

GENERAL SECRETARY ELECTION 2012

GUIDANCE NOTES

- 1 Candidates are asked to take note of the Union's wish that their campaign materials and comments, although vigorous and critical, will not be gratuitously offensive, abusive or defamatory, nor refer in a derogatory way to the race, religion, sexual orientation, age or other personal characteristic of candidates.
- 2 We hope that particular care will be taken not to make any such remarks about members of UCU staff who may not be in a position to reply.
- 3 Points 1 and 2 do not in any way infringe the right of a candidate to write an election address with the content they wish, recognising that all liability for ALL remarks in a candidate's election address rests with the candidate and not the Union.
- 4 The Union will distribute election addresses of candidates along with supplementary biographical information, and make these available on UCU's website, and, in the case of candidates for the post of General Secretary, equal access will be allowed to the UCU members' email list for the purpose of giving all candidates the opportunity of making four electronic communications to all members on this list in the period between the close of nominations and the close of the ballot. The returning officer will issue advice to all candidates on the timing, word limit and other features of any such communications. A candidate may decline all or any such opportunity to make an electronic communication. This will not affect the opportunity of other candidates to make such communications.
- 5 Other than the specific provision made in paragraph 4 above, candidates are not permitted the use of UCU funds or resources for the purposes of campaigning. Except as permitted by UCU, use by candidates of sensitive personal data held by UCU or any of its officials and/or officers (elected or paid) is not permitted under any circumstances. Breach of either of these clauses by a candidate may result in exclusion from the ballot.
- 6 In respect of the General Secretary election, from the date on which nominations close (23 November 2011) until the end of the ballot period hustings meetings may be held, and reasonable travelling and subsistence expenses of candidates paid out of union funds, provided that **all** candidates standing in the General Secretary election are invited to attend such hustings.