

Failure to comply with these regulations may lead to disqualification, or result in a reduction in money provided for publicity. Any questions concerning these regulations must be referred in the first instance to the Assistant Returning Officer, Hazel Blair, email: Hazel.Blair@eusa.ed.ac.uk. Full details and forms can be found at <http://www.eusa.ed.ac.uk/referendum>.

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SECTION 1 – QUESTIONS AND CAMPAIGNING PERIOD

1.1 Questions Period

The Question Period will run from 25 January to 1 February 2011. Proposers must inform EUSA of their proposed question and receive acknowledgement before they begin to collect signatures. The question should be submitted in writing by email to President@eusa.ed.ac.uk and cc'd to Craig.Stewart@eusa.ed.ac.uk, or through the EUSA website at www.eusa.ed.ac.uk/referendum. The deadline for completed forms with questions and signatures is 12 noon on 1 February 2011

Referenda will always take the form of a Yes/No question. Where two or more similar questions are submitted, proposers may be encouraged to jointly produce a combined question. A standard form is available at www.eusa.ed.ac.uk/referendum which outlines a structure for any relevant information, the question and room for the collection of signatures.

1.2 Campaigning Period

The campaigning period will take place from 1 to 9 February, up to the close of voting. During this time, candidates can display publicity material and canvass as outlined in these Regulations.

The proposer and seconder for each referendum shall constitute the key contacts for the 'Yes' campaign for that referendum. EUSA shall invite students to volunteer to lead a 'No' Campaign, prior to the Campaigning period. Only two campaigns for each referendum shall be permitted and funded – one 'Yes' campaign and one 'No' campaign.

SECTION 2 – PUBLICITY

2.1 Publicity Budget

EUSA will provide a publicity budget of £50 for each 'Yes' and 'No' Campaign Team to spend on their campaign as they think most effective. No additional money will be permitted to be spent on campaigns. Expenditure should be recorded on the Expenses Sheet which is available online along with the relevant receipts.

2.1 Official EUSA Publicity

EUSA will provide online publicity in the form of a listing of the Referendum questions together with statements and links to websites and videos for each of the Campaign Teams. EUSA also reserves the right to put forward neutral and factual information to facilitate informed debate.

2.2 Referendum Debate

A Referendum Debate will be held at 7pm on Monday 6 February in the George Square Lecture Theatre. Each question shall receive equal time and both the 'Yes' and 'No' campaigns for each question shall receive equal time. The Referendum Debate shall also include an opportunity for members to question Sabbatical Association Officers.

Campaign Teams are urged to encourage their supporters, as well as other students, to attend. Please note that this event may be videoed and streamed live over the internet and made available on demand for up to six months after the event.

SECTION 3 – GENERAL PUBLICITY REGULATIONS

The following regulations must be strictly adhered to by Campaign Teams. Violation of these provisions, and any of the other provisions contained in this section, may lead to sanctions.

3.1 General Regulations

Any questions concerning these publicity regulations should be referred to the Assistant Returning Officer for clarification, and if necessary, this will be referred to the Returning Officer for a judgement.

- 3.1.1 All publicity must clearly state the Referendum Question. It is also recommended that the dates of the Debate and voting period is highlighted on all publicity and the web address for the University Portal www.myed.ed.ac.uk.
- 3.1.2 Posters may be placed on all official University and EUSA notice-boards It is advisable that all posters contain the EUSA logo or are stamped with the EUSA stamp.
- 3.1.3 Campaign Teams will be allowed to tie posters to lamp-posts in Bristo Square and other University campuses once the campaigning period has begun. These areas are specified in the map which is available on line. Candidates are also permitted to tie posters to lamp posts within the King's Buildings campus, and there are hoardings for posters at the West Mains Road entrance.

Campaign Teams are responsible for removal of these posters and any cable ties by Wednesday 15 February. Campaign Teams putting posters on other lamposts and railings may be subject to prosecution by the local Council. EUSA will remove any remaining posters one week after the Referendum. Any groups with posters remaining will be charged and may be subject to a reduction of publicity allowances in future EUSA elections. Do not tie posters to trees or plants.

- 3.1.4 Campaign Teams are allowed to use a website to publicise their campaign. This must not be held on any EUSA, University or Society web space. Web addresses should be submitted on-line and EUSA will provide a link to these websites from the EUSA web pages. There must be no other links to a Campaign website from any EUSA or University web page.
- 3.1.5 Defacing, destruction or removal of other Campaign Teams' publicity is not permitted.
- 3.1.6 Campaign Teams are not allowed to use any web environment specifically created to promote EUSA Committees, Campaigns or Groups, for example Freshers' Week Group on Facebook. In case of any doubt please contact the Assistant Returning Officer who will provide clarification.
- 3.1.7 In order to prevent Campaign Teams from having an unfair advantage, societies are not permitted to use their own resources to produce literature supporting any campaign. Any society contravening this policy shall not be eligible to receive monies from EUSA in the two sessions immediately following the Referendum.
- 3.1.8 Unsolicited use of University E-mail accounts to promote Campaigns (spamming) will constitute a breach of these Regulations and will result in action being taken, as well as the sender being subject to University discipline.
- 3.1.9 Campaign Teams are responsible for their own health and safety and should be aware of the safety of others when engaging in any campaigning activity.

3.2 Video Link

Videos can be embedded into Campaign Team websites and EUSA will provide a link to the website. Anyone wishing assistance with this should contact the EUSA IT Department.

SECTION 4 – CANVASSING AT POLLOCK HALLS

The following are regulations agreed with the University Accommodation Service (AS). The steps detailed below are to enable Referendum campaigning to take place, and also to ensure that residents at Pollock are not unnecessarily inconvenienced. **Any breach of these regulations is a breach to Referendum regulations**

- 1) After the Campaigning Period begins, canvassing in Houses at Pollock (knocking on doors) will be permitted on the following days:
 - Sunday before polling between 3.00-6.00 pm only
 - Monday to Wednesday of polling week, between 6.30-8.30pm only
 - On the day of polling up to 12 noon
- 2) Canvassing elsewhere on site must not go beyond 10.00pm on any evening
- 3) No canvassing in the dining area of the John McIntyre Centre is permitted.
- 4) Posters should be put up on the posterboard fencing panels provided at Pollock for the Elections. There are three of these located at the entrance walkway to Pollock, outside the John MacIntyre Centre and the walkway through Holland Square. Note that there are also general boards in each House where candidates can put posters up. These are the only places that posters should be put up and Pollock staff will remove posters found elsewhere on campus.
- 5) All teams canvassing at Pollock must carry their University ID in case this is asked for by any member of staff at AS. In addition, the Campaign Leader will also be given an official Referendum permit for canvassing at Pollock.
- 6) If at any stage any group appears not to follow these regulations, or if any group is particularly distracting for residents, staff at Accommodation Services will reserve the right to ask those concerned to leave the site immediately.

SECTION 5 – VOTING

Matriculated students will vote online through the MyEd portal or by visiting www.eusa.ed.ac.uk/elections. Life and Associate Members may also vote on questions relating to amenities and finance. Life and Associate Members can vote on line and can register up to seven days before polling opens in order to vote on line via <http://elections.eusa.ed.ac.uk/elect/lmreg>. Campaign Teams must not solicit votes nor interfere with the actual voting process.

SECTION 6 – DISQUALIFICATION, QUESTIONS and APPEALS

6.1 Disqualification and Other Sanctions

A candidate may be disqualified by the Returning Officer on any of the following grounds:

- (a) Violations of the regulations contained in these Regulations.
- (b) Bribery.
- (c) Multiple voting.
- (d) Interference with the actual voting.
- (e) Conspiracy by the candidate acting in concert with others to commit any of the offences mentioned in sub-paragraphs (b) to (d).

In addition, the Returning Officer may apply sanctions short of disqualification, including (but not restricted to):

- Verbal Warning
- Written Warning
- Removal of Printing Allowance
- Confiscation of Campaign Materials
- Removal of Online Publicity
- Exclusion from the Debate
- Fines

The Returning Officer will use their discretion when deciding on action to be taken in the event of a breach. When discretion is used with regard to a potentially serious breach, account will be taken of previous cases.

6.2 Questions and Appeals

Any questions or complaints concerning the election should be made to the Assistant Returning Officer in the first instance.

Any candidate wishing to appeal against any aspect or contest the election shall be governed by the following procedures:-

- a. The initial appeal must be made by the candidate in writing to the Returning Officer prior to the beginning of the Presentation of Results.
- b. In the event of an appeal, the Returning Officer will collect all evidence available and decide on the appeal at the earliest possible opportunity. The Returning Officer's decision will be final unless it is appealed against within seven days of notification to all candidates involved.
- c. Should a candidate appeal against the decision of the Returning Officer the matter will be referred to the EUSA Elections Appeal Committee, which will comprise as follows-
- d.
 - The Rector, or the Rector's Assessor (Chairperson)
 - Two EUSA Trustees
 - Dean of the School of Law, or his/her nominee
 - EUSA Chief Executive

The decision of the Elections Appeal Committee shall be final.

The only grounds for appeal is concrete evidence of electoral malpractice.