

## **ELECTION PROCEDURE**

### **ELIGIBILITY**

A person is eligible for election as an Officer Bearer if the person is a Representative of a member institution.

### **NOMINATION AND ELECTION OF OFFICERS**

- All nominations for election as an Office Bearer must be in writing and electronically confirmed (by email) by two (2) nominators from difference member institutions and also electronically confirmed by the Nominee consenting to such nomination to be delivered to the APACPH Secretariat by 31<sup>st</sup> July 2019.
- Each Representative may nominate any number of persons for election as Office Bearers.
- A ballot form of the Members who are entitled to vote shall be submitted anonymously via post to the APACPH KL Secretariat and to be handed to the Election Officer prior to the Executive Council Meeting.
- At the General Assembly Meeting, the results of voting will be approved to determine election of Officer Bearers.
- Each institutions is entitled for one (1) vote.

### **ROLE OF ELECTED POSITIONS** (as per by-laws)

Section 1.1 The President-Elect. The President-Elect shall perform the duties of the President on all occasions when the President is unable to do so. If the office of President becomes vacant for any reason, the President-Elect shall automatically fill the role of President until the next annual meeting and shall then be eligible for election as President if nominated in accordance with these Bylaws.

Section 1.2 The Vice President or Vice Presidents. The Vice President or Vice Presidents shall, in such order as the Executive Council shall determine, perform all duties assigned to him or them by the Executive Council or the President.

Section 1.3 The Secretary General. The Secretary-General shall be the chair of a committee of the Executive Council (by whatever name and having such terms of reference as may be approved from time to time by the Board) responsible for development of membership and is responsible for recruiting and maintaining membership and strengthening membership collaborative efforts in cooperation with regional offices. The Secretary-General may carry out special missions on behalf of the Corporation as directed by the President and the General Assembly.

#### **APACPH Secretariat Kuala Lumpur**

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