [Article 1.7.6](#) about the event of a tie.
- [Appendix 1](#) Congress procedures, Article 6 about voting.

7.4 Procedure of electronic voting.

This section will be detailed in a later version of the document, published latest at 1 May 2021.

7.4 Protests

If the result of the election is challenged, any protest should be made in writing and presented to the Chair before the closing of the respective meeting of the Congress. The protest will be handled in accordance with World Archery Constitution and Rules and these electoral rules. The process will be handled by the Chair in consultation with Electoral Board and chairperson of Constitution and Rules Committee. The final decision will be made by the Congress.

8. Violation of these procedures and rules

Any interested party should bring any breach of these procedures and rules to the attention of the World Archery Office or the Electoral board. The office or Electoral Board should immediately inform in writing the appropriate body depending on the matter to conduct an inquiry in accordance with the code of ethics or rules.

9. Matters not covered dealt with by Electoral Board

Any matters not provided for in this section of the present procedures and rules should be dealt with by the Electoral Board in consultation with the chairperson of the Board of Justice and Ethics and the Constitution and Rules Committee chairperson.

10. Candidature Form

The candidature form is available on [World Archery webpage](#). The form must be submitted electronically.