



Policy – Requests for Nominations

Approved by THRMoa Executive 13 October 2016

1. From time to time, Te Huinga Rōia Māori o Aotearoa (**THRMoa**) will be approached with requests for nominating members to certain position or boards, including appointments to the bench. It is appropriate that THRMoa has a policy in place for when these requests arise to ensure transparency and accountability to our members, should any questions be asked.
2. Where requests are sent to other members of THRMoa Executive, including the Secretary and/or the Administrative Assistant, the request will be forwarded to both Tumuaki.
3. The process for consideration of the request will be as follows:
 - (a) Tumuaki to consider the request and determine whether there are any conflicts arising from the request;
 - (b) If a conflict arises, the Tumuaki will make a recommendation to the Executive that the request be referred to other senior members of THRMoa in their place, to follow the policy below;
 - (c) If no conflict arises, the Tumuaki will seek guidance and input from other senior members of THRMoa (subject to confidentiality and sensitivity issues) and liaise with the Core Executive as necessary in order to prepare a list of suitable nominees;
 - (d) Once prepared, the list of suitable nominees and final recommendations will be circulated to the Executive by email for feedback;
 - (e) Subject to any feedback from the Executive, the Tumuaki (or Secretary, where appropriate), will respond to the request in writing.
4. It is preferable to provide a list of nominees, rather than nominating any one person.
5. All correspondence relating to requests, including the final response from the Tumuaki, will be saved to the THRMoa Office 365 folders.