

WoodEMA Executive Board prepared these

## ***REGULATIONS*** ***for WoodEMA Elections***

### **1.** ***GENERAL INFORMATION***

WoodEMA elections are to be organized during the WoodEMA General Assembly meeting every other year (every odd year). During the election process, new President (current Candidate for President) shall be confirmed, 4 new members of the Executive Board shall be elected, a new Candidate for President shall be confirmed, a new General Secretary shall be elected or confirmed, and members for other WoodEMA, i.a. bodies shall be elected or confirmed. All those duties are to be elected and confirmed for the mandate of 2 years (January 1<sup>st</sup> of the following even year – until December 31<sup>st</sup> of the following odd year).

### **2.**

According to WoodEMA Statute, WoodEMA elections are the process in which every single full member has the right to vote and the right to be elected. Each WoodEMA members has one vote.

For the purposes of counting votes at the elections, the votes counting committee will be established consisted of 3 randomly chosen younger member present at the election General Assembly in person.

### **3.**

WoodEMA members can vote directly during the WoodEMA election. If not present at the General Assembly (elections), each WoodEMA member may vote as follows:

- By writing and personally signing a letter of attorney and giving a mandate to vote in his/her name to one of the members who is going to be present at the General Assembly (election). In this case, the member who has such a letter will have 2 (two) votes. Each member present at the elections can have a maximum of 2 (two) letters of attorney given to her/him by absent members, giving her/him the maximum of 3 (three) votes.
- By regular mail sent to General Secretary, putting only her/his votes, in closed envelope which is to be opened during the voting procedure, and votes will be mixed with votes given by members present directly during the elections. Envelopes with votes should be marked with the sign “*Elections – DO NOT OPEN!*” and sent to General Assembly at least 15 days before the date of the elections to be counted. Votes will be given on the voting template provided by General Secretary.

- By e-mail which should be sent before the elections start. Votes sent by e-mail will be printed on the spot and mixed with votes given by present members directly during the elections. Votes will be given on the voting template provided by General Secretary
- By e-mail, in the combination with online meeting, during the elections. Votes in e-mail are given for secret voting, and online meeting votes are given for open voting. Votes sent by e-mail will be printed on the spot and mixed with votes given by present members directly during the elections. Votes will be given on the voting template provided by General Secretary.

#### **4.**

For the purpose of voting by e-mail and online meeting, technical requirements that each organizer shall provide during the elections are:

- Computer with internet connections and online meeting software
- Projector
- Printer

#### **5.**

### ***NOMINATION SYSTEMS***

Nominations for new Executive Board and Supervisory Board members depend on the number of WoodEMA i.a. members in the previous year according to WoodEMA Register of members. There are 3 (three) nomination systems.

- Nomination system for up to 75 members
- Nomination system for 76 to 150 members
- Nomination system for 151 members and more.

#### **6.**

The nomination system for up to 75 active members (full members for the previous year according to WoodEMA Register of members) is an open system in which every member is nominated for any position and duty in the Association.

During the election process, the full list of members is presented to each General Assembly member and each voter can give her/his vote to any person on the list.

#### **7.**

The nomination system for 76 to 150 active members (full members for the previous year according to WoodEMA Register of members) is a nomination system in which the existing Executive Board nominates the candidates for the new Executive Board and other WoodEMA bodies. The number of nominated candidates shall be at least 5 (five) times higher than the number of positions to be elected in each WoodEMA body.

Nomination lists shall be final and sent to WoodEMA members at least 30 days before the elections.

During the election process, just the list of nominations will be presented to each General Assembly member and each voter will give her/his vote to one or more nominees given on the list.

## **8.**

The nomination system for 151 active members (full members for previous year according to WoodEMA Register of members) and more, is a nomination system in which Executive Board nominates and chooses 3 (three) active members for the WoodEMA Election Committee. Election Committee shall start its work at least 60 days before the elections. Executive Board gives the mandate to Election Committee to nominate the candidates for the new Executive Board and other WoodEMA bodies.

The number of nominated candidates shall be at least 5 (five) times higher than the number of positions to be elected in each WoodEMA body. Nomination lists shall be final and sent to WoodEMA members at least 30 days before the elections.

During the election process, just the list of nominations will be presented to each General Assembly member and each voter will give her/his vote to one or more nominees given on the list.

## **9.**

### ***ELECTIONS FOR WOODEMA BODIES***

During the WoodEMA elections, the order of elections are as follows:

1. New President – confirmation by General Assembly
2. New General Secretary – elections or confirmation by General Assembly
3. New Supervisory Board – elections or confirmation by General Assembly
4. Four new Executive Board members – elections by General Assembly
5. New Candidate for President – confirmation by General Assembly
6. Other bodies' members - elections or confirmation by General Assembly.

## **10.**

The new President of WoodEMA, i.a. for the next mandate is the current Candidate for President. According to WoodEMA Statute, Candidate for President shall automatically become the President of WoodEMA. WoodEMA General Assembly shall confirm that. The confirmation of the new President is an open voting system. Each member will vote by raising her/his hand voting *for*, *against* or *abstain*. The new President is confirmed if 50 % + 1 (fifty per cent + one) voting members voted *for*.

## **11.**

New General Secretary of WoodEMA, i.a. for the next mandate can be elected or confirmed. WoodEMA Executive Board nominate 1 (one) candidate for General Secretary. Other candidates can be nominated by any member of WoodEMA. Nominations shall be presented to WoodEMA members at least 30 days before the elections.

If there is just one candidate for General Secretary, she/he will be confirmed by General Assembly in an open voting system. Each member will vote by raising her/his hand voting *for*, *against* or *abstain*. New General Secretary is confirmed if 50 % + 1 (fifty per cent + one) voting members voted *for*.

If there are two or more candidates for General Secretary, she/he will be elected by General Assembly in a secret voting system. Each voting member will vote for just 1 (one) of the candidates. The candidate with the highest number of votes will be elected a General Secretary.

If 2 (two) or more candidates have the same number of votes, just those candidates go to the second round of the secret voting system. The candidate with the highest number of votes in the second round will be elected a General Secretary.

## **12.**

The new Supervisory Board of WoodEMA, i.a. for the next mandate can be elected or confirmed. WoodEMA Executive Board nominate 3 (three) candidates for Supervisory Board members. Other candidates can be nominated by any member of WoodEMA. Nominations shall be presented to WoodEMA members at least 30 days before the elections.

If there are only 3 candidates for Supervisory Board members, they will be confirmed by General Assembly in an open voting system. Each member will vote by raising her/his hand voting *for*, *against* or *abstain*. The new Supervisory Board is confirmed if 50 % + 1 (fifty per cent + one) voting members voted *for*.

If there are more than 3 candidates for Supervisory Board members, they will be elected by General Assembly in a secret voting system. Each voting member will vote for 3 (three) of the candidates. Three candidates with the highest number of votes will be elected as Supervisory Board members.

If 2 (two) or more candidates have the same number of votes, just those candidates go to the second round of the secret voting system. The candidate with the highest number of votes in the second round will be elected a Supervisory Board member.

## **13.**

New WoodEMA, i.a. Executive Board members for the next mandate are to be elected during the General Assembly. Each voting member (General Assembly member) will vote for 4 (four) candidates, excluding the new President, new General Secretary and new Supervisory Board members in a secret voting system. Four candidates with the highest number of votes will be elected Executive Board members.

If 2 (two) or more candidates have the same number of votes, just those candidates go to the second round of the secret voting system. Candidate or candidates with the higher number of votes in the second round will be elected Executive Board member.

#### **14.**

New WoodEMA, i.a. Candidate for President for the next mandate is a member of the new Executive Board. Newly elected Executive Board members, after a short meeting among them, nominate the new Candidate for President.

WoodEMA General Assembly shall confirm that. The confirmation of the new Candidate for President is an open voting system. Each member will vote by raising her/his hand voting *for*, *against* or *abstain*. The new Candidate for President is confirmed if 50 % + 1 (fifty per cent + one) voting members voted *for*.

#### **15.**

Members of other WoodEMA, i.a. bodies for the next mandate, for which General Assembly decision is required, are to be nominated by Executive Board. Those members shall be confirmed (if there is just one candidate) in an open voting system, or elected (if there is more than one candidate) in a secret voting system given above. Members of the new Executive Board, new Supervisory Board and General Secretary cannot be nominated or elected for other bodies.

#### **16.**

If the President of WoodEMA resigns or is not able to finish her/his mandate to the end of it, Candidate for President will automatically take over the duties of the President. When that mandate is done, the candidate for President will be confirmed on the General Assembly as a President for the next mandate (her/his regular mandate).

#### **17.**

If the Candidate for President of WoodEMA resigns or is not able to finish her/his mandate to the end of it, Executive Board members will choose the next Candidate for President among them until the end of the mandate.

#### **18.**

If any of the WoodEMA Executive Board members resign or is not able to finish her/his mandate to the end of it, the member with the highest number of votes on the list of the current (latest) voting list has the right to the mandate. If that member accepts, she/he becomes an Executive Board member automatically. If that member does not

accept the mandate, the member with the next highest number of votes has the right to the mandate.

**19.**  
***CLOSING REMARKS - FAIRNESS***

Since WoodEMA, i.a. started as an Association of scientists and professionals dealing with management and economics in forestry, wood industry or forest products industry (bio-based industry), and since WoodEMA annual scientific conferences and WoodEMA scientific books have the condition that all articles and chapters have to be connected to or based on bio-based industry, similar conditions are given in the regulations for WoodEMA, i.a. management bodies.

WoodEMA is an open association and members from other areas of expertise than bio-based industry are welcome. But, members dealing with forestry and forest products industry shall be dominant in WoodEMA management bodies.

In WoodEMA bodies consisting of 5 members, at least 3 members shall be from forestry, forest products or bio-based industry area of expertise.

In WoodEMA bodies consisting of 3 members, at least 2 members shall be from forestry, forest products or bio-based industry area of expertise.

**20.**

WoodEMA, i.a. is an open association, and seeks not to be exclusive to anyone. To avoid exclusiveness in any way, WoodEMA management bodies shall consist of members from different countries and institutions.

In WoodEMA bodies consisting of 5 members, a maximum of 2 members can be from the same country, but not the same institution (University), and at least 3 countries shall be represented.

In WoodEMA bodies consisting of 3 members, each institution can be represented by only 1 member, and at least 2 countries shall be represented.

July, 2023

WoodEMA, i.a.  
Executive Board