



european
council for an
energy efficient
economy

Principles and process for ecee Board elections

Proposed for adoption by ecee's General Assembly 2011

15 November 2011

Purpose and status of this document

These principles and the process description are approved by ecee's members at the General Assembly (GA) and outlines the key principles for nominating and electing the Board of ecee, and alternates, as well as outlining key features of the procedure.

These principles are aimed at ensuring transparency and good governance. Member involvement in the nomination and election process is the key principle for achieving increased transparency, to ensure that the Board is representative of members and to ensure that the Board is effective in carrying out its governance. Key principles include the right of members to freely nominate Board Members, that nominations are communicated and that the process itself is transparent.

By adopting these principles at the GA, members have the final word in deciding on the key features of the process. The Board is bound to honour the principles.

Rules on the minimum requirements on the Board composition and the voting procedure already described in the bylaws are not covered by this document. This includes, for instance, proxy voting and postal ballots to enable involvement of members not present at the GA and minimum requirements for the composition of the Board.

A description of principles and the process for ecee Board elections shall be put by the Board on the agenda for each GA and after adoption by members they will determine the process for the year leading up to the next General Assembly.

Key components in the procedure

- All members of ecee shall be invited to nominate Board Members well in advance of the General Assembly.
- The board election process shall be clearly communicated to members when they are invited to nominate.
- In order to manage the process, an independent nomination committee representing ecee members shall be established by the board at least 5 months prior to the General Assembly. Terms of reference and a timeline shall be established.
- The committee should have 3-4 members who are members of ecee. The members of the Nomination Committee should represent diverse affiliations and regions.
- Current Board Members may not serve on the Nomination Committee.
- The secretariat of ecee will assist the Nomination Committee.
- The Nomination Committee shall interview, review the eligibility of, select and present a list of recommended candidates for Board Members and alternates. Persons nominated by the membership at large to serve on the board (and who have confirmed their nomination), but who are not proposed by the nomination committee, should be clearly communicated to ecee's members together with the Nomination Committee's proposal. Nominations may otherwise be made at the GA (see below).
- When presenting a list of endorsed candidates to be elected, the Nomination Committee should clearly explain why it recommends members to vote on that list. If the committee can't agree, dissenting views should be declared.
- Members may nominate additional Board Members at the General Assembly.
- While member organisations as such are elected to the Board, the person representing the organisation may change. However, the Nomination Committee shall put forward the name of a candidate that the organisation intends to send to the Board at the time of election, as well as a possible alternate.

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- Board Members may request reimbursement for eligible travel expenses and *per diem* for physically attended Board meetings, provided funds are available and the Board has received and approved the request for reimbursement prior to the meeting in question.