

2017 Election Timeline

| # | Item | Section | Party | Due Date | 2016-2017 Deadline** |
|----|---|-------------------|--|--|-------------------------------------|
| 1 | Annual Decision (Election Services Contract) | 4.1 | GC/BOD | At or before the August Regular Board Meeting | 8/15/2016 |
| 2 | Establish Annual Meeting Date and Location | 3.1 | BOD | At or before the August Regular Board Meeting | 8/15/2016 |
| 3 | Present Draft Election Timeline | 3.2 | GC | At least 6 months prior to Annual Meeting | 11/14/2016 |
| 4 | Communications Plan overview presented to the Board of Directors | 7.3 | Communications Department | At or before the January Regular Board Meeting | 11/14/2016 |
| 5 | Approve Election Timeline | 3.2 | BOD | At least 5 months prior to Annual Meeting | 12/19/2016 |
| 6 | Final Communications Plan to be approved by the Board of Directors | 7.3 | Communications Department | At or before the January Regular Board Meeting | 12/19/2016 |
| 7 | Director will submit to the Board Recording Secretary the name of a person or persons residing in the Director's District eligible and willing to serve on the Qualifications and Elections Committee | 6.2.1.6 | BOD/BRS | At least a week before the Regular Board meeting 4 months prior to an election | 1/10/2017 |
| 8 | Conduct Internal Coordination Meeting and Establish PEC Election Team | 3.3 | GC/Communications/IT/Board Recording Secretary/Legal/Member Services/SBS | Upon approval of the Election Timeline (meeting set after approval of election timeline) | 1/17/2017 |
| 9 | Retain Background Verifier | 6.2.1.7 | GC | None specified | 1/17/2017 |
| 10 | Post and make available Nomination Application and Ballot Materials | 6.2.1.1.1 | BRS/Communications/Member Services | At least 5 months prior to Annual Meeting | 1/17/2017 |
| 11 | Direct the General Counsel to prepare proposed Non-Director Election items | 6.1 | BOD | No later than the Regular Board Meeting 5 months prior to an election | 1/17/2017 |
| 12 | Board will appoint the Qualifications and Elections Committee | 6.2.1.6 | BOD/QC | At the Regular Board meeting 4 months before an election | 1/17/2017 |
| 13 | Send Quality Control steps to the General Counsel | 7.13 | SBS/GC | Before the February Regular Board Meeting | 2/20/2017 |
| 14 | Candidate Application to be delivered to the Board Recording Secretary at PEC Headquarters in Johnson City | 6.2.1.4 | Candidate Applicants/BRS | At or before 5 p.m. on the last business day falling 82 days or more before the date of the Annual Meeting | 3/27/2017 |
| 15 | Qualifications and Elections Committee Meeting Date | | QEC/OGC/BRS | | 4/10/2017 (and 4/11/2017 if needed) |
| 16 | Candidate Orientation and Candidate photographs | 7.1, 7.6 | Candidate Applicants/PEC staff | The week preceding the April Regular Meeting of the Board | 4/12/2017 |
| 17 | Election withdrawal deadline for removal from Ballot | 7.2 | Candidate Applicants | Before Board approval of Ballot | 4/17/2017 |
| 18 | Presentation and approval of Candidate slate, Ballot, and any Non-Director Election items | 6.2.1.9, 6.2.1.10 | Qualifications and Elections Committee /GC | At least 2 months prior to an election | 4/17/2017 |
| 19 | Candidate Video Recording Make-up Opportunity | 7.5 | Candidate Applicants/PEC staff | Within 7 business days prior to the public forum | 4/11/2017 - 4/19/2017 |

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| 20 | Candidate Forum (Candidates video recording) | 7.5 | Candidate Applicants/PEC staff | On the Thursday after the Ballot is approved by the Board | 4/20/2017 |
| 21 | Mailing of Ballots | 7.4.1 | SBS | Delivered between 25 and 30 days before the Annual Meeting* | 5/18/2017 |
| 22 | Online voting site goes live | 7.4.2 | SBS | 30 days before the Annual Meeting | 5/18/2017 |
| 23 | Electronic voting devices available to membership at PEC offices | | Elections Committee/GC | | 5/18/2017 |
| 24 | Initial voting email notifications | 7.4.3 | SBS | Between 25 and 30 days before the Annual Meeting | 5/18/2017 |
| 25 | PEC Corporate Fact Sheet emailed to all PEC Members | 7.3 | Communications Department | As approved in the Communications plan | 5/18/2017 |
| 26 | Supplemental mailing of ballots to Members since previous mailing | 7.4.1 | SBS/IT | As specified in this timeline | 5/25/2017 |
| 27 | Update on voter turnout | 7.12 | GC | Once weekly after ballots are initially mailed | 5/25/2017 |
| 28 | Update on voter turnout | 7.12 | GC | Once weekly after Ballots are initially mailed | 6/1/2017 |
| 29 | Supplemental mailing of ballots to Members since previous mailing | 7.4.1 | SBS/IT | As specified in this timeline | 6/1/2017 |
| 30 | Reminder voting emails | 7.4.3 | SBS | Dates to be determined each year when timeline presented to the Board of Directors | 5/25/2017 6/1/2017 |
| 31 | PEC Corporate Fact Sheet emailed to all PEC Members | 7.3 | Communications Department | As approved in the Communications plan | 6/1/2017 |
| 32 | Update on Voter Turnout | 7.12 | GC | Once weekly after ballots are initially mailed | 6/8/2017 |
| 33 | Deadline for mailing or casting online ballots | 8.4 & Bylaws | SBS | Eight days before Annual Meeting | 6/9/2017 |
| 34 | Record Date for Casting Ballot at Annual Meeting, transmittal by PEC of Members eligible to vote to SBS | 5.2 | IT | Close of business four business days before Annual Meeting | 6/13/2017 |
| 35 | Pre-Annual Meeting Quality Control | 7.14 | SBS | At the close of the final business day before the Annual Meeting | 6/16/2017 |
| 36 | Post-Tabulation, Pre-Announcement Quality Control | 8.8 | SBS | On the date of Annual Meeting after the results are tabulated | 6/17/2017 |
| 37 | Announcement and Certification of Election Results | 8.9 | SBS | On the date of Annual Meeting after the results are tabulated | 6/17/2017 |
| 38 | Post-Election Director Acknowledgments | 8.10 | BOD | On the date of Annual Meeting after the meeting has concluded | 6/17/2017 |
| 39 | Final Election Results - District-by-District Results | 9.1 | SBS | Within five business days of the Annual Meeting | 6/23/2017 |
| 40 | Post-Election Analysis | 9.2 | GC | Within two months after the Annual Meeting | 8/17/2017 |

*Ballots are mailed for intended delivery to Members on the first day of voting period. It is anticipated that U.S. addresses will be mailed 3 days in advance and international addresses 10-15 days in advance of the first day of voting.

**Dates listed here are subject to change due to aligning dates of the Board of Directors Meetings