

## 1. Nominees (Candidates)

If you wish to stand for election to the Board, you **must** be an accepted individual member of ISBT by 17:00 hours on Tuesday December 9, 2025. You will require two nominators who are signed up members of ISBT as at 17:00 hours on Tuesday December 9, 2025. Your nominators should follow the procedure outlined in section 2 below.

The process is simple. Access the online nomination page via <https://isbt.directnominations.net/>. Only members who wish to stand for election should use this link. Follow the steps outlined below:

- Make sure that you have read and understand the duties of the position for which you are putting yourself forward. These are available on the elections page of the website.
- Sign up by entering your first name and last name, email address and a password to create your account
- Confirm your details in the email that will be sent to the email address you entered into the system
- Log in to the election website and complete all the details required that are associated with the headings that are listed on the left-hand side of the page. Please note that these will be visible on the voting site, you should consider this when writing your motivation statement.
- You are required to declare any conflicts of interest. There are two pages for conflict of interest. Please read the ISBT conflict of interest statement and tick one of the two responses. If you are declaring a conflict of interest, you will need to complete the second conflict of interest page.
- You can return as many times as you like to the nominee pages; the information will be saved and available for editing
- When you are satisfied, submit your nomination.
- After submission you will receive a confirmation email.

## 2. Nominators

To nominate you must be an accepted member of ISBT (individual, honorary or a named representative of an Affiliate member of the ISBT) as at 17:00 hours on Tuesday December 9, 2025. The online nomination form can be found at <http://isbt.directnominations.net/Nominations/ThirdParty>.

- Nominators must complete their personal details and the details of the person they are nominating.
- Nominators should communicate with the person they are nominating prior to making a nomination and will need the work address of the person they are nominating.
- There is no box for 'country' therefore please enter the country of the nominee in the 'State' box.
- **Please provide the same email address as used for ISBT membership (for nominator and nominee)**

Once your details are complete click on Submit. Please make sure to read and follow the instructions above.