



Union
Syndicale
Fédérale
Luxembourg



10 good reasons to change the electoral rules of the Local Staff Committee Luxembourg

On 11 June 2019, **Generation 2004, Union Syndicale Federale – Luxembourg, Save Europe, Solidarite Europeenne/R&D Luxembourg, U4U, FFPE** submitted a joint proposal to change the electoral rules of the Local Staff Committee. This makes all trade unions represented in Luxembourg with the exception of Union Syndicale Luxembourg - the trade union that, thanks to the current flawed electoral system, has received 70% of seats with only 26% of votes.

On 2 July 2019, you received a message from the only opponent of the change of electoral rules using the logo and the resources of the Local Staff Committee listing arguments against the change. However, the arguments show that the authors have not read the proposal at all.

1. The proposal presents the result of hard work and long discussions with the participation of the submitting trade unions. All aspects have been thoroughly examined and all opinions contributed to the improvement of the proposal. At the same time, the Local Staff Committee that was mandated to steer the process stayed outside and did nothing during the past 3 years.
2. The advantages of the proposed system have been listed in Section 1 of the submitted document including the proposal, which the Local Staff Committee deliberately deleted from the version it published and circulated. In short, the proposed system makes sure that
 - a. all ballots have exactly the same power,
 - b. there is no obscure distinction between list votes and mixed votes, and
 - c. most importantly, the system ensures proportional representation - an organisation receiving a quarter of the votes will receive a quarter of the seats.

Also proposed are some technical and linguistic changes to ensure consistent terminology, gender neutrality, and clarity.

3. The current system contains a majority mechanism. The effect is that whatever list has the most votes (even if "most" is as low as 26%) wins an absolute majority of seats. This can be hardly called "proportional" or "democratic".
4. The joint proposal fully respects all relevant provisions of the Staff Regulations (if that is what the "Statute of the European Civil Service" means), namely Section 1 of Annex II. Furthermore, unlike the current LSC Statutes, the proposal also correctly refers to and is fully in line with the Rules laying down the composition and operation of the Staff Committee determined by the Commission on 22 October 1997 (the "Commission Decision of 22 October 1997").
5. Similarly to the current system, the proposal also includes the representativeness clause that ensures that at least one representative of each category - AD, AST, AST/SC and CA - is elected. This is actually a requirement imposed by the Commission Decision of 22

October 1997, not an advantage of the current electoral system. However, the proposal rewords this “representativeness clause” to make it clear and unambiguous.

6. Both the current and the proposed systems allow individual candidacies. However, in the current system, individual candidates can only receive preference votes and can only compete for one of the 12 preferential seats and; this puts individual candidates at a big disadvantage against list candidates, who compete for all 20 seats in the Local Staff Committee and, via a double-counting mechanism, benefit from both preferential and list votes. Our proposal changes that: there is no imposed minimum size of a list and no different types of votes. This makes sure that everyone – lists as well as individual candidates – have equal chances in the elections.
7. The proposed system keeps the alphabetical order similar to the current one and does not allow lists to specify their "order of preference". The proposal is completely different from the "Brussels system".
8. The current system does not allow you to combine a "list vote" with preference votes for candidates across lists. Only in case you vote for 8+ candidates on one list only - and none on others – you have cast a list vote and influence all 20 seats. If you vote for people on more than one list that is always a preference vote which only influences 12 seats. You may unknowingly reduce the power of your ballot. The proposed system makes sure that all ballots influence all 20 seats in exactly the same, proportional way.
9. Any system that would favour a specific organisation would be undemocratic and illegal. Our proposal ensures that the Local Staff Committee does not turn again to a “one-party-show”.
10. The current system has demonstrated its twistedness very clearly in the last elections, when an organisation with 26% of votes (down from 36% six years ago) obtained 70% of seats (up from 65% six years ago).

Please find attached the full document as submitted to the Local Staff Committee and a comparison of the current and proposed rules.

Please join the General Assembly on 9 July 2019 at 12:30 in room EUFO 00/10!

Proposal to change the CLP Luxembourg Statutes – introduction of a more fair and proportional voting system

1. Overview of the proposal

This proposal aims to make the electoral system to the Luxembourg Local Staff Committee fully proportional and transparent, which is not the case today.

Principles that remain the same:

- Nominations can be submitted in the form of lists or individual candidate pairs
- Voters vote for a maximum of 20 individual candidate pairs, chosen freely from among one or multiple lists and/or the individual candidacies; the number 20 corresponds to the number of seats in the Local Staff Committee
- Alphabetical order of candidates on the ballot

New principles:

- The system is fully proportional with respect to lists
- No penalization of small or big lists; no minimum size of a list
- No obscure distinction between “list” and “mixed” ballots – all votes are treated the same way
- All ballots have the same weight and influence all 20 seats in the same way

Technical changes:

- Terminology consistency and linguistic polishing – especially the terms “candidate”, “candidature”, “candidacy”, “nomination” were not used in a consistent way and sometimes denoted different things
- Consistency in referring to relevant legal acts
- Clarification of the replacement procedure in case of resignation
- Clarification of the representativeness clause
- Deadline extensions are more precisely defined, and some of them a bit extended to minimize the chance of repeated elections
- In the highly unlikely case of an equal number of votes, the order will be decided randomly instead of by seniority and age
- Gender neutrality (chairman -> chair)
- All language versions are made equal
- The annexed example of the d’Hondt method is extended to reflect its applicability to all the 20 seats

2. Proposed counting procedure

- Each individual candidature is treated as a separate list containing 1 candidate pair.
- 1 ballot = 1 vote. This one vote is divided evenly among candidates selected on that ballot; 20 selected candidates means each gets 1/20 of a vote from that ballot (a "contribution" towards the total number of votes for that candidate).
- Number of votes for each candidate = sum of (fractional) vote contributions for that candidate from all ballots.
- Number of list votes for each list = sum of the number of votes for each candidate on that list.
- Seats assigned proportionally (d'Hondt) to lists according to the number of list votes
- Within each list, candidates with the most votes get the seats
- Representativity clause is applied

In equations:

B = total number of ballots cast

C = total number of candidates

L = total number of lists (including individual candidatures)

Contribution of ballot b towards the number of votes for candidate c :

$$\text{contribution}_{b,c} = \begin{cases} (1/\text{number of selected candidates on ballot } b) & \text{iff candidate is selected} \\ 0 & \text{otherwise} \end{cases}$$

V_c = number of votes for candidate c :

$$V_c = \sum_{b=1}^B \text{contribution}_{b,c}$$

V_l = sum of votes for list l :

$$V_l = \sum_{c=1}^C (V_c, \text{ if candidate } c \text{ belongs to list } l; \text{ otherwise } 0)$$

Seats assigned to lists proportionally to V_l

3. Proposed changes to the CLP Statutes

The Statutes of the Luxembourg Local Staff Committee, adopted by the General Meeting of Staff on 16 July 2016, are amended as follows:

- 1) The title and introductory paragraphs are replaced by the following:

“STATUTES OF THE LUXEMBOURG LOCAL STAFF COMMITTEE
(Adopted by the General Meeting of Staff on **XX XXXX 2019**)

The general meeting of officials and other servants of the European Commission represented by the Luxembourg Local Staff Committee,

having regard to Annex II to the Staff Regulations of Officials, and in particular Article 1 thereof,

having regard to the Rules laying down the composition and operation of the Staff Committee determined by the Commission on 22 October 1997 (hereinafter the “Commission Decision of 22 October 1997”),

has adopted the following provisions:”

- 2) Article 3 is replaced by the following:

“Article 3
(Composition)

In accordance with Article 4 of the Commission Decision of 22 October 1997, the Committee shall comprise 20 members, including, as provided for in the fourth paragraph of Article 1 of Annex II to the Staff Regulations, at least one representative from each of the three function groups provided for in Article 5 of the Staff Regulations (AD, AST and AST/SC) and at least one representative of the servants referred to in the first paragraph of Article 7 of the Conditions of Employment of other servants of the Communities, and shall be elected for a period of three years by the entire staff of the Commission in Luxembourg according to the procedure laid down in Articles 5, 6, 7, 8, 9, 10 and 11 below.

The Committee shall elect its chair, one or two vice-chairs and one or two secretaries.”

- 3) Articles 5 to 12 are replaced by the following:

“Article 5
(Assessors)

The outgoing Committee shall appoint four assessors to the electoral office to be responsible for organising the elections; these assessors must not themselves be candidates or members of the outgoing Committee; their appointment must be ratified by the general meeting of staff when it meets to hear the report of the outgoing Committee.

As soon as the proceedings of this general meeting of staff are closed, the electoral office shall adopt the timetable for the election and shall inform the staff of the final date for submitting nominations and the dates on which voting is to begin and end; there must be at least eight calendar days between the date on which the timetable for the elections is distributed and the final date for submitting nominations, and at least five working days between the beginning and the end of voting.

Article 6
(Electors/Candidates)

All officials and all other servants having an indefinite contract or a contract of more than 12 months shall be entitled to vote and shall be eligible for office as long as they have notified their intention to stand and have undertaken to carry out, if elected, the tasks incumbent upon the members of the Committee. In addition, servants with a contract of less than 12 months shall be entitled to vote if they have been employed for at least six months.

For the electoral campaign all candidates shall have access, under the conditions laid down by the electoral office, to display-boards located in the entrances to buildings.

Article 7
(Nominations)

For the purposes of nominations, a candidate pair shall consist of two persons: the candidate for full membership and the candidate for alternate membership. This combination can be made independently of the function group of those concerned. For the representation of the three function groups and other servants referred to in Article 3 of these Statutes, as well as for the purposes of establishing alphabetical order according to this Article, only the candidate for full membership shall count.

Each nomination shall be submitted in the form of either an individual candidate pair (“individual nomination”) or in the form of a list containing a maximum of 20 candidate pairs (“list nomination”).

No candidate may be nominated more than once. In the event of failure to obey this rule, the electoral office shall disqualify all candidate pairs in which this candidate appears from all nominations.

Each individual nomination must contain the signature of both the candidate for full membership and the candidate for alternate membership.

In the case of list nominations, the signature of the list by one of the candidates appointed for the purpose by that list shall be sufficient. The list must be able to establish, to the satisfaction of the electoral office, and no later than the time for checking the nominations, that all its candidates have accepted nomination. The acknowledgements of receipt of the nominations shall be signed by two members of the electoral office.

The disqualification of a particular candidate pair shall not invalidate the remaining candidate pairs appearing on the same list.

Once accepted by the electoral office, nominations may not be withdrawn.

If, on the closing date for nominations, there are fewer than 20 nominated candidate pairs in total, or the nominations submitted preclude the representation of the three function groups and the other servants referred to in Article 3 of these Statutes, the electoral office shall notify the electors to this effect and grant them an extension of time of one week. During this time, additional nominations may be submitted and additional candidate pairs may be added to previously submitted nominations with less than 20 candidate pairs. After this extension of time elapses, the elections shall proceed, even if the representativeness requirement remains unfulfilled.

The electoral office shall establish by lot list numbers for list nominations. At least three working days before the elections, the electoral office shall publish all list nominations together with their list numbers, as well as all individual nominations.

The individual nominations shall appear on the ballot paper individually in alphabetical order. For the list nominations, the names of the candidates shall appear on the ballot paper by list and in alphabetical order. Each candidate's employment status and function group shall be mentioned on the ballot paper.

Article 8 (Voting procedure)

Composition of the electoral office

The electoral office shall comprise five members: a president and four assessors. The president of the electoral office shall be appointed by the administration. The assessors shall be appointed in accordance with Article 5. Three members, including the president, must be present for the proceedings and decisions of the office to be valid.

Duties and role of the electoral office:

- To ensure that the elections are conducted in accordance with the rules in force;
- to establish the timetable for the elections;
- to decide whether a paper ballot should be organised for exceptional reasons;
- to ensure that the administration sets up a functional electronic mailbox for the elections;
- to ensure that the administration publishes a list of all those entitled to vote;
- to ensure that the administration publishes the current statutes of the local staff committee and any other relevant document in good time;
- to ensure that the administration supplies the appropriate infrastructure for the elections and the electoral campaign;
- to accept and check the nominations using the means provided by the administration;
- to choose by lot the numbers for the electoral lists;
- to inform voters and candidates of the election timetable and voting procedure;
- to test that the electronic voting system works properly and is user-friendly;
- to check before the start of voting that the voting file is empty;
- to supervise and monitor the start and close of the ballot;
- to monitor daily progress with the ballot;
- to secure the final result of the voting after the ballot closes;
- to check that the quorum has been reached;
- to call a second vote with a lower quorum if the two-thirds quorum is not reached on the first ballot;
- to validate the result of the electronic counting;
- to produce a report on the elections;
- to inform the voters of the election result;
- to examine any complaints and decide what action to take: the electoral office's decision on each complaint and the action taken must be recorded in the final report on the elections.

The list representatives

Each list that has presented candidates may appoint a list representative. The list representatives and each individual candidate may have their observations recorded in the report.

Voting procedure

The ballot shall be secret and conducted by electronic voting. The name of each elector shall be identified and checked electronically when the vote is cast and the elector's name shall be recorded in a file of voters

having voted; the votes cast shall be recorded in another file. Anonymity shall be guaranteed by ensuring that there is no link between the two files.

The elector must cast his or her vote as follows, failing which the vote shall be declared void. The elector may vote for a maximum of 20 candidate pairs, chosen from one or more lists and/or from individual candidate pairs, by placing a cross in the box next to each candidate pair chosen. It is also possible to cast a blank or spoiled ballot.

Article 9 (Quorum)

The election shall be valid only if two-thirds of the electors take part; if this proportion is not attained, voting shall be extended by one week. If the quorum has still not been reached after this time, the election shall be declared void and the electoral office shall call a second vote, in which the quorum shall be a simple majority of the electors.

Article 10 (Counting)

The result of the electronic counting shall be validated by the electoral office.

The electoral office shall verify the quorum and check that the ballot has been conducted correctly.

For the purposes of the counting, each individually-nominated candidate pair shall be regarded as a separate list containing that one candidate pair.

For each valid ballot, each candidate pair selected on that ballot shall receive a contribution towards its number of votes that is equal to the reciprocal of the number of candidate pairs selected in total on that ballot. The number of votes of each candidate pair shall be the sum of all contributions for that particular candidate pair across all ballots.

The total number of votes for each list shall be the sum of the total number of votes for each candidate pair on that list.

Seats shall be attributed to lists proportionally to the total number of votes for each list using the d'Hondt method. However, a list may not be attributed more seats than there are candidate pairs on that list.

For each list, the attributed seats shall be allocated to the candidate pairs who obtained the largest number of votes. In the case of an equal number of votes, the order of candidate pairs shall be determined by lot by the electoral office.

Article 11 (Representativeness clause)

If no representative of one of the function groups or of the other servants referred to in Article 3 of these Statutes appears among the elected candidate pairs, the candidate pair for the function group or for the other servants lacking representation who won the largest number of votes shall replace the elected candidate pair from the same list which obtained the lowest number of votes.

However, if the elected candidate pair to be replaced includes the only representative of a function group or of the other servants, then this candidate pair shall remain elected and the elected candidate pair with

the second lowest number of votes from the same list shall be replaced (unless this candidate pair also includes the only representative of a function group or of the other servants, in which case the candidate pair to be replaced shall be the elected candidate pair with the third lowest number of votes from the same list, and so on).

If it is not possible to find an elected candidate pair to replace in the same list, then the candidate pair to replace shall be the elected candidate pair that obtained the lowest number of votes, irrespective of lists; the previous paragraph shall apply *mutatis mutandis*.

This procedure shall be repeated until all the function groups as well as the other servants are represented.

Article 12 (Resignation)

In the event of the departure of a full member, his or her place as a full member shall be taken by the alternate member.

In the event of the departure of both the full and alternate members, they shall be replaced according to the provisions of Article 8 of the Commission Decision of 22 October 1997.

To avoid conflicting interpretations, the election procedure provided for in these Statutes shall be considered to fulfil the conditions of the sixth subparagraph of Article 8 of Commission Decision of 22 October 1997, and all candidates shall be considered to have been elected on the strength of preference votes.”

4) In Article 16, the text “The French version of the present Statutes shall be the authentic version.” is deleted.

5) The annexed d’Hondt method example is replaced by the following:

“THE D’HONDT METHOD BASED ON THE PRINCIPLE OF HIGHEST QUOTIENTS

This method of calculation of the distribution of seats in accordance with the principle of proportionality was devised by Victor d’Hondt.

The system provides for the successive division of the validly cast votes won by the different lists in order to obtain a number of series of quotients (one series per list).

The seats are attributed on the basis of the descending order of magnitude of the results of each list and their division by consecutive full numbers (1, 2, 3, 4, etc.).

For example: if there were twenty candidates to be elected by the d’Hondt method, and if the election resulted in 4 160 votes being won by list A, 3 380 by list B and 2 460 by list C, the breakdown of seats would be as follows: 8 seats for list A, 7 seats for list B, and 5 seats for list C.

DIVISORS	QUOTIENTS		
	List A	List B	List C
1	4160 (1.)	3380 (2.)	2460 (3.)
2	2080 (4.)	1690 (5.)	1230 (7.)

3	1387 (6.)	1127 (8.)	820 (12.)
4	1040 (9.)	845 (10.)	615 (15.)
5	832 (11.)	676 (14.)	492 (19.)
6	693 (13.)	563 (17.)	410
7	594 (16.)	483 (20.)	351
8	520 (18.)	423	308
9	462	376	273
10	416	338	246 ”



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General Assembly

9 July 2019 at 12:30 in room EUFO 00/10

Current Statutes of the LSC Luxembourg	Joint proposal
<p>The general meeting of officials and other servants of the European Commission represented by the Luxembourg Local Staff Committee, Having regard to Annex II to the Staff Regulations of Officials, and in particular Article 1 thereof,</p> <p>Has adopted the following provisions:</p>	<p>The general meeting of officials and other servants of the European Commission represented by the Luxembourg Local Staff Committee, having regard to Annex II to the Staff Regulations of Officials, and in particular Article 1 thereof,</p> <p>having regard to the Rules laying down the composition and operation of the Staff Committee determined by the Commission on 22 October 1997 (hereinafter the “Commission Decision of 22 October 1997”),</p> <p>has adopted the following provisions:</p>
<p>Article 1 (Capacity)</p>	
<p>The staff of the Commission employed in Luxembourg shall be represented by a Local Staff Committee.</p>	
<p>Article 2 (Role)</p>	
<p>The Local Staff Committee shall perform the duties assigned to it by the Staff Regulations and other regulations brought into force by the appropriate authorities.</p> <p>It may also carry out any other duties or tasks assigned to it by the appointing authority or by the Staff General Meeting.</p>	
<p>Article 3 (Composition)</p>	
<p>In accordance with Article 4 of the rules relating to the institution of a Staff Committee, adopted by the Commission on 9 April 1968 and last amended on 22 October 1997, the Committee shall comprise 20 members, including, as provided for in the fourth paragraph of Article 1 of Annex II to the Staff Regulations, at least one representative from each of the three function groups provided for in Article 5 of the Staff Regulations (AD, AST and AST/SC) and at least one representative of the servants referred to in the first paragraph of Article 7 of the Conditions of Employment of other servants of the Communities, and shall be elected for a period of</p>	<p>In accordance with Article 4 of the Commission Decision of 22 October 1997, the Committee shall comprise 20 members, including, as provided for in the fourth paragraph of Article 1 of Annex II to the Staff Regulations, at least one representative from each of the three function groups provided for in Article 5 of the Staff Regulations (AD, AST and AST/SC) and at least one representative of the servants referred to in the first paragraph of Article 7 of the Conditions of Employment of other servants of the Communities, and shall be elected for a period of three years by the entire staff of the Commission in Luxembourg according to the procedure laid</p>

<p>three years by the entire staff of the Commission in Luxembourg according to the procedure laid down in Articles 5, 6, 7, 8, 9, 10 and 11 below.</p> <p>The Committee shall elect its chairman, one or two vice-chairmen and one or two secretaries.</p>	<p>down in Articles 5, 6, 7, 8, 9, 10 and 11 below.</p> <p>The Committee shall elect its chair, one or two vice-chairs and one or two secretaries.”</p>
<p>Article 4 (Operation)</p>	
<p>The Committee shall adopt its own rules of procedure.</p> <p>The Committee must meet at least once a month. However, it must also meet if at least three of its members request a meeting.</p> <p>The Committee shall keep the staff informed of its activities. It may do so via the delegates referred to in Article 14 below.</p> <p>At the end of its term of office, it shall draw up a general report and submit it to the Staff General Meeting.</p>	
<p>Article 5 (Assessors)</p>	
<p>The outgoing Committee shall appoint four assessors to the electoral office to be responsible for organising the elections; these assessors must not themselves be candidates or members of the outgoing Committee; their appointment must be ratified by the staff general meeting when it meets to hear the report of the outgoing Committee.</p> <p>As soon as the proceedings of this staff general meeting are closed, the electoral office shall adopt the timetable for the election and shall inform the staff of the final date for submitting candidatures and the dates on which voting is to begin and end; there must be at least eight calendar days between the date on which the timetable for the elections is distributed and the final date for submitting candidatures, and at least five working days between the beginning and the end of voting.</p>	<p>The outgoing Committee shall appoint four assessors to the electoral office to be responsible for organising the elections; these assessors must not themselves be candidates or members of the outgoing Committee; their appointment must be ratified by the general meeting of staff when it meets to hear the report of the outgoing Committee.</p> <p>As soon as the proceedings of this general meeting of staff are closed, the electoral office shall adopt the timetable for the election and shall inform the staff of the final date for submitting nominations and the dates on which voting is to begin and end; there must be at least eight calendar days between the date on which the timetable for the elections is distributed and the final date for submitting nominations, and at least five working days between the beginning and the end of voting.</p>
<p>Article 6 (Electors/Candidates)</p>	
<p>All officials and all other servants having an indefinite contract or a contract of more than 12 months shall be entitled to vote and shall be eligible for office as long as they have notified their intention to stand and have undertaken to carry out, if elected, the tasks incumbent upon the members of the Committee. In addition, servants with a contract of less than 12 months shall be entitled to vote if they have been employed for at least six months.</p> <p>For the electoral campaign all candidates shall have access, under the conditions laid down by the electoral office, to display-boards located in the entrances to buildings.</p>	
<p>Article 7 (Nominations)</p>	

Each nomination must bear the names of two persons: the candidate for full membership and the candidate for alternate membership. This combination can be made independently of the function group of those concerned. For the representation of the three function groups and other servants referred to in Article 3 of these Statutes only the candidate for full membership will count.

Nominations shall be submitted in the form either of an individual candidature or of lists, each list to contain a minimum of eight (eight full and eight alternate) and a maximum of 20 (20 full and 20 alternate) candidatures.

No candidate may be nominated more than once. In the event of failure to obey this rule, the electoral office will disqualify the candidature from all lists on which it appears.

Each nomination of individual candidates must contain the signature of both the candidate for full membership and the candidate for alternate membership.

In the case of lists of candidates the signature of the list by one of the candidates appointed for the purpose by that list shall be sufficient. The list must be able to establish, to the satisfaction of the electoral office, and no later than the time for checking the nominations, that the parties concerned have accepted nomination. The acknowledgements of receipt of the nominations shall be signed by two members of the electoral office

The unacceptability of a particular nomination shall not invalidate the remaining nominations appearing on the same list.

Once accepted by the electoral office, nominations may not be withdrawn.

If, on the closing date for nominations, there are fewer than 20 candidatures in total, or the nominations submitted preclude the representation of the three function groups and the other servants referred to in Article 3 of these Statutes, the electoral office shall notify the electors to this effect and grant them an extension of time of at least two working days.

For the purposes of nominations, a candidate pair shall consist of two persons: the candidate for full membership and the candidate for alternate membership. This combination can be made independently of the function group of those concerned. For the representation of the three function groups and other servants referred to in Article 3 of these Statutes, as well as for the purposes of establishing alphabetical order according to this Article, only the candidate for full membership shall count.

Each nomination shall be submitted in the form of either an individual candidate pair (“individual nomination”) or in the form of a list containing a maximum of 20 candidate pairs (“list nomination”).

No candidate may be nominated more than once. In the event of failure to obey this rule, the electoral office shall disqualify all candidate pairs in which this candidate appears from all nominations.

Each individual nomination must contain the signature of both the candidate for full membership and the candidate for alternate membership.

In the case of list nominations, the signature of the list by one of the candidates appointed for the purpose by that list shall be sufficient. The list must be able to establish, to the satisfaction of the electoral office, and no later than the time for checking the nominations, that all its candidates have accepted nomination. The acknowledgements of receipt of the nominations shall be signed by two members of the electoral office.

The disqualification of a particular candidate pair shall not invalidate the remaining candidate pairs appearing on the same list.

Once accepted by the electoral office, nominations may not be withdrawn.

If, on the closing date for nominations, there are fewer than 20 nominated candidate pairs in total, or the nominations submitted preclude the representation of the three function groups and the other servants referred to in Article 3 of these Statutes, the electoral office shall notify the electors to this effect and grant them an extension of time of one week. During this time, additional

<p>The list of approved candidatures and the numbers allocated to the lists, chosen by lot by the electoral office, must be published at least three working days before the elections.</p> <p>The individual candidatures shall appear on the ballot paper individually in alphabetical order. The names of the candidates on each list shall appear on the ballot paper by list and in alphabetical order; each candidate's employment status and function group shall be mentioned on the ballot paper.</p>	<p>nominations may be submitted and additional candidate pairs may be added to previously submitted nominations with less than 20 candidate pairs. After this extension of time elapses, the elections shall proceed, even if the representativeness requirement remains unfulfilled.</p> <p>The electoral office shall establish by lot list numbers for list nominations. At least three working days before the elections, the electoral office shall publish all list nominations together with their list numbers, as well as all individual nominations.</p> <p>The individual nominations shall appear on the ballot paper individually in alphabetical order. For the list nominations, the names of the candidates shall appear on the ballot paper by list and in alphabetical order. Each candidate's employment status and function group shall be mentioned on the ballot paper.</p>
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Article 8
(Voting procedure)

Composition of the electoral office

The electoral office shall comprise five members: a president and four assessors. The president of the electoral office shall be appointed by the administration. The assessors shall be appointed in accordance with Article 5. Three members, including the president, must be present for the proceedings and decisions of the office to be valid.

Duties and role of the electoral office:

- To ensure that the elections are conducted in accordance with the rules in force;
- to establish the timetable for the elections;
- to decide whether a paper ballot should be organised for exceptional reasons;
- to ensure that the administration sets up a functional electronic mailbox for the elections;
- to ensure that the administration publishes a list of all those entitled to vote;
- to ensure that the administration publishes the current statutes of the local staff committee and any other relevant document in good time;
- to ensure that the administration supplies the appropriate infrastructure for the elections and the electoral campaign;
- to accept and check the nominations using the means provided by the administration;
- to choose by lot the numbers for the electoral lists;
- to inform voters and candidates of the election timetable and voting procedure;
- to test that the electronic voting system works properly and is user-friendly;
- to check before the start of voting that the voting file is empty;
- to supervise and monitor the start and close of the ballot;
- to monitor daily progress with the ballot;
- to secure the final result of the voting after the ballot closes;
- to check that the quorum has been reached;
- to call a second vote with a lower quorum if the two-thirds quorum is not reached on the first ballot;
- to validate the result of the electronic counting;

<ul style="list-style-type: none"> — to produce a report on the elections; — to inform the voters of the election result; — to examine any complaints and decide what action to take: the electoral office's decision on each complaint and the action taken must be recorded in the final report on the election.s 	
<p>The list representatives</p> <p>Lists that have presented candidates may appoint a list representative. The list representatives and each individual candidate may have their observations recorded in the report.</p> <p>Voting procedure</p> <p>The ballot shall be secret and conducted by electronic voting. The name of each elector shall be identified and checked electronically when the vote is cast and the elector's name shall be recorded in a file of voters having voted; the votes cast shall be recorded in another file. Anonymity shall be guaranteed by ensuring that there is no link between the two files.</p> <p>The elector must cast his or her vote as follows, failing which the vote shall be declared void. The elector may vote for a maximum of 20 candidates, chosen from one or more lists or from individual candidates, by placing a cross in the box next to each candidate chosen. It is also possible to cast a blank or spoiled ballot.</p> <p>The elector may also cast a "list vote" by voting for a minimum of eight and a maximum of 20 candidates chosen from a single list.</p>	<p>The list representatives</p> <p>Each list that has presented candidates may appoint a list representative. The list representatives and each individual candidate may have their observations recorded in the report.</p> <p>Voting procedure</p> <p>The ballot shall be secret and conducted by electronic voting. The name of each elector shall be identified and checked electronically when the vote is cast and the elector's name shall be recorded in a file of voters having voted; the votes cast shall be recorded in another file. Anonymity shall be guaranteed by ensuring that there is no link between the two files.</p> <p>The elector must cast his or her vote as follows, failing which the vote shall be declared void. The elector may vote for a maximum of 20 candidate pairs, chosen from one or more lists and/or from individual candidate pairs, by placing a cross in the box next to each candidate pair chosen. It is also possible to cast a blank or spoiled ballot.</p> <p>--</p>
<p>Article 9 (Quorum)</p>	
<p>The election shall be valid only if two-thirds of the electors take part; if this proportion is not attained, voting shall be extended by two working days. If the quorum has still not been reached after this time, the election shall be declared void and the electoral office shall call a second vote, in which the quorum shall be a simple majority of the electors.</p>	<p>The election shall be valid only if two-thirds of the electors take part; if this proportion is not attained, voting shall be extended by one week. If the quorum has still not been reached after this time, the election shall be declared void and the electoral office shall call a second vote, in which the quorum shall be a simple majority of the electors.</p>
<p>Article 10 (Counting)</p>	
<p>The result of the electronic counting shall be validated by the electoral office.</p> <p>After verifying the quorum and checking that the ballot has been conducted correctly, the electoral office shall list the candidates in descending order of the number of votes they have</p>	<p>The result of the electronic counting shall be validated by the electoral office.</p> <p>The electoral office shall verify the quorum and check that the ballot has been conducted correctly.</p>

<p>obtained.</p> <p>Candidates who have obtained the same number of votes shall be ranked according to their length of service with the Commission and, where length of service is the same, according to age, the older taking precedence over the younger.</p> <p>The first twelve candidates shall be elected, subject to the verification of the representativeness clause (see Article 11).</p> <p>The eight remaining seats shall be attributed proportionally, according to the d'Hondt method, to the lists having obtained as list votes (see Article 8) at least 5% of the ballots cast.</p> <p>In each list, the "list vote" seats shall be allocated to the unelected candidates who obtained the largest number of votes, according to the number of seats attributed to the list. In the case of an equal number of votes the candidates shall be separated by length of service in the Commission in the first instance, then by age, priority being given to the longest serving candidate first, then to the oldest.</p>	<p>For the purposes of the counting, each individually-nominated candidate pair shall be regarded as a separate list containing that one candidate pair.</p> <p>For each valid ballot, each candidate pair selected on that ballot shall receive a contribution towards its number of votes that is equal to the reciprocal of the number of candidate pairs selected in total on that ballot. The number of votes of each candidate pair shall be the sum of all contributions for that particular candidate pair across all ballots.</p> <p>The total number of votes for each list shall be the sum of the total number of votes for each candidate pair on that list.</p> <p>Seats shall be attributed to lists proportionally to the total number of votes for each list using the d'Hondt method. However, a list may not be attributed more seats than there are candidate pairs on that list.</p> <p>For each list, the attributed seats shall be allocated to the candidate pairs who obtained the largest number of votes. In the case of an equal number of votes, the order of candidate pairs shall determined by lot by the electoral office.</p>
<p>Article 11 (Representativeness clause)</p>	
<p>A provisional classification of the successful candidates shall be drawn up in the manner described. If no representative of one of the function groups or of the other servants referred to in Article 3 of these Statutes appears in this list, the candidate for the function group or for the other servants lacking representation who won the largest number of preferential votes shall replace the person whose name appears last on the provisional classification of successful candidates on that list on which he or she submitted his or her candidature, or, if he or she is an individual candidate, he or she shall replace the candidate on the provisional list having obtained the smallest number of preferential votes.</p> <p>However, if the person whose name appears last on the provisional classification of successful candidates is the only representative of his or her function group or of the other servants, then the</p>	<p>If no representative of one of the function groups or of the other servants referred to in Article 3 of these Statutes appears among the elected candidate pairs, the candidate pair for the function group or for the other servants lacking representation who won the largest number of votes shall replace the elected candidate pair from the same list which obtained the lowest number of votes.</p> <p>However, if the elected candidate pair to be replaced includes the only representative of a function group or of the other servants, then this candidate pair shall remain elected and the elected candidate pair with the second lowest number of votes from the same list shall be replaced (unless this candidate pair also includes the only representative of a function group or of the other servants, in which case the candidate pair to be replaced shall be the elected candidate pair with the third lowest number of votes from</p>

<p>person whose name appears second last on the provisional classification will automatically be required to surrender his or her place.</p>	<p>the same list, and so on).</p> <p>If it is not possible to find an elected candidate pair to replace in the same list, then the candidate pair to replace shall be the elected candidate pair that obtained the lowest number of votes, irrespective of lists; the previous paragraph shall apply <i>mutatis mutandis</i>.</p> <p>This procedure shall be repeated until all the function groups as well as the other servants are represented.</p>
<p>Article 12 (Resignation)</p>	
<p>In the event of the departure of a full member, his or her place as full member shall be taken by the alternate member.</p> <p>In the event of the departure of both the full and alternate members, they shall be replaced according to the provisions of Article 8 of the Commission Decision of 22 October 1997.</p>	<p>In the event of the departure of a full member, his or her place as a full member shall be taken by the alternate member.</p> <p>In the event of the departure of both the full and alternate members, they shall be replaced according to the provisions of Article 8 of the Commission Decision of 22 October 1997.</p> <p>To avoid conflicting interpretations, the election procedure provided for in these Statutes shall be considered to fulfil the conditions of the sixth subparagraph of Article 8 of Commission Decision of 22 October 1997, and all candidates shall be considered to have been elected on the strength of preference votes.</p>
<p>Article 13 (Constituent meeting)</p>	
<p>The member elected with most votes shall be responsible for convening a meeting of the Committee. The Committee shall immediately elect the officers and the members and alternate members on the Central Staff Committee. The composition of the delegation to the Central Staff Committee, as provided for in Article 5 of the Commission Decision of 22 October 1997, shall be determined according to the largest remainder method, based on the election result expressed in numbers of seats on the Local Staff Committee. The same rule of proportionality shall not apply to the composition of the Bureau, but a minimum of pluralism shall nevertheless be guaranteed.</p>	
<p>Article 14 (Delegates)</p>	
<p>The Committee may organise any election of delegates that it judges useful. These delegates shall be subject to the Statutes of the Staff Committee.</p> <p>These delegates shall report to the Committee on problems of particular concern to their respective departments and/or working conditions. They shall receive their mandate from the Committee.</p> <p>The delegates shall meet at least once a year.</p>	
<p>Article 15 (Reference date of the elections)</p>	
<p>If the quorum is not achieved in the first round of elections for renewing the Committee, the reference date for the term of office is the closing date for the first round of elections.</p>	
<p>Article 16 (Amendment)</p>	
<p>The present Statutes may be amended by a general meeting of staff, duly convened by the Committee</p>	

for this purpose, held at least three months before the end of the outgoing Committee's term of office, by a majority vote of two-thirds of the members present.

Consideration shall be given only to amendments tabled by:

- the Committee itself, at least one calendar month before the date of the general meeting,

or

- at least thirty members of staff, sent to the Committee at least ten working days before the date of the general meeting.

The staff must be informed of all the proposals at least five working days before the date of this general meeting. **Only editorial amendments and spelling or grammar corrections may be submitted and adopted at this general meeting.**

The French version of the present Statutes shall be the authentic version.

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