

TIMETABLE AND DEADLINES FOR ELECTIONS*

45th SESSION OF THE CONGRESS – 24-26 October 2023

10.10.2023

	PRESIDENT OF THE CONGRESS	PRESIDENTS OF THE CHAMBERS	VICE-PRESIDENTS OF THE CHAMBERS
Election date and time	Tuesday 24 October 2023	Wednesday 25 October 2023	Wednesday 25 October 2023 following the election of the presidents of the chambers and presentation of candidatures for vice-presidents
Voting system	Vote using the voting card for the European Parliament	Vote using the electronic voting Platform KUDO (smart device needed)	Vote using the electronic voting Platform KUDO (smart device needed)
Candidatures	The President of the Congress will be elected from among the representatives of the Congress sitting in the Chamber of Local Authorities. If candidates are: ▪ president of a political group [Rule 11.3.a] ▪ chair or 1st vice-chair of a committee [Rule 47.12.a] ▪ thematic spokesperson [Rule 63.2] they will have to immediately resign from these positions if elected. All candidates must speak English or French fluently. Only candidates who signed the Code of Conduct and the Declaration of Interest may submit their candidature.	Only representatives sitting in the Chamber and who do not belong to the same national delegation as the President of the Congress, may stand for election for the office of President of the Chamber. Candidates may not: ▪ have served 2 consecutive terms as President of that Chamber immediately before the election If candidates are: ▪ president of a political group [Rule 11.3.a] ▪ chair or 1st vice-chair of a committee [Rule 47.12.a] ▪ thematic spokesperson [Rule 63.2] they will have to immediately resign from these positions if elected. All candidates must speak English or French fluently. Only candidates who signed the Code of Conduct and the Declaration of Interest may submit their candidature.	Only representatives of the Congress sitting in the Chamber may stand for election as vice-president of a Chamber. If candidates are: ▪ president of a political group [Rule 11.3.a] ▪ chair or 1st vice-chair of a committee [Rule 47.12.a] they will have to immediately resign from these positions if elected. Only candidates who signed the Code of Conduct and the Declaration of Interest may submit their candidature.
Submission of candidatures	All candidatures for the office of President of the Congress must be notified in writing and sent to the Secretary General of the Congress: mathieu.mori@coe.int Candidatures comprise: ▪ a letter of candidature dated and signed (in English and/ or French) together with the list of at least 20 supporting representatives from at least 4 national delegations [Rule 13.2] : surname, first name, country, signature. The form for requesting supporting signatures is available on the 45th Congress Session webpage. ▪ a curriculum vitae (CV) not exceeding 2 pages (in English and/or French - official languages of the Council of Europe). Candidates may also provide other language versions.	All candidatures for the office of President of the Chamber must be notified in writing and sent to the Executive Secretary of the chamber: Chamber of Local Authorities: stephanie.poirel@coe.int Chamber of Regions: dmitri.marchenkov@coe.int Candidatures comprise: ▪ a letter of candidature dated and signed (in English and/ or French) together with the list of at least 10 supporting delegates sitting in the relevant chamber from at least 4 national delegations [Rule 13.3]: surname, first name, country, signature. The form for requesting supporting signatures is available on the 45th Congress Session webpage. ▪ a curriculum vitae (CV) not exceeding 2 pages (in English and/or French - official languages of the Council of Europe). Candidates may also provide other language versions.	All candidatures for the office of vice-president of a Chamber must be notified in writing and sent to the Executive Secretary of that chamber: Chamber of Local Authorities: stephanie.poirel@coe.int Chamber of Regions: dmitri.marchenkov@coe.int Candidatures comprise: ▪ a letter of candidature dated and signed (in English and/ or French) ▪ a curriculum vitae (CV) not exceeding 2 pages (in English and/or French - official languages of the Council of Europe). Candidates may also provide other language versions.

Deadline for submission	At the latest 24 hours before the opening of the sitting at which the election is to take place that is by 10.30 on Monday 23 October 2023. The documents of all valid candidatures will be published on the Congress website.	At the latest two hours before the opening of the session of the chamber that is by 7.00 on Wednesday 25 October 2023. The documents of all valid candidatures will be published on the Congress website.	At the latest two hours before the opening of the session of the chamber that is by 7.00 on Wednesday 25 October 2023. The documents of all valid candidatures will be published on the Congress website.
Right to vote	Only representatives and substitutes duly mandated to replace a representative may vote. Deadline for registration is 13 October 2023 – 18.00 (CET)	Only representatives and duly mandated substitutes sitting in the Chamber may vote. Deadline for registration is 13 October 2023 – 18.00 (CET)	Only representatives and duly mandated substitutes sitting in the Chamber may vote. Deadline for registration is 13 October 2023 – 18.00 (CET)
Conditions	Even if there is only one candidate to the post of President of the Congress the election must be by secret ballot (which may be held electronically) [Rule 14.3]. A candidate to the post of President of the Congress [...] is elected if more than half of the votes cast are in his or her favour. If this is not the case, a new election must take place as follows: a. with regard to the post of President of the Congress, candidatures must be presented to the Secretary General of the Congress in accordance with Rule 13.2.a and 13.2.c, within four hours of notification of the result of the election to Congress members by the provisional President. The new election shall be held as soon as possible thereafter and preferably before the end of the session. [Rule 14.4]	Even if there is only one candidate to the post of President of a Chamber the election must be by secret ballot (which may be held electronically) [Rule 14.3]. A candidate to the post of [...] President of a Chamber is elected if more than half of the votes cast are in his or her favour. If this is not the case, a new election must take place as follows: b. with regard to the post of president of a chamber, candidatures must be presented to the Executive Secretary of that chamber in accordance with Rule 13.3.b within one hour of notification of the result of the election to that chamber's members by the provisional President. The new election shall be held as soon as possible thereafter and preferably before the end of the chamber session. [Rule 14.4]	An election must take place even if there are fewer than seven candidates. A delegate entitled to vote may vote for up to seven candidates and must vote for at least four. The seven candidates receiving the greatest number of votes are declared elected in each chamber in order of precedence according to the number of votes each receives. [Rule 14.6] A candidate for the office of vice-president is eliminated from election if a representative belonging to the same national delegation has already been elected as president of the Congress or of that chamber. [Rule 14.7] If more than one representative from the same national delegation is candidate to be vice-president of the same chamber, only the representative with the highest number of votes can be declared elected. In the event of a tie between several candidates, lots shall be drawn. [Rule 14.8] If more than one representative from the same national delegation is candidate to be vice-president of the two chambers, only the representative with the highest percentage of votes is declared elected. In the event of a tie between several candidates, lots shall be drawn. [Rule 14.9]
Results	Immediately on the screens of the European Parliament hemicycle	KUDO Platform	A tie and/or results will be announced at the beginning of the following plenary sitting at 14.00 Wednesday 25 October 2023.

	CHAIRS and 1st VICE -CHAIRS OF THE COMMITTEES	2nd to 5th VICE-CHAIRS OF THE COMMITTEES
Election date and time	Tuesday 24 October 2023	Tuesday 24 October 2023 following the election of the chair and 1st vice-chair of the committee and presentation of candidatures for vice-chairs during the meetings
Voting system	2 votes using the electronic voting Platform KUDO (smart device needed)	1 vote using the electronic voting Platform KUDO (smart device needed)
Candidatures	Only representatives who are members of a committee may stand for election. The chair remains in office for two and a half years and may be re-elected for a second (but no further) consecutive mandate. [Rule 47.4] If candidates are: - members of the Bureau [Rule 11.3.a] - president of a political group [Rule 47.12.a] they will have to immediately resign from these positions if elected. All candidates must speak English or French fluently. Only candidates who signed the Code of Conduct and the Declaration of Interest may apply.	Only representatives who are members of the committee may stand for election. The chair and vice-chairs of a committee remain in office for two and a half years and may be re-elected for a second (but no further) consecutive mandate. [Rule 47.4] Only candidates who signed the Code of Conduct and the Declaration of Interest may apply.
Submission of candidatures	Candidatures must be notified in writing to the Secretary of the committee: Monitoring Committee: stephanie.poirel@coe.int Governance Committee: roman.chlapak@coe.int Current Affairs Committee: maren.lambrecht@coe.int Candidatures comprise: - a letter of candidature dated and signed (in English and/or French) - a curriculum vitae (CV) not exceeding 2 pages (in English and/or French - official languages of the Council of Europe) (Candidates may also provide other language versions).	Candidatures must be notified in writing to the Secretary of the committee: Monitoring Committee: stephanie.poirel@coe.int Governance Committee: roman.chlapak@coe.int Current Affairs Committee: maren.lambrecht@coe.int Candidatures comprise: - a letter of candidature dated and signed (in English and/or French) - a curriculum vitae (CV) not exceeding 2 pages (in English and/or French - official languages of the Council of Europe) (Candidates may also provide other language versions).
Deadline for submission	Candidatures must be submitted to the Secretary of the committee at the latest at 18.00 on the day before the meeting at which the election is to take place, that is by Monday 23 October 2023 at 18.00.	Candidatures must be submitted to the Secretary of the committee at the latest at 18.00 on the day before the meeting at which the election is to take place, that is by Monday 23 October 2023 at 18.00.
Right to vote	Only representatives, members of the committee and duly mandated substitutes may vote Deadline for registration is 13 October 2023 – 18.00 (CET).	Only representatives, members of the committee and duly mandated substitutes may vote. Deadline for registration is 13 October 2023 – 18.00 (CET).
Conditions	IF THERE IS ONLY 1 CANDIDATE: the candidate is declared elected without proceeding to a ballot UNLESS a ballot is requested by at least 10 representatives from at least 4 national delegations. Where a ballot is requested, it shall be held immediately, be secret and provide for votes in favour, against or abstention IF THERE IS MORE THAN 1 CANDIDATE: - A candidate is elected if they receive more than half of the votes cast - If they do not receive more than half of the votes cast an additional round shall take place until one candidate has obtained more than half of the votes cast. At each round the candidate who has received the least number of votes shall be eliminated. - In case of a tie in the last round of voting, lots shall be drawn.	An election must take place even if there are fewer than four candidates. A committee member may vote for up to four candidates but must vote for at least three. The vice-chairs are to be declared elected in order of precedence according to the number of votes each receives, except that no candidate may be declared elected as 4th or 5th vice-chair if four persons of the same gender as that candidate have already been elected as chair or vice-chairs of that committee.
Results	KUDO Platform	KUDO Platform