

## 1. Overview

It is in the interest of the World Flying Disc Federation (WFDF), its Members, their respective Delegates and the Candidates standing for Election that respect for "universal fundamental ethical principles," one of the foundations of Olympism and the sports movement, should prevail.

It is also essential that equality be observed between the Candidates and an atmosphere of mutual respect prevail amongst them. Notwithstanding the confidence that the Candidates enjoy, there is also a need to ensure a degree of harmonization in the conduct of the elections and the applicable procedures.

Therefore, this Election Policy and Procedures are issued to govern the elections for all positions to be elected in WFDF in supplement to the Bylaws. Of particular importance is the Election of the Board of Directors, who manage WFDF in pursuit of its mission.

## 2. Bylaws Applicable

*The Election of Directors is held electronically and must be open for at least thirty (30) days (i.e., at least thirty [30] days' notice must be given of the closing date) (WFDF Bylaws Article IV, Section 2).*

*The election must be held in the last two (2) months of the year (WFDF Bylaws Article IV, Section 2).*

*The staggering of Director positions is approved by Congress (WFDF Bylaws Article IV, Section 2).*

*WFDF Bylaws outline the composition of the Board of Directors as follows (WFDF Bylaws Article IV, Section 1, approved by WFDF Congress 21 August 2021; 31 August 2024):*

- *President*
- *Treasurer*
- *Secretary*
- *Chairs of each Disc Sport Committee*
  - *Ultimate Committee, Chairperson*
  - *Disc Golf Committee, Chairperson*
  - *Freestyle Committee, Chairperson*
  - *Overall Committee, Chairperson*
  - *Guts Committee, Chairperson*
  - *Beach Ultimate Committee, Chairperson*
- *Spirit of the Game Commission, Chairperson*
- *Presidents/Representatives of each of the Continental Associations (as Ex-Officio Members)*
  - *Africa, Continental Representative*
  - *Americas, Continental Representative*
  - *Asia-Oceania, Continental Representative*
  - *Europe, Continental Representative*
- *Athletes' Commission, Chairperson*
- *Medical and Anti-Doping Commission, Chairperson (Appointed)*
- *At Large, Director (Appointed)*
- *At Large, Director (Appointed)*
- *Secretary General (Non-Voting)*
- *Independent Non-Executive, Director (Appointed, Non-Voting)*
- *Independent Non-Executive, Director (Appointed, Non-Voting)*

*The number of Directors may only be changed by Congress through an amendment to the Bylaws (WFDF Bylaws Article IV, Section 3).*

The purpose of this document is to outline the election procedure supplementary to what is specified in the Bylaws.

### 3. Definitions

- **Abstain** – An option a Voter may choose to abstain from voting in any section of the Ballot instead of ranking preferred Candidates for that position.
- **Ballot** – A document (web form) within which a Voter expresses preferences for each open position. A valid Ballot is complete according to this policy and uncontested. A Ballot is cast when it is sent from the web form to each NomCom member directly.
- **Candidate** – A Nominee once vetted and approved for candidacy by NomCom. Candidates may run for multiple positions and will have indicated their desired position(s) in order.
- **Campaign Period** – The time in which Candidates may promote their candidacy; from the day the Candidates are published by the NomCom until the conclusion of the Election.
- **Day** – Days that are deadlines end at 12:00 UTC the following day (i.e. at midnight in the time zone twelve [12] hours behind Greenwich; i.e., International Date Line West).
- **Delegate** – A person who represents a WFDF Member during the period of the current Election. If not a current contact on the WFDF database for that Member, then they must be referred as a Delegate by a current Delegate of the Member via email or other written notice.
- **Director** – A person elected by the Members to serve in a position on the WFDF Board of Directors (or “Board Member”) as specified in the Bylaws. Those holding named positions are called by their position name (e.g., President, etc.). Those holding unnamed positions are called “Directors at Large”. See [Position]-Elect.
- **Election** – As required Article IV, Section 2 of the WFDF Bylaws, an event which must take place in the final two (2) months of the calendar year in order for members to select Directors for the WFDF Board. Elections are held electronically and must be open for no less than thirty (30) days.
- **NomCom** – The Nominating and Election Committee. See section below.
- **Member** – WFDF Member Association in Good Standing. See Voter.
- **Nominee** – A person nominated by a Voting Member either the country of origin of the Nominee or their country of residence (if living there more than one [1] year) to NomCom for candidacy for one (1) or more Board positions by a WFDF Voting Member.
- **Position** – The office defined in the Bylaws or other document to which a person may be elected.
- **[Position]-Elect** – A Candidate who has successfully been elected into a Position, prior to beginning their term of office.
- **Preference** – A Vote for a Candidate that can be transferred in preferred order to other Candidates if a Voter’s most preferred Candidate(s) are already elected or eliminated. To choose preferences means a Voter ranks all of the Candidates for a position in preferred order.
- **Quota** - The exact number of preferences required to secure a Seat for a position. [Quota =  $\text{floor}((\text{Number of valid Ballots}) / (\text{Number of Seats} + 1)) + 1$ , where  $\text{floor}(x)$  is a rounding down function, i.e. the highest integer less than or equal to  $x$ .]
- **Seat** - A vacancy (opening) for a position. A position may have more than one Seat (e.g., Director at Large).
- **Section** - A part of a Ballot that calls for Voter preferences for a particular position. Each position has its own section. A Candidate may appear in multiple sections. There will be instructions on how to vote at the start of each section.
- **To Tally** - To count and redistribute preferences for each position, as received in valid Ballots, in order to determine successful Candidates or until there is a tie.
- **To Vote** - To submit a Ballot on behalf of a Voting Member. Voting will continue until all positions have attained a majority Candidate and the election have been open at least thirty (30) days.

- **A Vote** – Each Voter may exercise the number of votes currently apportioned in the Bylaws, or as amended by Congress.
- **Voter** – A Voter must be a current contact for a Voting Member on the WFDF Member database, If a person is not a current contact for a Voting Member and that Voting Member wants that person to vote on its behalf, they must add them as a contact on the database. No NomCom member may be a Voter.
- **Voting Member** - WFDF Member (National or Organizational) who does not have any overdue invoices at the time of the Vote (i.e., payment by the outlined deadline) or action in question (i.e., completion of Annual Census, Championships/Event invoices open for over sixty [60] days). Provisional Members are not entitled to Vote.

## 4. Voting Rights

Voting rights are set in Section III, Section 4 of the Bylaws.

In matters requiring a vote of Congress, each Voting Member in Good Standing shall have a number of votes reflective of the number of Constituents that organization represents, as reported in the Census for the respective year, according to the following table:

Number of Constituents (Active Players)	Number of Votes
0 to 200	1
201 to 400	2
401 to 800	3
801 to 1,600	4
1,601 to 3,200+	5

Number of Constituents (Active Players)	Number of Votes
3,201 to 6,400	6
6,401 to 12,800*	7*
12,801 to 25,600*	8*
25,601 to 51,200*	9*
51,201+*	10*

*\*Per Congress decision at the 2025 Annual Congress Meeting on 21 June 2025, the cap of the number of constituents (Active Players) and votes are limited to a maximum of 6,400 and 6, respectively.*

WFDF will publish a list of Members with voting rights, in Good Standing, with their number of votes as of the respective deadline on the dedicated section of the WFDF website.

## 5. Terms of Appointment

Each Director, unless noted, will serve for four (4) calendar years, from 1 January of the year after the election has been called to 31 December in the fourth (4th) year. If the Board composition is being reconstituted, a modification of these terms is permitted as long as the term other than four (4) years is clearly stated upfront and further any changes do not reduce the term period for which a Director was elected.

*Per the Board of Directors' decision at its meeting on 29 September 2024, elections will be held in 2025 for rotation B, who will serve an exceptional five (5) year term in order to stagger elections in the future to bi-annually in even years (i.e., each two [2] years; 2034, 2038, etc.).*

## 6. Election Rotation

*Per the WFDF Bylaws Article IV, Section 2, terms of Directors shall be for four (4) years, to be staggered as determined by Congress.*

The current election cycle rotation is as follows:

#### **Rotation A**

Elections are held in even years (e.g., 2024, 2028, etc), with terms starting in odd years and completing in even years (e.g., 2025-2028, 2029-2032, etc.)

- **Board of Directors**
  - President
  - Secretary
  - Chair, Disc Golf
  - Chair, Guts
  - Chair, Beach Ultimate
  - Continental President, Africa (to be elected by Continental Association Members)
  - Continental President, Europe (to be elected by Continental Association Members)
  - Member, At-Large Board (to be appointed by the Board)
- **Ultimate Committee**
  - Deputy Chair
  - Chair, Rules Sub-Committee
  - Chair, Championships Sub-Committee

#### **Rotation B**

Elections are held in even years (e.g. 2025\*, 2030, etc), with terms starting in odd years and completing in even years (e.g. 2026-2030, 2031-2034, etc.)

- **Board of Directors**
  - Treasurer
  - Chair, Ultimate
  - Chair, Freestyle
  - Chair, Overall
  - Continental President, Asia-Oceania (to be elected by Continental Association Members)
  - Continental President, Pan Americas (to be elected by Continental Association Members)
  - Chair, SotG Commission
  - Chair, Athletes Commission (to be elected by the athletes)
  - Chair, Medical Commission (to be appointed by Board)
  - Member, At-Large Board (to be appointed by the Board)
- **Ultimate Committee**
  - Chair, Events Sub-Committee

*\*Per the Board of Directors' decision at its meeting on 29 September 2024, elections will be held in 2025 for rotation B, who will serve an exceptional five (5) year term in order to stagger elections in the future to bi-annually in even years (i.e., each two [2] years; 2034, 2038, etc.).*

*Per Article IV, Section I, the WFDF Board of Directors is composed of the President, Secretary General (non-voting), Secretary, Treasurer, the current chairs of each Disc Sport Committee, the Chair of the Spirit of the Game Commission, the Presidents/Representatives of each of the Continental Associations as Ex-Officio Members, the Chair of the Athletes' Commission, the Medical Commission Chair, and two (2) At-Large Directors. (Revision approved by WFDF Congress on 21 August 2021).*

*Per Article IV, Section I, the WFDF Board of Directors may appoint for a period of a two (2) year term up to two (2) independent Non-Executive Board Members to a non-voting position. (Revision approved by WFDF Congress on 31 August 2024).*

*In the event that a new Disc Sport is approved by Congress, the process to elect that Disc Sport Chair to the Board of Directors shall occur in conjunction with the next regularly scheduled election.*

*Per the Board of Directors' decision at its meeting on 25 June 2011 and as presented at the 2011 Congress, Members of the Ultimate Committee are also to be elected by Congress (but do not serve on the Board of Directors). These positions are:*

- *Deputy Chair, Ultimate Committee*
- *Chair, Championships Subcommittee*
- *Chair, Events Subcommittees*
- *Chair, Rules Subcommittee*

## **7. Listing Directors and Terms**

When listing Directors on the WFDF website, their terms will be shown in years (Start Year – End Year), including any terms completed immediately prior to the latest term in the same Position.

Months will not be shown, even if a Director was appointed mid-year to fill a vacancy resulting from removal, resignation or other cause provided for in the Bylaws.

## **8. Election Timing**

Elections will commence between November 1st and November 15th, so that they close no later than December 15th to allow processing and announcement of results prior to start of terms on January 1st, and must be open for at least thirty (30) days. Results of the election will be announced no later than December 31st of the voting year.

Nominations will close no later than ten (10) days prior to the start of the Election.

If a Nominee's information is erroneous or incomplete, corrections must be received by NomCom no later than five (5) days prior to the start of the Election, or they will not be included in the Election.

Non-requisite Nomination Package material (e.g., Candidate statements) may be modified after the nominations closing date (but before the start of the Election) and will be added to the Election Ballot within five (5) days of receipt by NomCom.

## **9. Nomination Process**

A Candidate must be nominated by a Member from either their country of origin or country of residence (if more than one [1] year). The nomination letter of endorsement must be signed by the President, Secretary General and/or Vice-President.

In the extenuating circumstance that a Member will not nominate a Candidate, exceptions may be requested to the NomCom with detailed information and circumstances.

## **10. Nomination Package**

Each Candidate must submit the following information as part of their Nomination Package:

- Candidate Personal Information
  - Name
  - Nationality
  - Nominating Member
- Candidate Statements
  - Flying Disc Experience
  - Professional and Educational Experience
  - Candidate Statement
- Photo (Headshot)

- Member Nomination Letter of Endorsement
- Requirement Declarations
  - Vetting and Conflict of Interest (CoI) Declaration
  - Role Commitment Declaration

Candidates may additionally submit a five (5) minute video clip for the dedicated section of the WFDF website, speaking to the credentials of the Candidate and the vision and objectives for their term if elected (“my experience and expertise I bring to the Board if elected and my vision for Flying Disc sports...”).

The materials will be used to verify and approve Candidates for the Ballot as well as communicate to the Voting Members on the WFDF Election platform/website the Candidates and their information.

## 11. Nominating and Election Committee

The Nominating and Election Committee (NomCom) shall consist of at least four (4) members of whom at least one (1) should be an incumbent Director who is not a Nominee for any position in the relevant Election and may be non-voting. The WFDF Board of Directors will appoint NomCom.

Four (4) different positions must be filled on the NomCom:

- the Chair
- the Administrator
- the First (1st) Scrutineer
- the Second (2nd) Scrutineer

After the opening date for nominations, NomCom members are no longer eligible for candidacy.

The role of the NomCom will be responsible for ensuring that the Election Policy is followed and applied, including:

- Manage the overall candidature process and ensure that the applicable deadlines are complied with;
- Review all Candidate nominations, ensuring that each Candidate has properly completed the Candidate Nomination Form and Package and determine whether they are eligible, and determine whether the nomination as a whole is to be accepted and therefore whether the person is confirmed as a Candidate;
- At its discretion and when requested to do so by any Candidate, review and if considered appropriate approve an application to permit campaign expenditures in excess of the limits specified;
- At its discretion or when requested to do so, review any written materials produced by or on behalf of a Candidate to ensure that such materials are consistent with these Rules;
- Ensure that a list of confirmed Candidates, including brief profiles of each, is prepared and published on a timely basis to meet the deadlines for the Election on the website;
- Ensure that information relevant to the Election process or individual Candidates is distributed to those participating in the Election;
- On receiving nominations for Scrutineers from Members, assess and make recommendations to the Board of the two (2) Scrutineers to manage the Election in accordance with the Policy;
- Manage the overall Election to ensure the smooth running of the electoral process in accordance with the Bylaws and this Policy;
- Following the Election, obtain information from all Candidates, and prepare a report to the Board and Congress.
- Address any breaches or alleged breaches of this Policy.

## 12. Announcement of Election Dates and Call for Nominees

The announcement of the election will include the following information:

1. Closing date for nominations
2. Opening date for election

3. Closing date for election
4. Information containing the process for nomination

## 13. Candidates

A valid nomination must include the following, received before the nomination closing date:

1. A completed Nomination Package
2. A letter of endorsement from the Member for their nomination

### General Eligibility

Applicants will be considered without regard to race, color, religion, national origin, disability, gender, or sexual orientation.

An applicant will be ineligible if:

- Other Position: A staff member of WFDF must resign as staff member before accepting the position;
- Under Age: The person is under eighteen (18) years old;
- Removal: The person was removed from the position by Congress in accordance with the Bylaws;
- Breach of Policies, Rules and/or Procedures: The person is serving a period of ineligibility (including provisional suspension) for breach of one (1) or more Policy, Rule and/or Procedure;
- Full Civil Rights: The person is deprived of his or her civil rights by proper application of the law;
- Property Order: The person is subject to an order by a Relevant Authority that the person is lacking in competence to manage their own affairs;
- Blatant Lying: The person blatantly and/or falsely submits nomination forms and information which are not factually truthful.
- Other Circumstances: The person is otherwise prohibited from holding such position, or any similar position, under any other circumstances as provided by law.

### Eligibility Verification

NomCom will verify applicant nomination information to the extent possible and approve Candidates for the Ballot. If an applicant is considered borderline for a concrete business reason, NomCom may approve the Candidate with a note to Voters and let the Voters decide.

If NomCom detects problems with the nomination prior to the closing date, they will notify the applicant. Nominations that are not complete and valid by the outlined deadline will not be accepted.

### Candidate/Director General Role and Commitment

A Candidate agree to:

- Display active enthusiasm and commitment;
- Serve a global community - all regions, all Flying Disc disciplines;
- Read and adhere to the Bylaws and other organizational documents and policies;
- Make decisions on behalf of the WFDF mission;
- Have regular access to e-mail and the internet. Read email at least once a week. Expected weekly e-mail volume is approximately one (1) to three (3) hours and could vary depending on time of year; email and votes/polls response five (5) days;
- Communicate WFDF business in fluent English;
- Keep Board communication confidential and always obtain author approval to forward or publish;
- Inform the Executive Committee (ExCom) of planned absences including holidays/vacations as soon as known;
- Be available for scheduled conference calls (about four [4] to six [6] per year), which could be at unusual times due to Directors living in different time zones;
- Learn and follow WFDF policies, and work toward creation, update and approval of policies for good governance where needed;
- Be prepared to sign and follow a Conflict of Interest (Col) policy, which may require reasonable disclosures like financial dealings with other organizations;

- Not to engage in criminal behavior (organizational/corporate) [i.e., traffic tickets would not be a WFDF concern unless driving a WFDF vehicle];
- Properly identify and report relevant criminal behavior of any WFDF person or Member;
- Resign if consistently unable or unwilling to meet minimum Board requirements; lack of participation is unfair to the Members of Congress that have elected them; Board members whose attendance in officially called meetings (face to face and/or conference calls) falls below fifty percent (50%) shall be asked to resign; failure to participate in twenty five percent (25%) or more of online votes may also result in a request to resign so that an active participant can be appointed/elected;
- Finally, remember the reasons under which they first started to participate in Flying Disc sports, keeping these alive in decision-making, among the board, and in interactions with WFDF Members and the world.

### **Confidentiality and Personal Information**

All confidential and personal information provided in the Nomination Form and to the NomCom will be safeguarded in accordance with strict confidentiality procedures and in compliance with all applicable data protection and privacy laws.

### **Campaigning Rules**

- **General Conduct**
  - Candidates may not campaign or communicate as a Candidate before their approval as a Candidate by the NomCom.
  - Candidates and their Member must abide by the WFDF Rules, Policies and Procedures.
  - Candidates may promote their candidacy from the day the Candidates are published by the NomCom until the conclusion of the election ("Campaign Period").
  - Candidates may campaign and/or communicate directly to Members in moderation.
    - Campaigns should generally focus on the credentials of the Candidate and the vision and objectives for their term if elected;
    - Communications should generally be to answer questions from Members and/or to qualify statements made in your Candidate statement.
    - Candidates must use their personal email address when communicating (i.e., not an email address tied to a WFDF Member or WFDF itself [as an incumbent]).
    - Incumbent Candidates may only make use of the resource provided (i.e., not the use of existing mailing lists and/or privileged documents/information not public intended for other uses).
  - Election campaigns must be run with dignity and in moderation, with all Candidates showing respect for other Candidates. A Candidate shall not, by spoken or written word or other representation, harm or do anything likely to harm the image of another Candidate or cause any prejudice to them.
  - No campaign should bring WFDF, the Flying Disc sports or a WFDF Member into disrepute.
  - Respect for the democratic voting and/or election process shall be shown by all Candidates and their supporters.
- **Communication/Media**
  - Candidates shall have the right to use the means provided by the WFDF to promote their candidacies, mainly through their nomination form submissions on the specific section on the WFDF website.
  - All communications undertaken by a Candidate shall strictly respect the other Candidates and shall in no way be prejudicial to any other Candidate. A Candidate shall refrain from referring to other Candidates. Disparagement of a Candidate is expressly prohibited.
    - Members' contact information shall be available via their profile on the WFDF website (i.e., no spreadsheet of email addresses will be provided).
  - Candidates may grant interviews to the media as long as such interviews follow this Policy.
  - Candidates may not make payments, directly or indirectly, to journalists or other persons affiliated to the media, or make any use (free of charge or otherwise) of the services of a journalist or the media in order to promote their Candidacies.

- Except following written notice to the NomCom, no forum, debate or public meeting of any kind may be organized, held or participated in, by a Candidate or any person on their behalf, for the sole purpose of promoting a Candidacy.
- Any incumbent Candidate shall continue to carry out official duties during their Candidacy on a basis consistent with the ordinary course of their role, during which the Candidate may refer to their Candidacy in a purely factual manner.
- **Finances/Gifts/Benefits**
  - Candidates may not give or receive any form of gift or financial benefit likely to influence the outcome of the election or the freedom of decision or action of the future of the Director.
  - No WFDF funds shall be used to support or oppose the election of a Candidate.
  - Only the Candidate, the Candidate's nominating Member or the Candidate's respective National Olympic Committee/National Paralympic Committee/sports government body can bear any expenses related to the Candidate's campaign, including but not limited to the creation, production and distribution of a website and materials or literature to be used for the promotion of the Candidate.
  - Candidates shall not offer/accept travel, expenses, air tickets or accommodation to/from other Candidates or their representatives or Members (except their nominating Member) to attend meetings and activities directly related to a Candidate's election.
  - No Candidate shall seek or accept gifts or gratuities for themselves, their family or friends from any outside organization or person having or seeking to have an involvement with WFDF.
  - Candidates shall not directly or indirectly solicit or accept any benefits of whatever nature intended to influence decisions within their authority once elected, or which may reasonably be perceived as intending to have this effect.
- **Promises/Collusion**
  - Candidates shall not enter into any promise or undertaking to act, either as a representative of the WFDF or personally (whether as a Candidate or after the Election in any capacity), for the direct or indirect benefit of a Member, a group of Members, an affiliate of a Member, or a WFDF sponsor or competitor of a WFDF sponsor that is likely to influence the outcome of the election.
  - Candidates shall not enter into any form of undertaking with, nor give any guarantee to, any natural or legal person that is likely to affect the Candidate's freedom of decision or action, or otherwise bind the Candidate, if elected.
  - Candidates shall not engage in any act, collaboration or collusion by or between Candidates with the intent to defraud or manipulate the result of the vote.

### **Neutrality of Incumbent Board of Directors and Staff**

The incumbent Board of Directors and Staff shall maintain a strict duty of neutrality at all times.

The incumbent Board of Directors and Staff shall limit their relations and communications with Candidates strictly to the performance of their duties of their role.

Unless in the ordinary course of business with an existing Director, Staff shall not provide any additional support or service to a Candidate, or person proposing to be a Candidate, beyond ordinary and customary administrative support and services provided to all Candidates for election.

### **Violations by Candidates**

All Members, Members' representatives, existing Board of Directors and Staff must immediately report all alleged wrongdoing and alleged breaches of the above by a Candidate to the NomCom within twenty-four (24) hours following discovery of the circumstances but no later than the close of the voting. Failure to report can be considered a violation of this Policy.

NomCom shall keep all reports strictly confidential, unless required by national law to disclose the report.

NomCom may consider any information that comes to its attention by whatever means to consider whether there has been an alleged breach.

NomCom shall investigate an alleged breach brought to its attention and will give the relevant Candidate the opportunity to respond within such time frame as the NomCom considers appropriate.

NomCom may determine its own procedures. Candidates are required to attend a meeting of NomCom upon reasonable notice to do so.

If the NomCom concludes there has been a minor or technical breach of these Rules, it may in its discretion:

- make written observations to the Candidate, which shall be made public by the NomCom; or
- issue a warning to the Candidate, which shall be made public by the NomCom; or
- temporarily suspend the Candidate from campaigning.

If the NomCom concludes there has been a breach of the Rules which is not minor nor technical, the case will be immediately referred to the Conduct Committee.

The NomCom can forward any breach to the Conduct Committee and give a Candidate a provisional suspension.

The Member and the officials of the Member of the Candidate may also be referred to the Conduct Committee if they assist their Candidate in contravention of this Policy. This also applies to other Members if they assist a Candidate in contravention of this Policy.

#### **Published List of Candidates**

The list of Candidates for election and their nomination information shall be published on the website once the eligibility has been verified by the NomCom at least five (5) days before the start of the Election.

## **14. Voter Responsibilities**

Each Voter:

- Must keep contact information up to date with WFDF (particularly if changed from the last information submitted in the Annual Census);
- Should help recruit potential Candidates throughout the year;
- May nominate (recommend) applicants for candidacy;
- Should cast a Ballot;
  - Members and their representatives (except for a Candidate from a Member) shall:
    - not announce to the public in any form whatsoever their intention to vote for a particular Candidates;
    - refrain from making any public declaration, and shall not in any way, support a candidature to the public (this does not prevent private expressions of opinions or intentions).
- Has a right to object to a cast Ballot within the defined period of the verification email being sent;
- Has a right to request a recount for any position with good reason within forty-eight (48) hours of the announcement of election results.

## **15. Election Period**

The Election Period shall be determined by the Board of Directors.

The call for Candidates for the election shall be announced on the official WFDF website at least thirty (30) days before the start of the election. The election may not commence before the announced starting date.

The election will commence no earlier than the date that the official Ballots are sent to all the official email addresses of Congress Members. A minimum voting period of thirty (30) calendar days must be provided counting from the actual starting date of the election. If the start of the election has been delayed, the closing day of the

election, as determined by the Board of Directors, will automatically be adjusted if necessary to allow for at least a thirty (30) day voting period.

The election will close when all Voting Members have voted, or on the closing day of the election, whichever comes sooner.

## 16. Election Method

Single Transferable Vote (STV) allows Voters to express full preferences for all Candidates running for a position. If the Voter's preferred Candidate is eliminated or has already been elected, the Voter's vote for that position will not be lost. Instead, the Voter's next preferred Candidate will receive their support.

This is similar to what would happen in a show-of-hands meeting where a number of Candidates run for election and a series of votes are held (where each vote in the series is a stage). At each stage, the Candidate with the least support is eliminated. In the next stage, a new vote is held with the remaining Candidates. This is repeated until someone has a majority of support. During each stage, all Voters participate, even if their most preferred Candidate has already been eliminated.

In situations where multiple Seats are available, a "Quota" is set so that no more than the available number of Seats can be filled. Quota is the minimum value (number) that ensures this (also see definitions above). Continuing the analogy with a show-of-hands meeting, Quota would be set and the first round of voting would take place. Once any Candidate has more support than Quota, any extra votes in favor of that person would go to the remaining Voters' next preferred Candidates, rather than being wasted on a Candidate that was already elected. Similar to the single-Seat election, least-supported Candidates in a multiple-Seat election are eliminated until the required number of Candidates have gained Quota. In each round of voting, all Voters participate, but the already-successful Candidates would maintain their support (up to Quota). Only extra votes (above Quota) are distributed to other Candidates.

A single Seat election is a simple case, where Quota is the next highest integer above half the total number of Ballots cast for that position (i.e., a simple majority).

In a multiple-Seat STV election, instead of "randomly" choosing some Voters (i.e. Ballots) to be redistributed when a Candidate reaches Quota, all Ballots that had that Candidate as their primary Candidate at that stage are redistributed, but the weight of redistributed Ballots is reduced as if a Quota of Ballots had been taken out of the tally.

*Per Article III, Section 5.4, the participation of fifty percent of Voting Members (not considering the actual number of votes) shall constitute a quorum.*

*Per Article III, Section 4.3, a simple majority (fifty percent [50%] plus one [1]) of affirmative votes of the votes available to be cast is the requisite majority to approve the election in full (in addition to the requirements outlined in this section).*

## 17. Voting Procedure

The election announcement will direct Voters to the online Ballot via a URL.

Each Voter casts a Ballot before the scheduled election closing date.

If a Voter chooses not to vote for a particular position on the Ballot and does not participate in a section of the Ballot, they must choose "Abstain" under that position.

Complete Ballots must be cast. A complete Ballot includes a ranking of all Candidates or an abstention for each position.

Each Ballot will be cast in such a way that each NomCom member directly receives an original version by e-mail.

## 18. Ballot

The Ballot will be available during the election period on the WFDF website or designated election tool.

The Ballot will be split into one (1) section for each position.

Each time an online Ballot is generated for a Voter, the software generating the Ballot will list the Candidates in a new random order determined using the software's random number generator.

All Voter preferences for every position must be expressed in a single Ballot and be submitted at once (1) by pressing the submit button. Partial Ballots are not possible.

**For the entire Ballot:**

Member Represented [ ]

Voter Name [ ]

Voter Position [ ]

Voter Email [ ]

**For each position:**

[POSITION NAME]

Position Description:

Description of the Election Method:

Number of Seats to be Filled: One (1)

Number of Candidates: ###

Candidates: Listed alphabetically by last name (Country of Residence):

- Candidate A (ABC) - Candidate Statement and Experience (Link)
- Candidate B (ABC) - Candidate Statement and Experience (Link)

For the position, I chose to:

[ ] Vote

[ ] Abstain

Please vote for your preferred Candidates by numbering the boxes from one (1) to [N], with 1 indicating your most preferred Candidate and [N] indicating your least preferred Candidate (i.e., rank Candidates in your order of preference from 1-[N]).

Each time the Ballot is generated for a Voter, the list of Candidates is listed in a randomized order.

[ ] Candidate A

[ ] Candidate B

## 19. Voter Identity Verification

Each Voter's identity will be verified by the Administrator sending a copy of the cast Ballot to the official contacts for that Member (i.e., Administrator, President and Secretary General). If no objection to a cast Ballot is raised within forty-eight (48) hours of that email being sent, the cast Ballot will be considered valid and its preferences and abstentions will be counted in the tally for each position.

## 20. Objections to Cast Ballots

Within forty-eight (48) hours of a Ballot confirmation email having been sent by the Administrator, the Member may raise an objection to the cast Ballot by sending an email to both the Administrator and NomCom Chair.

Such objections will be handled by the Administrator based on discussion with the NomCom Chair as needed. Complications and any appeals will be forwarded to NomCom. The Board of Directors, consisting of only those Directors, who are not involved in the election as Nominees, will break any NomCom ties, without being aware of which Voter is involved if possible.

NomCom decisions (or Board of Director decisions in the case of a tie) are final.

## 21. Updated Ballot

A Voting Member may update their Ballot at any time until the election closes. Only the last valid Ballot received will count. For each Ballot received, a verification email will be sent.

If a Ballot is received from a Voter who was not the previous Voter for that Voting Member, then both Voters will be notified of the Ballot.

## 22. Tally

NomCom members will tally (count) preferences and abstentions from valid Ballots directly received by each NomCom member as follows:

1. The election Administrator tallies Ballots and sends NomCom their results for each position.
2. The first (1st) Scrutineer (S1) also tallies.
3. When the Administrator's email is received, S1 says for each position:
  - a. "My results match."
  - b. "My results don't match. Here is my result."

Two (2) matching results for a position indicate a final decision by the Members for that position.

However, if for any position b) occurs,

4. The second (2nd) Scrutineer (S2) tallies for that position and says:
  - a. "My results match (person's) results."
  - b. "My results don't match. Here is my result."

Again, two (2) matching results will indicate a decision. If for any position d) occurs, and NomCom Chair has not yet provided results, NomCom Chair will tally for that position and repeat step 4.

If two (2) tallies still do not match for that position, Members involved in the discrepancy will be asked to re-submit their votes for that position and a recount will be conducted. If that recount does not produce two (2) matched tallies, an ad hoc committee of the Nominating Committee Chair (Chair), one (1) Auditor, and one (1) Board Director not involved in the election as a Nominee will determine the resolution which most closely represents Congress intent if known. This may include a run-off vote or re-vote. If the discrepancy involves anyone from this group's association, a suitable replacement will be found for the ad hoc committee.

Furthermore, if there are any tallies that do not match, the reasons will be explored after the election in order to make improvements that prevent unmatched tallies in future elections.

**To Tally:**

First set a Quota based on the total number of valid Ballots. At each stage in the tally, Ballots are assigned to Candidates according to preferences. Initially each Ballot goes to the Candidate that is indicated as first (1st) preference on that Ballot. As Candidates are eliminated or elected, they are removed from the tally, and each Ballot goes to the Candidate indicated as highest preference amongst those remaining Candidates.

Then, for each position follow these steps:

**Step 1:**

All Candidates who reach Quota are elected. If all Seats for that position are already filled then the tally for that position is complete.

Otherwise, each Ballot that elected a Candidate at that stage is then weighted by the factor:

$$\text{Factor} = (\text{Number of Ballots} - \text{Quota}) / (\text{Number of Ballots})$$

and redistributed according to preferences to the next Candidate still remaining in the tally.

All Candidates who reach Quota are elected simultaneously. If, upon redistributing preferences, any more Candidates reach Quota, repeat Step 1. If, upon redistributing preferences, no (more) Candidate(s) reach Quota, go to Step 2.

**Step 2:**

The Candidate(s) who receive the fewest Ballots for a position will be eliminated from the election for that position. Each Ballot assigned to those eliminated Candidates at that stage will be redistributed to the remaining Candidates according to preferences.

If more than one (1) Candidate is tied for the fewest Ballots:

1. All of those tied Candidates will be eliminated simultaneously.
2. If their elimination results in fewer Candidates remaining than Seats remaining:
  - a. The Ballots assigned to the eliminated Candidates will be redistributed to the remaining Candidates.
  - b. The remaining Candidates are elected.
  - c. Then the eliminated Candidates are reintroduced into the election, and the elected Candidates' Ballots are redistributed according to step 1.

If all still remaining Candidates are tied with the same number of highest preferences:

1. Disregard those highest preferences on all Ballots and redistribute all Ballots to the Candidates according to the next-highest preferences.
2. If necessary, repeat until the tie is broken.
3. If all preferences have been eliminated using this method, then a re-election must be called for that Seat(s) amongst those Candidates to resolve the tie.

This elimination (Step 2) continues until at least one (1) Candidate reaches Quota. Then return to Step 1. Repeat until all Seats are filled.

Should a tie exist where a re-election for that position would be likely result in the same outcome (i.e., two [2] people are running for one [1] position and are tied), the election period shall be extended for a period no longer than seven (7) business days in the case that there were any Members in Good Standing who had not voted by the deadline. If there are no remaining eligible Voters, or should additional Voters not break the tie, the tie shall be broken by flipping a coin.

**Logistics of the Coin Toss:**

The Administrator of the NomCom shall email the NomCom Chair and Second (2<sup>nd</sup>) Scrutineer advising which Candidate involved in the tie shall be "heads", and which shall be "tails". The first (1<sup>st</sup>) Scrutineer shall flip the coin and advise the Administrator of the result.

## **23. Candidate Notification, Commitment and Announcement**

Once the NomCom Chair receives notification that votes are counted and two (2) tallies match, successful Candidates will be informed by the NomCom Chair and asked to confirm their commitment to serve as a WFDF Director. A letter will be sent by the NomCom Chair shall include a reminder of the duties and their agreement to fulfill these obligations. After all elected Candidates confirm acceptance of their Director position, the official Election results will be announced.

If a Director-elect resigns from their position before taking office on January 1st, then NomCom will conduct a recount for all affected positions and re-announce the election results if necessary.

When announcing election results, the number of primary votes received by each Candidate will be included, along with the final results of the preferential distribution.

## Version History

Version	Date	Approval	Notes
...	...	...	...
11.0	2021-10-16	Board	Annual revision.
12.0	2024-10-21	ExComm	Update to reflect Bylaws' revisions.
13.0	2025-09-14	Board	Update to reflect best practices in good governance, including further details about campaigning and Candidate eligibility.

# Appendix 1: Nomination Form

The Nomination Form will be created on an online submission tool and include the following questions:

## Primary Information

- Name of the Nominated Person
- Email Address of the Nominated Person
- Playing Gender of the Nominated Person
- Desired Position(s) of the Nominated Person
- Member Federation of the Nominated Person

## Experience

- Flying Disc Experience: Please provide background on the Nominated Person's Flying Disc experience.
- Professional and Educational Experience: Please provide background on the Nominated Person's professional and educational experience as it can relate to being a Board of Directors' Member.
- Candidate Statement: Please provide a statement on the Nominated Person's platform and motivation to be a Board of Directors' Member.

## Additional Information

- Headshot Photograph: Please upload a clear, high quality headshot photograph of the Nominated Person or alternatively send by email to [nomcom@wdfdf.sport](mailto:nomcom@wdfdf.sport).
- Member Letter of Endorsement: Please provide a letter of endorsement signed by the Member (National or Associate) or alternatively sent by email to [nomcom@wdfdf.sport](mailto:nomcom@wdfdf.sport).
- Vetting and Conflict of Interest Statement:
  - Are you under 18 years of age?
  - Are you a Management Staff of WFDF and/or a sport-related organization (e.g., supplier, partner, etc.)?
  - Are you subject to an order by a Relevant Authority that you are lacking in competence to manage your own affairs?
  - Have you been deprived of your civil rights by proper application of law by a Relevant Authority?
  - Have you been declared by a Relevant Authority to be bankrupt and have not been discharged from bankruptcy, or are you subject to a condition not yet fulfilled or any order under insolvency laws?
  - Have you been disqualified by a Relevant Authority from being a director or promoter of or being concerned or taking part in the management of a company or association?
  - Have you been convicted and/or under investigation by a Relevant Authority of any one or more of the following offenses:
    - an offense (whether described as “fraud” or otherwise) that involves dishonestly making a false, untrue, or misleading representation with a view to gain or with intent to cause loss?
    - an offense involving mistreatment of any person (meaning homicide, physical or sexual abuse or misconduct, racist abuse or misconduct, or a hate crime)?
    - an offense that is punishable under applicable law by a term of imprisonment of two (2) or more years (whether or not a term of imprisonment is actually imposed)?
    - an offense related to dishonesty, professional misconduct or any other related integrity offense?
  - Are you serving or under investigation for a suspension (including a provisional suspension) imposed for breach of the WFDF Code of Ethics and/or other applicable Rules and Policies?
  - Are you serving or under investigation for a suspension (including a provisional suspension) imposed for breach of any Code of Ethics or other rules of conduct of a WFDF Member or another sports organization?
  - Are you serving or under investigation for a period of ineligibility (including a provisional suspension) under the Anti-Doping Regulations, the anti-doping rules of any Member, or any other World Anti-Doping Code (WADC)-compliant anti-doping rules, or (if you were not subject to such rules) have directly and intentionally engaged in conduct within the previous six years that

- would have constituted a violation of WADC-compliant anti-doping rules if such rules had been applicable to them?
- Have you ever been investigated or sanctioned for integrity matters in a sports context?
  - Please list any interest you may have (either personally or via family members, friends and acquaintances) in areas that could relate to WFDF and/or your duties and responsibilities as a Director. Please note that any actual, perceived, or potential conflict of interest, financial or otherwise, must be declared and explained.
  - Additional Explanation: Please list further details about any of the above questions.
  - Other Information: Are you aware of any other material information that would preclude you from serving, or make you unsuitable to serve, as a WFDF Director?
  - Reputation: Are you aware of any matter that could potentially affect your reputation, or that of WFDF or Flying Disc sports?
- Director Commitment: The Nominated Person is committed to the role and responsibilities as a Director on the Board generally and role specific.
    - By clicking “I agree”, the Nominated Person declares that they have read, understood and fully accepted this Commitment.
  - Nomination Agreement:
    - The Nominated Person confirms that the information provided in this form is accurate, truthful and complete.
    - The Nominated Person has read and understood the conditions of the Election Policy.
    - The Nominated Person agrees to abide by these conditions and understands that failure to comply with the requirements may result in being removed.
    - The Nominated Person consents to the use of personal data (name, email address and any other optional information chosen to provide) for nomination and purposes of the election.
    - The Nominated Person understands and agrees that the personal data is being stored and used by WFDF as the Data Protection Declaration and Privacy Policy.
    - By clicking “I agree”, the Nominated Person declares that they have read, understood and fully accepted this Agreement.

# Appendix 2: Nomination Letter of Endorsement

Member Logo/Letterhead

Address

Phone Number

Email Address

Month Day, Year

**Subject: Endorsement of WFDF Board of Directors' Nomination**

Dear World Flying Disc Federation,

I, **First Name Last Name**, **Position**, on behalf of WFDF Member, **XYZ**, confirm that we endorse the following person **First Name Last Name** in their nomination for the following Board of Directors' Position(s) in the current Election:

- **Position 1**
- **Position 2**
- **Position 3**
- **...**

They are in Good Standing with the National Federation and believe they would represent all athletes and Flying Disc sports well.

Should you have any questions, please contact us.

Sincerely,

**Signature**

**Name**

**Position**

# Appendix 3: Sample Election Nomination Announcement

WFDF is seeking enthusiastic, skilled and committed Candidates for its YYYY Board of Directors and Ultimate Committee Election.

## Key Dates:

Date		Notes
<b>Nomination Deadline</b>	<a href="#">November 5, YYYY</a>	Complete forms must be received by the NomCom.
<b>Deadline for Members to Enter in Good Standing for Elections</b>	<a href="#">November 5, YYYY</a>	Completion of requirements (i.e., payment of Member Dues, completion of Annual Census).
<b>Election Start Date</b>	November 15, YYYY	Target
<b>Election End Date</b>	December 15, YYYY	Target
<b>Election Results Announcement Date</b>	December 31, YYYY	Target; subject to confirmation of acceptance by elected Candidates.

## Open Positions:

The following positions are open for election to four (4) year terms to the Board of Directors and the Ultimate Committee. All terms will commence on January 1, YYYY and conclude on December 31, YYYY.

### Board of Directors:

- President
- Secretary
- Chair - Disc Golf
- Chair - Guts
- Chair - Beach Ultimate
- Continental President - Africa (to be elected by Continental Association)
- Continental President - Europe (to be elected by Continental Association)
- At-Large Board Member (to be appointed by the Board)

### Ultimate Committee (Non-Board Level)

- Deputy Chair
- Sub-Committee Chairperson - Rules
- Sub-Committee Chairperson - Championships

Information regarding the Roles and Responsibilities of the Board of Directors and its current Members is available on the WFDF website at the following links:

- <https://wdf.sport/organisational-structure/board-of-directors/>
- <https://wdf.sport/organisational-structure/roles-responsibilities/>

Below is a summary of the Election Policy:

- **Election Policy:** The Nominating Committee will conduct the Election according to the most recent WFDF Election Policy, located on the WFDF website.
- **Nominating Committee:** The Nominating Committee for the Election will be (*pending Board of Directors approval*):
  - Chair: Organization, Role, Name
  - Administrator: Organization, Role, Name

- Scrutineers (2): Two (2) additional members of the Committee are currently being recruited to complete the role of Scrutineer.
- **Nomination Procedure:** Persons interested in applying as Candidates are required to complete the Nomination Form in full by the deadline and submit a letter of endorsement from a Member of their country of origin or country of residence (if more than one [1] year).
  - Link to Nomination Form: [LINK](#)
  - Link to Endorsement Letter: [LINK](#)
- **Election Procedure:** The Election will be conducted online via a voting form using Single Transferable Vote methodology. Eligible Members (National and Organizational) will be sent a link to the voting form directly as per the outlined key dates.
  - Only Members in Good Standing may vote in the Elections. For a Member to be in Good Standing for the purposes of the elections, the Member must have completed their current Annual Census and paid its Member Dues by the outline deadline.

The full information (i.e., processes and procedures) is available in the document Elections Policy and Procedure (Version X.Y), approved by the Board of Directors, on the WFDF website at the following link: <https://wfdf.sport/about-wfdf/documents/policies/>

If you have any questions regarding the nomination and/or election procedures or need support with your nomination, please contact the Nominating Committee: [NomCom@wfdf.sport](mailto:NomCom@wfdf.sport)

# Appendix 4: Candidate Website Page

The Candidates in the Election will be listed on the WFDF website on a single page.

Please find via the links below the Candidates, vetted by the Nomination Committee, listed by role and alphabetically by last name (with Country of Residence, Endorsing Member):

- Position: Candidates
  - Candidate A (ABC, ABC)
  - Candidate B (ABC, ABC)

For reference, please visit the following links for further information:

- [Board of Directors' Roles and Responsibilities](#)
- [Current List of Board of Directors](#)

## Position: Candidates

	<b>Candidate Name A (Country of Residence, Endorsing Member)</b>
	<b>Flying Disc Experience</b>
	Sample text.
	<b>Professional and Educational Experience</b>
	Sample text.
	<b>Candidate Statement</b>
	Sample text.
	
	▶ _____
	<i>Optional submitted video</i>
	<b>Additional Information</b>
	<ul style="list-style-type: none"><li>• Vetting, Conflict of Interest and Commitment Declaration Received</li><li>• Member Letter of Endorsement Received</li></ul>