



**International Colour Association  
Internationale Vereinigung für die Farbe  
Association Internationale de la Couleur**

**AIC Standing Rules**

**Guidelines for AIC Nomination Procedures**

(approved by the members of the 2002-2005 and 2006-2009 AIC Executive Committees)

**General**

These guidelines outline the process that should be used for selecting individuals to be placed in nomination as follows: (a) candidates for Vice President and Secretary/Treasurer every four years; and (b) three candidates for Executive Committee ordinary members every four years. These candidates must come from a regular member country different from the one hosting the next Congress. As stated in Article 7 of the Statutes, the 4<sup>th</sup> Executive Committee ordinary member must be appointed by the regular member organization in whose country the next Congress is to take place and endorsed by the current Executive Committee.

The candidate for Vice President should have good administrative ability combined with excellent leadership characteristics. The candidate for Vice President should be very familiar with the objectives and all organizational aspects of the AIC. The candidate for Vice President may have served as an Executive Committee ordinary member, but this is not a necessary condition. The candidate for Vice President cannot come from the same regular member country as the current President.

The candidate for Secretary/Treasurer should have:

- Experience in the proper preparation of minutes
- The resources necessary to oversee publishing, storing, and mailing of AIC official documents
- Experience with keeping financial records, preparing tax forms, and making fiscal reports

It is convenient to have the candidate for Secretary/Treasurer come from a country in Europe for close proximity to the AIC Swiss Bank; although this is not a necessary condition. The candidate for Secretary/Treasurer should not come from the same AIC regular member country as the predecessor.

Candidates for Executive Committee ordinary members should show leadership qualities and a strong sense of responsibility. They must agree to attend all AIC Executive Committee meetings for the entire four-year period unless there is a compelling reason why they cannot. Candidates for Executive Committee ordinary members should be prepared to undertake specific duties and responsibilities for the benefit of the AIC.

After satisfying the above qualification, consideration should be given to obtaining a well-balanced AIC Executive Committee, with members representing, as much as possible, all areas of interest in color from different regions around the world.

As stated in Article 7 of the Statutes, nominations for candidates can come from AIC regular members or from the current AIC Executive Committee. The current AIC Vice President should lead the effort in putting together the Executive Committee nominations for the slate. Each candidate must have appropriate curriculum vitae. If there are more than three candidates recommended by the Executive Committee for ordinary member and/or if there is more than one candidate recommended by the Executive Committee for Vice President or Secretary/Treasurer, then it is advised that the current Vice President use an equitable process among the current Executive Committee to wind up with the required three Executive Committee ordinary member nominees, one Vice President nominee and one Secretary/Treasurer nominee. This is desirable because more nominations are likely to come in from the regular members.

### **Time Table**

One year prior to the next Congress, candidate names should be gathered for the slate. While the Vice President initiates this process within the Executive Committee, the Secretary/Treasurer should send a letter to regular members asking for nominations, with a curriculum vitae, which must be accompanied by endorsement from two AIC regular members.

At least six months prior to the next Congress, the Secretary/Treasurer must inform all regular members of the candidates nominated by the Executive Committee with their curriculum vitae.

At least three months prior to the next Congress, all nominations by regular members with endorsements must be received by the Secretary/Treasurer.

At least two months prior to the next Congress, the Secretary/Treasurer must send out the completed nomination slate of all candidates with their curriculum vitae to all regular members.