

ILO STAFF UNION

Distribution:
Electronic format

SU/2018/ELF/1(Rev.)
12 June 2018

Election to the Staff Union Committee of five titular regional members employed in the field and of five substitute members employed at Headquarters for the period 2018-2020 (1.10.2018-30.09.2020)

In conformity with the Staff Union Regulations, the undersigned Returning Officers have been instructed to organize this election in co-operation with the Staff Union Committee. The election will be held from 12 June to 26 September 2018, at 4 p.m.

Nominations for titular and substitute members must be made on the attached forms SU/2018/ELF/3 and SU/2018/ELF/4 respectively, and must be signed by not less than five persons from the same region who, like the candidates nominated for each region, must be fully paid-up members of the Union. Officials wishing to join the Union can do so by using the attached membership form.

Each candidate must sign a certificate of candidature SU/2018/ELF/5, stating that he/she is willing to stand and, if elected, to serve or to delegate his or her functions to his or her substitute at Headquarters; the substitute must also sign the attached certificate of candidature SU/2018/ELF/6. In addition each candidate may, if he or she so wishes, make an electoral statement (in English, French or Spanish, or in all three languages), using the attached form SU/2018/ELF/7. In this connection it should be mentioned that a candidate may make an electoral statement of not more than 250 words per language in length but must make his or her own arrangements for translation into the other two languages.

All the above documents must reach the office of the Chief Returning Officer together and not later than 4 p.m., on Monday, 9 July 2018, in a sealed envelope with the words "Regional Candidature" marked on the outside.

In the event that only one titular candidate employed in the field and one substitute candidate employed at Headquarters are nominated for a particular region, the two will be declared elected for that region. If this is not the case, a vote will have to be taken.*

The Returning Officers:

Samir Koufane
Régine de Loof
Franco Amato

Chief Returning Officer:
Samir Koufane
6-115 (NORMES)
ILO - Geneva

* See Election Schedule appended (form SU/2018/ELF/2).

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SU/2018/ELF/2
12 June 2018

Regional elections to the Staff Union Committee for the period 2018-2020 (1.10.2018-30.09.2020)

Election schedule*

Regions:

- AFRICA) <u>one</u> titular member and
- AMERICAS) <u>one</u> substitute member
- ASIA) in Geneva are to be
- EUROPE + ARAB STATES) elected for each region
- TURIN CENTRE)

- | | | |
|----|--|--|
| a) | Despatch of nomination forms, acceptances of nomination, electoral statement forms and appended documents: | Date of despatch:
<u>Tuesday, 12 June 2018</u> |
| b) | Return of the above forms and documents: | Deadline:
<u>Monday, 9 July 2018 at 4 p.m.</u> |
| c) | Despatch (if necessary)** of electronic voting forms and annexes: | Date of despatch
<u>Friday, 10 August 2018</u> |
| d) | Closure of ballots (receipt of electronic voting forms): | Deadline:
<u>Wednesday, 26 September 2018 at 4 p.m.</u> |
| e) | Counting of votes and declaration of results: | <u>Wednesday, 26 September 2018</u>
<u>from 4.45 p.m. onwards</u> |
| f) | Date on which the elected candidates take up their duties: | <u>Monday, 1 October 2018</u> |

The Returning Officers:

Samir Koufane
Régine de Loof
Franco Amato

* As established by the Returning Officers and adopted by the Staff Union Committee.

** In accordance with the last paragraph of document SU/2018/ELF/1.

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SU/2018/ELF/3
12 June 2018

Nomination of titular candidate (employed in the field)

We, the undersigned, hereby nominate as titular candidate for the following region:

- AFRICA)
- AMERICAS)
- ASIA) Cross out where not applicable
- EUROPE + ARAB STATES)
- TURIN CENTRE)

for election to the Staff Union Committee for the period 2018-2020:

Name of the candidate* (please write in capital letters):

Signatures of the proposers (followed by their names, written in capital letters):**

- 1.
- 2.
- 3.
- 4.
- 5.

We are fully aware that the nomination of a regional titular candidate cannot be accepted by the Returning Officers unless the candidate himself or herself certifies in writing, on the attached form SU/2018/ELF/5, that he or she agrees to being nominated and is ready, if elected, to either carry out his or her mandate or to delegate his or her duties to the substitute member at Headquarters who will be specially elected to represent the region to which the candidate belongs.

Place and date:

* Each form should only contain the name of one candidate.

** Only persons in the field who are fully paid-up members of the Staff Union are eligible to sign this form.

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SU/2018/ELF/4
12 June 2018

Nomination of substitute candidate (assigned in Geneva)

We, the undersigned, hereby nominate as substitute candidate for the following region:

- AFRICA)
- AMERICAS)
- ASIA) Cross out where not applicable
- EUROPE + ARAB STATES)
- TURIN CENTRE)

for election to the Staff Union Committee for the period 2018-2020:

Name of the candidate* (please write in capital letters):

Signatures of the proposers (followed by their names, written in capital letters):**

- 1.
- 2.
- 3.
- 4.
- 5.

We are fully aware that it is our duty to make sure that the substitute regional candidate assigned in Geneva is prepared, if elected, to carry out his or her mandate in conformity with the Staff Union Rules.

Place and date:

* Each form should contain the name of only one substitute candidate.

** Only persons in the field who are fully paid-up members of the Staff Union are eligible to sign this form.

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SU/2018/ELF/5
12 June 2018

Certificate of candidature titular member (employed in the field)

I, the undersigned, hereby certify that I am willing to be nominated as titular member for the following region:

- AFRICA)
- AMERICAS)
- ASIA) Cross out where not applicable
- EUROPE + ARAB STATES)
- TURIN CENTRE)

at the Staff Union Committee elections, 2018-2020 term. If elected, I am willing to fulfil my mandate or to delegate my functions to the substitute member who will be elected at Headquarters in order to represent particularly the affairs of the region to which I belong.

I, the undersigned, agree to follow the Staff Regulations and the Staff Union Rules, and to avoid any action that could be judged to be seriously prejudicial to the interests of the Union.

Signature of titular candidate:

Name (please write in capital letters):

Region:

ILO Official since:

Grade:

Previous participation in Staff Union activities (please list):

Place and date:

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SU/2018/ELF/6
12 June 2018

Certificate of candidature substitute member (assigned in Geneva)

I, the undersigned, hereby certify that I am willing to be nominated as substitute member for the following region:

- AFRICA)
- AMERICAS)
- ASIA) Cross out where not applicable
- EUROPE + ARAB STATES)
- TURIN CENTRE)

at the Staff Union Committee elections, 2018-2020 term. If elected, I am willing to fulfil my mandate of substitute member at Headquarters in order to represent particularly the affairs of the above-mentioned region.

I, the undersigned, agree to follow the Staff Regulations and the Staff Union Rules, and to avoid any action that could be judged to be seriously prejudicial to the interests of the Union.

Signature of substitute candidate:

Name (please write in capital letters):

Region:

ILO official since:

Grade:

Previous participation in Staff Union activities (please list):

Place and date:

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SU/2018/ELF/7
12 June 2018

Electoral statement of regional titular candidate*

English:

French:

Spanish:

* Each candidate may make a statement of no more than 250 words per language, and he must himself or herself ensure translation of it into the other two languages. This statement must be submitted to the Chief Returning Officer **together with all other forms** pertaining to this election. In conformity with Article 2 of "Rules for the conduct of elections to the Staff Union Committee", the Returning Officers must submit this electoral statement to the Electoral Commission for approval.

STAFF UNION OF THE INTERNATIONAL LABOUR OFFICE

Membership form

A. I, the undersigned

Mr/Ms/Mx (delete what is not applicable)

Surname: First name:

Personal number: Branch:

Grade: Type of contract:

Duty station:

Address: Town: Street:

P.O. Box: Country:

declare that I wish to become a member of the ILO Staff Union as of the date indicated below. I agree that my dues as fixed by the Annual General Meeting (currently 4.5 per thousand of salary) may be deducted at source from each month's salary. To this end I have signed the authorisation form below, reserving the right to revoke it in the event of my resignation.

Date:

Signature:

- B. 1. Treasurer, Staff Union
2. Control Payroll Unit

Authorisation to deduct Staff Union dues

I, the undersigned, hereby authorize the Central Payroll Unit to deduct from my monthly net salary and to remit to the Treasurer of the Staff Union an amount equal to the monthly membership dues as fixed by the Staff Union.

Surname:

Personal number:

Date:

Signature: