Composition: The committee shall be made up of at least seven ISI members, one of whom will be appointed as Chair. The Chair of the previous nominations committee and the ISI Director shall serve as ex officio members without voting rights. The Director may appoint another member of the Permanent Office (PO) to serve as the committee secretary and assist the committee with communications and record keeping. The secretary will also set up a confidential website where the committee’s communications and documents will be posted.

The committee should be chosen to represent the diverse interests of all constituents of the ISI, including the Associations. In particular, the selected members should be sensitive to the need for diversity in geography, gender, and age in the nomination slate. It is also important that they are sufficiently familiar with the ISI family, its activities, and strategic directions. A key requirement is that committee members are able to attend the WSC, which will provide the only opportunity for face-to-face meetings. A considerable amount of the planning and decisions will be conducted during the WSC. Obviously, potential candidates for office should not be included in the committee.

Background information:
- All candidates for office must be elected or regular ISI member. Further, no person shall be elected to the office of Vice-President for more than one term. Elected members of the Council are not eligible for immediate re-election. The term of office for the President and President-Elect shall run from the end of the WSC to the end of the following WSC. The terms of office for the Vice-Presidents and Council members shall run from the end of the first WSC until the end of the second WSC (four years).

- The slate shall include: one candidate for President-Elect, four candidates for two Vice-Presidents and at least eight candidates for the elected members of Council. Two Vice-Presidents shall be elected during each election. Further, half of the total number of positions for elected Council members shall be elected during each election. For each office, the candidate or candidates receiving the highest number of votes shall be declared elected. In the event of a tie, the candidate who has been a member of the ISI the longest shall be declared elected. If the number of candidates for an office does not exceed the number of vacancies, the candidates in question shall be declared nominated without vote.

Responsibilities and time lines for committee chair, members, EC and PO: The dates shown are the latest by which the indicated actions should be completed. It is highly preferable that they are done earlier.
January 31: The Nominations Committee shall be installed by the EC at least six months in advance of the next World Statistics Congress (WSC).

Feb 1-March 10:
- The ISI President (or his/her representative) shall contact the committee members and inform them of the process, responsibilities, and timelines. The committee Chair should be given information of the additional responsibilities involving that person.
- The Chair shall contact the committee members reminding them of their responsibilities and proposed plan of action leading up the WSC.
- The Chair shall develop an announcement to solicit names from the ISI membership.
- The Chair shall also contact Association Presidents, Chairs of Special Interest Groups and any other relevant ISI committees to solicit names for the officers.
- The PO will circulate the announcement from the Committee Chair to all ISI members. Membership will be given two months to submit names. The PO will send a reminder before the end of this period. The announcement will also be posted on the ISI website.

May 10 – July 31:
- The secretary will compile a list of all the names together with information on their backgrounds and send to the Committee Chair.
- The Chair shall communicate this information to the committee and ask the committee members for additional suggestions.
- The Chair shall circulate the long lists with all suggestions for each office to the committee, request each committee member to rank the names, and send a prioritized short list for back to the Chair. The individual lists should be sent to only the Chair and not circulated to other members of the committee at this stage.
- The Chair shall compile all the names and bring it to the WSC meeting.

WSC: There will be two meetings of the committee – early and late in the week. The committee shall use the compiled list and any last minute suggestions and develop a preliminary short list for the various offices.

Sep-Oct: The committee will continue discussions via e-mail (consulting any members who were unable to make one or more of the meetings at the WSC), collecting additional information on the candidates, and finalizing the short list, ranking if necessary, and developing a final prioritized list.

Nov-Jan: The committee chair will contact the candidates (in order of priority), determine their availability for the position, assess their interest and commitment, iterate with the committee as necessary, and develop the final slate.
Feb 15: The final slate of candidates together with brief background information and a report should be submitted to the ISI President. The report should contain a brief description of the process that was followed, any challenges encountered, and any recommendations on the process.

March: The slate and report will be communicated to the EC.

April 15: The slate of candidates shall be announced to ISI members. Individual members of the ISI can propose additional candidates within two months after the slate is presented. These nominations require the support of at least 20 individual members, coming from at least 3 different countries.

Aug 15: The final slate of candidates shall be presented to the individual members for a vote. The voting may be done by electronic means or by mail ballot. The voting period shall be at least 6 weeks.

Oct: The votes will be counted at the Permanent Office and the results will be communicated to the EC.

Dec 1: The results of the voting shall be announced to the ISI and Association membership.