



8. ELECTION

Procedural and operational guidelines on the Election Process shall be approved by the Executive Council and issued at the time of calling of nominations. Chief Election Commissioner, Deputy Chief Election Commissioners, & Election Commissioners shall be known as the Election Officers. An Election Officer must be a Member (regular) or a Fellow (regular) who will not be standing for any office or proposing or seconding a candidate for election.

If any changes are needed in the Procedural and operational guidelines of the Election Process, the Election Commission will propose a new Election By-Laws with necessary changes to the old one and will send it to the Executive Council for approval. This new or modified Election Process/ Guidelines shall be approved by the Executive Council verifying its coherence with the IAB Constitution. After approval of Executive Council, the Election Commission will issue this approved Election process/ guidelines at the time of calling of nominations.

Special Clause: Other than any emergency like natural calamity, war or pandemic situation etc., election shall be conducted through physical presence of voters. In an emergency situation, election process can be conducted by digital or online voting system with properly secured full-proof software based technical support.

8.1. The Chief Election Commissioner shall be responsible for the conduct of the election of Council in accordance with the Constitution and Election By-laws. The Election Officers' role shall be to conduct the elections of the Executive Council and the Chapter Committees and also to assist the Chief Election Commissioner. The Deputy Chief Election Commissioner shall only take over any of the role of the Chief Election Commissioner in the event where the Chief Election Commissioner is unable to carry out his duties.

8.1.1. In unavoidable withdrawal of names or absence of any Election Officer, the Chief Election Commissioner shall propose the name for a new Election Officer for approval of the Executive Council.

8.1.2. In case of denial or inability to carry out the election process by both Chief Election Commissioner and Deputy Chief Election Commissioner, the entire election process may be deferred if, under the situation, it is deemed that holding the election as per regular schedule will not be possible. Executive Council shall convene an Extra Ordinary General Meeting to resolve the situation.

8.2. All nominations shall have to be submitted in the prescribed form with original signature duly signed (in ink not pencil) by the candidate and nominated by a regular Member or Fellow and to be deposited to the local IAB Election Secretariat. Fax and photocopy submissions are not acceptable.

8.2.1. In case of emergency, all nominations shall have to be submitted through digital or online system in a prescribed format given by Election Commission.

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8.3. The nominations therein shall be opened after the time of closing of nominations by the concerned Election Officer and accompanied by a witness who is not involved in the Election.

8.3.1. In case of online election process, the nominations therein shall be opened after the time of closing of nominations (submitted digitally and/or online) by the Election Commission.

8.4. The concerned Election Officer shall prepare a list of all the candidates immediately after the opening of the nominations.

8.5. Only if there are no nominations for a particular post of the Executive Council or Chapter Committee as the case may be, the post shall be filled up as decided after the election by the new Executive Council or Chapter Committee as per guidelines of IAB Constitution. The nomination shall have to be made on a prescribed form duly signed by the General Secretary and a Council Member or a Chapter the Secretary and a Committee Member present in the Meeting of the Executive Council or the Chapter Committee, as the case may be.

8.6. The Election Officers shall prepare a list of all the valid candidates for all the positions of the Executive Council and each of the Chapter Committee together with those candidates who have withdrawn their nominations.

8.7. Each ballot paper shall have to be authenticated with signatures of the Election Officer and stamped with an official IAB Stamp.

8.7.1. In case of online election process each digital ballot paper shall have to be authenticated with digital signatures of the concerned Election Officer and digitally stamped with an official IAB Stamp.

8.8. In case of a paper ballot, a voter after marking the ballot paper shall fold and place the marked ballot paper in the Ballot Box..

8.8.1. In case of a digital or online ballot, a voter shall cast her/his vote by a reliable digital or online voting system adopted by the Election Commission.

8.9. Immediately after the election, the Election Officer will proceed to open the ballot box, which shall be then counted by the appointed Scrutineers or with an electronic counting machine. Witnesses shall be allowed to view the opening of the Ballot Box and counting of the ballot papers and should not impede in any way the Election Officer and Scrutineers in carrying out their duties.

8.9.1. In case of online election process, immediately after the election the Election Commission will proceed to open the Online Vote Counting System.

8.10. Two scrutineers, who must be Members or Fellows shall be appointed by the Election Officer. The scrutineers at the direction of the Election Officer shall be responsible for counting the votes. No member of the Executive Council, Chapter Committee or a candidate for election as such shall be

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eligible for appointment as a Scrutineer.

8.10.1. In case of online election process, the Administrator of Online Vote Counting System at the direction of the Election Commission shall be responsible for counting the votes.

8.11. The ballot papers after examination by the Election Officer and after the counting of votes by the Scrutineers, shall be placed in a packet which shall be sealed and retained for at least 14 days after the Election and shall then cause them to be destroyed.

8.11.1. In case of online election process, the printed copies of online voting records after examination by the Election Commission and after the counting of votes using online relevant software, shall be placed in a packet which shall be sealed and retained for at least 14 days after the Election and shall then cause them to be destroyed. The digital records of voting shall remain preserved digitally in the IAB.

8.12. ELECTION CODE OF CONDUCT

8.12.1. Candidates shall not participate in the election as any panel, group or under the banner of any political party.

8.12.2. Candidate or IAB members shall refrain from making political statement of any kind in their election campaign;

8.12.3. Candidates or IAB members shall not prepare or distribute printed/hard copies of written/leaflets, posters, cards, symbols, banners, buntings, posters or festoons etc. in support of or in opposition to any candidate other than the ones displayed by the Election Commission at the election venue on the day of the election;

8.12.4. Candidates or IAB members shall not organize or hold any meeting, party or gathering to seek vote or canvass for any candidate other than the projection meeting that the Election Commission arranges;

8.12.4.1. In case of online election process, the Election Commission shall arrange an online projection meeting for introducing the Candidates among the Members.

8.12.5. Candidates or IAB members shall not entice voters through promise of financial gains or otherwise to vote in favor of any candidate;

8.12.6. Candidates or IAB members may solicit votes through cell phones/telephones, emails, SMS or posting in any social media, but shall not make any comparative reference implied or otherwise to other candidates, their programs or activities;

8.12.7. No candidate or IAB member shall make any false or controversial statement or adverse comment on the character or integrity of any other candidate in soliciting votes;

8.12.8. Candidates shall send to Election Commission a soft copy of his/her Manifesto in format that the Election Commission prescribes for

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distribution through electronic media;

8.12.9. A candidate who is an incumbent Member of the Executive Council or Chapter Committee shall not organize any IAB event or function either as an anchor, speaker/presenter or otherwise after submitting her/his nomination paper.

8.12.10. In case of any complaint or on its own, subject to investigation and verification, the Election Commission shall have the power to summarily impose any of the following disciplinary action on the candidate or the IAB member based on graveness of the violation of the Election Code of Conduct:

1. Reprimand;
2. Revoking the voting right in the election;
3. Cancellation of candidature in the election.

In case of any confusion or conflict in interpretation of these Codes of Conduct the decision of the Election Commission shall be final and binding on all IAB members.

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