



KENYA RED CROSS ELECTION RULES AND REGULATIONS

Table of Contents

1. CITATION.....	4
2. APPLICATION	4
3. INTERPRETATION	4
4. COUNTY ELECTORAL REGISTER	5
6. NOTICE ON TIME AND DATE ELECTIONS AND NOMINATIONS.....	5
7. FIXATION OF ELECTION PERIOD.....	6
8. REGISTRATION AND NOMINATIONS.....	6
10.2. QUALIFICATIONS FOR THE NATIONAL YOUTH COMMITTEE.....	7
10.3. QUALIFICATIONS FOR THE REGIONAL COMMITTEES.....	8
10.4. QUALIFICATIONS FOR THE COUNTY BRANCH COMMITTEE.....	8
10.5. QUALIFICATIONS FOR THE COUNTY BRANCH AND REGIONAL YOUTH COMMITTEES	9
11. ROTATION	9
11.1. ROTATION AT THE NEC.....	9
11.2. ROTATION AT THE REGIONS	9
11.3. ROTATION AT THE COUNTY BRANCHES	10
11.4. ROTATION AT THE YOUTH BOARDS.....	10
12. WITHDRAWAL OF CANDIDATES.....	10
13. DEATH OF A CANDIDATE	10
14. CAMPAIGN PRACTICES AND EXPENDITURES	11
15. VOTING POWERS OF MEMBERS/VOTER ELIGIBILITY.....	11
16. ABSENCE OF CANDIDATES	11
17. POLLING AREAS/STATIONS	11
18. EQUIPMENT FOR ELECTIONS	11
19. PROCEDURE AND CONDUCT DURING POLLS.....	11
20. PROCEDURE BEFORE COMMENCEMENT OF THE POLL.....	12

<u>21.</u>	<u>VOTING AFTER CLOSE OF POLL</u>	<u>12</u>
<u>22.</u>	<u>METHOD OF VOTING</u>	<u>12</u>
<u>23.</u>	<u>PROXY VOTING.....</u>	<u>13</u>
<u>24.</u>	<u>ASSISTED VOTERS</u>	<u>13</u>
<u>25.</u>	<u>COUNTING OF VOTES</u>	<u>13</u>
<u>26.</u>	<u>FRAUDULENT OR DEFECTIVE BALLOTS</u>	<u>13</u>
<u>27.</u>	<u>ANNOUNCING RESULTS</u>	<u>13</u>
<u>28.</u>	<u>TIED RESULTS.....</u>	<u>13</u>
<u>29.</u>	<u>RECOUNT</u>	<u>14</u>
<u>30.</u>	<u>RELINQUISHING OF LOWER POSITIONS</u>	<u>14</u>
<u>31.</u>	<u>NULLIFICATION OF ELECTIONS</u>	<u>14</u>
<u>32.</u>	<u>ELECTIONS COMMITTEE.....</u>	<u>15</u>
<u>33.</u>	<u>ELECTIONS GRIEVANCES COMMITTEE</u>	<u>15</u>
<u>34.</u>	<u>APPEALS AND DISPUTES.....</u>	<u>16</u>
<u>35.</u>	<u>MISCELLANEOUS</u>	<u>16</u>

In keeping with the provisions of the Kenya Red Cross Society Constitution and the Kenya Red Cross Society Act, (Cap 256) and in the interest of free and fair elections the following Election Rules and Regulations shall be applicable.

1. Citation

These Rules may be cited as the Kenya Red Cross Society Elections Rules and Regulations.

2. Application

These Rules shall apply to all levels of elections held throughout the Society during an election year.

3. Interpretation

In these Rules, unless the context otherwise requires -

3.1. The Society- means the Kenya Red Cross Society.

3.2. The Constitution- means the codified set of principles that govern the Society and are known as the Constitution of the Society.

3.3. County Branch- means a County Branch of the Society created as a County Branch by the National Executives Committee (NEC) comprising of County Branch Councils, Committees and Management staff employed to carry out the policies directions, decisions of the NEC and the National Council in carrying out the aims and activities of the Society.

3.4. Voter- means every registered member of the Society who has a voting right under the Society's Constitution.

3.5. Candidate- means a person who has filed a nomination paper with the Elections Committee in the prescribed manner and whose nomination as a candidate has been endorsed certified.

3.6. Nomination paper- means a nomination paper delivered to the Elections Committee by a person wishing to stand as a candidate at an election of any class.

3.7. Counting agent- means an agent of a candidate duly authorized in accordance with these Rules to be present at the counting of votes in an election.

3.8. Election- means an election of any class, held in accordance with the provisions of these Rules and the Society's Constitution.

3.9. Election's officer- means a an elections official or an Elections Committee Member mandated by the Elections Committee for the purpose of holding of an election under these Rules

3.10. Polling station- means any room, place, vehicle or vessel duly specified and equipped by or under the authority of the Election's Committee pursuant to the provisions of the Society's Constitution for purposes of casting votes in elections under these Rules.

3.11. Rotation- is a process whereby at each Annual General Meeting (AGM) one third of the Members of the NEC and Regional Committee must retire from their position on a first in first out basis.

4. County Electoral register

- 4.1. There shall be a standard roll of members entitled to vote in elections, prepared in respect of all County Branches to serve as an Electoral Register for that County Branch.
- 4.2. A new Electoral Register shall be prepared in respect of a new or varied County Branch created or varied by the NEC.
- 4.3. The Elections Committee shall prepare one Electoral Register for each County Branch indicating the various categories of membership. Members shall only be allowed to vote for positions related to the category of membership applicable.
- 4.4. The Electoral Register shall be published and displayed at the respective County Branches and Regional Offices for inspection by all members entitled to vote at those respective County Branches three months before elections.
- 4.5. Any observations, corrections, exclusions or inclusions to the published Electoral register shall be addressed to the Elections Committee from the County Branch, accompanied by a written Memorandum, 5 weeks after the display of the Elections Register.
- 4.6. Members of the Society relating to the Electoral Register shall be lodged directly with the Elections Committee, with a copy to the County Branch and Regional Office within 5 weeks after the display of the Elections Register.
- 4.7. A final Electoral Register shall be signed and stamped by the Chair of the Elections Committee or his representative and displayed at the respective County Branches and Regional Offices one month before the election date.
- 4.8. Once the final register is published it shall not be amended further.
- 4.9. The Elections register shall only have members with valid and fully paid up membership at least one year before the elections date.

5. Regional and national elections

- 5.1. Elections at the Regional and National level shall be done through delegates.
- 5.2. Delegates of the Regional council shall be elected by the County Branch members and shall be four representatives from each County Branch including the County Chairperson, the County Youth Chairperson and two other members elected at the County AGM at least whom shall be of either gender.
- 5.3. Delegates of the National Council shall be elected by the Regional Council members and shall be four representatives from each Region including the Regional Chairperson, the Regional Youth Chairperson and two other members elected at the Regional AGM at least whom shall be of either gender.
- 5.4. The Regional and National Electoral Council Register shall be published and displayed at the respective Regional Branches for inspection by all members entitled to vote at those respective County Branches three months before elections.

6. Notice on time and date Elections and Nominations

- 6.1. County Elections shall be held by the 30th April of every election year, Regional elections shall be held by the 31st May of every election year, and the National Elections shall be held by the 30th June of every election year

6.2. During an election year, notice of the election date and time shall be sent by the Elections Committee.

6.3. The notice of the dates shall be accompanied by the Elections Rules and Regulations and the Notice for Nominations/ applications specifying the deadlines for filing nomination/application papers.

6.4. The notices shall be publically displayed at each County Branch at the Regional offices and at the Headquarters at least three months before the election date.

6.5. Elections shall be conducted between 12:00pm-4:00pm.

7. Fixation of election period

7.1. All elections shall be held on a date and time advised by the Elections Committee at the County level, Regional level and National Level.

7.2. All elections must be done at all levels of the Society on the dates and time stipulated by the election program every three years.

7.3. Where necessary, the Elections Committee may take a decision to allow for change of dates in the elections programme.

8. Registration and nominations

8.1. An applicant/ candidate must be proposed and seconded in writing by two (2) bona fide County Branch members. The nomination form must be accompanied by a Curriculum Vitae, a certificate of good conduct, a copy of ID or passport, proof of membership and Academic certificates (minimum O-level qualification)

8.2. Any person vying for the post of Treasurer must have accounting background and qualifications or their equivalent.

8.3. All applications/nominations will be centrally processed by the Elections Committee.

8.4. Applications/ nominations shall be submitted in triplicate both electronically and manually to the Elections Committee, County Branches and Regions for County Branch Elections and Regional Elections respectively.

8.5. The deadline for the submission of applications/nominations for all elected positions shall be at least two months in advance of the election date.

8.6. The Elections Committee shall advise on a date for submission of applications/nominations for Regional Posts and for National Posts.

9. Publication of nominations

9.1. All branches shall prominently display at the County Branch and Regional Office all applications/nominations received one month before the election date.

9.2. After publishing any grievances arising from the scrutinizing and short listing of the list of applicant/s nominations that occurs before then of the election period should be lodged to the Elections Committee within 2 weeks from the date of publishing the list of nominees/applicants.

9.3. A final list of nominees/applicants shall be signed, approved and circulated by the Elections Committee two weeks before the election date.

9.4. Any staff, volunteer or member of the Society may present to the elections committee reasons why any applicant/nominee should have their application/nomination rejected.

9.5. Each candidate may nominate an observer and forward the name to the County Branch and the Election Committee when filing his/her nomination papers. The observer must be a member of that County Branch having a clean record with the Society.

10. Qualification of candidates

10.1. No person shall put himself as a candidate unless he/she is qualified as described herein under:

Qualifications for the National Executive Committee

- 10.1.1. He/she must have been County Branch, Regional Committee or co-opted as a member of a sub-committee of the NEC for a minimum of three (3) years.
- 10.1.2. Candidates, who have proven leadership ability/track record in other bodies/societies may also be considered, provided they have become a life member before applying for the post.
- 10.1.3. He/she should have a minimum form four level education with proven leadership ability/track record,
- 10.1.4. He/she must not be indebted to the Society at any level,
- 10.1.5. He/she must not have a criminal record and should produce a certificate of good conduct from the Criminal Investigation Department,
- 10.1.6. Must be an adult who is a Kenyan Citizen of sound mind,
- 10.1.7. Candidates must be 27 years of age and above,
- 10.1.8. He/she must not have been declared bankrupt,
- 10.1.9. One who has not been found culpable of any misconduct at any disciplinary hearing of the Society,
- 10.1.10. One who has no dispute or case in court against the Society,
- 10.1.11. He/she should not have an ongoing litigation against the Society after ignoring the laid down dispute resolution mechanisms.
- 10.1.12. One should not be a member of the Elections Committee

10.2. Qualifications for the National Youth Committee

- 10.2.1. He/she must have been a life member of that particular region or County Branch for at least one year,
- 10.2.2. Candidates who have proven leadership ability/track record in other bodies/societies may also be considered, provided they have become a member before applying for the post,
- 10.2.3. He/she must have a minimum of form four level of education with proven leadership ability/track record,
- 10.2.4. He/she must not be indebted to the Society at any level,
- 10.2.5. He/she must not have a criminal record and should produce a certificate of good conduct from the Criminal Investigation Department,
- 10.2.6. Must be an adult who is a Kenyan Citizen of sound mind,
- 10.2.7. Must be 27 years of age and below,
- 10.2.8. He/she must not have been declared bankrupt,
- 10.2.9. One who has not been found culpable of any misconduct at any disciplinary hearing of the Society,

10.2.10. One who has no dispute or case in court against the Society,

10.2.11. He/she should not have an ongoing litigation against the Society after ignoring the laid down dispute resolution mechanisms.

10.2.12. One should not be a member of the Elections Committee

10.3. Qualifications for the Regional Committees

10.3.1. Must have been a life member of a County Branch and a member of a county within that region for at least one year,

10.3.2. Candidates, who have proven leadership ability/track record in other bodies/societies may also be considered, provided they have become a member before applying for the post,

10.3.3. He/she must have a minimum of form four level of education with proven leadership ability/track record,

10.3.4. He/she must not be indebted to the Society at any level,

10.3.5. He/she must not have a criminal record and should produce a certificate of good conduct from the Criminal Investigation Department,

10.3.6. Must be an adult who is a Kenyan Citizen of sound mind,

10.3.7. Must be 27 years of age and above,

10.3.8. He/she must not have been declared bankrupt,

10.3.9. One who has not been found culpable of any misconduct at any disciplinary hearing of the Society,

10.3.10. One who has no dispute or case in court against the Society,

10.3.11. He/she should not have an ongoing litigation against the Society after ignoring the laid down dispute resolution mechanisms.

10.3.12. One should not be a member of the Elections Committee

10.4. Qualifications for the County Branch Committee

10.4.1. Must have been a life member of a County Branch and a member of a county within that region for at least one year,

10.4.2. Candidates, who have proven leadership ability/track record in other bodies/societies may also be considered, provided they have become a member before applying for the post,

10.4.3. He/she must have a minimum of form four level of education with proven leadership ability/track record,

10.4.4. He/she must not be indebted to the Society at any level,

10.4.5. He/she must not have a criminal record and should produce a certificate of good conduct from the Criminal Investigation Department,

10.4.6. Must be an adult who is a Kenyan Citizen of sound mind,

10.4.7. Must be 24 years of age and above,

10.4.8. He/she must not have been declared bankrupt,

- 10.4.9. One who has not been found culpable of any misconduct at any disciplinary hearing of the Society,
- 10.4.10. One who has no dispute or case in court against the Society,
- 10.4.11. He/she should not have an ongoing litigation against the Society after ignoring the laid down dispute resolution mechanisms.
- 10.4.12. One should not be a member of the Elections Committee

10.5. **Qualifications for the County Branch and Regional Youth Committees**

- 10.5.1. Must have been a Youth or life member of that particular County Branch or region for at least one year,
- 10.5.2. Candidates, who have proven leadership ability/track record in other bodies/societies may also be considered, provided they have become a member before applying for the post,
- 10.5.3. He/she must have a minimum of form four level of education with proven leadership ability/track record,
- 10.5.4. Not indebted to the Society at any level,
- 10.5.5. One who has no criminal record or pending criminal case and should produce a certificate of good conduct from the Criminal Investigation Department,
- 10.5.6. He/she shall have a minimum of 18 years and a maximum of 27 years of age,
- 10.5.7. Kenyan Citizen of sound mind,
- 10.5.8. He/she must not have been declared bankrupt,
- 10.5.9. One who has not been found culpable of any misconduct at any disciplinary hearing of the Society,
- 10.5.10. One who has no dispute or case in court against the Society,
- 10.5.11. Must not have gone to court against the Society having not gone through arbitration,
- 10.5.12. Is not a member of the Elections Committee
- 10.5.13. Any person vying for the post of Treasurer must have accounting background and qualifications or their equivalent.

11. **Rotation**

For the purposes of rotation, Periods spent as Interim officials shall not be considered;

11.1. **Rotation at the NEC**

- 11.1.1. The Governor, 1st and 2nd Deputy Governor's and the National Treasurer are all entitled to two consecutive three (3) year terms, as are other members of NEC
- 11.1.2. The Governor, Deputy Governors and National Treasurer are excluded from rotation.
- 11.1.3. Each election year, a 1/3rd of the remaining members of NEC, who are eight, shall retire by rotation, on the principle of first in first out. In the case of those joining at the same time, upon agreement by themselves or determination by lot.

11.2. **Rotation at the Regions**

11.2.1. The Regional Committee is eligible to stand for two consecutive three (3) year terms.

11.2.2. Each election year, a 1/3rd of the remaining members of Regional Committee, who are eight, shall retire by rotation, on the principle of first in first out. In the case of those joining at the same time, upon agreement by themselves or determination by lot.

11.3. Rotation at the County Branches

11.3.1. The Branch Chair, Vice Chair and Treasurer are eligible for two consecutive three (3) year terms and must take a break for one term if they wish to come back.

11.3.2. All Branch Committee members have a maximum of two three (3) year terms to serve

11.3.3. There is no rotation at the branch but elected branch committee officials and members can only serve a maximum of two (2) terms and must take a one term break if they wish to vie again

11.4. Rotation at the Youth Boards

11.4.1. Youth board members shall serve for a maximum of two consecutive three (3) year terms.

11.4.2. There is no rotation amongst the youth save that elected officials can only serve a maximum of two three (3) year terms.

12. Withdrawal of candidates

12.1. At any time before the vote takes place, a candidate whose nomination papers have been delivered to the Elections Committee may by notice in writing, signed and witnessed by one other person and delivered to an Elections Committee member, withdraw his candidature.

12.2. A person's candidature may also be withdrawn through a decision of the Elections Committee if they can show justifiable grounds for such withdrawal.

12.3. Such grounds include and are not limited to:

12.3.1. Failure to meet any of the qualifications prescribed in Section 8 of the Election Rules;

12.3.2. Is a member of staff of the Society

12.3.3. Conflict of interest

12.3.4. Gross misconduct in breach of any of the Society's Polices and Regulations;

12.3.5. Previous election malpractice;

12.3.6. Has not been convicted and imprisoned for a term exceeding 6 months.;

12.3.7. Failure to submit required documents on time.

13. Death of a candidate

13.1. Where, after the close of the nomination and before the poll is commenced, proof is given to the satisfaction of the Elections Committee of the death of a person who has been duly nominated, and there are no other nominees/applicants, the Elections Committee shall postpone the elections.

13.2. Where an election is postponed under paragraph (11.1), the election shall be held at the earliest practicable time with fresh nominations required.

14. Campaign Practices and Expenditures

14.1. No candidate shall be involved in election malpractices including but not limited to:

- i. Bribery and buying of votes
- ii. Intimidation, violence and threat of violence
- iii. Electorate manipulation
- iv. Tampering with election registers
- v. Tampering with nominations/applications
- vi. Improper counting or other manipulation of votes

14.2. On the Election day before the voting starts each candidate shall be entitled to a session not exceeding 10 minutes to make a presentation on their candidature to all the voters present.

15. Voting powers of members/voter eligibility

15.1. All members other than junior and honorary members shall be entitled to one vote per membership.

15.2. Members who have not had a valid membership for one year prior to the election date or have not renewed their membership for the preceding year shall not be allowed to vote or to vie for an elective post at any level.

16. Absence of candidates

16.1. The physical absence of candidates during an election shall not stop the elections from proceeding as scheduled.

16.2. Voting however shall only be done by members who are physically present at the polling station.

17. Polling areas/stations

17.1. The Elections Committee shall determine the system and venue to be used for the purposes of a polling station or for the counting of votes pursuant to the provisions of the Society's Constitution.

17.2. No church, mosque, temple or other place of public worship shall be used for any purpose of an election.

18. Equipment for elections

18.1. Elections for each position shall have one ballot box and ballot papers as the Elections Officer may deem necessary for the effective carrying out of the provisions of these Rules relating to the election concerned.

18.2. Each ballot box shall be closed and capable of being sealed so that ballot papers cannot be taken out of the box and shall have an aperture which is large enough to receive a ballot paper.

19. Procedure and conduct during polls

19.1. The following common procedure shall govern the elections of all classes and levels throughout the Society.

- I. Every election shall be by ballot wherein the votes of electors shall consist of ballot papers, and shall be held in accordance with the provisions of these Regulations applicable to the class of elections concerned.

- II. No person shall vote in an electoral area other than that in respect of which he is registered as an elector/member.
- III. No person shall be entitled to cast more than one vote at any particular election.
- IV. All elections will be supervised by an Elections Officer appointed by the Elections Committee.
- V. A presiding elections officer shall require a person applying for a ballot paper to produce his national identity card or valid Kenyan Passport to proof of identity as a registered member of the Society.

20. Procedure before commencement of the poll

- 20.1.** Immediately before the commencement of the poll, the Presiding Elections Officer shall;
 - I. Ensure that the ballot box to be used is empty;
 - II. Show the empty ballot box to such contesting candidates and other authorized persons present;
 - III. After the ballot box has been shown to be empty, close and seal it so that its slit is open and place the ballot box within his sight for the purpose of poll.
- 20.2.** If one ballot box is full or cannot further be used for receiving ballot papers, the Presiding Elections Officer shall seal the ballot box and use another ballot box as described above.
- 20.3.** The Presiding Elections Officer shall make arrangements so that every voter may be able to mark his ballot paper in secret before the same is folded and inserted in the ballot.
- 20.4.** Before the delivery of the ballot papers to the voters, the ballot paper shall be marked with the official stamp as prescribed by the Elections Committee at the various levels of elections.

21. Voting after close of poll

- 21.1.** No voter shall be given any ballot paper or be permitted to vote after the hours fixed for the close of poll, except the voters who at that hour are present within the building or room where the poll takes place and have not voted but are waiting to vote, including those who were called upon earlier to vote according to their turn by the Presiding Elections Officer.

22. Method of voting

- 22.1.** Every election shall be by secret ballot and by majority vote wherein the votes of electors shall consist of ballot papers, and shall be held in accordance with the provisions of these Regulations applicable to the class of elections concerned.
- 22.2.** The name of the candidate as stated in the electoral register shall be confirmed and called out and shall be deleted from the register.
- 22.3.** Before receiving a ballot paper, a voter shall submit his Identity card or valid Kenyan passport to serve as proof of identity.
- 22.4.** A voter shall cast his vote by secretly marking his ballot paper by;
 - i. Putting a cross, a tick or any other mark in the box and column provided for that purpose against the name and of the candidate for whom he wishes to vote
 - ii. Folding it so as to conceal his vote,

- iii. Putting the ballot paper into the ballot box in the presence of the presiding elections officer and in full view of those lawfully present
- iv. Without undue delay, leaving the polling station.

22.5. Where there is a single candidate, the person shall be deemed duly elected for that position.

22.6. Members of staff are not eligible to vote or be elected into office.

23. Proxy voting

There can be no proxy voting. No member can cast a vote on behalf of another member and there shall be no 'absentee voting'.

24. Assisted voters

On the application of a voter who declares that he is unable to read or write, or who is incapacitated by reason of blindness or other physical cause from voting in the manner prescribed in these Regulations, the presiding elections officer shall permit the voter to be assisted by a person of the voter's own free choice.

25. Counting of votes

25.1. After the voting, the Elections Officer(s) will openly oversee the counting of votes before announcing the elected candidate in the presence of all the members, the candidates and their counting agents.

25.2. After the counting has been conducted the Elections Officers in charge, the candidates and the counting agents shall sign a form acknowledging that the elections were conducted in transparent, free and fair manner.

26. Fraudulent or defective ballots

26.1. During the counting of ballot papers, a spoilt vote shall not be counted as a vote in favour of any of the candidates

26.2. For purposes of this section a spoilt vote shall mean that which is obliterated, damaged, ambiguous or illegible and/or it cannot be deciphered which candidate for whom it was cast

26.3. A spoilt vote shall be as determined by an Elections official.

27. Announcing results

The Elections officer shall announce the results openly in the presence of the candidates or their delegates and shall, furthermore, minute the results in a record, a copy of which, together with all the decisions and the papers of the Election Officer(s) related to the election, shall be sent to the Society's Headquarters for safekeeping

28. Tied results

28.1. The Candidate who receives the largest number of votes shall be deemed the winner of the Election.

28.2. If two or more Candidates for the same seat receive the same number of votes, a run-off election shall take place

28.3. If the run off does not yield, the elections will be postponed and the Elections Committee will give a suitable date and time for the repeat elections to be conducted until a candidate receive a simple majority.

29. Recount

- 29.1. A candidate lawfully present when the counting of votes is completed, may ask the returning officer to have the votes rechecked and recounted.
- 29.2. The returning officer may on his own initiative, have the votes recounted provided that the votes shall not be recounted more than twice.
- 29.3. Any recount shall be conducted in a manner that preserves the confidentiality of the vote.
- 29.4. In the event of a recount or other challenge to the election process, the elections officers shall, upon written request and within 14 days from the election date, make the ballots available for inspection and review by members or their counting agents.
- 29.5. Materials relating to the elections shall be kept until the determination of all cases before the Elections Grievances Committee

30. Relinquishing of Lower Positions

- 30.1. At the County Branch, Regional and National Levels persons elected to a higher office bearer position shall relinquish any other positions he may have been elected to, so as to avoid potential conflicts of interest and/or being overburdened with two posts.
- 30.2. At the National Level the NEC (including the National Youth Committee) may fill any casual vacancy occurring in its membership provided that the person shall only hold office for the remainder of the term of the member who relinquished their office.
- 30.3. Where due to relinquishment, a vacancy has been created in the position of the National Youth Chairperson, the Governor or in his absence any member authorized by the NEC shall convene a meeting of the National Youth assembly to elect a replacement.
- 30.4. At the Regional Level, the Regional Committees (including the youth Committees) may fill any casual vacancy occurring in its membership provided that the person shall only hold office for the remainder of the term of the member who relinquished their office or until a new member is co-opted in accordance with the Constitution, whichever shall be earlier.
- 30.5. County Branch Committees (including the youth Committees) may fill any casual vacancy occurring in its membership provided that the person shall only hold office for the remainder of the term of the member who relinquished their office or until a new member is co-opted in accordance with the Constitution, whichever shall be earlier.
- 30.6. Where the Committees cannot co-opt a new member, NEC will advise on the alternative procedure.

31. Nullification of elections

- 31.1. The Elections Committee has the right to nullify elections if there is evidence that they were not conducted in accordance with these Election Rules and Regulations.
- 31.2. In the event of nullification of an election, the Elections Committee shall call for a by-election.

32. Elections Committee

- 32.1.** The Elections Committee shall comprise of five (5) people, a chairperson and at least 4 other people who must as far as possible be members of the Society.
- 32.2.** The Chairperson should be an advocate of the High Court with at least 10 years' experience in the practice of law.
- 32.3.** The Elections Committee shall be responsible for scrutinizing and short listing qualified candidates for elections at all levels.
- 32.4.** The Committee members shall be nominated by the National Executive Committee. These officials shall be nominated two (2) months before the elections date and shall deal with any election matters.
- 32.5.** The Elections Committee may appoint representatives from the members of the Regional Staff to act on their behalf in places where it is beyond their capacity to be present and such representatives shall provide a report on the assignment in a prescribed form.
- 32.6.** Each member of the Committee and all other Elections Officers shall sign a code of conduct regarding possible conflicts of interest.
- 32.7.** The primary responsibility of the Elections Committee shall be to oversee the nomination and election of members to the candidates in accordance with the rules and procedures adopted by the Society.
- 32.8.** The Elections Committee shall oversee the overall conduct of elections under these Rules and shall give general directions and exercise supervision and control thereof and take the necessary measures to ensure that the elections are transparent, free and fair.
- 32.9.** The Elections Committee shall serve for a renewable period of four (4) years from the date of appointment.
- 32.10.** The Society shall conduct trainings for Members of the Elections Committee

33. Elections Grievances Committee

- 33.1.** There shall be an Elections Grievances comprising of five (5) people, a chairperson and 4 other persons, nominated by the National Executive Committee.
- 33.2.** The Chairperson should be an advocate of the High Court with at least 10 years' experience in the practice of law.
- 33.3.** The Elections Grievance Committee shall have the responsibility of adjudicating and resolving any election grievances as provided for in the Constitution
- 33.4.** Any grievances concerning the scrutinizing and short listing of the candidates should be issues arising post elections at all levels shall be dealt with by the Elections Grievances Committee.
- 33.5.** The decision of the Grievances Committee shall be final and binding and shall not be challenged in a court of law before exhausting all means available for dispute resolution under the Society's Constitution.
- 8.1.** The Grievances Committee shall serve for a renewable period of four (4) years from the date of appointment.
- 8.2.** The Society shall conduct trainings for Members of the Elections Grievances Committee

34. Appeals and disputes.

- 34.1.** Any disputes arising after the period of elections at any level throughout the Society shall be determined by the Elections Grievances Committee.
- 34.2.** An aggrieved person must lodge their grievance to the Elections Grievances Committee within 7 days from the date of the election
- 34.3.** Grievances placed before the Elections Grievances Committee shall be finalised within 30 days and a written decision communicated to the complainant.
- 34.4.** Any candidate or member of the Society dissatisfied with the results of an election has the right to appeal to the Chairperson of the Grievance Committee within the stipulated time.
- 34.5.** The decision of the Elections Grievances Committee shall be final.

35. Miscellaneous

- 35.1.** Where a County Branch does not have any or sufficient persons nominated to fill the office bearer positions, the Elections Committee shall make a recommendation to the NEC to co-opt governance for that County Branch.
- 35.2.** Upon election, the elected and co-opted officials will be issued with a Certificate of Election together with governance documents including but not limited to the KRCS Code of Conduct, KRCS Constitution, KRCS Anti-Corruption and Fraud Policy, KRCS Conflict of Interest Policy and KRCS Whistle Blowing Policy.
- 35.3.** Upon employment by the Society, a member will relinquish his position in any of the Committees.
- 35.4.** Upon finalizing the elections, the hand over/takeover process between the outgoing and incoming officials shall be conducted within 7 days and a certificate of completion handed over to the Secretary General.
- 35.5.** If one does not hand over within the 7 days, disciplinary measures shall be taken against him/her by the Society.
- 35.6.** It is in the interest of the Society to observe the 1/3 gender rule and representation of special interest groups in all elective posts. Where it is not attained through the elections, the respective committees can co-opt representatives.