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## ELECTIONS & APPOINTMENTS - NOMINATIONS PROCEDURE

1. At the beginning of the month of February the FEI communicates the list of positions open for election and appointment and provides the deadline for receipt of full applications (including the Curriculum Vitae, letter of motivation, letter of endorsement by the National Federation and the signed Code of Conduct for elected positions).
2. Job specifications for the vacant positions as well as forms, documents and relevant information are published on [Inside.fei.org](http://Inside.fei.org).
3. All incoming applications sent to [elections&appointments@fei.org](mailto:elections&appointments@fei.org) circulated to the relevant Standing Committees or, FEI Tribunal, as necessary.
4. The Standing Committees (FEI Tribunal as necessary) will review the applications during May/June and will perform their assessment determining whether the application is full and whether the nominees fit the job specifications. Candidacies for Athletes' representatives positions are not reviewed by the Technical Committees.
5. The Standing Committees will inform the Director Governance & Institutional Affairs if a particular applicant(s) has the unanimous support of that Committee and the reasons why. This information will be shared with the Nominations Committee for review during their in-person meeting.
6. Candidacies for Presidency are directly evaluated by the Nominations Committee.
7. During its meeting in May/June, the Nominations Committee reviews each application based on the job specifications. (Candidacies for Athletes' representatives positions are not reviewed by the Nominations Committee)
8. The Director of each concerned department may be invited to the Nominations Committee meeting to provide detailed feedback on their Committee's discussion on the applications received.
9. When the Nominations Committee feels that all applicants for a particular position do not have the requisite background or that objectives eligibility criteria are not met, the Nominations Committee will recommend to the Board to re-open the window for applications.
10. All applicants, except the Athletes' representatives, must have the Support of their National Federation. "Support" means an affirmative expression of endorsement or approval.
11. In cases in which an applicant is advanced by a National Federation different from the applicant's country of citizenship the following procedure will apply:
  - The Nominations Committee will determine on a case by case basis whether there is a legitimate link between the applicant and the supporting National Federation.

The Nominations Committee will take into consideration the length of residence and equestrian work history between the applicant and the supporting National Federation. In some instances, the input from the National Federation of the applicant's country of citizenship shall be requested.

- Once the legitimate link has been established and if the candidate is elected or appointed, the candidates' nationality for FEI purposes (i.e. seats on the Board or on the Standing Committee/FEI Tribunal), would be the one of the NF that has advanced the application.
12. For positions which are appointed by the Board (i.e. Technical Committee Members), the Board reviews the recommendation of the Technical Committee and the Nominations Committee prior to making the appointment during its meeting in November.
  13. For positions that are elected by the General Assembly, an asterisk will be placed next to the name of the candidate if a candidate is recommended by the Nominations Committee.
  14. For contested elections for Regional Group Chairs (EEA to IX) and Nominations Committee members an online electronic voting will take place within the respective Regional Group in order to present 1 candidate to the FEI General Assembly for election.
  15. For non-contested elections for Regional Group Chairs (EEA to IX) and Nominations Committee members, National Federations within their Group will be asked to provide the FEI with official letters clearly indicating their Support for the candidate. This in order to be able to officially inform the FEI General Assembly that the sole candidate obtained the two-thirds (2/3) majority Support of the Regional Group. In such case, an electronic voting system is not mandatory.
  16. EEF Regional Group Chairs: The elected EEF President and 1<sup>st</sup> Vice President shall be the sole candidates presented to the General Assembly for election for the position of EEF Regional Group Chairs provided that they meet the FEI eligibility criteria.
  17. Publication of Candidates names:

#### **Elected Candidates**

The names and files of all candidacies (CV and letters) will be announced end of June each year after the Nominations Committee meeting on [Inside.fei.org](http://Inside.fei.org).

#### **Appointed Candidates**

The names of all candidates will be announced end of June each year after the Nominations Committee meeting on [Inside.fei.org](http://Inside.fei.org).