



OpenPEPPOL 9th GA

March 21st 2018, Brussels's, Belgium

Call for Candidacies Pre-Award CC leader

2018 election of Community leader in Pre-Award

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1. Introduction

This document covers the Call for candidacies to the Pre-Award Community leader position, together with an overview of the requirement to the candidates the deadlines for submitting candidacies and the election process.

Isabella Rapisarda, the current Pre-Award Coordinating Community Leader is available to continue for the next term of two years.

2. Call for candidacies

The Pre-Award Coordinating Community hereby calls for candidates for the election of community leaders as described below.

The Call for candidates is open for all members of the Pre-Award Coordinating Community (except Observers) to consider, should anyone have the motivation and possibility to raise their candidacy. Submission of candidacy is to be sent to openpeppol@peppol.eu no later than February 14th 2018.

February 21st at latest the Pre-Award Community member organisations will be notified about where to find the complete list of candidates, their motivation letters and their CVs, together with an introduction and a link to the voting tool.

The outcome of the election will be published at the Community member meeting held in conjunction to the 9th OpenPEPPOL General Assembly (March 20th -21st 2018)

Only Organisations registered as member of the Pre-Award Coordinating Community (except Observers) can raise submit candidates, be submitted as candidates and vote in the current Coordinating Community.

Please refer to the OpenPEPPOL website to see the registered CC membership status:
<http://peppol.eu/who-is-who/openpeppol-member-list-2/>

3. The timeline

The election of the Pre-Award Community leader is made in conjunction with the OpenPEPPOL General Assembly, and handled electronically in the first Quarter of 2018.

Please find the overall timeline for the Pre-Award Coordinating Community leader elections below:

- January 19th, 2018: A call for candidacies are published
- February 14th, 2018: Deadline for submitting Candidates
- February 21st, 2018: The list of Candidates is published
- March 14th, 2018: Deadline for submitting the vote
- March 20th, 2018: Publication of the result

The vote will be made electronically, with one vote per organisation registered as member of the respective community in the OpenPEPPOL member list: <http://peppol.eu/who-is-who/openpeppol-member-list-2/>



4. Background Information

The Coordinating Community Leader is responsible for leading development and maintenance relevant to the Coordinating Community and for representing the Community in relevant boards.

The CC leaders are elected as representatives of their organizations and are expected to appoint a deputy from their organization to support the execution of the role as CC leader. Should the person elected no longer can continue as the CC leader, the organization represented can appoint a substitute to handle the role until the next GA. If no such appointment is made, the CC is obliged to appoint an interim leader from another organization to lead the CC until the next GA.

The CC leader is elected for a term of 2 years.

5. The Position

The CC Leaders are expected to allocate a significant amount of their time fulfilling the roles and responsibilities related to the CC leadership which includes, but is not limited to:

- Representing the CC in the relevant boards, fulfilling the obligations of an OpenPEPPOL managing member.
- Leadership of the CC on a D2D basis
- Ownership of Work Groups established under the CC
- Coordination of CC participation in OpenPEPPOL Work Groups owned by other CC Leaders
- Representation of OpenPEPPOL in relevant forums (ex. EXEP, CEN\TC 440 and CEN\TC434)

The CC Leaders are also expected to possess the authority to make OpenPEPPOL related decisions on behalf of their organization, on a day to day basis as well as in the MC meetings and to allocate substantial resources from their organization to help support the many activities and duties they perform.

As a result, the candidate running for the position of Coordinating Community Leader should have the full support of his or her management and be committed to devoting approximately 15-20 % of his or her time to OpenPEPPOL related activities, and be able to travel to F2F meetings and stakeholder meetings (estimated at two meetings per month) at his or her own or employers expense.

In addition, the CC Leaders should preferably be able to provide resources to support the Business Development and Operations of the Coordinating Community.

Please refer to the OpenPEPPOL Statutes for further information regarding OpenPEPPOL organization and responsibilities: http://www.peppol.eu/about_peppol/about-openpeppol-1/openpeppol-statutes

6. The election process

The process follows the rules for elections stated in the Statutes of OpenPEPPOL. The election will be held electronic in conjunction with the GA to align the CC election terms to the annual cycle of the GA.



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1. Nomination is Carried out as stated below:

- a. All members of the Pre-Award Community (except Observers) can nominate or be nominated as candidates for the position of CC CMB member
- b. The Nomination is made by submitting the details for the candidate, **including the motivation and CV** to openpeppol@peppol.eu no later than February 14th (**Subject** of the nomination e-mail: Pre-Award Community Leader: Proposed Candidate)
- c. The list of submitted candidates including their motivation and CVs will be published in Confluence, and a notification will be send out to the registered members of the Community together with access and instructions to the electronic tool used for election.

2. Voting Will be carried out electronically

- a. All organisations registered as members of the Pre-Award Coordinating Community can vote
- b. There is only one eligible vote per organization, held by their Community representative.
- c. When consolidated, the submitted candidacies will be made available for the community members for evaluation, and the registered community representative of the member organisation will be notified and provided with the link to the voting tool.
 - i. In case of availability of **no more** than one submitted candidate, the procedure for balloting will include only a formal acceptance of the candidates.
 - ii. In case of availability of **two or more candidates** the procedure for balloting in will include the nomination of one candidates to be elected for the term of two years
- d. When the voting period is closed March 14th, the votes will be counted. All voting will be handled as confidential.

3. Appointment of seats will be handled as described below

- a. After the election, the persons with the highest number of votes will be appointed as Pre-Award Coordinating Community leader for the term of 2 years.
- b. In case of a tie between the first and second candidates, a second ballot will be conducted between the two candidates. This ballot will also be electronic and will be conducted in the first two days in week of the General Assembly.

4. Announcement of the result is made at the CC community meeting March 20th 2018 and on the OpenPEPPOL website.

