

## Spécial

COMMISSION  
BRUXELLES + BdC  
(sauf FRANCE)

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**EN** The other language versions can be obtained from :  
**FR** Les autres versions linguistiques peuvent être obtenues auprès  
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*La version française a été publiée dans les I.A.  
« Spécial Commission Bruxelles + BdC »  
du 13.9.1990.*

## I. Procedure for election of the Brussels Staff Committee adopted by the general meeting of officials on 18 July 1990

The General Meeting of Officials and Other Servants of the Commission of the European Communities represented on the Local Section in Brussels,

Having regard to Article 1 of Annex III to the Staff Regulations, which, provides that **full** members and alternates of the Staff Committee shall be elected in accordance with the conditions **laid** down by the general meeting of officials of the institution;

Having regard to the rules relating to the institution of a Staff Committee, adopted by the Commission on 9 April 1968 and last amended on 27 April 1988,

Has adopted the following provisions:

### Article 1

The procedure **laid** down hereinafter for the election of **full** members and alternates of the Staff Committee **will** apply to **all** subsequent elections unless amended by decision of the general meeting of officials.

### Article 2

An electoral office, comprising a president, three vice-presidents, a secretary and assessors, shall be established.

The president and the vice-presidents shall be nominated by a general meeting of the staff who come under the aegis of the Brussels Staff Committee.

The secretary and the assessors shall be nominated by the Director-General for Personnel and Administration.

The members of the electoral office may not be chosen from among candidates at the elections for which the office is constituted. Any official nominated as an assessor shall be automatically relieved of his obligations on becoming a candidate in the elections.

Those who submit nominations shall be entitled to appoint observers.

#### Article 5

The electoral roll must be published at least five weeks before polling day.

#### Article 4

Objections concerning the electoral roll must be lodged in writing with the Director-General for Personnel and Administration no later than eight working days after the electoral roll is published.

The decisions made by the Director-General for Personnel and Administration regarding these objections must be forwarded in writing to the parties concerned no later than three working days after the objection is lodged. Any decision dismissing an objection as being unfounded must give the reasons for such dismissal.

Any decision upholding the grounds of an objection must be published as laid down for publication of the electoral roll, Such publication must take place at least one day before the expiry date of the period specified in the second paragraph of Article 5.

#### Article 5

Twenty-seven days before the poll, the electoral office shall publish an election notice containing the following details:

- (a) the places, dates and times of the election,
- (b) the place where the votes will be processed,
- (c) the notice calling for nominations, showing the form in which they are to be presented.

Nominations must be submitted. In writing to the president of the electoral office no later than the sixth, working day following the day on which the election notice is published.

#### Article 6

There are 27 seats to be filled.

Nominations shall be submitted in the form of lists, each list to contain no more than 27 full members and alternates arranged in pairs.

No candidate may be nominated more than once.

Each nomination must carry the signature of both the candidate for full membership and the candidate for alternate membership, where only one signature appears a declaration by the other candidate that he has accepted candidature must be attached to the nomination.

Where lists of candidates are submitted, the signature of the candidate whose name appears first on the list shall be sufficient.

Lists of candidates may be submitted by trade unions and staff associations. In such cases these organizations must establish, to the satisfaction of the electoral office, and no later than the time for checking the nominations, that the parties concerned, have accepted, nomination. The unacceptability of a particular nomination shall not invalidate the remaining nominations appearing in the same list.

Each list shall be submitted in the order selected by the trade union or staff association concerned.

Nominations of servants other than officials shall be accepted only in the case of those whose contracts are for a period exceeding one year or are of indefinite duration, and of those whose contracts are for less than a year provided they have been employed by the Commission for at least six months.

### Article 7

The electoral office shall check the nominations; it shall reject those which, fail to satisfy the conditions laid down in the second paragraph, of Article 5 and. Article 6 above.

Once accepted by the electoral office, nominations may not be withdrawn.

### Article 8

Should there be fewer than 27 candidates or should the nominations submitted preclude the representation of categories, services or other servants under contract, the president shall notify the electors to this effect and grant them an extension of time of at least one working day.

### Article 9

The list of approved candidates must be published at least three working days before the election.

The order in which, the names appear in each, list must be the same as that on the list submitted by each trade union or staff association.

The lists of candidates shall indicate the category or service of each, candidate, or the category in the case of other servants.

### Article 10

Voting procedure: the elector must cast his vote as follows; failure to comply will result in the vote being declared void:

- (a) Either he must vote for a list, in which, case he must place a cross in the square beneath, the number and the abbreviation of the list he has chosen (a block-list vote);
- (b) Or he must vote for a maximum of 27 candidates for full membership and alternate membership, chosen from one or several lists, in which, case he must place a cross in the square opposite the name of each. candidate he has chosen,

but must restrict to 27 the number of candidates so chosen (preference vote).

N.B. Any ballot paper showing both a cross against a list and further crosses against the names of candidates on the same list will be treated as a preference vote.

Electors who place on their ballot paper any other writing, signature, erasure or mark whatsoever shall have their vote declared void.

#### Article 11

(a) Distribution of seats among block-list votes and preference votes shall be made in proportion to the number of ballot papers returning

- (i) a block-list vote,
- (ii) a preference vote.

(b) Distribution of block-list seats among the lists shall be made in proportion to the number of block-list votes cast for each list.

In each list, the block-list seats shall be allotted to the candidates in the order in which the list has been submitted and in the same numbers as the number of block-list seats allotted to the list.

(c) Distribution of preference seats shall be carried out in proportion to the total number of votes cast for the candidates on each list.

In each list, the preference seats shall be allotted to those candidates who failed to be elected by the block-list votes but who obtained the greatest number of votes.

#### Article 12

(a) A provisional classification of the successful candidates on each list shall be made in this way. If no representative of a category, service or other servants appears in this list, the candidate for the category, service or other servants lacking representation who won the largest number of preference votes shall replace the person whose name appears last on the provisional classification of successful candidates on the list for which he stood.

(b) However, if the person whose name appears last on the provisional classification of successful candidates is the only representative of a category, service or other servants, then the person whose name appears second last on the provisional classification will automatically be required to stand, down, and so on.

#### Article 13

Where the same number of votes is cast for two or more candidates, the successful candidate shall be chosen by lot.

#### Article 14

##### Voting procedure

Polling day shall be determined by the general meeting.

(a) For three working days electors will be able to vote at the polling stations indicated in the notice to the electors.

(b) Electors who are not posted in Brussels but who come under the aegis of the Brussels Staff Committee, and electors who are posted in Brussels but who will be absent with good cause on election day, shall be entitled to send a postal vote. The electoral office shall lay down the procedure to be followed in respect to postal votes; this procedure will be described in the election notice.

(c) For postal votes, the ballot paper must reach the president of the electoral office, 200, rue de la Loi, Brussels, before the poll closes; the elector's name, together with his signature, must appear on the back of the outer envelope.

(d) If no quorum has been secured by the end of those three days, the electoral period shall be automatically extended by five working days, during which time one fixed and one mobile polling station remain open.

#### Article 15

The name of each, elector shall be checked off upon presentation of identification at the moment when his ballot paper is lodged or when the double envelope used for postal votes is inspected.

The ballot boxes shall be dosed and sealed by the president of the electoral office before -voting begins.

### Article 16

Counting the votes

At the appointed time for tine end of voting the ballot boxes shall be assembled in the place specified and shall, be opened by the president in the presence of the members of the electoral office.

The votes shall be counted by the members of the electoral office.

The counting shall be in public.

### Article 17

The election shall be declared valid provided two-thirds of the electors enrolled have voted.

Should the necessary number of electors not take part in the poll, the electoral office will without delay summon the electors to a second ballot.

### Article IS

Die electoral office shall decide by majority decision on any disputes which may arise while the election is in progress.

### Article 19

The result of the election shall be published immediately by the electoral office and forwarded to the Commission of the European Communities.



## Article 20

The validity of the election may be disputed, during the three days following the day on which, the results are published. Any such objection must be forwarded in writing to the electoral office. It shall be sent by the electoral office without delay to the Commission of the European Communities. No such Objection shall have power to suspend, the constitution of the elected Staff Committee.

## Article 21

Minutes recording the electoral procedure used and the result of the elections shall be drawn up and signed by the president and members of the electoral office immediately the period laid down for lodging of objections has expired.

The electoral office shall as soon as possible forward to the institution a copy of the minutes together with the list of Staff Committee members. The list of full members and alternates shall be displayed for the information of staff in the various Commission buildings.

## Article 22

The electoral office is hereby made responsible for applying this Regulation.

## Article 25

Appointment of Central Committee members

At its inaugural meeting the Committee shall appoint from among its members and on a two-thirds majority: (

19 full members and 19 alternates to the Central Staff Committee.

## II. To all staff represented by the Brussels local section of the Staff Committee

Election of Brussels local section of the Staff Committee -  
General notice of election

The following election notice is issued, by the Electoral Office in accordance with Article 5 of the procedure for electing the Staff Committee - Brussels local section - adopted by the general meeting on 18 July 1990.

### 1. Date of the elections

The elections for the Brussels local section of the Staff Committee will take place in Brussels on 10, 11 and 12 October" 1990. If no quorum has been secured by the end of those three days, the electoral period, will be automatically extended by five working days during which time a single fixed polling station and one mobile polling station will remain open.

Staff employed outside Brussels are entitled to vote by post provided their votes are received by 1730 hours on 19 October 1990.

The votes will be counted, on 22 October 1990.

### 2. Entitlement to vote

The following are entitled to vote, provided their names appear on the electoral roll:

all officials of the institution;

all "other servants" within the meaning of the Conditions of Employment whose contracts are for an indefinite period or for one year or more and those whose contracts are for less than a year provided they have been employed by the Commission for at least six months.

The electoral roll will be displayed, in all the Commission's buildings in Brussels from 5 September. It will also be made available to officials and other servants posted outside Brussels who are represented by the Brussels Staff Committee. In accordance with the first paragraph, of Article 4 of the electoral procedure, objections concerning omission from the electoral roll must be made in writing to the Director-General for Personnel and Administration within eight working days following publication.

#### 5. Place of the elections

Electors shall vote in the polling station designated for the building where they work.

polling stations will be set up in the following buildings: A-1, A-17, A-25, ARLN. ARTS, B-34, BERL, BREY, OCAB, C-100, C-158, CSTM. GOIM, IMCO, J-37, 3-70. J-99, JEOL. L-53, L-57. L-B4-86, L-120, MDB, MO-75, NERV, OKBN, RP-3, RP-6, SCME, TERV, TR-61 and TRIA.

A mobile polling station will be provided for electors working in other buildings. The itinerary of this station will be indicated in good time.

#### 4. Opening hours of polling stations

The polling stations will be open on 10, 11 and 12 October 1990 from 0900 hours to 1750 hours without interruption.

#### 5. Voting Procedure

Ballot papers will be available in each polling station.

There are 27 seats to be filled.

Voting procedure: electors must cast their vote as follows:

- (a) they may either vote for a list, placing a cross in the square beneath the number and the abbreviation of the list they have chosen (block-list vote);

- (b) or they may vote for a maximum of 27 candidates for full membership and, alternate membership, chosen from one or several lists, placing a cross in the square opposite the name of each candidate they have chosen, up to a maximum of 27 candidates (preference vote).

Any ballot paper showing both a cross against a list and further crosses against the names of candidates on the same list will be treated as a preference vote.

Where electors do not vote in this way or place on their ballot paper any other writing, signature, erasure or mark whatsoever, their votes will be declared void.

#### 6. Postal votes

- (a) Electors in Brussels who for some good reason (mission, leave, sickness) are unable to vote on 10, 11 or 12 October at a polling station may, on presentation of their staff card, obtain a ballot paper from the Secretary of the Electoral Office (ORB 5/65 and 5/69 - tel. 52905 and 62467) between 26 September and 9 October (from 0900 to 1730 hours).  
They shall complete this ballot paper and place it in the ballot box provided.
- (b) Electors serving outside Brussels who are represented by the Brussels Staff Committee will each receive an individual ballot paper. They should vote as provided for above and return the ballot paper (in a double envelope) by 1750 hours on 19 October 1990 to the Secretary of the Electoral Office, ORBM 5/65, rue de la Loi 200, 1049 Brussels.

The outer envelope must bear:

the name and surname of the elector;  
his personnel number;  
his signature.

There must be no mark or signature on the inner envelope containing the ballot paper

The name of each elector will be checked off against the identification on the outer envelope.

7. Nomination of candidates

Nominations must be received in writing by the President of the Electoral Office (J-37 3/20, rue de la Loi 200, 1049 Brussels) by 1730 hours on 21 September. They must be in the form of a list containing no more than 27 full members and alternates arranged in pairs.

No candidate may be nominated more than once.

Each nomination must carry the signature of both the candidate for full membership and the candidate for alternate membership. Where only one signature appears, a declaration by the other candidate that he has agreed to stand for election must be attached to the nomination.

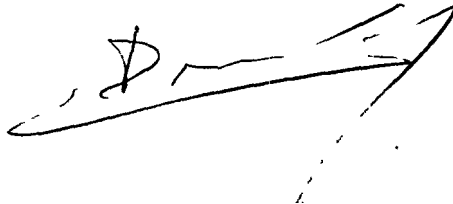
Where lists of candidates are submitted, the signature of the candidate whose name appears first on the list shall be sufficient.

Lists of candidates may be submitted by trade unions and staff associations. In such cases these organizations must establish, to the satisfaction of the Electoral Office, and no later than the time for checking nominations, that the parties concerned have accepted nomination. The unacceptability of a particular nomination shall not invalidate the remaining nominations appearing on the same list.

Each list shall be submitted in the order selected by the trade union or staff association concerned.

Nominations of "other servants" within the meaning of the Conditions of Employment shall be accepted only in respect of candidates whose contracts are for an indefinite period or for one year or more.

The President of the Electoral Office  
Domenico Lenarduzzi

A handwritten signature in black ink, appearing to be 'Domenico Lenarduzzi', written over a horizontal line.

**DA** Den danske udgave kan rekvireres hos:  
**DE** Auskunft in Deutsch erteilen:  
**EL** Για το ελληνικό κείμενο μπορείτε να απευθύνεστε στους:  
**ES** La versión española puede obtenerse dirigiéndose a:  
**IT** La versione italiana può essere ottenuta presso:  
**NL** De Nederlandse versie kan bekomen worden bij:  
**PO** A versão portuguesa pode ser obtida junto de:  
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M. Pierard, tél. 61576 - Gui 4/24;  
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