



Resolution Addendum

To be taken to the Annual General Meeting On Monday, 10th May 2010

That the Bye-laws of the Association for Clinical Biochemistry
Be amended as follows:

- 6.2 The last sentence is changed to 'If there is more than one nominee, a **ballot** will be held'.
- 6.3 The first sentence is changed to 'National Members elected by the membership as a whole are elected by **ballot** for 3 years'.

8 Is changed to

Ballots

8.1 All electronic ballots will be secret and will be conducted by the Senior Administrative Officer of the Association. All voting Members will be sent details electronically of how they can vote providing the member has given his/her prior consent to this method of communication; the onus is on the member to provide a current valid email address. All other voting members will be sent postal ballots. On the deadline for the ballot two members of the Administration office staff, including the Senior Administrator or deputy, plus a non-voting witness – usually a retired member familiar with the needs and mechanisms – will check the electronic voting returns and validate their eligibility, together with the procedure defined below for postal returns.

8.2 All postal ballots will be in secret and will be conducted by the Senior Administrative Officer of the Association according to the following procedure: Voting forms will be sent to all voting Members, coded to minimise fraud, together with a reply-paid self addressed envelope for the voting return, a letter of explanation for the vote with instructions and deadlines and, in the case of a proposal for the election of a member of Council or other body, a CV or other material from the nominee. Returned pre-paid envelopes received before the deadline for the postal ballot will be stored unopened securely until the deadline. Voting returns arriving in a plain envelope will be resealed unread and will be reopened and counted in the ballot. Returned pre-paid envelopes received after the deadline will be stored separately unopened and will not be counted in the ballot. On the deadline for the postal ballot two members of the Administration office staff, including a senior administrator or deputy, plus a non-voting witness – usually a retired member familiar with the needs and mechanisms – will check the voting returns by each of them in turn opening one envelope, validating the voting return and including it in the count. Invalid returns will be kept separate and not included. Once all returns have been opened each of the three persons conducting the ballot will perform the count and repeat it if they do not agree on the result. Close counts (with a majority of less than 10 votes) will automatically be re-verified and recounted. The agreed result of the ballot will be signed off by all three persons conducting the ballot. The result will be notified to appropriate parties, including any nominee for election, and will be published subsequently in the Association's monthly journal. Valid and invalid voting papers, together with other paperwork relating to the ballot, will be boxed and stored sealed for a period of 2 years before disposal.

That the GENERAL MEETINGS:
SUMMARY OF TABLE A REGULATIONS 36-63
Be amended as follows:

Method of Voting/Calls for a Poll

Normally matters are decided upon a show of hands but the Chair of the meeting or two Members may require that a poll be taken. (Table A does not provide for **ballots**; the Association's constitutional documents therefore make special provision to allow these.)