

B. ADMINISTRATION

4. NOMINATION AND ELECTION OF DISTRICT GOVERNOR

(In this document, “district governor” denotes the position and “District Governor” is the holder of the position)

- 4.1 In accordance with RI Bylaws, the District shall select a nominee for district governor not more than 36 months, but not less than 24 months prior to taking office. The nominee shall become the governor nominee designate upon selection and the governor nominee on 1 July two years before taking office as district governor. The Board of RI shall have the authority to extend the date under this provision for good and sufficient reason. The nominee will be elected at the RI Convention in the year before the nominee will attend the international assembly if such an election is needed under the provisions of section 6.010 of the RI Bylaws.
- 4.2 The nominee shall be selected by a nominating committee (the Committee) who shall seek out and propose the best qualified candidate for governor-nominee.

Constituting the Committee

- 4.3 The Committee shall consist of:
- a. the District Governor (who shall serve as Chairperson);
 - b. the most recent Past District Governor available;
 - c. the current District Governor Elect;
 - d. the current District Governor Nominee; and
 - e. three Past Presidents of Clubs in the District who shall be elected by the Clubs in the District provided that:
 - i. No more than one such Past President may come from any one Club;
 - ii. None may be Honorary Members, or Past District Governors; and
 - iii. No Past President elected under this clause (e) shall serve two consecutive terms on the Committee.
- 4.4 The District Governor shall call for nominations by 1st October in each year for the Committee under 4.3 (e), such nominations to be received by a date not later than the 31st October in each year.
- 4.5 If more than the requisite nominations are received to fill the positions under 4.3 (e) the District Governor shall arrange for a ballot no later than 14th November to be concluded not later than 15th December in each year.
- 4.6 The District Governor shall advise Clubs by the 1st January in each year of the members of the Committee.
- 4.7 If a casual vacancy arises in the membership of the Committee for any reason before the completion of its deliberations the Committee may appoint replacement members in accordance with the following principles or otherwise:
- a. A Past District Governor, the District Governor Elect and the District Governor Nominee shall in each case be replaced by the Vice Governor or failing that the most recently available Past District Governor; and
 - b. A Past President elected in that capacity shall be replaced by the next available Past President received the highest number of votes at the election conducted in accordance with Clause 4.3(e)

Suggestions for governor-nominee

- 4.8 The District Governor shall invite clubs to submit their suggestions for nominations for governor. The deadline for suggestions is at least two months before the Committee meeting. The suggestions shall be submitted by a resolution naming the suggested candidate adopted at a regular club meeting and certified by the secretary.
- 4.9 A club shall only suggest one of its own members and a club may not suggest a candidate where consecutive governors would be from the same club.

Deliberations of the Committee

- 4.10 When calling the meeting of the Committee the District Governor shall inform members of the Committee confidentially of the names of the Rotarians suggested for consideration, their Clubs, and Classifications together with a general background of their service in Rotary.
- 4.11 Five members of the Committee shall form a quorum, and in selection of the Committee's nominee for district governor, the votes of at least four of the Committee shall be cast in favour of such nominee.
- 4.12 The committee shall nominate the best qualified Rotarian who is available to serve as governor and not be limited to those names submitted by clubs in the district.
- 4.13 If for any cause whatsoever the nominee selected by the Committee at its meeting is unable to serve, the Committee shall select another nominee either in a ballot or at an emergency meeting of the Committee.
- 4.14 Save as above the Committee shall conduct its meetings and activities as the Committee sees fit.

Notification to District

- 4.15 Within three days of the receipt of the notice, the District Governor shall notify the clubs in writing of the name and club of the nominee.

Information for candidates - before

- 4.16 Information relevant to the role of governor is made available to ensure potential candidates are fully informed of the roles and duties of a governor prior to their agreement to their name being put forward as a candidate. Such information may include but is not limited to the following:
- a. A document that outlines the status, qualifications and duties of a governor;
 - b. A guide to potential candidates for the governor role; and
 - c. A list of Key Selection Criteria for the interview.
- 4.17 The District will include governor candidate information in the Future Leaders seminar to assist the knowledge and preparation of potential future candidates for the position of district governor.

Information for candidates - after

- 4.18 Feedback related to the selection process will be available to all applicants. The Chair of the Committee will be responsible for this process. No other member of the Committee is to discuss specific aspects of the process with candidates or anyone else, unless specifically requested by the Chair of the Committee.

Conflicts of interest

- 4.19 A conflict of interest exists when a relationship between a member of the Committee and a candidate has the potential to create a perceived bias in the governor nomination process. A conflict of interest could include but is not limited to the following examples:
- a. A family or personal relationship exists between a candidate and a member of the Committee
 - b. A candidate and a member of the Committee are members of the same Club
- 4.20 Where knowledge of a potential conflict exists the chair of the Committee will discuss the matter with the relevant member of the Committee.
- 4.21 Where a conflict of interest is established after the Committee has been established, the member of the Committee should recuse him or herself from the Committee.