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IGFSA 2025 EXECUTIVE COMMITTEE ELECTION PROCEDURES

General Information

- Online Elections Platform: ElectionBuddy
- Format: Remote Online Voting
- Elections Administrator: IGFSA Secretariat
- Elections Officer: Rebecca CHAN

Election Start Date: **Wednesday, 26 November 2025 00:00 UTC**

Election End Date: **Wednesday, 3 December 2025 00:00 UTC**

Security

- The elections platform (ElectionBuddy) uses SSL Connection Encryption over HTTPS and HSTS. HSTS ensures browsers interact with ElectionBuddy ONLY via HTTPS (More info on security can be found here: <https://electionbuddy.com/security>)
- Integrity and ballot access - Elections platform will create a unique ballot link with a random, secret access key for each voter
- Voter anonymity - voter choices cannot be linked to voters
- Results access:
 - While an election is running, results are not visible in the system
 - The Election Administrator may view the election results only after the election has ended. At this time, the Elections Officer has the option to view the election results.

Ballot Settings and Information

- Voting method: Plurality - Voters select one or more options (e.g. 1 to 2 of 2 candidates).

- Voters may choose 'Abstain' as their minimum option

Notifications

- Notification Method: Email
- The elections platform - ElectionBuddy emails each voter the announcement and a link to the nomination ballot

Voters will be presented with a verification code at the time of submission. A receipt email containing the verification code will also be sent to the voter after submitting their ballots. The verification code is used only in the case of an election challenge or vote audit to guarantee votes have not been compromised.

During an open election, the IGFSAs Secretariat may send up to ONE (1) email reminder to voters who have not submitted their ballots.

Voting Experience

Standing IGFSAs Members will receive an email notification containing their **BALLOT ID** and **BALLOT LINK**. The voter can either click the link to enter their secure ballot page or visit the Election website and input their unique **ACCESS KEY** which is provided in the same email.

Announcement of results

The results will be presented to the IGFSAs membership on the IGFSAs website and announced on the membership mailing list.