

## **RULES FOR THE EUROPEAN REGION OF THE INTERNATIONAL OMBUDSMAN INSTITUTE**

In accordance with Article 24 of the International Ombudsman Institute's By-laws, the constituency of the European Region, assembled in Barcelona on 5 October 2010, has adopted the following Rules, whereby the Rules of the European Region approved on 13 June 2006 are amended.

### **Rules and Procedures**

1. The members of the Region shall be those institutions or individuals located in the Region or allocated to the Region which have been admitted to membership of the International Ombudsman Institute and have maintained their membership in good standing. The voting members of the Region shall be those members entitled to vote under the Institute's By-laws.
2. The organization of the Region's affairs shall be the responsibility of the European Regional Board, consisting of the four Directors of the Institute and three other European Directors elected by the voting members. The Regional Board shall by agreement determine its own procedures. The Director of the Institute elected as the Regional Vice-President under clause 6 shall act as Chairperson of the Regional Board.
3. The Regional Vice-President shall act as Chairperson of meetings of members of the Region dealing with Institute matters. In the absence of the Regional Vice-President, those present, if the meeting is quorate, will elect a Chairman for that meeting only.

4. The Regional Board may determine what regional initiatives should be undertaken subject to them consulting on the views of the members of the Region by such means as the Regional Board considers most appropriate in each particular circumstance.
5. The Regional Board shall arrange a biennial meeting of voting members of the Region to be held on a basis of fair rotation between members willing and able to host such a meeting. When the Institute's World Conference is being held, the regional meeting of members shall be held as part of the Institute's World Conference. A regional meeting can also be held in conjunction with any meeting or conference where all members of the Institute have the opportunity to attend.
6. The following arrangements shall apply to the election of the Regional Board and the Regional Vice-President:
  - a. Not later than three months before the opening of the Institute's World Conference, nominations will be sought by the Returning Officer who shall be the Regional Vice-President, or if the Vice-President is seeking re-election as member of the Regional Board, by a member of the Regional Board not seeking re-election. Nominations must be made in writing and with the consent of the nominee and must be received by the Returning Officer by the date specified in the request for nominations. A nominee must be in good standing and must be a qualified voting member of the Institute. He/she must be proposed by a voting member and seconded by another voting member both of whom must also be members in good standing.

- b. The Returning Officer shall chair and supervise the election process. The Returning Officer shall arrange for an election at the regional meeting held as part of the Institute's World Conference.

The seven nominees who secure the highest number of votes will be deemed elected to the Regional Board. Following the election of the seven members of the Regional Board, the meeting shall elect four of them as Directors of the Institute and one of the Directors of the Institute as Regional Vice-President. Prior to the elections, each candidate will be asked to present his or her candidacy.

- c. The method of election shall be on the basis of one member one vote of those present at the meeting and voting i.e. where the voting member is an Office of the Ombudsman, there shall be only one vote by that Office. Each voting member may vote for up to seven candidates with the seven candidates receiving the highest number of votes being declared elected. Where a tie occurs which requires a further vote, the vote shall be restricted to those candidates tied on the same vote. Any member whose annual fees to the Institute are in arrears before the meeting shall be deemed not to be in good standing and shall be ineligible to vote.
- d. There shall be no provision for voting by proxy. However a voting member in good standing who is unable to attend the regional meeting may, not later than one month before the regional meeting send his/her vote by post, facsimile or e-mail to the Returning Officer.

- e. Any vacancies arising between regional meetings caused by the death, resignation or retirement of a member of the Regional Board shall be filled at the next regional meeting or, if no such meeting is scheduled to take place within a period of three months, by a postal ballot organized by the Regional Vice-President. The term of a member of the Regional Board under this sub-paragraph shall not extend beyond the end of the term of the other members.
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- 7. A member of the Regional Board shall resign his/her office as a member on vacating office as an Ombudsman. A member who vacates office during a regional meeting shall remain a member until the adjournment of that meeting.
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- 8. The Regional Board may make such rules as are necessary to ensure the smooth functioning and operation of the Region, provided that they are not inconsistent with any of the preceding rules or any By-laws of the Institute.
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- 9. Subject to the By-laws of the Institute, a majority of the voting members in the Region may alter, amend or add to these rules at any time or from time to time. A resolution setting out the amendment or addition must be notified at least one month in advance of any vote to all voting members of the Region and the resolution shall be voted on either at the next regional meeting or by post, facsimile or e-mail.