**GNSO SCI – EMAIL VOTING**

**DISCUSSION DRAFT 28 JAN 2014 – AEAS – not reviewed by IPC**

1. , Those Councillors that are present in physical or remote meetings should vote. Where a Councillor cannot participate in a meeting, a proxy or an alternate should be appointed.
2. Submitting votes by e-mail voting should be the rare exception.
3. E-Mail voting can be allowed at the GNSO Council Chair's discretion both for individuals as well as for the whole Council under certain circumstances.
4. The GNSO Council Chair shall only grant the possibility to vote by e-mail
	1. to individual Councillors if the Councillor has attended all discussions on the motion, but was unable to participate in the vote.
	2. to the Council as a whole subject to the following conditions, which must be present cumulatively:
	* the motion to be voted on has been fully discussed by the Council and no further discussion was asked for by one or more Councillors
	* conducting the vote at the next scheduled meeting of the Council would prevent progress toward an important goal of the Council
5. The GNSO Council Chair will send the motion and the time frame for submitting votes to the GNSO Council mailing list with at least 48 hours prior written notice on week days. (NOTE: week days differ from country to country, e.g. Sunday is a work day in Israel and in various Arab countries as well.) The time frame for submitting votes shall not exceed one week past the GNSO Council meeting during which live votes were taken or one week past the notice date specified in the communication from GNSO Council Chair specifying that e-mail voting is open, whichever is applicable.
6. E-mails containing votes shall be sent to the GNSO Secretariat with a subject specifying the motion as previously announced by the GNSO Secretariat to the GNSO Council mailing list. E-mails containing votes must not be sent to the GNSO Council mailing list to prevent strategic voting. Emails containing votes must be sent from the official e-mail address recorded with the GNSO Secretari
7. E-mails containing votes must be sent from the official e-mail address recorded with the GNSO Secretariat and shall affirm that the Councillor voting has participated in all discussions held regarding the vote. The GNSO Secretariat shall ensure that e-mail votes received are authentic either by confirming the vote with the respective Councillor through a communication channel other than e-mail or via means of digital signature of the e-mail containing the vote. DISCUSS DIGITAL SIGNATURE.
8. The GNSO Secretariat will publish the results of the vote as soon as practically possible after expiry of the voting deadline or the completion of the vote, whichever is earlier.

Thanks,

Thomas