



Elections of the representatives of the UNCCD CSO panel

The accredited CSOs should nominate their representatives within the UNCCD CSO panel member to undertake the tasks entrusted by the Conference of the Parties during the period just after the conference of the Parties until the end of the next conference of the Parties (biennium). Only an active accredited organization may nominate itself and participate in the election within each of the five United Nations Regional Groups of Members States. The accredited CSO must have the institutional capacity and commitment to accept and execute the duties and responsibilities of this position. In accordance to the decision 5/COP.14 the process of elections is facilitated by the UNCCD secretariat. The elections will follow a twostep process (i) nomination of the candidates (ii) election of the panel members among the candidates.

1. Nomination of candidates

- a.) The Secretariat will send out a “**Call for Nominations**” to all the accredited CSOs and will post the call on the UNCCD website.
- b.) The deadline to receive nominations is 14th December 2019. In case of low response the nomination period may be extended.
- c.) A reminder to submit nominations will be sent out to all the accredited CSO at least one week before the deadline to submit nominations.
- d.) Organizations wishing to nominate themselves as candidates for the CSO panel should submit the following documents:
 - (i) Completed Nomination Form.
 - (ii) A letter signed by the Chairperson of the board or Head in charge of the organization (other than the nominated candidate) confirming the organization commitment to undertake the tasks and the responsibilities of the CSO panel members if elected.
 - (iii) A document describing the experience of the organization and its experience related to the UNCCD.
 - (iv) A work plan (maximum 300 words) expressing how the candidate intends to carry out the responsibilities as panel member for the next two years
 - (v) Name and qualifications of the nominated candidate proposed as panel member.
 - (vi) Annual report and accounts for 2018.
 - (vii) A list of members of the board and the person heading the organization, including name, email address and telephone numbers.

The eligibility for an organization and candidate shall be verified on the basis of the following requirements:

Organization

- Submission of required documents
- Period of operations of at least 3 years
- Executive staff and experience in program/project implementation,
- Accredited organization and member of an existing network
- Sound financial and accounting systems.

Representative

- Senior person with experience of policy issues and CSO-perspectives related to UNCCD
- Fluent in written and spoken English. Following modus operandi of the CSO panel and the specific needs of the regions, for representatives of the African and Latin American and the Caribbean Group the candidate should also be fluent in French and Spanish respectively.
- Proven familiarity with the UNCCD-related discussions and matters;
- Willing to represent the CSOs from the UN region and to organize and mobilize the 600+ CSOs accredited to the UNCCD in the period from COP14 until COP15
- Able to work under stress

e) In order to ensure geographical rotation, CSOs from the countries of the current panel members (Togo, China, Argentina, Moldova and Netherlands) are not eligible. Furthermore, in order to ensure appropriate representativity and rotation, members of the current and previous panels are no eligible for the present election. Nevertheless, members of the former panel may be asked for support, advice and mentoring in a transition period until the new panel is fully operative.



f) Screening of candidates: The secretariat should review and verify the documents based on the information provided and to confirm that candidates meet eligibility criteria. According to the needs, consultation may be made with the current CSO panel and/or Government Focal points and/or other sources to verify the credentials of the candidate organizations. Any organizations found to have submitted false or misleading information may be barred from the election. The secretariat will confirm the list of eligible candidates. In the case of only one eligible candidate for the election in the region, they may be declared the winner without a voting session.

2. Elections

- a) The Secretariat will send out a “Call for Voting” on the 20th of December 2019 including the documentation of the eligible candidates and the Voting forms to the accredited organizations of the five United Nations Regional Groups of Member States
- b) The election period will last until 17th January 2020, during which the voting organizations would submit their votes electronically to the designated email(s) on the specified Voting forms sent to them.
- c) Any vote received after the deadline will automatically be invalid.
- d) All votes will be acknowledged electronically (automatically) to the official contact of the voting organization within 48 hours of receipt.

3. Voting Eligibility

- a) All active accredited CSOs are eligible to vote (this includes the CSO proposing a candidate).
- b) A list of such will be posted on the web site prior to the election period

4. Validity of Votes

- a) Only the votes received on the formal voting slip and from the designated representative of the organization and sent to the designated email would be considered valid.
- b) The votes should be sent to the email designated by the secretariat in its call notice.
- c) The votes received from the emails other than the ones registered would be considered only after proper verification.

5. Counting of votes and declaration of the results

- a.) The secretariat will receive and count all votes received from the accredited CSOs from the five United Nations Regional Groups of Member. The secretariat will review the voting results and prepare a report of results within 3 days of the voting deadline. The announcement of the results are to be made within 10 days of the completion of the voting period and published on the UNCCD website.
- b.) In case a candidate withdraws from the election after the initiation of the voting process the voting process will be proceed with the reduced number of candidates. In case of election with only two candidates, the other candidate can be declared the winner.
- c.) In order to be declared a winner, an organization must receive the most number of votes of the votes cast.
- d.) In the case of an election where the votes are tied between two or more candidates after the designated voting period an extension of the election period of up to one week is granted. If the situation remains the secretariat will apply the 5 criteria identified by decision 5/COP9 to select the candidate.

6. Compliance with the elections procedures

- a) The secretariat shall abide by the procedures laid down such as verification of the membership, nominations, voting information, voting mail address, tally of votes to ensure the holding of fair elections.
- b) Any Candidate who violates the rules or acts in an inappropriate manner to secure votes may be subject to disciplinary action or disqualification