

# TECHNISCHE UNIVERSITEIT EINDHOVEN

## GENERAL ELECTORAL RULES OF PROCEDURE TU/e

For the election of the members of the University Council, the Department Councils and the Services Council.

Established by the Executive Board of Technische Universiteit Eindhoven on 11 January 2007 and modified on 5 June and 18 September 2008, 9 April 2009, 8 July 2010, 21 June 2012 and 15 May 2014

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## CHAPTER 1 General provisions

### Article 1

In these rules of procedure the following words shall have the following meanings:

- a. **WHW** : the Higher Education and Research Act [*Wet op het hoger onderwijs en wetenschappelijk onderzoek*];
- b. **members of a Council** : the elected members of a Council;
- c. **Council** : the University or Department or Services Council;
- d. **days** : all days except Saturdays, Sundays and public holidays and other days on which the university is closed, specifically -insofar as applicable- from 09.00 to 12.00 hours, and from 14.00 to 17.00 hours;
- e. **student** : the person registered as such;
- f. **staff member** : the person who has an employment contract with the university, including persons employed by the Netherlands Organization for Scientific Research (NWO) or comparable organizations designated by the Minister and employed by the university<sup>1</sup>;
- h. **trade unions** : the federations of associations of civil servants or an association affiliated with one of these federations, if the relevant federation has authorized the relevant association in writing for this, with which consultations are held in accordance with the regulations laid down
- i. **voting communities** : the communities described in the WHW and the Management and Administrative Regulations TU/e within which the active and the passive right to vote is exercised.

### Article 2

The elections of the University Council are held simultaneously with those of the Department Councils and the Services Council.

### Article 3

The election of the members of a Council takes place according to a system of lists.

### Article 4

The membership of a Council is personal and must therefore not be represented by somebody else.

### Article 5

Except through periodic retirement the membership of the members of a Council terminates through:

- a. resignation in writing, addressed to the chairman of the Council;
- b. transition to another section than the one by which the relevant person has been elected member;
- c. no longer forming part of the relevant voting community;
- d. death;
- e. the acceptance of a membership or a function that must not be fulfilled simultaneously with the membership of the relevant Council;

In the cases specified under a. to e. the resigning member, the secretary or the chairman of a Council will take care of communication thereof to the central electoral committee with a view to the filling of the vacancy that has arisen.

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By decree dd. 22 January 1988 the following organizations have been designated by the Minister as such:

- the Royal Netherlands Academy of Arts and Sciences (KNAW);
- the Netherlands Organization for Applied Scientific Research (TNO);
- the Foundation for Fundamental Research of Matter (FOM);
- the Centrum Wiskunde & Informatica;
- the Technology Foundation STW (STW).

### **Article 5a**

1. The chairman of the Council shall extend temporary suspension of duties to a member of the Council at her request, due to pregnancy and delivery, on the date stated on said request, which must be at most six weeks and at least four weeks before the expected date of delivery. This date must be proven by means of a statement drawn up by a medical doctor or obstetrician. The aforementioned request will not be considered if the date of the request lies within a period of sixteen weeks before the termination of the term of the Council member.
2. The chairman of the Council shall extend temporary suspension of duties to a member of the Council if said member is incapable of exercising his/her duties as a result of illness, and evidence provided by a medical doctor lends credence to the fact that he/she shall not be able to resume council duties within a period of eight weeks. The temporary suspension of duties shall come into force on the date of disclosure of the decision concerning the request for suspension of duties. The aforementioned request will not be considered if the date of the request lies within a period of sixteen weeks before the termination of the term of the Council member.
3. The membership of the member to whom temporary suspension of duties has been extended as referred to in clauses 1 and 2 of this section, shall legally be reactivated on the date that sixteen weeks have passed since the start of the temporary suspension of duties.
4. A Council member may only be extended one temporary suspension of duties during his/her term, as defined by clauses 1 and 2 of this section.
5. The chairman of the Council shall decide on the temporary suspension of duties referred to in clauses 1 and 2 of this section at his/her earliest convenience, but no later than two weeks after having received a request for temporary suspension of duties.
6. The decision concerning the temporary suspension of duties must be in accordance with the statement of the medical doctor or obstetrician, as referred to in clauses 1 and 2 of this section.
7. A decision concerning the temporary suspension of duties must state the starting date of said suspension.
8. The chairman of the Council shall inform the central electoral committee without delay concerning the decision to extend a temporary suspension of duties.
9. The central electoral committee shall appoint a replacement for the vacant position as a result of the temporary suspension of duties as previously defined in this section.
10. The person appointed as a replacement shall no longer have membership on the date upon which sixteen weeks have passed since the start of the temporary suspension of duties without prejudice to the possibility that the replacement membership be terminated on an earlier date.
11. If the replacement of the member to whom a temporary suspension of duties has been extended due to pregnancy and delivery or illness, resigns prematurely, or is appointed to a Council position that has become vacant other than because of temporary suspension of duties, the central electoral committee shall appoint a new temporary replacement for the remainder of the period of temporary suspension of duties.

### **Article 6**

The bringing of matters to public notice within the meaning of these rules of procedure will preferably take place via the official communication media of the university or in another manner that is accessible to the members of the university community, in the opinion of the central electoral committee.

## **CHAPTER 2 Right to vote**

### **Article 7**

1. With due regard for the relevant provisions laid down in the Management and Administrative Regulations TU/e and in these rules of procedure those persons who belong to a section of a voting community have the active and the passive right to vote for the election of the relevant Council, insofar as it concerns their section.

2. Without prejudice to the provisions in article 8, fourth paragraph, a member of the university community can solely belong to one section, on the understanding that the staff members, who are also registered as students, will be counted among the relevant staff section, unless they themselves, using a written request for correction as named in article 15, second paragraph, ask to be counted among the relevant student section.
3. A student assistant and a student, who is registered here as stagiair only have a right to vote in the section of the students.
4. Without prejudice to the provisions in this article, third paragraph, the section of the staff members will include those persons who are employed by the university within the university community, regardless whether they fulfill a full-time or a part-time job.

#### **Article 8**

1. A staff member who is employed by several Departments has the right to vote in all these Departments.
2. A staff member who is seconded for at least one year to another voting community than the one in which he or she has been appointed, has a right to vote in that other voting community, if the secondment relates to the full working hours and has a right to vote in both voting communities, if the secondment relates to a part of the working hours.
3. A student who is registered for study programs belonging to more than one Department has the right to vote in all these Department communities.
4. Staff members, excluding student assistants, who are registered as students at the university, have a right to vote both in the section of the staff for the Council of the Department (or Service), in which they have been appointed, and in the section of students for the Council of the Department, in which they are registered as students, provided the latter Department is another than the one in which they have been appointed.
5. The members of the Executive Board, or the Department Board, as well as the secretary of the university, cannot also be members of the University Council.
6. The members of the Executive Board, or the Department Board, including the student adviser as referred to in article 9.12 paragraph 2 of the WHW, cannot also be members of a Department Council.
7. The members of the Executive Board, the secretary of the university and the directors of the Services cannot also be members of the Services Council.

### **CHAPTER 3 The central electoral committee and electoral committees if any.**

#### **Article 9**

1. There is a central electoral committee, consisting of three members, namely the chairman, the deputy chairman and the secretary; the members are appointed and discharged by the Executive Board; the appointment is made for two years; the members are eligible for reappointment.
2. The central electoral committee will be assisted by one or more deputy secretaries, to be appointed by the secretary of the university.
3. The membership of the central electoral committee is incompatible with the candidacy for or the membership of a Council.

#### **Article 10**

1. The central electoral committee decides by a majority of votes; if the votes are equally divided, the chairman will have the casting vote.
2. If desired, the central electoral committee will seek the advice of other bodies.
3. Otherwise the central electoral committee will determine its own mode of operation.

#### **Article 11**

1. The central electoral committee is charged with the organization of the election of the members of a Council. In any case its tasks will include:
  - a. the establishment of the electoral registers;
  - b. deciding about requests for correction of the electoral registers;
  - c. deciding about the validity of the nomination;
  - d. deciding about the voting procedure;
  - e. taking measures to ensure an orderly course of the elections;

- f. establishing the election result;
  - g. laying down the forms to be used in the elections and the official reports referred to in these rules of procedure;
  - h. filling the vacancies in a Council.
2. The secretary of the university will provide the central electoral committee with the data required for the performance of its task.

#### **Article 12**

1. The central electoral committee sets up such a number of electoral committees as it deems necessary for a proper course of a vote by ballot.
2. The central electoral committee appoints three members for each electoral committee and from their number designates a chairman and a deputy chairman; if necessary, deputy members will be appointed also.
3. The central electoral committee determines the activities of the electoral committees. For this purpose it may establish an instruction.
4. An electoral committee decides by a majority of votes; if the votes are equally divided, the chairman will have the casting vote.
5. At the suggestion of the central electoral committee the Executive Board may establish a compensation for the members of the electoral committees.
6. Anyone who is a candidate for or a member of a Council must not, as regards the election of the Council to which this relates, be appointed a member of the relevant electoral committee.

#### **Article 13**

Appeal from the decisions by the central electoral committee lies with the Executive Board pursuant to the General Administrative Law Act [*Algemene wet bestuursrecht*].

### **CHAPTER 4 Electoral registers**

#### **Article 14**

1. A condition for exercising the active and the passive right to vote is that the person entitled to vote has been included in an electoral register established by the central electoral committee. Of these registers one copy must rest with the central electoral committee.
2. The electoral registers will in any case contain the following data:
  - a. the family names in alphabetical order, the initials, the addresses, the registration numbers and the serial numbers of the persons entitled to vote;
  - b. an indication of the section to which the persons entitled to vote belong;
  - c. an indication of the voting community and, if applicable, the electoral committee to which the persons entitled to vote belong.
3. All changes with respect to the members of the university community resulting in changes in the electoral registers, will be communicated by the secretary of the university to the central electoral committee immediately after they have become known, but not later than on the last day when the electoral registers are available for inspection.

After the date on which the electoral registers are established, as referred to in article 15, sixth paragraph, no further changes will be made in the electoral registers, except for:

  - a. changes of name and address;
  - b. enrollment termination;
  - c. employment termination;
  - d. changes resulting from death;
  - e. changes as referred to in article 16, third paragraph.

#### **Article 15**

1. The electoral registers composed in accordance with article 14 will be made available for inspection from a date to be fixed by the central electoral committee at one or more places to be determined by the central electoral committee. The central electoral committee will make this public in good time.
2. From the date referred to in the preceding paragraph each member of the university community may for three days submit written requests for correction of the electoral registers to the central electoral committee, if he or she is of the opinion, that he or she or other members of the university community have not, not properly or wrongfully been included in it. During the same period the central electoral

committee may also correct the electoral registers in its official capacity.

3. If the request for correction of the electoral registers concerns someone else than the petitioner, the central electoral committee will immediately inform that other person in writing; in case of an official correction of the electoral registers by the central electoral committee this will be communicated to the person concerned in the same manner.
4. The requests for correction and the official corrections of the electoral registers will be made available for inspection at the secretariat of the central electoral committee for two days from a date to be fixed by the central electoral committee. The central electoral committee will make this public in good time. During these two days each member of the university community may submit written objections against the proposed corrections to the central electoral committee.
5. The central electoral committee makes a decision about the requests for correction and about any objections raised against these requests and against the official corrections not later than on a date to be fixed by the central electoral committee. It communicates its decision to the persons involved in writing. In doing so it states the reasons for its decision.
6. On a date to be fixed and to be made public in good time by the central electoral committee the electoral registers will be established by the central electoral committee in open session.
7. The electoral registers are valid until the date on which the election result has become irreversible.

#### **Article 16**

1. Immediately after the establishment referred to in article 15, sixth paragraph, the central electoral committee will make a copy of the electoral registers available for inspection at the secretariat of the central electoral committee.
2. For three days after the establishment of the electoral registers any interested party may lodge a written objection against the decision made pursuant to article 15, sixth paragraph, to the Executive Board.
3. The central electoral committee makes a copy of the decision of the Executive Board available for inspection at the secretariat of the central electoral committee. If necessary the central electoral committee will take care of corresponding changes in the electoral registers.
4. The central electoral committee will make the provisions in the preceding paragraphs public in good time.

### **CHAPTER 5 Nomination**

#### **Article 17**

1. The period of a nomination is three days.
2. The central electoral committee determines the period of a nomination and also fixes the days on which the nomination may be made and will make this public in good time.
3. The nomination is made on lists of candidates.

#### **Article 18**

1. A list of candidates contains at most thirty names of candidates and, with the exception of lists of candidates of trade unions, is signed by at least five persons entitled to vote for the relevant Council. If a list of candidates contains more than one name, the names of these candidates will be placed on the list in the order determined by the signatories.
2. For each Council the name of one and the same candidate must not occur on more than one list of candidates.
3. For each Council a person entitled to vote must not sign more than one list of candidates.
4. A list of candidates must not be signed by candidates occurring on it.

#### **Article 19**

1. The nomination will take place per section for each Council. A candidate must belong to the section for which the list of candidates has been submitted.
2. A list of candidates may only be signed by persons entitled to vote who belong to the same section as the candidates.

#### **Article 20**

1. The lists of candidates must in any case contain the following data:
  - a. the Council to which the nomination relates;

- b. the family names, initials, addresses and registration numbers of the candidates nominated;
- c. an indication of the section of the candidates nominated;
- d. an indication of the administrative unit to which the candidates nominated belong.

#### **Article 21**

Along with the list of candidates written statements are submitted by all candidates occurring on it, saying that they consent to their nomination on the list and to the place occupied on it by them. The statement of consent cannot be withdrawn subject to the provisions in article 25, third paragraph.

#### **Article 22**

1. The handing in of a list of candidates to the central electoral committee must be done in person by a person entitled to vote, who must produce proof of identification if so requested.
2. The central electoral committee will give the person handing in the list of candidates a signed and dated receipt.

#### **Article 23**

As soon as possible after expiry of the period of the nomination the central electoral committee will examine the validity of the lists of candidates.

#### **Article 24**

If the examination shows that one or more of the following omissions have occurred, the central electoral committee will as soon as possible bring this to the notice of the person who has handed in the list of candidates. These omissions are:

- a. the list of candidates has not been personally handed in by a person entitled to vote;
- b. the list of candidates has not been signed by the required number of persons entitled to vote, who belong to the same section as the candidates on the list;
- c. the list of candidates does not satisfy the provisions in article 17, third paragraph;
- d. a candidate does not satisfy the provisions in article 19, first paragraph;
- e. a candidate is not stated in the manner indicated in article 20;
- f. the statement of consent of a candidate is missing;
- g. a candidate fulfills a function that is incompatible with the candidacy for a Council;
- h. a candidate occurs on more than one list of candidates for the same Council;
- i. the list of candidates has been signed by a person entitled to vote, who has also signed one or more other lists of candidates for the same Council;
- j. the list of candidates has been signed by a candidate occurring on it.

#### **Article 25**

1. In the event of article 24 sub a, a duly authorized person entitled to vote may, within a period to be determined by the central electoral committee and to be made public in advance, through his or her personal appearance before the central electoral committee still substitute for the person, who has handed in the list; he or she will then be deemed to have handed in the list of candidates personally.
2. In the event of article 24 sub b to g, the person who has handed in the list of candidates may, within the period referred to in the first paragraph, correct the omission(s) at the central electoral committee.
3. In the event of article 24 sub h to j, the central electoral committee will, within the period referred to in the first paragraph, give the relevant person the opportunity to withdraw his or her candidacy or his or her signature from one or more lists. If this person does not make or wish to make a choice, the candidacy of this person entitled to vote will, in the event sub h, be deemed to be invalid on the relevant lists. In the events sub i and j the disputed signature will be struck and the person who has handed in the list will, if necessary, be given the opportunity to have the list signed by another person entitled to vote.

#### **Article 26**

1. Within two days after the expiry of the period referred to in article 25, first paragraph, the central electoral committee will decide in open session about the validity of the lists of candidates and about the maintenance of the candidates occurring on them.
2. The date, place and time of this session will be made public in good time by the central electoral committee.

### **Article 27**

The central electoral committee will strike from the list of candidates the candidate:

- a. who does not satisfy the provisions in article 19, first paragraph;
- b. who is not stated in the manner indicated in article 20;
- c. whose statement of consent as referred to in article 21 is missing;
- d. whose nomination cannot be deemed valid through the application of article 25, third paragraph;
- e. who occurs on the list of candidates after the maximum number allowed;
- f. who fulfills a function that is incompatible with the candidacy for a Council.

### **Article 28**

Not valid is the list of candidates:

- a. that has not been handed in to the central electoral committee within the period of the nomination;
- b. that has not been personally handed in by a person entitled to vote;
- c. that has not been signed by the minimum required number of persons entitled to vote of the same section;
- d. that does not satisfy the provisions in article 17, third paragraph;
- e. on which all candidates have been struck through the application of article 27.

### **Article 29**

1. The central electoral committee will forthwith send a copy of its decision concerning the validity of the lists of candidates and the maintenance of the candidates occurring on them to the relevant candidates and to the persons entitled to vote who have handed in a list of candidates.

In addition, a copy of this decision will be made available for inspection at the secretariat of the central electoral committee.

2. Any interested party may, within three days after the decision referred to in article 26, first paragraph, lodge a written objection against it to the Executive Board.
3. The central electoral committee will make a copy of the decision of the Executive Board available for inspection at the secretariat of the central electoral committee.  
If necessary the central electoral committee will take care of corresponding changes in the lists of candidates.
4. The central electoral committee will make the provisions of the preceding paragraphs public in good time.

### **Article 30**

1. Immediately after the nomination has become irreversible, the central electoral committee will establish a summary list of all lists of candidates for each Council and for each section separately.
2. The central electoral committee will in open session allocate a list number to the lists of candidates.
3. In the allocation of the list numbers, the list numbers of lists represented in the sitting Council will be placed first, in the order of the number of seats allocated to those lists. In the event of lists with equal numbers of seats the order will be decided by lot. Then, again by lot, a number will be allocated to the remaining lists.
4. On the summary list the list number will be stated with each list of candidates.
5. The central electoral committee will make the summary lists public forthwith.

### **Article 30a**

1. If no more candidates have been nominated than there are seats to be filled in the Council, there will be no election and the candidates will be deemed to have been chosen. This will be made public in good time by the central electoral committee.
2. If the Council is to be composed in the manner provided for in the preceding article, the relevant articles will apply with respect to the distribution of seats, its notification and the possibility of appeal as if an election had actually been held.

## **CHAPTER 6 Voting procedure**

### **Article 31**

The central electoral committee will decide whether the voting will take place electronically and/or by ballot.

In case of a vote by ballot the persons entitled to vote may cast their votes by appearing in person at the electoral committee to which they belong. In so doing the persons entitled to vote must identify themselves to the satisfaction of the electoral committee. In case of electronic voting, the persons entitled to vote will cast their votes by electronically completing and sending the ballot paper in the voting application on the Internet page of the university. In this case the central electoral committee will determine the period of time within which the voting application will be made accessible.

### **Article 32**

The vote will take place for each Council separately and will in each section concern only the candidates whose names occur on the summary list established for that section pursuant to article 30.

### **Article 33**

The central electoral committee will determine the day or days on which the vote will take place and will make this public.

### **Article 34**

1. At least ten days before the day of the vote the central electoral committee will send each person entitled to vote a notification of the vote.
2. This notification must in any case state:
  - a. the family name, the initials and the address of the person entitled to vote;
  - b. the section, the voting community and, if applicable, the electoral committee and the serial number of the person entitled to vote in the electoral registers;
  - c. the Council or Councils for which one is entitled to vote;
  - d. the voting procedure and the day or days on which the vote will take place;
  - e. a statement concerning the vote by proxy in case of a vote by ballot.

### **Article 35**

The notifications are sent on the basis of the electoral registers established pursuant to article 15, sixth paragraph.

### **Article 36**

1. For each Council and for each section there is a separate possibility to vote.
2. In this regard the following items are stated:
  - a. an indication of the section;
  - b. the lists of candidates, in the same way as used on the summary list;
  - c. voting boxes that state the serial number and that are placed before the names of the candidates;
  - d. an indication of the voting community and, if applicable, the electoral committee where the vote is cast.
3. In the event of a vote by ballot the reverse of the ballot papers will bear the letters **UC** or **DC**, or **CCC** twice in bold face.

### **Article 37**

1. On the day of the vote by ballot the person entitled to vote reports, carrying the proof of identity referred to in article 31, to the chairman of his electoral committee.
2. The person entitled to vote thereby hands over his proof of identity to the chairman of his or her electoral committee, who will read the name and initials of the person entitled to vote out loud and return the proof of identity. The designated member of the electoral committee initials the electoral register at the name of the person entitled to vote, after which the third member of the electoral committee hands over a ballot paper to the person entitled to vote.
3. If it turns out at the vote that the electoral register has already been initialed at the name of the relevant person entitled to vote, no ballot paper will be issued to this person entitled to vote.
4. The person entitled to vote then immediately casts his or her vote in a polling booth.

**Article 38**

1. The person entitled to vote casts his or her vote by filling in the voting box placed before the name of the candidate of his or her choice on one of the lists of candidates.
2. He or she must not fill in more than one voting box.
3. In the event of a vote by ballot a ballot paper is deposited in the ballot box folded double.

**Article 39**

1. In the event of a vote by ballot a person entitled to vote may let another person entitled to vote vote by proxy if the latter person belongs to the same electoral committee and the same section.
2. The proxy is thereby granted through the signing both by the principal and by the proxy-holder of the relevant statement on the notification or in another manner to be determined by the central electoral committee.

**Article 40**

1. In the event of a vote by ballot a person entitled to vote must not accept more than two designations as proxy-holder.
2. The proxy-holder may only cast the vote(s) by proxy simultaneously with his or her own vote.

**Article 41**

With respect to the procedure of a vote by ballot by the proxy-holder articles 37 and 38 apply accordingly.

**Article 42**

1. The (central) electoral committee takes measures to ensure the secrecy of the vote.
2. In the event of a vote by ballot the electoral committee takes measures to prevent disorder and the influencing of the persons entitled to vote in the polling station.

**Article 43**

1. If, in the opinion of the electoral committee, the proper progress of the vote by ballot is made impossible through disorder in the polling station, this will be stated by the chairman. In that case the vote will be suspended forthwith and postponed until the following day.
2. The ballot box is closed and sealed and kept together with the other documents present in the polling station in a room to be designated by the central electoral committee.
3. At the entrance to the polling station a notification will be put up saying that the vote has been suspended and postponed until the following day at hours to be indicated further.
4. The electoral committee will mention the suspension of the session in the official report referred to in article 48.

**Article 44**

The vote by ballot in an electoral committee, or the electronic vote, will be declared invalid by the central electoral committee, if irregularities have occurred thereby, which in the opinion of the central electoral committee may affect the result of the elections.

**Article 45**

1. The central electoral committee will forthwith make a copy of its decision referred to in the preceding article available for inspection at the secretariat of the central electoral committee.
2. Any interested party may within three days after the decision referred to in the preceding article lodge a written objection against this to the Executive Board.
3. The central electoral committee will make a copy of the decision of the Executive Board available for inspection at the secretariat of the central electoral committee and will if necessary take care of its implementation.
4. The central electoral committee will make the provisions of the preceding paragraphs public in good time.

## **CHAPTER 7 Establishment of the result of the vote**

### **Article 46**

After the closing of the session of the electoral committees the relevant electoral committee will proceed immediately to the opening of the ballot box.

### **Article 47**

The ballot papers are separated per Council and per section and counted.

### **Article 48**

The relevant electoral committee will prepare an official report of the acts described in articles 46 and 47 and will hand this over in closed packages forthwith to the central electoral committee along with all documents relating to the vote.

### **Article 49**

If a ballot paper:

- a. shows more than one filled-in voting box, it will be assumed that no single voting box has been filled in;
- b. states other information than referred to in article 38, this paper will be deemed not to contain this information.

### **Article 50**

1. A ballot paper will be deemed to contain a blank vote, if no voting box has been filled in on it or it must be assumed that no single voting box has been filled in.
2. An electronic ballot paper will be deemed to contain a blank vote, if the corresponding voting box has been marked.
3. A blank vote as referred to in the preceding paragraphs will be deemed to be a valid vote for the calculation of the turnout percentage.

### **Article 51**

The central electoral committee will establish for each Council with respect to each list of candidates:

- a. the number of ballot papers or electronic votes, cast for each candidate occurring on that list;
- b. the sum of the numbers of votes, referred to under a. This sum is called the vote figure.

### **Article 52**

1. Subsequently the central electoral committee will for each Council and for each section proceed to allocate the seats to the lists.  
For this purpose the central electoral committee will for each Council and for each section divide the number of votes cast by the number of seats to be occupied for that section in that Council. The quotient thus obtained is called the quota.
2. To each list as many seats are allocated as the quota understood in the number of votes cast on that list. Seats that cannot be allocated in this manner will be allocated to the lists with the largest vote surpluses successively. In the event of an equal surplus of votes of two or more lists, the allocation of one seat to one of those lists will be determined by lot.

### **Article 53**

Subsequently the central electoral committee will for each section and for each list divide the value of the vote figure by the number of seats to be occupied. This quotient will be called the section list quota.

### **Article 54**

With a view to the occupation of the allocated seats the order of the candidates on the lists will be determined again.

### **Article 55**

1. With respect to each list of candidates the central electoral committee will range the candidates occurring on it by first placing those candidates for whom the number of votes cast on them is at least equal to 0.5 times the section list quota in the order of that number of votes and below that the other candidates in the order of the list of candidates.
2. Insofar as candidates who must be ranged pursuant to their number of votes have obtained an equal number of votes, the order of the list of candidates will be decisive.

#### **Article 56**

1. Subsequently of each list of candidates to which one or more seats have been allocated by applying article 53, the consecutively highest placed candidates on the lists of candidates ranged according to article 55 will be declared elected.
2. If more seats have been allocated to a list of candidates than the number of candidates featuring on it, these seats will remain unoccupied for the remaining term of office.

#### **Article 57**

1. Within ten days after termination of the vote the central electoral committee will make known the result of the vote in open session. Of this open session an official report will be prepared that will be signed by the chairman and the members of the central electoral committee.
2. Date, place and time of the open session will be made public in good time.

#### **Article 58**

1. The central electoral committee will forthwith make a copy of the official report of the determination of the result available for inspection at the secretariat of the central electoral committee.
2. Any interested party may, within three days after this report has been made available for inspection, lodge a written objection against the decision of the central electoral committee, whereby the result has been determined, to the Executive Board.
3. The central electoral committee will make a copy of the decision of the Executive Board available for inspection at the secretariat of the central electoral committee and will if necessary take care of its implementation.
4. The central electoral committee will make the provisions in the preceding paragraphs public in good time.

#### **Article 59**

After expiry of the period referred to in article 58, second paragraph, the central electoral committee will inform each candidate in writing whether they have been elected or not.

### **CHAPTER 8 The filling of vacancies and interim elections**

#### **Article 60**

1. The central electoral committee will, in the event of vacancies in a Council arisen pursuant to article 5 sub a to f, provide by declaring elected from the list of candidates on which the person to be succeeded has been elected, the candidate then consecutively placed highest on the list ranged according to article 54, not holding a seat.  
This provision will not take into consideration the candidate:
  - a. who has passed to another section than the one, for which the relevant person has been nominated;
  - b. who no longer forms part of the relevant voting community;
  - c. who is not prepared to accept a possible election at that moment;
  - d. who has died;
  - e. who has ended his or her registration as a student.
2. If after applying the procedure referred to in the first paragraph there are no more candidates present on a list of candidates to fulfill the vacancy, the seat in the Council will remain unoccupied for the remaining term of office.

#### **Article 61**

The central electoral committee will inform the person designated and the chairman of the relevant Council in writing of the former's election.

#### **Article 62**

1. If, as a result of the provisions in article 60, the number of members drops to less than two thirds of the number of members established for that section of that Council, an interim election will be held for that section of that Council.

2. The interim election cannot take place earlier than six months after commencement of the original term of office. With due regard for the provision in the third paragraph it must be feasible for the procedure of an interim election to be completed not later than six months before the end of the original term of office.
3. With respect to the procedure for an interim election the provisions of these rules of procedure will apply accordingly.

## **CHAPTER 9 Final and transitional provisions**

### **Article 63**

In cases not provided for by these rules of procedure the central electoral committee will make an arrangement in agreement with the contents and the purport of the WHW, whereby the regulations of the Elections Act [*Kieswet*] will be followed as much as possible.

### **Article 64**

These rules of procedure may be quoted as General Electoral Rules of Procedure TU/e. Modifications will enter into force immediately.