



Election general guidelines

Each elected Committee member can serve a term for two years or more. An elected Committee member will serve the required term until a successor qualifies, even if that requires that he/ she serves for a period longer than two years. In such a situation, prior to the election, the board must determine whether the newly elected member will serve for a two-year term or only for the remainder of the vacated term.

Election timetable

An election for each of the elected members of the system must take place every two years, or whenever a vacancy occurs. The notice of election must be posted 14 days prior to the election. While a notice must be posted on the HKVNA Website, the HKVNA Newsletter and addressed to Ordinary Members and Life Members located in Hong Kong, the board may choose to post in a number of different places in order to effectively inform the industry.

Election timetable for Committee election

Notice of Election:

HKVNA Members Before 30 November 2014

Deadline for Filing Nomination Forms 30 November 2014

Election 18 December 2014

Announcement of Election Results 18 December 2014

Declaration of Committee Members 18 December 2014

Term of Office 1 January 2015 to 31 December 2016

Notice of election: HKVNA Members & Consultant Vets

To Hong Kong Veterinary Nursing Association (HKVNA) members and HKVNA

Consultant Veterinarians:

Notice of Election

Date of Election: 18 December 2014

Purpose

To elect the 10 Committee Members of the “Hong Kong Veterinary Nursing Association”

Term of Office

Effective 1 January 2015 – 31 December 2016.

Candidates

HKVNA Members in service within the veterinary industry in Hong Kong for over 2 years.

Nomination Form

Any HKVNA Ordinary or Life member may qualify as a candidate by filing the nomination forms; these must contain the signatures and addresses of at least two (2)

HKVNA Ordinary or Life members.

Nomination forms may be obtained at:

- Member Electronic direct mail (EDM)
- HKVNA website

The deadline of submitting nomination forms is 30 November 2014.

The nomination forms should be returned by email to president@hkvna.org

Election Venue

4/F Seminar Room

SPCA (Wan Chai)

5 Wan Shing Street

Wanchai, Hong Kong

Date & Time of Election

18 December 2014, 8:00 – 9:30 PM

Nomination Form



We, the undersigned, as qualified members of the Hong Kong Veterinary Nursing Association (HKVNA), hereby make a nomination for the following individual:

_____ (Name of Nominated Candidate)

This nominated candidate is eligible to become an elected Executive Committee member of the Hong Kong Veterinary Nursing Association, as voted during an election to be held on 18 December 2014, from 8PM to 9:30PM at the premises of the SPCA Headquarters. The term for the said position will commence on 1 January 2015 and expire on 31 December 2016.

1. Name: _____

Signature: _____ Membership number: _____

2. Name: _____

Signature: _____ Membership number: _____

3. Name: _____

Signature: _____ Membership number: _____

**At least TWO (2) qualified signatures and membership numbers are required for each nomination.

(To be filled in by Nominated candidate)

I, _____, agree to become a nominated candidate of committee member of the Hong Kong Veterinary Nursing Association 2015-16.

Signature: _____

Membership number: _____

Nomination forms must be returned no later than 30 November 2014.

Instructions for voting

To All HKVNA Members:

You are requested to participate in the voting of 10 Executive Committee Members to the Hong Kong Veterinary Nursing Association for the term from 1 January 2015 to 31 December 2016. Enclosed please find the voting instructions.

Instructions for Voting

1. Nominated Candidates must attend the Election.
2. Only Ordinary or Life Members attending the Election are eligible for casting votes.
3. If the number of nominated candidates is equal to the number of vacancies (10), voting is not required. All candidates will be elected uncontested.
4. If the number of nominated candidates is greater than the number of vacancies:
 - Voting is required
 - Each attending member can choose a maximum of 10 nominated candidates
 - The ballots are counted
 - The 10 candidates with most number of votes are elected as the Executive Council (ExCo) members
 - The elected ExCo members will then vote among themselves to elect a President, and other positions of the ExCo.

Should you have any queries regarding this election process, please direct your enquiry to *president@hkvna.org*.