

UWSU Elections - Code of Conduct for Candidates

Any breach of the Code of Conduct may result in penalties. This could result in withdrawal from the election.

The Union is committed to ensuring that the elections are conducted in a fair and appropriate manner so the experience is positive for those involved. We aim to provide all candidates with support and guidance to ensure a clear understanding of the regulations and procedures.

This Code of Conduct outlines the rules for candidates to ensure everyone has equal opportunity to promote themselves in an appropriate manner. Read through this document and sign the declaration before returning it to the SU reception or emailing a scanned copy to t.swainson@wlv.ac.uk before 5pm on March 17th.

Campaigning

1. Campaigning can only begin after the official start time; this includes social media.
2. Candidates are responsible for their campaigns team's actions. If any of their team breaks the rules outlined in this document, the candidate will receive the penalty.
3. Candidates cannot move, alter or remove another candidate's publicity.
4. Candidates cannot campaign in the Learning Centres or social learning areas.
5. No candidate shall attempt to bribe, intimidate or harass another candidate, support, staff member or voter either physically or online.
6. Candidates cannot promote other candidates running in the election.
7. Candidates cannot campaign within student halls. They may ask for permission to leave promotional material in the lobby.
8. Candidates cannot campaign when on duty either as a member of Union Staff or a volunteer.
9. Candidates cannot obstruct students trying to talk to other candidates.
10. Candidates cannot use Union resources for their campaigns such as poster boards or mailing lists.

Online Campaigning

11. Candidates are not allowed to campaign on official University or Union channels such as Facebook pages, twitter accounts, WOLF or any other Virtual Learning Environments.

12. Candidates cannot use pre-existing mailing lists or WOLF topics.

13. Candidates may use social media but all platforms they use must be public, open and accessible to other candidates.

Voting

15. Candidates are not allowed within 5 metres of a polling station; this includes public computers on campus.

16. Candidates cannot communicate with voters whilst they're voting.

17. Candidates cannot vote on behalf of a student or encourage someone else to do it.

18. Candidates cannot use personal electronic devices to enable students to vote such as laptops, iPads or smart phones.

Budget

19. Candidates cannot spend more than £50 on their campaign.

20. All costs must be declared with receipts by 2pm on Friday 31st March, failure to do so could result in disqualification.

21. Candidates cannot be sponsored or use 'freebies' donated by friends, family or businesses in their campaigns.

22. If an item has no receipt a fair value will be assigned to the expenditure by the DRO or Election Committee.

Breaching the code of conduct

Any candidate found to be in breach of the code of conduct will face election penalties. The DRO reserves the right to impose any reasonable penalty in light of the circumstances. Depending on the severity of the breach, candidates can receive the following penalties:

- An informal verbal warning
- A formal written warning
- Be disqualified from the elections

Candidates may receive penalties incrementally if they commit more than one breach, however, a more severe penalty can be imposed without prior warnings depending on the severity of the breach.

Serious breaches can be referred to the University Secretary who is the Returning Officer (RO) for all Union elections.

All candidates are advised to contact Union staff or the DRO if they are uncertain of any rules and regulations to avoid unnecessary penalties.

Complaints and appeals

Any student may make a complaint by contacting the Deputy Returning Officer, Ann Gough: a.gough@wlv.ac.uk –

- Complaints about the conduct of candidates must be made in writing as soon as practically possible after the incident. Complainants need to collect any evidence to reinforce the complaint.
- Complaints cannot be made on anecdotal evidence or on behalf of a fellow student.
- The deadline for complaints is Friday the 31st March at midday.
- Appeals against a decision around a complaint must be submitted to the RO within two working days of the decision.

I agree to abide by all of the above rules of regulations and understand that any breach of the above by me or my campaign team, may result in sanctions.

Signature	
Name	
Date	
Position	