USROWING ELECTIONS PROCEDURES

Effective Date: December 1, 2022

I. Eligible Voters
USRowing staff shall, under the direction of the Secretary of USRowing, collect the data record outlined under the USRowing bylaws to distribute election materials to the eligible voting pool.

II. Use of Technology
The election process may utilize current technologies approved by the Secretary and the Board of Directors, including but not limited to digital distribution of materials and electronic voting.

III. Security
USRowing shall utilize best-practice election protocols to protect the integrity and security of its elections.

IV. Eligibility
Each organizational and individual member of the USRowing must have a valid email address on file in advance of the date of record for an election in order to vote.

V. Registration Reminders
USRowing shall post on its website and/or send email reminders to organizational and individual members eligible to vote in the forty-five (45) days leading up to each voting date in order to solicit updates to the member's valid email address with USRowing's membership department.

VI. Date of Record
On or after the voting date, there shall be no changes to the member records related to the election process, including the email address of a given organizational or individual member. The email address shall serve as the official conduit for ballots to be distributed.

VII. Independence
USRowing staff shall, under the direction of the Secretary of USRowing, select and retain an independent agent to administer all aspects of USRowing elections and to act as third-party election manager. The agent shall generate and deliver random passwords for each voter by email to the email address on file with USRowing as of the date of record. The agent shall provide an email receipt for each ballot cast to the member's email address on file with USRowing.

VIII. Results

USRowing staff shall, under the direction of the Secretary of USRowing, publish the results of the election as provided by the independent agent through currently acceptable public mechanisms such as its website, email, and publications.

IX. Complaints and Appeals

Any complaints or allegations of malfeasance regarding the election process shall be handled under the USRowing Grievance Procedures.