Voting Procedure – GA-2021 via Web-conference using electronic ballots

*** Please Note – Vote registrations close on FRIDAY 1st October 2021 ***
*** The below procedure has been legally approved ***
*** The voting will be supervised and audited by a polling committee (Mr Marc Boudewijns – lawyer; Mr Rik van Miert – WBFSH honorary member; Mrs Nadine Brandtner – WBFSH General Manager, unaffiliated to any studbook member) ***

- An **encryption code** will be generated that is unique to every studbook, to ensure that the studbook gets the correct number of votes according to the average number of foals registered in the last three years. The encryption key for the unique codes is held by the polling committee.

- **One person One vote submission**. Therefore, a studbook representative that is registered to vote for their studbook, can only vote for their studbook, and cannot vote for any other studbook by Proxy.

- **Proxies**: a studbook can nominate a representative of another member studbook to vote on their behalf by proxy, or they may give a proxy to a representative of a national umbrella organisation of WBFSH members (as per Article 25.4.b.). For registration of Proxies, the studbook must submit the proxy form signed by the person they delegate to vote for them, such that the WBFSH knows that both parties are privy and in agreement.

For Example:
DWB may nominate one of its representatives to vote for DWB. ISH may request that DWB vote for it by proxy, but this will need to be a different natural person, that is a representative of DWB. Proxy nomination needs to be provided by ISH with the name & signature of the voter.

- For any person that is registered to vote (whether for their own studbook, or by proxy), a **personal email address** must be provided at the time of vote registration. The access link to the electronic ballot with an encryption code will be sent to the voter after the start of the GA. Therefore:

- **Voters must participate in the GA web-conference**. If voters are not online, the email with the access link for voting and encryption code will not be sent to the voter. Voters must therefore ensure that when they register for the GA, they use the same email address for their vote registration.

- Registered voters that are online at the start of the GA, will receive a **voting invitation**, with an access link to the electronic ballot and an encryption code. This link to access the electronic ballot will only become active during the GA while the vote is being carried out.

- The vote will be opened by the voting moderator, at which time the polling committee will activate the link for the electronic ballots.

- During the vote, the polling committee will be physically located at the **Offices of VOBIS-Law, Antwerp/Belgium**.

- Voters will be given **15 minutes** to vote, after which the voting moderator will notify the GA that the vote is closing.

- The polling committee will deactivate the link to the electronic ballots so no more votes can be submitted.

- The polling committee will extract the submitted votes via Excel sheet the submitted votes. The system is set up such that:
    o Votes are anonymous – no email addresses, IP addresses, city or country codes are captured.
    o Multiple votes cannot be submitted – if a voter attempts to place another vote, he/she will be warned that they have already placed a vote. If they continue anyway, their previous submission is over-written. For this reason, proxies cannot be given to a person that is also voting for their own studbook.
    o The polling committee will enter the encryption key into the Excel sheet and results are calculated using the Excel SUM function

- Mr Marc Boudewijns & partners will announce the results.

Updated Vilhelmsborg, 7th October 2021

Download the vote registration form here:
https://www.wbfsh.com/downloads/general-assembly/2021/Vote_Authorisation_Form_2021.pdf

Download the proxy registration form here:
https://www.wbfsh.com/downloads/general-assembly/2021/Vote_Proxy_Form_2021.pdf