

BCA Election Guidelines

(In force: 13 March 2021)



**BADMINTON
CONFEDERATION
AFRICA**

1. INTRODUCTION

1.1. In line with Clause 12.8 of the BCA Constitution, this document describes the guidelines that shall be followed by all the stakeholders concerned with the following elections at Council level (as described in Clause 11 of the BCA Constitution):

- The President
- The Deputy President
- The Treasurer
- 11 other Council Members.

1.2. The election of the BCA Athletes Commission shall be governed by a separate set of guidelines as per Clause 12.3 of the BCA Constitution.

2. NOTICE

2.1. The Notice, calling for nomination for the position(s) available for election, shall be made by the Secretary General no later than twelve (12) weeks before the date of the election.

2.2. The notice shall contain the following information:

2.2.1. The position(s) available for election.

2.2.2. The closing date for nominating and seconding candidates which shall be no later than eight (8) weeks before the date of the election.

2.2.3. The date, time and venue of the meeting where election will be held.

2.2.4. Extract of the BCA Constitution governing the 'Notice of the AGM and Deadlines' (Clause 9.2 to 9.6) and 'Election of Council' (Clause 12).

2.2.5. Copy of these Election Guidelines.

2.2.6. List of the Executive Board members with their contact details.

2.2.7. List of Member Associations who are not in Good Standing (as per Clause 5.13 of the BCA Constitution) as at the date of the Notice.

3. ELECTION PROCEDURES

3.1. No later than one (1) week before the deadline for nomination and seconding, the Secretary General re-circulate the list of Member Associations who are not in Good Standing as at that date.

3.2. On reception of a nomination or seconding, the Secretary General shall, within three (3) days, acknowledge receipt of the nomination or seconding.

3.3. For any nomination or seconding sent to the Secretary General less than three (3) days to the closing date for nominations, the latter shall not be bound to fulfill Clause 3.2 above. The nomination shall be valid if it complies with Clause 12 of the BCA Constitution.

BCA Election Guidelines

(In force: 13 March 2021)



**BADMINTON
CONFEDERATION
AFRICA**

- 3.4. In case a Member Association do not receive an acknowledgement from the Secretary General, as per Clause 3.2 above, the Member Association shall, before the closing date, send its nomination or seconding to the Executive Board members whose contact details are in the Notice calling for nominations. The nomination shall be valid if it complies with Clause 12 of the BCA Constitution.
- 3.5. If the Secretary General has a doubt with any nomination(s), he shall bring the matter to the attention of the Executive Board. The Executive Board shall, within 4 days, instruct the Secretary General on the course of action. If, for any reason, the Executive Board do not give any instruction to the Secretary General, within the 4 days, he shall take the appropriate measures to the best of his judgment.
 - 3.5.1. If any member of the Executive Board is in conflict with the nomination (also a candidate for same position or same Member Association or other), he shall abstain from the Executive Board's decision.
- 3.6. No later than 2 weeks after the closing date, the Secretary General shall send a notification to the Member Association(s) whose nominations have been declared not valid due to non-compliance with statutory requirements as stipulated in Clause 12 of the BCA Constitution. The concerned Member Association(s) may lodge an appeal as per Section 8 of the BCA Constitution (Judicial Provisions).
- 3.7. At the time of election, if there is only one valid nomination for any particular position, the corresponding candidate shall be elected by acclamation, without the need for any vote.
- 3.8. A candidate, whose nomination is considered valid, shall be considered by the AGM irrespective whether he is present or not in the meeting where the election is held.
- 3.9. Whenever needed, Council shall review these guidelines and inform Member Associations about the changes that shall be effective for future elections.
- 3.10. Once the notice calling for nominations for any election is sent out, Council cannot bring any changes to these guidelines until the election process is complete.
- 3.11. The names of the nominees, their proposers and seconders shall appear on the AGM Agenda.
- 3.12. For the positions of President, Deputy President and Treasurer, each candidate shall be permitted to address the General Meeting for a maximum time of 3 minutes each before the corresponding election.
- 3.13. When the results of any election are announced, the number of votes polled for each candidate shall be published.