

**VPPPA REGION X ELECTION PROTOCOLS**

\*\*\*Submission Deadline: The Last Thursday in April of Each Year\*\*\*

The VPPPA Region X Nominating Committee has established the following list of protocols for the VPPPA Region X Board of Directors election process. Each candidate will receive a copy of these protocols, which must be signed and returned to the Nominating Committee. **It is strongly suggested that the candidate keep a copy of the signed protocols for their records.** The campaign rules are also posted on the VPPPA Region X Web site at [www.regionxvpppa.org](http://www.regionxvpppa.org).

**A candidate's campaign strategy must conform exactly to the approved protocols stated below. Failure to comply with these regulations may result in immediate disqualification.**

**General:**

1. To be elected or appointed to the VPPPA Region X Board of Directors, a nominee must be an employee of a Full or Corporate member of the Association in good standing. Individuals running for the office of Chair, Vice Chair, or Treasurer must have previous Region X VPPPA Board experience as a Board of Director or other elected Board positions to qualify for these positions. Individuals running for other offices on the Board of Directors must have at least one year's previous active experience on a Region X VPPPA committee or a National VPPPA committee. Active experience shall be considered attending in person or by teleconferencing at least a majority of the scheduled meetings and shall be validated by the Secretary through the minutes of the meetings.
2. Agency, Associate, Honorary Lifetime, International Associate, Non-Profit Organization, Union and Affiliate members are **not** eligible to run for office.
3. The nominee for Labor Representative from a Site without a Collective Bargaining Agent must be an hourly and/or non-exempt salaried employee of a VPPPA Full or Corporate member organization.
4. A nominee must obtain management commitment for their participation on the VPPPA Regional Board. This commitment also includes support for their time and travel expenses to attend a minimum of 4 Board of Directors meetings, the Region X VPPPA Conference and attend the National VPPPA Conference to participate in the Region X networking session. This commitment can only be modified with the approval of the current Board of Directors in relation to extenuating circumstances during a person's term on the Board. The candidate must review and accept the qualifications, duties, obligations and responsibilities

**VPPPA REGION X ELECTION PROTOCOLS**

\*\*\*Submission Deadline: The Last Thursday in April of Each Year\*\*\*

for the particular position (please refer to the VPPPA Region X Bylaws posted on the Region X website).

5. If questions arise concerning the election process, the Nominating Committee will review the issue and formulate a recommendation, which the Committee Chairperson will present to the VPPPA Region X Chairperson or Vice Chairperson if the Chairperson is running for re-election. The Committee will then await the decision of the VPPPA Region X Board of Directors before proceeding.
6. Current VPPPA Region X Board members who are running for re-election must recuse themselves from the decision-making process.

**Pre-Conference Campaign Protocols:**

***Note: Pre-conference campaigning is restricted to the activities listed below. Any additional campaign activities by the candidate, OR another entity acting on behalf of the candidate, may result in immediate disqualification.***

1. Candidates who submit their nomination materials by the specified deadlines will be promoted by the VPPPA Region X through the following media:
  - a. The VPPPA Region X Web site: Information on each candidate, including a photo, if provided, will be posted on the web site on a specified date set by the Nominating Committee at least 1 week prior to the Annual Meeting of the Membership.
  - b. A description and photo of each candidate who submitted their nomination materials by the specified deadline will be included in the conference Onsite Program.

***Note: This information is subject to revision by the VPPPA staff. Revisions will be reviewed with each candidate before publication.***

2. Candidates **may not** individually send out mass e-mails to the VPPPA Region X membership. Failure to comply with this rule will result in immediate disqualification.
3. Candidates who submit their nominations by the specified deadline are allowed to publicize their candidacy following the onsite protocols listed below at the start of the VPPPA Region X Annual Conference.

**VPPPA REGION X ELECTION PROTOCOLS**

\*\*\*Submission Deadline: The Last Thursday in April of Each Year\*\*\*

4. Candidates who do not submit their nomination materials by the specified deadline will not be able to campaign until their nomination has been accepted during the VPPPA Region X Annual Meeting of the Membership at the Regional Conference, after which time they will be able to campaign in accordance with onsite protocols listed below.

**Endorsement of Candidates by Government Agencies and the VPPPA Regions:**

1. Government agencies, exhibitors, and vendors are not permitted to endorse candidates on their Web sites nor promote candidates through any activities prior to or during the VPPPA Region X Conference unless they are Full, Corporate, or Affiliate members in good standing in their own right.
2. Individual members of the VPPPA Region X Board of Directors may not endorse individual candidates through mass e-mails to regional members nor on the regional Web site.

**Onsite Protocols:**

***Note: Failure to comply with these rules may result in immediate disqualification.***

**2. Campaign Procedures:**

- a. A table with equal space for each candidate will be provided for campaign materials. Campaign materials are limited to display on this table **ONLY** and may not be left unattended in other areas of the hotel or conference facility.
- b. Candidates are encouraged to bring a brochure, leaflet, or one-page description of their campaign goals that includes their picture for membership to obtain from the table space.
- c. Personal distribution of promotional items to conference attendees is permitted.
  - i. Candidates are allowed to pass out campaign buttons or other promotional materials under \$3.00 each in value to the membership as reminders of their candidacy.
  - ii. A candidate is not allowed to promote their candidacy by distributing money, lottery chances, or any other money-like device that could imply the paying for votes.

**VPPPA REGION X ELECTION PROTOCOLS**

\*\*\*Submission Deadline: The Last Thursday in April of Each Year\*\*\*

- d. Free standing floor easels may not be used to display campaign materials or candidate pictures.
  - e. Campaign items may not be attached to the walls within the hotel or conference activity areas.
- 3. Annual Meeting of the Membership Procedures:**
- a. Each candidate is expected to attend the VPPPA Region X Annual Meeting of the Membership at the Regional conference. If they are unable to attend, they must inform the Nominating Committee Chairperson in advance.
  - b. Each candidate will be invited on stage to make a three-minute presentation to the VPPPA Region X membership introducing themselves and the reasons they should be elected to the Board of Directors for the position they have selected.
  - c. The Nominating Committee Chair, or designee, will time these presentations and intervene when the three minutes have expired.
  - d. Candidates are expected to abide by this time limit.
- 4. Nominations from the Floor:**
- a. Candidates who are nominated from the floor must accept or deny the nomination and have their company management representative confirm their support by written affirmation.
  - b. Upon acceptance of the nomination, candidates from the floor will be immediately asked to complete a nomination form and sign the VPPPA Election Protocols during the Annual Meeting of the Membership.
  - c. These forms and the written affirmation from their company management representative must be completed before the candidate will be allowed to make their presentation to the VPPPA membership.
  - d. Candidates running from the floor will not be able to campaign until their nomination has been accepted during the Annual Meeting of the Membership, after which time they will be able to campaign in accordance with onsite protocols.

I HAVE REVIEWED THE "VPPPA REGION X ELECTION PROTOCOLS" AND



**VPPPA REGION X ELECTION PROTOCOLS**

\*\*\*Submission Deadline: The Last Thursday in April of Each Year\*\*\*

AGREE TO ABIDE BY THE REGULATIONS STATED ABOVE. I UNDERSTAND THAT MY CAMPAIGN STRATEGY MUST CONFORM EXACTLY TO THE REGULATIONS AND ANY ACTIONS BEYOND THOSE STATED IN THE REGULATIONS MAY RESULT IN IMMEDIATE DISQUALIFICATION.

Print or Type Name: \_\_\_\_\_

Signature of Candidate: \_\_\_\_\_

Date: \_\_\_\_\_

PLEASE RETURN ONE SIGNED COPY OF THIS DOCUMENT TO THE VPPPA REGION X NOMINATING COMMITTEE CHAIRPERSON LISTED ON THE NOMINATION FORM WITH THE REMAINDER OF YOUR NOMINATION MATERIALS.