

Agenda for the 2014 AAEA General Assembly



Secretariat Report

Previous Executive Board Meetings

- The 2012 Executive Board meeting was held on July 30, 2012 in New Delhi, India attended by 5 members of the Executive Board (Republic of Korea, India, Taiwan, R.O.C., Kazakhstan and the Philippines), and the Secretariat.

[Outcome]

Decision

- The appointment of Mr. Lee Sung-Ryong, Chief Planning and Coordination Officer of NEC of Korea, as the Executive Secretary was approved.
- The Philippines was selected as the host of the 2013 Executive Board meeting.

Report

- The Secretariat was set up at the International Relations Division within the NEC of Korea and relevant documents were handed over.
- The AAEA's website (<http://www.aaea-sec.org>) has been in operation since August 1, 2012.
- The 2013 Executive Board meeting took place on November 13, 2013 in Boracay, the Philippines with the participation of 5 members of the Executive Board (Republic of Korea, India, Taiwan, R.O.C., Kazakhstan, the Philippines), and the Secretariat.

[Outcome]

Decision

The appointment of Mr. Lee Jeong-Gyu, Chief Planning and Management Officer of NEC of Korea, as the Executive Secretary was approved and India was selected as the host of the 2014 General Assembly.

Discussion

It was decided to bring up to the General Assembly amendments to the Charter, including reducing the General Assembly meeting cycle, establishing new provisions regarding Chair & Vice-Chair, and revising the method of appointing the Executive Secretary.

Report

- There was a report on new membership applications by the Central Election Commission of the Republic of Uzbekistan and the Elections Commission of the Maldives, as well as an AAEA financial report and a report on the Inaugural Assembly of the Association of World Election Bodies (A-WEB).

Others

- USD 10,000 was donated to the Philippines damaged by Typhoon Haiyan.
- The 2014 Executive Board meeting is held on October 29, 2014 in New Delhi, India attended by 5 members of the Executive Board (Republic of Korea, India, Taiwan, R.O.C., Kazakhstan, the Philippines), and the Secretariat

[Outcome]

- There is to be a review on a new membership application by the Central Election Commission of the Russian Federation, as well as a discussion on how to run the 2014 AAEA General Assembly.

Financial Report

- **Mar. 5, 2012:** USD 15,819.01 taken over from the Central Election Commission of Taiwan, R.O.C.
- **2012:** USD 17,753.70 paid as membership fees by 16 members
- **2013:** USD 12,888.65 paid as membership fees by 5 members
- **Nov. 14, 2013:** USA 10,018 (transfer fee included) donated to the Philippines for typhoon relief
- **2014:** USD 2,927 paid as membership fees by 3 members
- **Oct 22, 2014:** USD 4,000 paid for souvenirs for the 2014 General Assembly
- **Account Balance as of Oct 22, 2014:** USD 35,349.15

Balance brought forward	Deposit (since 2011)	Interest (since 2011)	Withdrawal (since 2011)	Balance (as of Oct 22, 2014)
\$15,819.01	\$33,569.35	\$5.56	\$14,044.77	\$35,349.15

* Please refer to Appendix 1 for further details.

Decisions to be made

Approval of Membership Applications

- **New Membership Applications**

Date of Application	Applicant	Others
October 24, 2012	Central Election Commission of the Republic of Uzbekistan	Refer to Appendix 2.
December 13, 2012	Elections Commission of the Maldives	Refer to Appendix 3.
August 25, 2014	Central Election Commission of the Russian Federation	Refer to Appendix 4.

Procedures for Approval

- In accordance with the Charter, the Executive Board shall review the applications to be brought up to the General Assembly where a final decision is made on whether to approve of the applications.
- Decisions of the General Assembly shall be by consensus or by majority of the members present on occasions where it is not possible to reach an agreement.

[AAEA Chapter Article 2.1]

c. There shall be the following categories of membership:

- Full members shall be national election authorities from the Asian and Australasian region subscribing to this charter. In cases where countries have more than one election authority as defined in Article 2.1.a., these authorities must vote as a single delegation and shall have one vote per country.

[AAEA Chapter Article 2.2]

- c. Individuals and organizations may apply for a category of membership to the Executive Board which will examine the application and make a recommendation to be circulated among members of the General Assembly. The General Assembly will vote to accept or reject the application;
- d. Any election authority applying for membership shall, without reservation, subscribe to the charter of the association.

[AAEA Chapter Article 3.3]

- a. Each member of the General Assembly shall have one vote;
- b. One third of the voting members shall constitute a quorum; and
- c. Decisions shall be adopted by consensus, or, if consensus is not possible, by a simple majority of voting members present.

Approval of Amendments to Charter

- **Procedures**
 - Amendments to the Charter shall be brought up to the General Assembly upon proposal by at least three (3) full members or by approval of the Executive Board. Amendments to the Charter shall be adopted by at least two thirds of the full members at the General Assembly.
 - Amendments shall be communicated to the full membership of AAEA at least sixty (60) days before the General Assembly meeting and the Executive Board shall notify the members of the purpose of amendments at least three (3) weeks before the meeting.
 - The outcome of the Executive Board meeting including the amendments to the Charter was sent to the members in the name of AAEA Chair on December 10, 2013 and the letter dated September 26, 2014 in the name of AAEA Executive Secretary conveyed to the members the purpose of amendments to the Charter.
 - Amendments to the Charter shall come into force upon approval by the General Assembly.

[AAEA Chapter Article 5.1]

- a. Amendments to this Charter document shall be adopted by at least two thirds of the full members voting in person or by prior written instruction to the Chairperson at a meeting of the General Assembly;
- b. Amendments must be sponsored by at least three full members or be approved by the Executive Board in order to be considered by the General Assembly. Amendments must be communicated to the full membership at least 60 days before the General Assembly meeting;
- c. The Executive Board shall report to members the implications of proposed amendments at least three weeks before the meeting where the amendments shall be considered;
- d. Amendments to the Charter shall come into force upon approval by the General Assembly per requirements of Article 5.1.a; and
- e. Any dispute regarding the interpretation of the present Charter shall be settled by a majority vote of the Executive Board unless otherwise overturned by a two thirds vote of the General Assembly.

Contents and Purpose of Amendments

(2-1) Reducing the General Assembly meeting cycle and the term of Executive Board members

- There is a need to reduce the General Assembly meeting cycle from every three (3) years to every two (2) years in a bid to reinforce exchange and cooperation among the members. It is also to avoid the General Assembly meeting of AAEA coinciding with that of A-WEB.
- Other regional associations such as UNIORE, ACEEEO, etc. hold a General Assembly meeting every year or every two (2) years.
- The term of the Executive Board members also needs to be reduced in line with the cycle of the General Assembly meeting as the members are elected at the General Assembly meeting.
- It is therefore proposed that Article 3.2 and 3.5 of the Charter be revised as follows:

Current	Revised
<p>Article 3.2</p> <p>The General Assembly shall:</p> <ul style="list-style-type: none"> • Be the supreme organ of the Association; • Be composed of all its voting members; • Meet at least once every three years; • Elect its own chairperson and vice chairperson from among its membership who shall also serve as chairperson of the Executive Board, until the next meeting of the General Assembly; and • Establish its own rules of procedure. 	<p>Article 3.2</p> <p>The General Assembly shall:</p> <ul style="list-style-type: none"> • Be the supreme organ of the Association; • Be composed of all its voting members; • Meet every two years; • Elect its own chairperson and vice chairperson from among its membership who shall also serve as chairperson of the Executive Board, until the next meeting of the General Assembly; and • Establish its own rules of procedure.
<p>Article 3.5</p> <p>The Executive Board shall be composed of:</p> <ul style="list-style-type: none"> • The Chairperson and Vice Chairperson of the General Assembly; • The Executive Secretary (non voting, Article 3.10); • Three full members elected by the General Assembly for a term of three years; and • The General Assembly shall endeavor to ensure that membership on the Executive Board reflects geographical and gender diversity within Asia and Australasia. 	<p>Article 3.5</p> <p>The Executive Board shall be composed of:</p> <ul style="list-style-type: none"> • The Chairperson and Vice Chairperson of the General Assembly; • The Executive Secretary (non voting, Article 3.10); • Three full members elected by the General Assembly for a term of two years; and • The General Assembly shall endeavor to ensure that membership on the Executive Board reflects geographical and gender diversity within Asia and Australasia.

Establishing new provisions regarding Chair and Vice-Chair

- The current Charter does not include provisions outlining the role of Chair and Vice-Chair and others, which need to be clearly specified in the Charter.
- There needs to be a link between the election of Chair & Vice-Chair and the host of the General Assembly to reflect previous practices of appointing the head of the EMB that hosts the General Assembly as the Chair.
- It is therefore proposed that Article 3.4.1 and 3.4.2 be newly made as follows:

Current	Revised
N/A	<p>Article 3.4.1</p> <ul style="list-style-type: none"> • The head of the national election authorities that hosts the General Assembly shall be the Chairperson, serving as the head of AAEA. • The Chairperson shall preside over the meeting of the General Assembly and Executive Board. • The Chairperson should promote the unity and contribute to attaining the objectives of AAEA.
N/A	<p>Article 3.4.2.</p> <ul style="list-style-type: none"> • The head of the national election authorities to host the next General Assembly shall serve as the Vice-Chairperson. • The Vice-Chairperson shall act as the Chairperson in his/her absence.

Revising the method of appointing the AAEA Executive Secretary

- The Secretariat has customarily been hosted in the Chair Country and the Executive Secretary has accordingly been appointed by the Chair, not by the Secretariat.
- It seems more appropriate that the Chair actually responsible for supervising and overseeing the Secretariat should appoint the Executive Secretary until a permanent Secretariat is established.
- It is therefore proposed that Article 3.10 of the Charter be revised as follows:

Current	Revised
<p>Article 3.10</p> <p>The Secretariat shall be composed of the Executive Secretary and other personnel as may be necessary for the execution of the functions entrusted to it. Unless otherwise determined by the General Assembly, the Executive Secretary shall be a person designated by the Secretariat and approved by the Executive Board and shall serve as the Secretary of the Board, with voice but not vote. During the temporary absence or disability of the Executive Secretary, other personnel shall be designated to perform his/her duties. The Executive Secretary shall:</p> <ul style="list-style-type: none"> • Perform functions assigned to it by the General Assembly or the Executive Board; • Submit an annual report on the Association's activity and its financial condition to the Executive Board; • Abide by the rules and procedures for operation established by the Executive Board; • Serve as chief operating officer of the Association; • Report to the Executive Board as requested; and • Represent the Association in its relations with the officials of member institutions and other regional electoral associations as well as with other international and regional organizations. 	<p>Article 3.10</p> <p>The Secretariat shall be composed of the Executive Secretary and other personnel as may be necessary for the execution of the functions entrusted to it. Unless otherwise determined by the General Assembly, the Executive Secretary shall be a person designated by the Chairperson and approved by the Executive Board and shall serve as the Secretary of the Board, with voice but not vote. During the temporary absence or disability of the Executive Secretary, other personnel shall be designated to perform his/her duties. The Executive Secretary shall:</p> <ul style="list-style-type: none"> • Perform functions assigned to it by the General Assembly or the Executive Board; • Submit an annual report on the Association's activity and its financial condition to the Executive Board; • Abide by the rules and procedures for operation established by the Executive Board; • Serve as chief operating officer of the Association; • Report to the Executive Board as requested; and • Represent the Association in its relations with the officials of member institutions and other regional electoral associations as well as with other international and regional organizations.

Election of Executives

Those to be elected

Category	Country	EMB	Representative
Chair			
Vice-Chair			
Executive Board Members			

For reference

- In line with previous practices, the head of the EMB that hosts the General Assembly has been appointed the Chair and the head of the EMB that hosts the next General Assembly the Vice Chair.
- With amendments to the Charter, the Chair and the Vice-Chair are to be elected in accordance with the revised Charter.
- The Executive Board shall comprise the Chair, the Vice-Chair and three (3) members elected by the General Assembly with a three (3) year term [two (2) year term if the Charter is revised].
- Efforts should be made to achieve a geographical and gender representation within the Executive Board among countries in Asia and Oceania.