



Campaign Code of Conduct 2020 General Election

For all positions on the 2021 Unitec Student Council

1 Purpose:

The purpose of this policy is to outline the limitations on all candidates involved in election campaigns when standing for election to the Unitec Student Council (USC) and to inform them of their rights and responsibilities.

2 Organisational Scope:

This is an Executive policy that applies to all elections for positions on the USC.

3 Definitions:

For purposes of this policy, unless otherwise stated, the following definitions shall apply:

Campaign Spending Limit	Shall mean the GST – inclusive amount, including cash, contra and volunteer hours, which a candidate may spend up to as set by the USC.
Campaign Material	Shall mean all physical and internet advertising that is used by a candidate during their campaign.
Candidate	Shall mean a person who meets the eligibility criteria to stand for election to the USC as laid out in the Unitec Student Council Constitution.
Constitution	Shall mean the most current approved copy of the Constitution of the USC.
Contra	Shall mean any product or service that may be provided to a candidate free.
GST	Shall mean Goods and Services Tax as referred to in the Goods and Services Tax Act 1985 and subsequent amendments.
Electioneering	Shall mean any candidate that is engaged in actively or passively advertising himself or herself for the purpose of election to the USC.
Interference	Shall mean any candidate or candidate volunteer that actively or passively seeks to interfere with the election campaign of another candidate.

Polling Station	Shall mean locations provided by USC where eligible voters may cast their ballot online during a USC election.
Returning Officer	Shall mean the person nominated by the USC to oversee a USC election to ensure that all candidates comply with USC election policy and procedure.
Solicitation	Shall mean personal approaches to members by candidates or their volunteers for electioneering.
Treating	Shall mean the act of serving food, drink, and other refreshments to influence people for political gain during a USC election.
USC	The Unitec Student Council
USC Election Committee	The group of persons directed by the outgoing USC to manage their student election including the position of Returning Officer and any other persons considered necessary for the success of the process.

4 Policy Content and Guidelines:

Refer to Schedule 2, of the USC Constitution

4.1 Correct Candidate Information and Disclosure

All candidates for positions in elections are responsible for ensuring that the details provided to the Association on their nomination form are correct.

4.2 Correspondence between Candidates and Returning Officer

Any email correspondence should be to following nominated address:
elections@unitec.ac.nz

4.3 Candidates are responsible for all aspects of their campaign

Each candidate is directly responsible for any actions or material involved in the running of their campaign.

4.4 Campaign Spending Limit

Personal Campaign spending shall be limited to an amount set by the USC Election Committee prior to the nomination period for an Election. This limit will include reference to the total amount of money (including donations, contra, volunteers and sponsorship) that each candidate (or collective of candidates) is allowed to collect and use over the entire period of campaigning for each position for which they run.

4.5 Campaigning

Candidates may not start their campaigning until after attending the Candidates' Campaign Briefing Meeting, reading and signing the Campaign Code of Conduct declaration form and handing this document in to the Returning Officer or their nominee.

4.6 Candidates to account for all Campaign Income and Expenditure

Each candidate is to provide a budget and receipts for all expenditure relating to their campaign to the Returning Officer upon request. Candidate budgets are to be provided prior to the first day of polling. Failure to provide this information when requested is grounds for disqualification.

4.7 Candidates to provide the Returning Office with Promotion Details and Locations

Candidates are responsible for keeping a list that details what sort of promotion they have undertaken, where they posted material (including online), and how much material is in any particular location. This must be made available to the Returning Officer upon request. Failure to provide this information is grounds for disqualification.

4.8 Interference with other Candidates' Campaigns

Candidates and their volunteers may not interfere with the campaign or publicity material of other candidates unless they have express written permission from the candidate and this can be produced on demand.

4.9 Removal of Campaign Material

Candidates are responsible for the removal of all their personal campaign publicity material by 5pm on the last day of campaigning or at the instruction of the Returning Officer. They are responsible for notifying the Returning Officer in writing that, to the best of their knowledge, all personal campaign material has been removed and accounted for.

4.10 Electioneering on Polling Days

Electioneering will be permitted on Polling Days (Part 3: Election Rules, Schedule 3.4, 2): Code of Conduct in Elections, USC Constitution).

Electioneering shall be limited to the guidelines provided as part of the election information to USC candidates at the Campaign Briefing meeting.

4.11 Breaches of Policy leading to Disqualification

Non-observance of this policy is grounds for disqualification.

Actions that contravene Unitec regulations or statutes, the USC Constitution, or USC Election Policy and Procedure will be assessed on a case-by-case basis by the USC Election Committee and the Returning Officer, and may result in disqualification and disciplinary action.

Candidates must attend the pre-campaign meeting or make a time to meet with the Returning Officer or their nominee in order to go over the code of conduct requirements. The attendance and compliance will be noted by the Returning Officer or their nominee as part of the required Campaign Code of Conduct Declaration.

Non-attendance is grounds for immediate disqualification.

Candidates are advised the following actions will not be tolerated and will deem to have been committed when a candidate directly or indirectly, by himself or herself, or by any other person/s on his/her behalf:

- Attempts to vote twice or vote as another person (impersonation);
- Incites or organises a protest or disturbance during polling days;
- Posts defamatory information either physically or online;
- Attempts to influence any person to vote or refrain from voting, for procuring election by:
 - Offering a monetary reward or gift;
 - Offering food, drink or entertainment;
 - Undue influence such as force, violence or threats.

4.12 Appeals

If a candidate is disqualified, they have the right to appeal their disqualification. Notice of such an appeal must be made in writing, and received by the Returning Officer within 24 hours of receipt of the written notice of disqualification.

If an appeal is lodged, the appellant will pay a bond of \$100 (GST-inclusive) towards administration costs associated with the appeal. The \$100 bond will only be refunded if the appeal is upheld. The Appeal Panel shall meet to consider appeals (should any be made) on dates and times set in accord with Part 3.6 and 3.7 of the USC Constitution.



Campaign Code of Conduct
DECLARATION

(Note – copy to be sent to Returning Officer)

I, (Full name and address of Candidate.....
.....
.....

Declare that I have read the Unitec Student Council Candidate Campaign Code of Conduct, have attended the 2020 Candidate Briefing Meeting or met with the Returning Officer separately to go over this information, and will abide by the same during my election campaign for the position of:

[Name of Position].....

In the Unitec Student Council Committee 2020 Elections.

I make this solemn declaration conscientiously believing the same to be true by virtue of the Oaths and Declarations Act 1957.

Declared at Unitec, Auckland thisday of, 2020.

Candidate Signature

Student Identification Number

Declared before me:

_____ 2020 Returning Officer