

ELECTION NOTICE

(according to § 5 of the First Regulation for the Implementation of the Severely Disabled Persons Act - Election Regulations
Severely Disabled Persons Act (SchwbWO) of 23.04.1990 - BGBl. I p. 811)

1. With the issuing of this election notice on 01.09.2026 by the above-mentioned election committee, the elections of the representative body for severely disabled persons in the area of Justus Liebig University Giessen are initiated.
2. The decisive body for the preparation and implementation of the elections is the following election committee appointed by the representative body for severely disabled persons:

Heike Hof as chairperson
Liane Krieger as additional member
Anja Sehrt as additional member
3. **The office** of the election committee is the **election office** of Justus Liebig University Giessen, Ludwigstr. 23 (main university building), II. floor, room 220, phone: 99-12280, opening hours Mon-Thu 8:30 am to 12:30 pm. All objections, election proposals and other declarations to the election committee must be submitted there.
4. **Elected for the period from 13 December 2026 to 12 December 2030 at JLU Giessen are:**

1 representative of severely disabled persons and 4 deputies.

All employees who are not only temporarily employed at JLU Giessen and who have reached the age of 18 on the day of the election and have been employed at Justus Liebig University Giessen for 6 months are **eligible** for election. Employees who are not themselves severely disabled are also eligible. Those who cannot belong to the staff council by law are **not eligible** for election.

All severely disabled persons employed in the area of Justus Liebig University Giessen are **entitled to vote**, irrespective of age, nationality, length of regular weekly working hours and length of service at Justus Liebig University Giessen. Furthermore, persons of equal status are also entitled to vote. **Only those registered** on the electoral rolls may vote.

5. The **electoral roll** is available for inspection from 01.09.2026 until 29.10.2026 (closing of voting), the **election regulations** from 01.09.2026 until 12.11.2026 (2 weeks after the announcement of the election result) at the election office (see item 3.).

Objections against the correctness of the electoral list may only be lodged in writing with the election committee within 2 weeks after the issuance of the election notice. The objection must be submitted to the election office as the office of the election committee **by 15.09.2026** (see item 3.).

6. Voting shall in principle take place by postal ballot.

Voting shall be by direct and secret ballot in accordance with the principles of **majority voting**. The election of the shop steward and his/her deputy shall be held in two separate ballots, i.e. each voter shall have

- a) in the ballot for the election of the shop steward 1 vote
- b) 4 votes in the ballot for the election of the deputies.

All eligible voters shall be sent the election documents for casting their vote in writing (postal voting documents). The absentee voter must ensure that the absentee ballot is received **by 29.10.2026 12.00 p.m.** (if necessary, by handing it in at the office of the election committee on that day).

7. Those entitled to vote are hereby requested to submit **election proposals** in writing to the office of the election committee in the election office (see item 3.) by **15.09.2026** (2 weeks after the issuance of the election notice) at the latest. Forms can be collected or requested from the Election Office as of now (phone: 99-12280, 12281, 12282, e-mail: wahlamt@admin.uni-giessen.de). Only election proposals submitted in due time may be considered. The nominations must indicate who is proposed as a representative for severely disabled persons and who is proposed as a deputy. The vote is bound to the election proposals.

Each nomination must be signed by one twentieth of the eligible voters, **i.e. by at least 16 eligible voters**.

Persons **entitled to vote** may sign both a nomination for the election of the representative for severely disabled persons and for the election of the deputies. A candidate may **only be nominated on one election proposal**, unless he or she is nominated as a representative for severely disabled persons in one election proposal and as a deputy in the other.

The election committee **shall announce** the approved election proposals in such a way that copies are sent to all eligible voters. In addition, the same shall be posted in/at the

Staff Council Office, Goethestraße 58,
Dean's Office of Faculty 11, Klinikstraße 23,
Biomedical Research Centre, Schubertstraße 81,
ForMed, Aulweg 128,
Philosophikum I, Otto-Behaghel-Str. 10, ground floor hall,
Philosophikum II, Karl-Glöckner-Str. 21 A, entrance hall opposite Audimax,
Zeughaus, Senckenbergstraße 3, entrance hall,
Law and Economics Department, Licher Strasse 74, entrance hall,
New Chemistry Building, Heinrich-Buff-Ring 17-19
New Mensa area, Otto-Behaghel-Straße 29,
Department of Veterinary Medicine, Dean's Office Building, ground floor,
Clinic for Small Animals, Frankfurter Str. 114,
Gladbacher Hof Teaching and Research Farm, Villmar,
the teaching and research stations Rauischholzhausen, Oberer Hardthof, Groß-Gerau,
IT Service Centre, Heinrich-Buff-Ring 44, entrance hall,
University Library, Otto-Behaghel-Straße 8,
Interdisciplinary Research Centre, Heinrich-Buff-Ring 26-32, entrance hall,
Erwin-Stein-Building, Goethestraße 58, entrance hall
and in the main university building, Ludwigstraße 23, entrance hall.

8. The **public counting** of the votes will take place after the end of the election proceedings on **29.10.2026 at 2 p.m. in room 036**, Erwin-Stein-Gebäude, Goethestraße 58. This will be followed by the preliminary determination of the election results. The final **determination of the election results** will take place immediately after the public counting by the election committee.

- 9. The **announcement of the election result** takes place at the locations listed under 7.
- 10. Foreign voters for whom further clarification is required regarding the voting procedure, how to vote, etc., please contact the Election Office (see point 3).

Giessen, September 01, 2026

Heike Hof
(Chairperson)

Herbert Kerner
(Member)