



Circular 9 / 2019
23 April 2019

To: Presidents, CIRs and Standing Committee Conveners and members
From: GWI Board of Officers
Subject: Credentials for Voting Delegates for General Assembly, Geneva, July 2019

**Credentials for Voting Delegates
for the 33rd GWI Triennial General
Assembly, Geneva, July 2019**

The 33rd GWI triennial General Assembly will open on the morning of 25 July and continue through 28 July 2019.

Each National Federation or Association (NFA) is entitled to one or more in-person voting delegates in accordance with Article V.4 of the GWI 2016 Constitution. There can be as many alternates as there are delegates.

The number of delegates and alternates to which your NFA is entitled can be calculated using the table below, based on the number of paid up members as of 31 December 2018.

This means that your NFA has paid the 2019 dues and all other outstanding dues by 30 June 2019.

Voting cards will be distributed by the Credentials Committee **ONLY** to NFAs that have fully paid all dues owed to GWI up to and including the year of the General Assembly (2019).

If your NFA is unable to send the full number of delegates to which it is entitled, the attending delegates will receive the full number of voting cards to which your NFA is entitled.

| Number of Members | Voting Delegates | Number of Members | Voting Delegates |
|-------------------|------------------|-------------------|------------------|
| 20 - 200 | 1 | 1 501 – 2 000 | 7 |
| 201 - 400 | 2 | 2 001 – 2 500 | 8 |
| 401 - 600 | 3 | 2 501 – 5 000 | 9 |
| 601 - 800 | 4 | 5 001 – 10 000 | 10 |
| 801 - 1 000 | 5 | 10 001 - 15 000 | 11 |
| 1 001 - 1 500 | 6 | 15 001 – 20 000 | 12 |

Credentials Statement (*below*)

Each CIR should complete the credentials statement with the list of the voting delegates and alternates who will be representing her NFA at the 33rd GWI Triennial General Assembly. The Credentials Statement should be signed by two of the national officers and returned to GWI Headquarters by e-mail as soon as possible, **but no later than 6 July 2019**.



The form may be scanned and sent to GWI Headquarters at: info@graduatewomen.org as an e-mail attachment, provided that the names and signatures are legible. If there are any changes in your delegation, you must notify GWI Headquarters immediately at sdl@graduatewomen.org.

Your CIR should give a copy of the final credentials statement, complete with any last-minute changes, to the leader of your delegation to bring with her to the Conference to give to the Credentials Committee at registration. This must be signed by two national officers.

The leader of your delegation should collect the voting cards for your NFA from the **Credentials desk**. The Credentials Desk will be open during General Assembly registration, which will take place on Thursday 25 July and Friday 26 from 08.30 to 10.00. Prior to any voting session at the General Assembly, delegates will need to sign in at the Credentials desk outside of the plenary hall. This is done in order to obtain voting strength for that session. Once signed in, delegates should remain in the hall until the voting has taken place.

Electronic Voting

If no members from your NFA are attending the General Assembly in person then the NFA is still eligible to vote for the contested positions for the next Board and Committees using the electronic voting system – Simply Voting.

The CIR should complete the Credentials Statement with the names of the voting delegate(s). The National Office will contact the voting delegates with the details on how to vote and when the voting is open. **Please note:** The electronic voting system used does not cater for one person carrying multiple votes, so if your NFA has five votes, we require five voting delegates, that is five names and five related e-mail addresses.



Credentials Statement for Voting Delegates for the

33rd GWI triennial General Assembly, Geneva, July 2019

Please complete this form with the list of your voting delegate(s) and alternate(s). Two officers of your national federation or association must sign the form for it to be valid. Please print clearly.

The credentials statement must be sent to GWI Headquarters by e-mail as soon as possible, but no later than **6 July 2019**, to info@graduatewomen.org. Please ensure that all names are legible.

1. **National Federation or Association:**

2. **Number of Paid-up Members as of 31 December 2018:**

3. **Number of Voting Delegates/Alternates:**

4. **Leader of Delegation to the 33rd Triennial General Assembly:**

5. **Voting in Person:** **OR** **Voting Electronically:** **(Please select one v)**

6. **Name(s) of Voting In- Person Delegate(s):** **Name(s) of Alternate(s):**

OR

7. **Name of Electronic voting delegate(s):** **Email address:**

8. **Signature of two national officers (President/CIR/Vice-President/Secretary/Treasurer):**

| | |
|---|---|
| Signature 1: _____ Name: _____ Position: _____ Date: _____ | Signature 2: _____ Name: _____ Position: _____ Date: _____ |
|---|---|