**FACTOM**

**COMMUNITY**

**Guide Election Process**

**DOC XXX**

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| VERSION | DATE | CHANGED BY | CHANGES |
| 0.1 | 10/13/2018 | David Chapman | Initial Draft |
| 0.2 | 10/22/2018 | David Chapman | Increased start time from 48 to 72 hours. |
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# Introduction

* 1. This document provides the procedure to elect a Factom Protocol Guide (“Guide,” and collectively, “Guides”). It is created to supplement section 2 of the [Factom Governance Doc 001](https://drive.google.com/open?id=1RVaVR7lvfGgOBMG-7oca9TtpnR7qaEfr6XJVaZJwd3M). All capitalized terms used herein and not otherwise defined in this document shall have the meanings ascribed to them in the Factom Governance Doc 001.
  2. The procedure described in this document is intended for election of a Guide who is deemed eligible under section 2.1 of the Factom Governance Doc.
  3. A Guide shall not be elected under this document unless the procedure set forth herein is strictly followed.
  4. A potential Guide subject to the election process is hereinafter referred to as the “Candidate Guide”.

# Election Process

* 1. Upon a Guide position being vacated for any reason, the remaining Guides will initiate a new election process within 72 hours.
     1. The Guides will make an announcement on the Factom Discord, Factom Reddit, Factom community forum, and any other widely used communication mediums for the Factom ecosystem. The announcement will contain at least the following:
        1. Clear communication that there is a Guide vacancy and that it can be filled by anyone who fits the eligibility standards set forth in section 2.1 of the Factom Governance Document.
        2. Information about the responsibilities and expectations of Guides.
        3. Current Guide compensation.
        4. A link to this document.
        5. An outline of specific dates and detailed information about the election process.
        6. A link to the Guide Election forum.
     2. Prior to the announcements being made, a special “Guide Election” forum will be created on the community forum where Candidate Guides can post a thread announcing their candidacy. This phase will last 7 days.
        1. Within the thread should be information detailing why Candidate Guides feel they are a qualified candidate.
        2. The forum should initially have settings where the only people who can see a thread are Guides and the submitting Candidate Guide.
     3. After the 7 day candidacy submission period, the threads will be made visible to the public and Standing Parties will be permissioned to ask questions of the Candidate Guides. Current Guides will ensure all Factom Protocol communication mediums receive an announcement that the question and answer period has commenced and a link to the forum. The last questions must be submitted by the end of the 7th day UTC and the threads will be closed for answers at the end of the 10th day UTC.
  2. The vote is to be initiated immediately upon closure of the discussion threads. Current Guides will ensure all Factom Protocol communication mediums receive an announcement that the vote has commenced and a link to the vote.
     1. A public poll will be created on the community forum.
        1. The name of each Candidate Guide will be listed in alphabetical order by last name.
        2. The content of the post will, in part, contain a link to each Candidate Guide’s announcement thread.
        3. Only verified Standing Parties will be allowed to vote.
        4. One vote per Standing Party may be cast.
        5. Voters will not be allowed to change their vote.
        6. Results can only be viewed after casting a vote.
        7. The poll will last five days after which the Candidate Guide with the most votes AND at least 33% of all votes, will win.
     2. If no Candidate Guide has at least 33% of the votes, a runoff election between the two Candidate Guides with the most votes will immediately commence. The poll thread options will be the same and the vote will last five days. At the end of the five days, whichever Candidate Guide has the most votes, will win.
* Should a quorum be defined? At least 60% participation from standing parties?