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**The Electoral Committee** of JLU Giessen  
for elections of the representative of the disabled  
and of the representative's deputies

To be displayed from  
1<sup>st</sup> October to 22<sup>nd</sup> November 2018

### **ELECTION NOTICE**

(pursuant to § 5 of the First Regulation on effecting the Disabilities Act – Electoral Procedure of the Disabilities Act (SchwbWO) of 23<sup>rd</sup> April 1990 – BGBl I page 811)

1. The issuance of this election notice by the above mentioned election committee on **1<sup>st</sup> October 2018** is the declaration of the elections of the representative of the disabled within Justus Liebig University Giessen.
2. The authority for preparing and conducting the elections is the following electoral committee appointed by the representatives of the disabled:  
Christian Schäfer as Chair  
Liane Krieger as a further member  
Heike Hof as a further member
3. The office of the electoral committee is the Wahlamt (Electoral Office) of Justus Liebig University Giessen, Ludwigstrasse 23 (University Main Building), 2<sup>nd</sup> Floor, Room 220, Tel. 0641/99-12280, opening times Mon-Fri 8.30 a.m. to 12.30 p.m.. Any objections, election nominations and other declarations made to the electoral committee are to be submitted here.
4. **Elections will be held for the term from 13<sup>th</sup> December 2018 to 12<sup>th</sup> December 2022 at JLU Giessen for:**  
**1 representative of the disabled and 4 deputies.**

**Eligibility for election** is extended to all permanent and non-permanent employees within JLU Giessen who have reached the age of at least 18 years on or by election day and have been a member of Justus Liebig University Giessen for at least 6 months. Employees who are themselves not disabled may also be elected. Any person who by law is not able to be a member of the staff council is **not eligible**.

The **right to vote** is accorded to all **disabled employees** at Justus Liebig University Giessen regardless of their age, nationality, number of working hours and length of their membership of Justus Liebig University Giessen. Moreover, co-equals are also eligible to vote. Only those who are on the **electoral roll** may vote.

5. The **electoral roll** is on display from 1<sup>st</sup> October 2018 to 22<sup>nd</sup> November 2018 (final day of voting), the **election regulations** from 1<sup>st</sup> October 2018 to 6<sup>th</sup> December 2018 (2 weeks after announcement of the election results) at the electoral office (cf. item 3).  
**Objections concerning the correctness of the electoral roll** may be lodged with the electoral committee in writing only within 2 weeks of issuance of the election notice. The objection is to be lodged with the electoral office as the office of the electoral committee **by 15<sup>th</sup> October 2018** (cf. item 3).
6. The ballot will take place exclusively by postal vote.  
Voting will be by secret and direct ballot in accordance with the rules of a **majority vote**. The representative of the disabled and the deputies will be elected in two separate ballots, i.e. each voter has
  - a) 1 vote in the ballot for the representative of the disabled
  - b) 4 votes in the ballot for the deputies.

The ballot papers for the written vote (postal vote documents) will be sent to all those with the right to vote. The postal voter must ensure that the postal vote reaches the electoral committee by 12.00 noon on 22<sup>nd</sup> November 2018 (if necessary delivered personally to the office of the electoral committee on this day).

7. Eligible voters are requested to submit **election nominations by 15<sup>th</sup> October 2018 at the latest** (2 weeks after issuance of the election notice) to the office of the election committee at the Electoral

Office (cf. item 3). Printed forms are available immediately at the electoral office or may be requested by telephone (Tel.: 99-12280 or 12281). Only nominations that are received within the prescribed period of time are valid. The nominations must make clear who is proposed as the representative of the disabled and who as deputies. Voting is bound the nominations.

Each nomination must be signed by a twentieth of the eligible voters, i.e. **by at least** 14 eligible voters. Eligible voters may sign both a nomination for the election of the representative of the disabled and for the election of the deputies. A candidate may be nominated **on one nomination only** unless she or he is nominated in the one nomination as the representative of the disabled and in the other nomination as a deputy. The authorised nominations will be announced by the electoral committee to all the eligible voters in the form of a photocopy. The authorised nominations will also be displayed at the following places:

Personalratsbüro (Staff Council Office), Goethestraße 58,  
Dekanat des Fachbereichs 11 (Deanery of Faculty 11), Klinikstraße 23,  
Biomedizinisches Forschungszentrum (Biomedical Research Centre), Schubertstraße 81,  
ForMed, Aulweg 128,  
Philosophikum I, Otto-Behaghel-Str. 10, ground floor, house A,  
Philosophikum II, Karl-Glöckner-Straße 21 A, entrance hall opposite Audimax,  
Zeughaus (Arsenal), Senckenbergstraße 3, entrance hall,  
Bereich Recht und Wirtschaft (Law and Economics), Licher Straße 74, entrance hall,  
Neubau Chemie (Chemistry New Building), Heinrich-Buff-Ring 17-19  
Bereich Neue Mensa (New Refectory area), Otto-Behaghel-Straße 29,  
Fachbereich, Dekanatsgebäude, Veterinärmedizin (Faculty of Veterinary Medicine, Deanery Building,) ground floor,  
Lehr- und Versuchsbetrieb (Teaching and Experimental Establishments) Gladbacher Hof, Villmar  
Lehr- und Forschungsstationen (Experimental Establishments) at Rauischholzhausen, Oberer Hardthof, Groß-Gerau,  
Hochschulrechenzentrum (IT Centre), Heinrich-Buff-Ring 44, entrance hall,  
Universitätsbibliothek (University Library), Otto-Behaghel-Straße 8,  
Interdisziplinäres Forschungszentrum (Interdisciplinary Research Centre), Heinrich-Buff-Ring 26-32, entrance hall,  
Erwin-Stein-Gebäude, Goethestraße 58, entrance hall  
and at the Universitätshauptgebäude (University Main Building), Ludwigstraße 23, entrance hall.

8. There will be a public vote count after voting has ended on 22<sup>nd</sup> November 2018 at 2 p.m. in the "kleiner Konferenzraum" (small conference room), University Main Building, Ludwigstr. 23, 1<sup>st</sup> upper floor, room 104. Subsequently the election result will be announced provisionally. The final election result will be verified by the electoral committee directly after the public vote count.
9. The **election results will be announced** by poster at the places listed under item 7.
10. **Foreign voters** who require further elucidation regarding the election procedure, casting a vote etc. should contact the **Electoral Office** (item 7).

Giessen, 1<sup>st</sup> October 2018

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(Chair)

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(Member)