**Election of President- Elect Asian Pacific Society of Nephrology.**

1. The President-elect for the APSN will be elected 2 years prior to taking office.

2. The President-elect must be a current or past member of the APSN Council.

3. The Secretary APSN will call for nominations for the President-elect 6 months prior to the next Asian Pacific Congress of Nephrology. Nominations will close 3 months before the Congress.

4. Nominations are to be accompanied by a 2 page CV and a brief personal statement from the candidate (of up to 1000 words) highlighting the nominee’s vision for APSN and potential suitability as President-elect for the APSN. The nomination must contain the signatures of the proposer, seconder (both of whom have to be paid up members of an affiliated Society of Nephrology) and the nominee. The names of proposers, seconders and nominees will remain private and known only to them and the Secretary. Nominations may be by mail or by email.

5. The Secretary will acknowledge each nomination to the proposer within 1 month of receipt. If no such acknowledgment is received it is the obligation of the Proposer to immediately contact the Secretary in case it has not been received.

5. If more than 3 persons are nominated, the Executive Committee will appoint a Nominating Committee consisting of a minimum of 4 APSN councilors who do not have a potential conflict of interest. The Nominating Committee will shortlist 3 based on their stature and previous contributions to the APSN. The names and details of the nominees not shortlisted will remain private and known only by the members of the nominating committee. The Nominating Committee must complete this list at least 2 months before the next APSN. The Secretary will notify the unsuccessful candidates individually as soon as the nominating committee has made its decision.

6. Two months prior to the next APCN, the APSN Secretary will circulate the CV and personal statement from up to 3 potential applicants for President-elect to all APSN Council members except the shortlisted nominees if they are current members of APSN Council. If there is only one nominee APSN Council will still be required to endorse the nominee as the next President-elect.

7. Two months prior to the next APSN, the APSN Secretary will conduct a secret electronic ballot. The shortlisted candidates are ineligible to vote. Candidates should not conduct lobbying campaigns since voting should be based on individual councilor’s knowledge of the candidates, their CV and personal statements.

8. It is the responsibility of all Councilors to ensure that the Secretary has his or her appropriate email address for this ballot. If no response is received from any Councilor it will be assumed that they do not wish to vote. All Councilors can choose to not vote if they so desire, or can register a vote declaring that they have no preference if they so desire.

9. The Secretary and the Treasurer (unless conflicted) will undertake the vote counting. If there is a conflict of interest with either the Secretary and / or Treasurer, the Executive Committee will appoint replacement members to oversee the vote counting.

10. The successful applicant for President-elect will be announced at the APSN council meeting at the APCN in the same year.