Rules for the election of the CERN Staff delegates to Staff Council
Approved by the Staff Council on 20-06-2017

RULES FOR THE ELECTION OF THE CERN STAFF DELEGATES TO STAFF COUNCIL

For the ease of reading, this text is written in the masculine gender but applies equally to men and women.

GENERAL POINTS

R1 The elections to Staff Council shall be governed by Articles V.1.1.² [number of delegates], V.2.2 [eligibility and length of mandate], and V.2.3 [election process] of the Statutes of the CERN Staff Association (2014 Edition).

R2 In accordance with Article V.2.3, these rules, approved by the Staff Council on 20 June 2017, shall define the electoral colleges and the election process.

R3 In accordance with Article VIII.1.2 (a), the elections shall be organised by the Election Committee (hereinafter referred to as the Committee), which is composed of polling officers appointed by the General Assembly (Article VIII.1.1).

R4 By interpretation of Article VI.2.1, the newly-elected Staff Council shall take up its duties at the first meeting following the staff delegate elections.

TIMETABLE

R5 The timetable of election deadlines and the number of seats to be filled in each electoral college shall be published at least six weeks before the elections, via the Staff Association’s usual information channels (Echo Bulletin, web site, notice boards, etc.).

R6 This timetable shall specify, in particular, the deadline for the submission of candidate applications, the opening and closing dates of the vote, and the date of the announcement of the results.

COMPOSITION OF THE ELECTORAL COLLEGES

R7 In agreement with Article V.2.3.², which seeks to guarantee a fair distribution of seats among the different organic units and categories of staff for the election of delegates representing staff members (Article V.1.1.²), an electoral college is defined for each department or group of departments then for groups of grade spans: (Group A = 1-2-3, 2-3-4, 3-4-5, 4-5-6) and (Group B = 6-7-8, 9-10). The elections of the delegates representing other members of the personnel take place in a single electoral college.

CANDIDATES

R8 With the aim of carrying out the mandate of staff delegate (hereinafter referred to as Delegate) for a period of two years, any member of personnel, who shall also be member of the Staff Association, may stand as a candidate in the Staff Council elections in the electoral college to which he belongs. To do this, he shall submit his candidate application to the Staff Association secretariat, respecting the deadline foreseen in the timetable.

R9 All candidates must fill out a candidate form, declaring their personal commitment and motivation. Each candidate form shall be examined by the Committee (R19).
R10 During the vote, a candidate’s form may be consulted by all voters.

R11 Two votes shall take place:
   a. an electoral college vote, where the voting population is all Staff Association members belonging to the college of the candidate;
   b. a global vote, where the voting population is all Staff Association members.

The number of seats to be filled in the electoral colleges and in the global vote shall be determined by the Committee within the deadlines set out in the timetable.

R12 The candidates elected in the electoral college become Staff Council delegates, rendering them ineligible for the global vote. No distinction shall be made in the Staff Council between delegates elected in their electoral college or in the global vote.

VOTERS

R13 All members of the Staff Association can vote (Article V.2.3.1).

R14 The voting procedure shall be electronic.

R15 Unless there are no candidates in his electoral college, the voter shall be called to vote twice:
   a. in the electoral college, where the voter may choose among the candidates in his college;
   b. in the global vote, where the voter can choose up to five candidates from among all candidates.

The voting procedure shall inform the voter about the number of seats to be filled, the list of candidates and their candidate forms.

ELECTION COMMITTEE

R16 After seeking the opinion of the Executive Committee, the number of seats to be filled in the electoral colleges and in the global vote shall be determined by the Committee, taking into account the population in the electoral colleges on 1st September of the year of the elections (R17 and R18).

R17 To ensure a fair representation between organic units and professional categories, the Committee shall allocate at least half of the 45 seats (Article V.1.1.2) on a proportional basis amongst the electoral colleges for electing the delegates representing staff members.

R18 To ensure a fair representation of minorities, the Committee shall allocate at least one seat to each of the electoral colleges.

R19 After the closing date of the submission of candidate applications and before the start of the vote, the Committee shall determine the validity of each application by deciding on:
   a. the eligibility of the candidate (Article V.2.2);
   b. whether the deadline for the submission of candidate applications has been respected (R6);
   c. the conformity of the completed candidate form.
R20 The Committee shall register the name of the candidate:
   a. on the list of the electoral college to which he belongs;
   b. on the global list of all candidates.

R21 If in an electoral college the number of candidates is less than the number of seats to be filled, the remaining seats of this electoral college are added to the seats available in the global vote.

R22 At the end of the electoral colleges and global votes, the Committee shall list by number of votes received only candidates having received at least three votes, and for the vote in the electoral college, at least ten percent (10%) of the expressed votes.

R23 Among this list of candidates:
   a. If the number of candidates is superior to the number of seats to be filled, the candidates having received the most votes shall be declared “elected”, within the limit of available seats to be filled. The other candidates shall therefore be declared “not elected”. In the event of a tie, the polling officers shall draw lots to determine which candidate(s) shall be elected.
   b. If the number of candidates is not superior to the number of seats to be filled, all candidates shall be declared “elected”.

R24 The Committee shall establish a reserve list containing the names of the candidates “not elected” after the global vote, classified in order of votes received.

R25 In the event of the resignation (Article V.2.5), cancellation (Article V.2.6) or dismissal (Article V.2.7) of a delegate, the Committee shall call the candidate from the reserve list with the most votes to fill the vacant delegate post (interpretation of Article V.2.8.1).