



COMMENTS AND CLARIFICATIONS USF 2017 ELECTION GUIDELINES

A briefing was held on Thursday 23 February 2017 attended by club and school representatives. The briefing was intended to outline the Election Guidelines for the forthcoming Uganda Swimming Federation (USF) Elections due on 18 March 2017. Below is the summary of the questions posed during the briefing and the clarifications.

	COMMENT/QUESTIONS	RESPONSES
1.	What are the elective positions available on the USF Executive?	The elective positions are – a) The President; b) The 1 st Vice President (Administration); c) The 2 nd Vice President (Technical); d) The General Secretary; e) The Assistant General Secretary; f) The Treasurer; g) The Assistant Treasurer; h) 6 (six) Committee Members at least 2 (two) of whom shall be female, and 1 (one) of whom shall be the Athletes' Representative elected by the athletes as provided under Sub-Article C.20.2;
2.	Who is eligible to stand for an elective position on the USF Executive?	A citizen of Uganda who has participated in Aquatics at district, national, regional or international level or who has acquired sufficient experience and knowledge from involvement in the administration of Aquatics.
3.	What is the deadline for returning Nomination Forms?	The new deadline is Saturday 4 March 2017 by 5:00 pm
4.	What else should be returned with the Nominations Form?	The Nomination should be returned with – a) The Nominee's brief curriculum vitae (CV) b) Copies of relevant academic credentials and certificates c) Copy of National ID/Driver's Licence or Passport data page d) 1 recent passport size coloured photograph e) Enclosed non-refundable Nomination Fee of UGX 100,000/=

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5.	Where are the Nomination Forms obtainable and returnable?	Forms can be obtainable on the USF Official website www.ugandaswimming.org or the Uganda Olympic Committee (UOC) Offices and should be returned at the UOC before the deadline.
6.	How is a prospective candidate properly nominated and by whom?	A candidate should be nominated by a USF Member (Club or School) in “good standing”, and seconded by a Member in “good standing”.
7.	How should a prospective candidate notify the Secretary General of his/her intention to run for an elective office?	Notification shall be by way of returning the duly filled Nomination Form.
8.	What is the role of the Returning Officer and when does he/she start their work?	The Returning Officer is responsible for – a) Receiving Nomination Forms for all Candidates from USF; b) Verifying the Candidates; c) Advising the Nominated Candidates d) Conducting the Election on 18 March 2017
9.	Has a Returning Officer been designated by the Assembly?	The USF Assembly on 5 March 2016 resolved that the UOC will designate a Returning Officer, to whom all Nomination Forms will be handed on 6 March 2017 at the UOC.
10.	Who is authorized to attend and or vote at the USF General Assembly?	The USF Annual General Assembly shall consist of – a) The USF Executive whose members shall not have voting rights; b) The Members of FINA or CANA, if any, who are citizens of Uganda, who shall have voting rights; c) Two (2) duly appointed delegates of each Member with only one voting delegate entitled to (1) one vote. Notice of the appointment of a delegate, certified in writing by the Member they represent, must be lodged with the General Secretary at least 5 (five) days prior to the Annual General Assembly; d) The Athletes’ Committee represented by 2 (two) elected delegates with one vote each; e) The Patron (who will not have voting power); and f) Honorary Members (who will not have voting powers).

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11.	When is a Member considered to be in good standing and therefore eligible to nominate, second and vote during the Assembly?	<p>A Member of the Federation (ie a Club/School/University) is said to be in 'good standing' where the said Member, is fully paid up with affiliation/membership or any other fees payable to USF.</p> <p>Members have until Monday 6 March 2017 not later than 5:00 pm to ensure that they are fully paid up for 2017 and arrears of affiliation fees (UGX 150,000/=, athletes fees (UGX 10,000/= per athlete) and coaches' fees (UGX 50,000/= per Coach), and any other debt the Member may owe USF.</p> <p>The USF Administrator, Ms. Doreen NAMBI will be available at the UOC Offices to clarify to Members in addition to the Invoices that were sent out, and can be reached by phone on 0755 588 478.</p>
12.	Is the USF Athletes' Committee set up and will they vote?	The Athletes' Commission Chairperson will be eligible to vote.
13.	What is the deadline for confirmation of Voting and Non-Voting Delegates?	The deadline for confirmation of the 2 (two) Delegates is Monday 6 March 2017 by Email specified in the Notice for the Assembly.
14.	What are the reference documents for the Elections?	<p>The reference documents are –</p> <ul style="list-style-type: none"> a) The Notice for the Assembly dated 15 February 2017; b) The USF Constitution, 2015 c) The National Council of Sports Act, 1964 d) The National Council of Sports Regulations, 2014; e) The USF 2017 Elections Guidelines & Nomination Form.

28 February 2017

USF Executive Committee