VOTING INSTRUCTIONS, EFI Annual Conference 2020
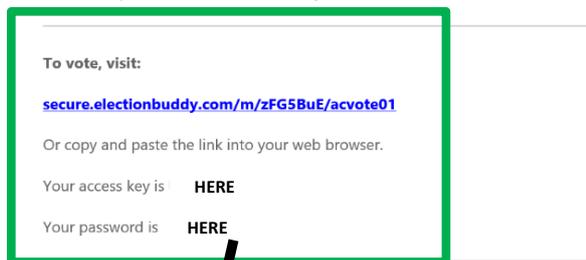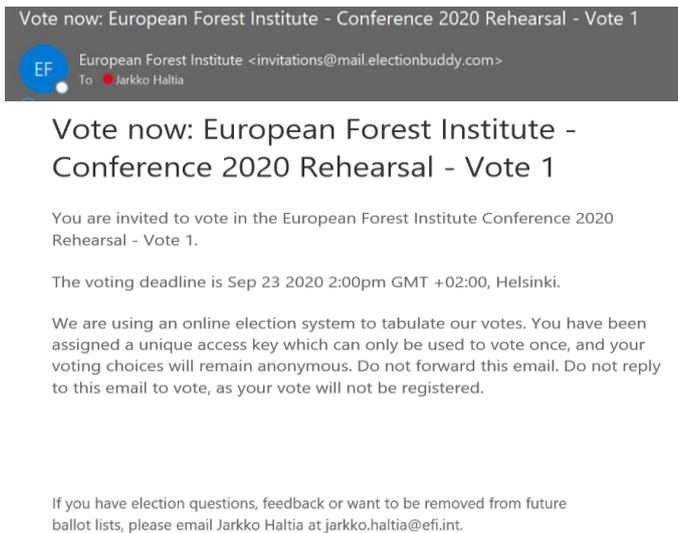
1) You will receive *an automatic email invitation from invitations@mail.electionbuddy.com* on 12 October by 22:00 CEST at the latest. *If have not received the email by 13 October 7:00 CEST, please first check your junk email and clutter inbox and* then contact jarkko.haltia@efi.int.

2) Click the link under "To vote, visit:" to reach the log-in page:

3) On the log-in page, sign in with your *individual Access Key and Password* and "Authenticate".

4) Make your choice for the first vote (on approving the Agenda) and click "**verify your selection**".

5) You will be asked **to review your choice** and then approve it by clicking "**Submit ballot**".

If you want to edit your choice, click "Edit ballot" to revise your vote (see point 4).

Once you click "Submit ballot", your choice cannot be edited again.

6) After submitting your ballot, you will arrive to the verification page and from there you can proceed to the next vote by pressing "**Next Vote**".

Thank You!

You're done! Your ballot choices have been registered and your verification code is b56d37655d2e3aa

The election administrator has chosen to make the election results public after the election ends.

Next Vote

7) After clicking "next vote", you will see a list of voting items where you have not yet submitted your vote. ***Do not close this page before the decision-making session has closed!***
If you accidentally close this page, you can access it again via the static link that is provided in the email invitation (https://electionbuddy.com/m/zFG5BuE).

European Forest Institute

PLEASE DO NOT CLOSE THIS BROWSER WINDOW before decision-making session has ended! Active voting items of EFI Annual Conference 2020 decision-making session are the following:

Item 2 Officers

Item 4a Annual Report

Item 4b Accounts 2019

Item 4c Work Plan 2021

Item 5 Auditors 2021

Item 6 Board members

Item 7b AC Venue proposal

Item 8b Membership fees

NB: If you close this page and access it again through the static link, ***you may see voting items where you have already submitted your vote*** (e.g. vote on the Agenda).

If you click such an item, **you will see a page stating: "You have already voted".**
Go back to the previous page via the static link and select another voting item that is still open.