

# ELECTION COMMITTEE

## Terms of Reference



### 1. Introduction

The Election Committee is established according to Statutes Article 32.3 within the framework of Federation of International Bandy (FIB) to ensure transparency, fairness, and integrity in the process of electing candidates for key positions within the FIB. This document outlines the scope, responsibilities, and procedures of the Election Committee.

### 2. Objective

The primary objective of the Election Committee is to conduct a thorough search, evaluation, and vetting process for candidates aspiring to hold positions within FIB, including but not limited to the President, First Vice President, Vice Presidents, Executive Board members.

### 3. Composition

The Election Committee shall be composed of 3 members. According to FIB Statutes Article 32.3 the Chair and other 2 members are elected by the Congress, based on their expertise, integrity, and impartiality.

### 4. Term

The Election Committee shall be elected for 4 years, subject to Congress approval.

### 5. Responsibilities

#### 5.1. Candidate Search:

- Identifies and reaches out to potential candidates for vacant positions within FIB, subject to FIB Statutes and regulations.
- Promotes diversity and inclusivity in candidate selection.

#### 5.2. Candidate Evaluation:

- Reviews the qualifications, experience, and credentials of candidates.
- Assess candidates' commitment to the values and objectives of FIB.
- Conducts interviews and reference checks as necessary.

#### 5.3. Vetting Process:

- Conducts due diligence to ensure candidates meet the eligibility criteria outlined in FIB Statutes and regulations.
- Assesses candidates' integrity, ethics, and past conduct.
- Identifies any conflicts of interest or potential risks associated with candidates.

#### 5.4. Recommendations:

- Provides recommendations to the relevant authority (e.g., Congress, Executive Committee) based on the findings of the evaluation and vetting process.
- Ensures transparency and accountability in the selection process.

#### 5.5. Support of the elections:

- Supports the conduct of the elections at the Congress, if requested by the Chair.

## **6. Procedures**

### **6.1. Meetings:**

- To be held as required, convened by the Chair.
- To be conducted either in person and/or by electronic means decided by the Chair.

### **6.2. Confidentiality:**

- Maintain strict confidentiality throughout the evaluation and vetting process to protect the privacy of candidates and the integrity of the process.

### **6.3. Documentation:**

- Maintain detailed records of the evaluation process, including candidate profiles, assessment criteria, and meeting minutes.

### **6.4. Reporting:**

- Submit regular progress reports to the relevant authority on the status of the evaluation and vetting process.
- Publish the list of eligible candidates 15 days before the date of the Congress.

### **6.5. Decision Making:**

- Decisions shall be made by simple majority among Election Committee members, with dissenting opinions duly noted and considered.

## **7. Accountability**

The Election Committee is accountable to the FIB Congress and shall operate in accordance with the principles of transparency, fairness, and integrity.

## **8. Amendments**

Any amendments to these Terms of Reference shall be approved by the FIB Executive Committee.

## **9. Conclusion**

The Election Committee plays a crucial role in upholding the highest standards of governance and ethics within FIB. By adhering to these Terms of Reference, the Electoral Committee ensures that candidates selected to serve FIB are qualified, ethical, and committed to advancing the objectives of FIB.

## **10. Adoption and Enforcement**

The present Terms of Reference were adopted by the FIB Executive Committee on 26 April 2024 and come into force immediately.