

FORMAL ELECTION PROCESS INFORMATION
DUE 30 DAYS PRIOR TO ELECTION AND
NO LATER THAN JULY 1
STATE ASSOCIATION PLAN
FOR CONDUCTING A FORMAL ELECTION

For the Formal Election Process of the
National Pork Producers (Pork Act) Delegate Body

State Association _____

Address _____

City/State _____ Zip _____

Telephone _____ / _____

The information within the State Association Plan has been approved by:

(Policy Body, i.e. Executive Committee)

This information was filed by: _____
(signature)

(name) (position) (date) (email)

Return to: Pork Act Delegates
National Pork Board
P.O. Box 9114
Des Moines, IA 50306
Fax: 515-223-2646
porkactdelegates@pork.org

Approved by: _____
National Pork Board

Date

State Association Plan, cont'd

Exhibit A

The following statements indicate the state association's recommendations for conducting the Delegate Election Process. Please complete and return to the National Pork Board by **JULY 1** or 30 days prior to the Formal Election Process, whichever is earlier.

1. **Recommended date and time for the State Formal Election:**

_____ (month, day, year, time)

2. **Exact location recommended:**

Building _____ Room # _____

Address _____

City/State _____ Zip _____

3. Will the Formal Election be conducted in conjunction with a regularly scheduled or a specially called activity?

_____ Regularly scheduled activity

_____ Specially called meeting/activity

Name of meeting _____

4. **Elections Committee (Required - 3 member minimum):**

Please list those individuals who will be serving as the Elections Committee and indicate the chairman.

NOTE: State President CANNOT serve as the Elections Chair.

NAME	ADDRESS	CITY/STATE/ZIP	TELEPHONE
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____
_____	_____	_____	_____

* Chairman

5. **Nominating Committee** (Optional-3 member minimum recommended):

Will your state association utilize a Nominating Committee composed of producers from your state? _____ YES _____ NO

If YES, list the producers and indicate the chairman:

NAME	ADDRESS	CITY/STATE/ZIP

		* Chairman

6. The state association agrees to be responsible for proper Public Notice as described in this document and will enclose or send a draft copy to the National Pork Board **for approval before** placement in publications.

_____ Agrees _____ Disagrees

Please list the specific date of each publication (minimum of two) where The public notice for the Formal Election is recommended and will be placed on behalf of the National Pork Board and state association by the state association. The notice should be placed in **at least two publications:**

- Publication of general state circulation
- Pork production or Agriculture trade publication

The notice should also urge all producers to bring copies of marketing receipts proving they sold hogs and the checkoff was deducted. (See Sample Exhibit B)

Name of Publication	Published Date
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General Circulation: _____

Pork Production or Ag trade publication: _____

Other: _____

NOTE: ATTACH A DRAFT OF THE OFFICIAL PUBLIC NOTICE for NPB Approval before being published

State Association Plan, cont'd

Exhibit A

7. The state association will establish, on behalf of the National Pork Board, the system for self-certification. If a challenge is made regarding a producer's eligibility to be considered as a candidate or to vote, this information shall be kept confidential among the committee members responsible for conducting the election. Upon verification by the National Pork Board that the individual(s) is not eligible, his/her vote will not be reported as part of the results.

Agrees Disagrees

8. The state association, on behalf of the National Pork Board, agrees to report election results and submit the forms provided within 14 days of the Formal Election Process.

Agrees Disagrees

9. The state association, on behalf of the National Pork Board, agrees to retain the ballots a minimum of one year.

Agrees Disagrees

10. The state association's Board/Executive Committee, in cooperation with the National Pork Board, agrees to accept responsibility for conducting a Formal Election according to those guidelines listed and procedures outlined in this plan and prepare and maintain minutes of the meeting process.

Agrees Disagrees

11. Further Explanation:
