

Company Election Policy and Procedures

Adopted by International Executive Board November 3, 2025.



This Policy and Procedures replace any previous version. It is prepared assuming both the Nomination and the Election Committees will function as one and will be referred to as Election Committee. If preferred, the Company may separate them into two Committees as stated in the Bylaws.

Voting is by Ballot and decided by a simple majority at the Camp level.

The Company President communicates with the Camp Captains early in the new DUP year informing them that the Company election cycle is January through March of odd-numbered years; preparations are to begin in November prior to make each Member aware that they have the opportunity to make nominations from the floor in January.

The Daughters that Members choose to nominate must be current in standing and must be asked for permission to be nominated. Each nomination from the floor will appear on the Ballot. Each Member will have the opportunity to vote by Ballot in the February Camp meeting.

The Company President and the Election Committee are to become familiar with pages 1-4.

Company Election Procedure	
November – Company	
Company President • Appoints an Election Committee with Company Executive Board approval. This Committee consists of three members of the Company Board with at least one and not more than two members of the Company Executive Board. • Provides instruction and makes available the Company Election Policy and Procedures. Company Election Committee: • Appoints a chairman from within and considers potential Company elected Officer candidates. • Chairman contacts each Camp Captain and provides an overview of the Company Officer election process and emphasizes that nominations from the floor will be called for in the January Camp meeting.	
January – Company Election Committee	
Communicates With Camp Captains • Instructs each Camp Captain prior to their January Camp meeting that nominations from the floor for Company Elected Officers will be called for in their January Camp meeting. • Nominations from the floor may only be made with the nominee's approval. • Nominations from the floor are reported back to the Election Committee Chairman prior to January 31. Election Committee Process • Meets to carefully select candidates while considering leadership history, strengths, potential, and expectations of a Company Board Member. • Discusses each potential candidate. • Considers officers now serving to determine term of office. • Makes recommendations for candidates • Proposes at least one candidate for each elected office.	

January – Company Election Committee, Continued

- Contacts the proposed candidates and in private invites them to accept the nomination. Committee members divide up this responsibility.
- Takes a Committee vote on the draft list of candidates and where necessary continues Committee work until a majority vote per candidate is achieved.
- Receives from Camp Captains by January 31 the candidate names presented via nominations from the floor during the January Camp Meetings.
- Anticipates a quick turnaround at the end of January if any Camps meet late in the month.
- Prepares a Ballot listing candidates chosen by the Election Committee and candidates from Camp nominations from the floor. If no nominations from the floor are made, the Ballot will contain only candidates chosen by the Election Committee.
- Provides the Ballot to each Camp Captain prior to their February Camp Meeting, paper copy or digital/email.

February – Camp and Election Committee Chairman

Camp Captain:

- Conducts election meeting ensuring only qualified Members participate.
- Accommodates Member-absentee participation.
- Distributes paper copy Ballots for each Member to confidentially mark.
- Collects Ballots and reports tallied results to the Company Election Committee Chairman following the February Camp meeting and by February 28/29.

Election Committee Chairman

- Receives the vote count/tallied Ballot results from Camp Captains by February 28/29.
- Reports election results to the Company President by March 15.

March – Company President Arranges Installation

Installation takes place by May 31, date determined by the Company President. Installation occurs following every election cycle even if the same Officers are reelected and generally takes place at a District Convention or other Company-sponsored event by an ISDUP representative or the Company Parliamentarian. “The Elected Officer’s Pledge” installation script is found in the *Bylaws*, p. 19.

Company Elected Officers Ballot

Ballot:

- For use during the February Camp Meeting.
- Prepared by the Company Election Committee in January with candidates-chosen by the Election Committee and candidates from Camp nominations from the floor.
- Distributed to the Camp Captain for voting in February Camp Meetings.

Below is an example Ballot that may be used, or the Company may develop their own.

Company Election Ballot			
In February Camp Meeting, distribute to each Member for voting.			
Company Elected Officer	Candidate Name Select one for each office	Check one:	
		Yes Vote	No Vote
President	1.		
	2.		
	3.		
1 st Vice- President	1.		
	2.		
	3.		
2 nd Vice- President	1.		
	2.		
	3.		
Secretary	1.		
	2.		
	3.		
Treasurer	1.		
	2.		
	3.		
Registrar	1.		
	2.		
	3.		
Historian	1.		
	2.		
	3.		

Company Election Ballot			
In February Camp Meeting, distribute to each Member for voting.			
Company Elected Officer	Candidate Name Select one for each office	Check one:	
		Yes Vote	No Vote
President	1.		
	2.		
	3.		
1 st Vice- President	1.		
	2.		
	3.		
2 nd Vice- President	1.		
	2.		
	3.		
Secretary	1.		
	2.		
	3.		
Treasurer	1.		
	2.		
	3.		
Registrar	1.		
	2.		
	3.		
Historian	1.		
	2.		
	3.		

Company Election Policy and Definitions

Company Elections – Constitution and Bylaws, Article IV, Section 7: Company Elections, Page 11

- A. Officers of the Organization who constitute the Company Executive Board shall be elected during odd-numbered years.
- B. Company elections shall be conducted adhering to approved policy and under the direction of the Company Parliamentarian and the Company Executive Board.
- C. Members of the Company Nomination Committee and the Company Election Committee shall be appointed by the Company President with the approval of the Company Executive Board.
 1. The Company Nomination Committee and the Company Election Committee consist of three Members, with at least one and not more than two Members of the Company Executive Board.
 2. The Company Nomination Committee and the Company Election Committee may be the same.
 3. The Company Parliamentarian may not serve as a Member of the Company Nomination Committee or the Company Election Committee.
- D. Elected Company Officers shall serve for a term of two years and shall be eligible for reelection not to exceed three consecutive terms.
- E. Elected Officers shall be installed by the Company Parliamentarian or an International Board Member

Definitions and Clarifications:

Elected Officers are President, 1st Vice-President, 2nd Vice-President, Secretary, Treasurer, Registrar, and Historian. In small Companies positions may be combined, i.e., Secretary and Treasurer.

Appointed Officers are selected by the Company President with the approval of the Company Executive Board, are not installed, have no term limits, and are not on the Ballot.

Election Cycle is January through March of odd-numbered years with some preparations in November prior where Nomination and Election Committees are selected and some Committee work takes place. The cycle concludes March 31 of odd-numbered years. A One-Camp Company holds elections during odd-numbered years since Camp Officers are also Company Officers.

Participants are registered Members whose current dues are paid and whose memberships are within the Company. They may vote, make nominations from the floor, or hold elected office.

Nominations from the Floor allow Members to propose candidates for offices.

Installation takes place by May 31.

Term of Office begins June 1 and ends two years thereafter on May 31. Vacancies may not be filled by individuals who have reached their maximum time served in that position during the preceding period.

Company Parliamentarian monitors that *Bylaws* and election policies are followed. She may not serve as a member of the Company Nomination or Election Committee.

Note: This Company Election Policy and Procedures is prepared assuming both the Nomination and Election Committees will function as one and will be referred to as Election Committee. If preferred, Companies may separate Committees.

- **Company Nomination Committee** identifies the most suitable candidate for each position and reports candidates to the Company Election Committee.
- **Company Election Committee** receives candidate names, receives nominations from the floor, and prepares a Ballot for distribution in paper copy or digital/email format. Distributes Ballot to Camp captains, receives vote count/tallied Ballot and reports results to Company President.