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Nomination and Election Procedures for the PEFC Council Board



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Foreword

The PEFC Council (the Programme for the Endorsement of Forest Certification Schemes) is a global organisation promoting sustainable forest management through forest certification and labelling of forest based products. Products with a PEFC claim and/or label deliver confidence that raw material originates in sustainably managed forests, recycled material, and/or controlled sources.

The PEFC Council provides endorsement of national forest certification schemes, which are required to comply with the PEFC Council requirements subject to regular evaluations.

Introduction

The objective of this procedure document is to describe the rules and procedures for nominations and election of the Chairman, 2 Vice Chairmen and members of the Board.

This guide is an editorially reviewed and updated re-issuance of guideline GL3/2010, which it replaces as of 5th October 2018.

1 Scope

These guidelines set out the requirements for the nomination and election of the Chairman, 2 Vice Chairmen and members of the Board (Board members) as per the PEFC Council Statutes Article 5 and Article 6.

2 Normative References

PEFC Council Statutes

3 Terms and Definitions

For the purposes of this document, the following terms and definitions apply:

3.1

PEFC procedure document

Document published by the PEFC Council specifying mandatory procedures to be followed by the PEFC Council and/or PEFC national governing bodies in order to satisfy PEFC statutes, mission and objectives

4 Composition of the Board

The Board comprises the Chairman of the PEFC Council, the 2 Vice Chairmen and 2 to 12 Board members elected by the General Assembly (Article 6 of the PEFC Council Statutes).

Board members are elected for a 3 year term and one third of the Board members are eligible for re-election in any one year. The re-election of Board members for a second 3 year term of service is possible. Where a board member has been elected to serve an initial term of less than 3 years, they may be eligible to serve 2 full 3 year terms thereafter.

The composition of the Board should aim to reflect the major interested parties who support the PEFC, the geographical distribution of the members, the diversity of their annual cutting categories and an appropriate gender balance (see PEFC Statutes Article 6.2).

Major interested parties are the nine major groups of civil society as defined by the UN and Agenda 21, which includes amongst others: forest owners; forest managers; forest industry/processors; trade unions/labour; traders and buyers, conservation organisations (ENGOs); government/public institutions; scientific/academic; indigenous/local communities, consumers and other forest users.

The Board composition requirement shall be achieved through a Nominations Committee.

5 PEFC member nominations

The PEFC Council Secretariat issues separate Nominations Forms for the 3 types of position (Chairman, Vice Chairmen and Board members) to PEFC National Governing Bodies (NGBs) and International Stakeholder members (both hereafter members) at least 3 months prior to the date of the General Assembly.

The Nominations Forms must be returned to the PEFC Council Secretariat by the date specified on the form, which shall be at least 2 months prior to the General Assembly.

Nominations must be supported by 2 members (NGB and/or international stakeholder member). In the case of NGB members, the nomination form must be signed by the National Chairman or National Vice Chairman. In the case of an International Stakeholder member, the nomination form must be signed by the Authorized Representative.

Nominees must also sign the forms to signify their agreement to be nominated and their understanding of what the position of Chairman, Vice Chairman or Board member would entail.

6 Nominations Committee

One member of the 3 person Nominations Committee (NC), is appointed each year for a 3 year term, by the General Assembly, based on a proposal by the Board, which in turn will have considered candidates proposed by at least 2 members. Successful candidates may serve up to 2 successive terms. (Where a NC member has been elected to serve an initial term of less than 3 years, they may be eligible to serve 2 full 3 year terms thereafter).

The role of the NC is to ensure that the constitution of the Board fulfils the requirement given in the PEFC Council Statutes, Article 6, paragraph 2:

“The constitution of the Board should aim to reflect the major interested parties who support the PEFC, the geographical distribution of the members, the diversity of their annual cutting categories and an appropriate gender balance.”

The Nominations Committee has the following tasks:

- a) to advise members as to what qualifications and experience are being sought from nominees at the time nomination forms are circulated to members,
- b) to consider nominations submitted by members,
- c) where and when appropriate, to discuss the nominations with the nominating members and candidates with a view to proposing a list of candidates to ensure the requirements of Article 6, paragraph 2 of the PEFC Council Statutes are reflected in the composition of the Board,
- d) to prepare a report on the NC's proposal for Chairman, Vice Chairmen and Board member vacancies for the papers for the General Assembly and ensure it is circulated with the General Assembly papers to members in advance of the General Assembly,
- e) to ensure the papers on the Nominations Committee's proposal are presented to the General Assembly.
- f) elect its own Chairman and decide its mode of operation (e.g. electronic voting etc) with respect to the above tasks.

The PEFC Council Secretariat shall be available to the Nominations Committee in a secretarial role.

7 Election of the Chairman, Vice Chairmen and Board members

The Chairman, Vice Chairmen and Board members are elected by the General Assembly based on the proposal made by the Nominations Committee.