



ICAG - THE ELECTIONS COMMITTEE

INSTITUTE OF CHARTERED ACCOUNTANTS, GHANA

Introduction

In accordance with Section 4(1) of the Institute of Chartered Accountants, Ghana (ICAG) Act 2020, (Act 1058) and Regulation 53 of the ICAG General Regulations 2023, LI 2476, Elections to Council shall be held at the Annual General Meeting (AGM) every two years

The Institute of Chartered Accountants, Sections 4(1) and 5(1) of the (ICAG) Act 2020, (Act 1058), the Fourth Schedule Sections 2(b) and 7(3) together with the ICAG General Regulations 2023, LI 2476 Regulations 53 to 73 prescribe the procedure for election of officers of the Institute.

1. When and how will ICAG elections be conducted?

In accordance with the Fourth Schedule of Act 1058 Section 2(b), and Section 7(3) respectively, the Council shall convene an Annual General Meeting of the Institute to elect the President, the Vice President and the five other members of the Institute to the Council in the year when elections are held and the mode of voting may be done manually or electronically.

2. Constitution of the Elections Committee

Regulation 54 of LI 2476 provides among other: that:

The Council shall constitute an Election Committee comprising seven (7) full members or fellows who are in good standing as follows:

- a. A Past President of the Council as chairperson nominated by the Council
- b. Six other members of the Institute shall be nominated by Council, of which at least two shall be females members of the Institute.
- c. The Elections Committee may co-opt a person to attend a meeting of the Election Committee, but that person shall not have a vote.
- d. The Council shall designate a member of staff of the Institute as Secretary to the Elections Committee.

3. What are the functions of the Elections Committee?

The functions of the Committee which are provided by Regulation 55 of LI 2476 shall include but not limited to:

- a. compilation the Register of full members and fellows who are eligible to vote at an election of the Institute,
- b. educating members on the modalities for the conduct of elections,
- c. compilation the list of members who are eligible to stand for elections to the council.
- d. appointment electoral officers and assistants from among the Elections Committee for the purposes of elections to the Council.
- e. assessing candidates for elections to the Council,
- f. investigating complaints of misconduct relating to an election by members of the Institute, and
- g. performing any other function necessary for the conduct of elections of the Institute.

NB: Members of the Elections Committee are not eligible to nominate, propose, endorse, oppose or promote any candidate for elections.

4. Who is the Returning Officer for the Elections and what are the duties of the Returning Officer?

According to LI 2476 Regulation 56, the Chairperson of the Elections Committee is the Returning Officer for elections to the Council.

The Returning Officer shall

- a. declare the opening of nominations for elections,
- b. supervise the conduct of elections of the Institute,
- c. give notice of Poll for the election of members of Council,
- d. declare the results of the election of members of the Council, and
- e. perform any other function necessary for the conduct and supervision of elections of the Institute

5. How does the Elections Committee intend to educate members on the elections?

As part of the Elections Committee's mandate to educate members on the modalities for the conduct of elections, the committee would issue a number of election guidelines to ensure free and fair elections and to enhance voter turnout. The Guidelines would cover the following areas;

- a. Nominations Processes and Guidelines.
- b. Notice of Elections and Election Brochure.
- c. Guidelines for Campaigning.
- d. Guidelines on Voters Register and Voting Procedures.
- e. Any other information that may be considered necessary for candidates and members.

These various documents would be disseminated through;

- a. the Institute's Web site,
- b. emails to members,
- c. WhatsApp platforms of District Societies and other recognised groupings of the Institute, and
- d. at the Annual General Meeting.

Members are encouraged to be conversant with the various guidelines and to follow the Elections Committee's educational process through the various media indicated above; before, during and after Council Elections.

Please all enquiries on the 2024 elections should be sent to **elections@icagh.com**

Thank you.

J. F. Odartey Blankson
Chairman 2024 Elections Committee
Tuesday 2nd April 2024