Instructions for
IES Nominations by Petition

The following instructions must be adhered by all persons who wish to be
nominated by petition for either an IES officer position or IES AdCom member-at-large vacancy. (Reference: IES Bylaws 3.3 and 3.4)

General instructions
1. Petitioner must be an IES member.
2. Petitions must be signed by at least 16 voting AdCom members.
3. Petitions must be submitted to no later than Thursday, 5 October 2017.

Detailed instructions
1. Notify John Y. Hung <j.y.hung@ieee.org> that you intend to be a petition nominee. Email the intent notification BEFORE August 1, 2017. An electronic signature (e-signature) collection system will be set up by IEEE to support your petition process.
2. You will be notified by the IEEE as soon as the e-signature system is ready to accept signatures.
3. To gather a signature, contact a voting AdCom member and ask for their support. AdCom members are listed on the IES website. Only the signatures from voting AdCom members are counted -- votes from non-voting AdCom members are not counted.
4. If they agree to support the petition, then instruct them to use the IEEE e-signature system. Supporters must use their IEEE membership account login credentials to enter the system.
5. The e-signature collection system will close on the evening of Thursday, 5 October, 24:00 U.S. Eastern Daylight Time (UTC-4h).

After the petition deadline, the IES N&A committee chair will verify the e-signature collection system, and then notify the petitioner whether or not the petition nomination is valid. After validation, a petition nominee's name will be added to the IES election ballot, followed by the words "(Nominated by petition)", e.g.
John Y. Hung (Nominated by petition)
The final election ballot will be posted to the IES AdCom materials no later than 23 October 2017.