

	<p>TANZANIA HIGHER LEARNING INSTITUTIONS TRADE UNION` P.O. BOX 11727, DAR ES SALAAM Tanzania Email: katibu@thtu.biz.tc, Mobile: +255 755 576 224 Website: http://thtu.biz.tc</p>
---	--

THTU ELECTION RULES

These election procedures are established under section 6.4 of the THTU constitution. THTU Elections are held at three levels: 1) The branch level 2) The Zonal Level and 3) The national level. These rules are applicable to branch or national level elections as indicated in this guideline. The rules and guidelines have been introduced to facilitate standardisation of the election process at all levels.

Positions Contested (Nafasi Zinazogombewa)

The positions contested are stipulated in section 4.5.1.1 of the constitution. However since the union is still in its infancy Zonal leadership will not be the subject of election during the interim period.

Branch Elections (Uchaguzi Ngazi ya Tawi)

1. Branch Chairperson (Wenyeviti Tawi)
2. Branch Secretaries (Makatibu Tawi)
3. Branch Committee Members (Wajumbe Tawi)
4. Representatives of the National Executive Committee (Wajumbe kamati ya uratibu Taifa)
5. Representatives to the National General Meeting (Wajumbe wa Mkutano Mkuu)
6. Representatives to the National Council (Wajumbe wa Baraza Kuu la Taifa)
7. Representatives of the National Women's Committee (Wajumbe wa Kamati ya Wanawake Taifa)

Election Categories National

1. National Chairperson (Mwenyekiti Taifa)
2. Umbrella Union (Wajumbe wa shirikisho)
 - (1) Executive Committee Members (Kamati ya Utendaji (Uratibu)
 - (2) National Council Members (Wajumbe wa Baraza Kuu)
 - (3) Member of the National Umbrella Union Council (Baraza kuu la shirikisho)
 - (4) National Womens Committee Members (Kamati ya Wanawake)

(5) Representatives to the National Meeting (Wajumbe wa mkutano mkuu)

Composition and Number of Contested Positions

The number and composition of Branch Committee Members is stipulated in section 4.3.1 of the constitution. That is for a branch with less than 50 members 3 members in addition to the chairperson and secretary. Ten (8 excluding Branch Chairperson and Secretary) members if membership is more than 50 but less than 100. Fifteen (12 excluding Women's Committee Chairperson, Secretary and one other Member) if membership is more than 100 but less than 500. Twenty (17 Excluding Women's Committee Chairperson, Secretary and One other Member) if membership exceeds 500 but it is less than 1000. Twenty five (22 Excluding The Women's Committee Chairperson, Secretary and One other Member).

The positions being contested for membership to the Women's Committee (Branch) is as stipulated in section 9 of the constitution. Section 9.1.3 to 9.1.7 specifically stipulates that the number of elected members to the committee are 3 if branch size is under 50, 4 if branch size is more than 50 but under 100, 5 if branch size is more than 100 but under 500, 6 if branch size is greater than 500 but under 1000 and 7 if number of members exceeds 1000.

The branch chairperson of the women's committee is always a member of the THTU branch committee. If the number of members exceeds 50 but is less than 100 the women's committee secretary is also a member of the branch THTU Committee. For all other cases the Chairperson, Secretary and One other member of the womens committee are also members of the THTU Branch Committee as stipulated in section 4.3.1 of the constitution.

The Number and Composition of Representatives to the National Executive Committee (Kamati ya Uratibu), The General Meeting (Mkutano Mkuu wa Taifa), The National Council (Baraza Kuu) and National Women's Committee (Kamati ya Wanawake Taifa) is stipulated in Section 4.5.1.11 of the Constitution.

Election Committees (Kamati za uchaguzi)

Section 6.4 sets out the procedures for conducting Union elections. Section 6.4.3 sets out the procedures for establishing the national and zonal electoral committees. The electoral committee will be established by the General Meeting at the relevant level. The election committee shall consist of three members who are not contestants in the target election. The three members shall be appointed by the relevant General Meeting, except that in the interim period the members of the election committee shall be appointed by THTU national leadership from members of the relevant THTU branch and level.

Section 6.5 provides for the criteria for electing leaders and adopting union resolutions.

Election Rules (section 6.4 & 6.5 of the constitution)

Application for Nomination

For all positions the following procedure will be used to obtain nominees for the post

1. Self nomination
2. Nomination by members

Each nominee shall obtain at least three referees one whom should be a woman.

Vetting of Nominees

1. Vetting of nominees shall carried out by the relevant election committee.
2. The election committee shall not arbitrarily reject a nominee. Sufficient valid reasons must be given for any rejection.

The election process (section 6.5 of the constitution)

1. Branch Level

Notice of Election shall be given seven days before the election day to give members sufficient time to seek for nomination

2. National Level of Election

Notice must be given at least two weeks before the election day. The notice must be served to all branches. The notice must include a list of the contested positions.

3. Posting of the names of vetted/successfully applicants shall be done at least two days before election

1. National contestants shall be posted in at least two popular news media one in Kiswahili the other in English.
2. All branch level names of contestants shall be posted on notice boards of the relevant institutions.

Returning Officer and Duties

- (1) The chairperson of the Electoral committee shall be the returning officer.
- (2) The returning officer shall give each nominee three minutes to petition the members and two minutes for questions.
- (3) The electoral officer shall conduct the elections by secret ballot.
- (4) The Returning Office shall see to it that Each nominee selects one representative to participate in vote counting.

Announcement of Election Results

1. For National elections (Chairperson & Woman committee Chair) the returning officer shall declare winner the candidate who scores a majority at least 50% of the vote counted.
2. For other posts the winner will be the candidate who scores a simple majority.
3. For Branch election the simple majority shall apply for all contested positions.
4. Any appeals shall be referred to the relevant Electoral committee
5. The electoral officer shall post the national and zonal election results on public notice boards (Branch) and relevant news media (National).
6. The Electoral committee shall keep safe the ballot papers for at least three months