

# SUSU Election Rules

## 1. Introduction

- 1.1. The following rules have been written to ensure that our elections are conducted in the spirit of fairness, friendliness, and co-operation.
- 1.2. These rules apply to candidates **and their campaign teams** in any SUSU election.
- 1.3. The dates of the Nominations, Campaigning, and Voting periods for each election will be displayed on the relevant page of the SUSU website.
- 1.4. Each SUSU election has a Returning Officer (RO) and Deputy Returning Officer (DRO) who review and approve the election rules and decide on outcomes in cases where the rules are broken.
- 1.5. The names of both the RO and DRO for each election will be displayed on the SUSU website.
- 1.6. If the RO or DRO make any decisions, or candidates ask any questions, related to the rules which could be of general interest then all candidates will be made aware of the decisions and answers.
- 1.7. Any questions about the rules should be directed to the SUSU Representation Team, who can be contacted at [representation@soton.ac.uk](mailto:representation@soton.ac.uk).

## 2. Nominations (sometimes referred to as applications or apply)

- 2.1. Nominations must be submitted via the nomination form on the SUSU website. Nominations submitted by other means or outside of the nominations period will **not** be accepted.
- 2.2. Before submitting their nomination, all candidates must ensure that:
  - They are a currently enrolled student at the University and meet the eligibility criteria for the role
  - They have read the relevant role description, and they understand the requirements of the role
  - They have read and understand the election rules
- 2.3. Additionally, candidates for Sabbatical Officer roles must ensure that:
  - They are aware that they must attend a Candidate Briefing prior to the start of campaigning, and must use the official headshot taken by SUSU
  - They will be available to work full-time from the 1<sup>st</sup> July following the election until the 30<sup>th</sup> June of the following year (they will be entitled to Annual Leave during this time as an employee of the Students' Union)
  - There are no specific restrictions on their visa preventing them from taking on a sabbatical officer role (if they are an international student)
  - They are eligible to act as a Trustee of SUSU, meaning they must **not**:
    - have an unspent conviction for one or more of the offences listed here:  
[https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment\\_data/file/673797/Auto\\_disqualification\\_table\\_v1.1.pdf](https://assets.publishing.service.gov.uk/government/uploads/system/uploads/attachment_data/file/673797/Auto_disqualification_table_v1.1.pdf)
    - have an IVA, debt relief order and/or a bankruptcy order
    - have been removed as a trustee in England, Scotland or Wales (by the Charity Commission or Office of the Scottish Charity Regulator)
    - have been removed from being in the management or control of any body in Scotland (under relevant legislation)
    - have been disqualified by the Charity Commission
    - be a disqualified company director
    - be a designated person for the purposes of antiterrorism legislation
    - be on the sex offenders register
    - have been found in contempt of court for making (or causing to be made) a false statement
    - have been found guilty of disobedience to an order or direction of the Charity Commission)
- 2.4. Candidates may withdraw from the election at any time from the submission of their nomination until one hour before the opening of voting. They must inform the Representation Team in writing of their wish to withdraw, which will be binding as soon as it has been accepted.

### 3. Campaigning

- 3.1. Candidates may only start campaigning after the campaigning period has begun.
- 3.2. Candidates must provide the Representation Team with the names of their campaign team (if they have one) and will be responsible for ensuring their team follow these rules.
- 3.3. Candidates may (but are not required to) spend up to £20 of their own money on their campaign, which will not be reimbursed.
- 3.4. Candidates must ensure that a member of the Representation Team has admin access to any social media campaign pages or accounts they plan to use, to monitor election expenditure on social media promotion.
- 3.5. Candidates must not exceed the £20 spending limit and must submit proof of their election expenditure prior to the close of voting.
- 3.6. Candidates are not allowed to produce physical leaflets or flyers, in line with SUSU's ongoing work to improve our sustainability.
- 3.7. Candidates must not receive public endorsements from the following:
  - SUSU clubs or societies
  - Other SUSU election candidates
  - Elected SUSU officers or SUSU staff
    - SUSU Support Staff are allowed to campaign for election candidates in a personal capacity; however, they must not do so while on shift, or while wearing their staff uniform.
  - External bodies (including university staff)
- 3.8. Candidates are permitted to post on existing social media pages or groups with the permission of the page/group admins, however this opportunity must be extended to other candidates to avoid conflict with the above rule.
- 3.9. All campaigning must be fair and positive; candidates must be respectful and must not be negative about other candidates.
- 3.10. Candidates must not display behaviours that would bring the role or SUSU into disrepute. This could include, but is not limited to:
  - Bullying or harassment
  - Sexual misconduct
  - Violence or verbal abuse of any kind towards another individual
  - Insults based on a person's ethnicity, gender, sexual orientation, ability, age, religion or outward appearance
  - Acts that are designed to or are likely to incite hate based on nationality, race, religion, age, gender or sexual preferences.
- 3.11. During campaigning and voting, candidates are not allowed to offer incentives or pressurise students to vote for them.

### 4. Voting

- 4.1. All SUSU elections will use the Single Transferrable Vote (STV) system, whereby voters rank candidates for each role in order of preference.
- 4.2. Voting will take place electronically at [www.susu.org/vote](http://www.susu.org/vote). Votes submitted by other means, or outside of the voting period, will not be counted.
- 4.3. The RO and DRO in Leadership Elections (and the DRO for all other elections) will be present when the votes are counted and will sign off the vote as properly conducted.
- 4.4. The results of the election will be announced after the count, and all candidates will be contacted by the SUSU Representation Team to inform them of the outcome.

### 5. Complaints

- 5.1. Any complaints about candidates in a SUSU election must be raised to the SUSU Representation Team via the [online election complaints form](#).
- 5.2. Complaints must be submitted in line with the [SUSU Elections Complaints Procedure](#).
- 5.3. A candidate will be held accountable for the actions of their campaign team, if they have one.