



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

NUSSU Executive Committee Election Regulations

Regulations for the election of NUSSU Executive Committee Representatives

Revised Edition March 2021

Part I – Preliminary

Citation

1. These Regulations may be cited as the NUSSU Executive Committee Election Regulations.

Interpretation

2. In these Regulations, unless it is otherwise provided, or the context otherwise requires –
 - (1) All words shall have the meanings provided in the NUSSU Constitution.
 - (2) “Election” refers to the general process of selecting student members to serve as NUSSU Executive Committee members, NUSSU Council members, Constituent Club Management Committee members etc., and includes (but is not restricted to) the types of elections defined below.
 - (3) “NUSSU Executive Committee Representative Elections” refers to the elections held by Constituent Clubs to elect Constituent Club members to the NUSSU Executive Committee.
 - (4) “Management Committee Elections” refers to elections held by Constituent Clubs to elect their respective Management Committees.
 - (5) “Annual Election” refers to the regular, scheduled elections that are the bulk of the elections held every year to select new NUSSU Executive Committee Representatives and Constituent Club Management Committee members.
 - (6) “By-Election” refers to elections held outside of the regular election cycle to fill vacant NUSSU Executive Committee Representative and Constituent Club Management Committee seats
 - (7) “Council Election” refers to the internal elections held by the NUSSU Council to designate newly-elected NUSSU Executive Committee Representatives as NUSSU Executive Committee *Officers*.



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

- (8) "Union Election Committee" refers to the committee overseeing elections and supervising the Constituent Club Election Committees. The Union Election Committee shall be formed by members of the outgoing Union Council.
- (9) "Constituent Club Election Committee" refers to the election committees immediately in charge of administering elections in the respective Constituent Clubs. The Constituent Club Election Committee shall be formed by members of the outgoing Constituent Club Management Committee.
- (10) "Day(s)" refers to calendar day(s) unless stipulated otherwise.

Amendment

3. A Motion seeking to amend or remove any provision of these Regulations shall not be passed unless it has been supported by the votes of:
 - (1) Not less than half of the total number of Voting Council Representatives present during a Council Meeting, or
 - (2) Not less than half of the total number of Union Members present during a General Meeting of the Union.
4. For the purposes of section 3, amendment of provisions includes addition, amendment and/or repealing of provisions.

Legislative History

5. This Regulation was first enacted on 15 June 2013 and amended on 5 February 2014, 6 June 2015, 18 June 2016, 25 May 2019 and 27 March 2021.

Sources of Law for NUSSU Executive Committee Representative Elections

6. The sources of law for NUSSU Executive Committee Representative Elections shall be found in the following sources in descending order of supremacy:
 - (1) The NUSSU Constitution;
 - (2) The NUSSU Executive Committee Election Regulations;
 - (3) Standing Orders of the Union Election Committee;
 - (4) Standing Orders of the Constituent Club Election Committee; and



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

(5) Other valid written sources of laws stipulated by the Union.

7. Any source of law for NUSSU Executive Committee Representative Elections which is inconsistent with a more supreme source of law shall be void, but only to the extent of the inconsistency.
8. Constituent Clubs shall not prescribe additional rules, regulations or procedures for NUSSU Executive Committee Representative Elections.
 - (1) Any such rules, regulations or procedures prescribed by Constituent Clubs shall be deemed inconsistent if such rules, regulations or procedures contravene and/or derogate from the provisions of more supreme sources of law.

Scope

9. These Regulations shall apply to both annual Elections and By-Elections for the election of NUSSU Executive Committee Representatives.
 - (1) For the avoidance of doubt, these Regulations shall not apply to the election of Constituent Club Management Committee members. The election of Constituent Club Management Committee members shall be governed by the Constituent Club Management Committee Elections Regulations.

Structure of Regulations

10. This Regulation shall be divided into the following parts:
 - (1) Part I – Preliminary
 - (2) Part II – Election Committees
 - (3) Part III – Election Process
 - (4) Part IV– Physical Voting Procedures and Formats
 - (5) Part V – Online Voting Procedures and Format



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

Part II – Election Committees

11. There shall be a Union Election Committee, and Constituent Club Election Committees formed by every Constituent Club, to oversee the NUSSU Executive Committee Representative Elections process.

The Union Election Committee

12. The Union shall form a Union Election Committee to supervise the conduct of elections by each Constituent Club Election Committee.

- (1) Members of the Union Election Committee shall be elected by the Council, except as otherwise provided in 13(4).
- (2) The members of the Union Election Committee shall be elected from the members of the Union Council.

13. The Union Election Committee shall comprise of one (1) Union Returning Officer and four (4) Union Election Officers.

- (1) The Union Returning Officer shall be the Chairperson of the Union Election Committee and the Union Election Officers shall assist the Union Returning Officer. The Union Election Committee shall elect a Secretary among its own members.
- (2) For annual elections, members of the Union Election Committee shall not stand for election to any Constituent Club's Management Committee or NUSSU Executive Committee Representatives. They shall also not be part of the incoming Council as an elected Council Representative or a co-opted Council member.
- (3) For by-elections, the Union Returning Officer and the Union Election Officers shall be the President, Vice President (Internal) and General Secretary of the incoming NUSSU Executive Committee respectively.
 - i. However, if any of the above Executive Committee Officers is not available or has recused himself/herself, he/she shall be replaced by an elected NUSSU Executive Committee Representative.

- (4) For both annual elections and by-elections, they shall not be a proposer or



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

seconded for any candidate for any Constituent Club's Management Committee or NUSSU Executive Committee Representatives.

14. The Union Election Committee shall instruct each Constituent Club to form their respective Constituent Club Election Committees to conduct the elections of the Constituent Club's Management Committee, and its NUSSU Executive Committee Representatives.
 - (1) A new Union or Constituent Club Election Committee may be convened for an election only where the date of the relevant election is more than one (1) calendar month after the previous election.

Duties and Powers of the Union Election Committee

15. The Union Election Committee shall:
 - (1) Supervise the conduct of elections by each Constituent Club Election Committee.
 - (2) Adjudicate any disputes between candidates and the Constituent Club Election Committees. The Union Election Committee's adjudication shall be final.
 - (3) Announce to the Union members restrictions on campaigning areas, if any.
 - (4) Conduct Council Elections during the first Council Meeting of the incoming Council pursuant to the sources of law specified in section 6.
 - (5) Give notice of the date, time, place of the first Council Meeting of the incoming Council (including the Council Elections) no less than seven (7) days before the date and time of the first Council Meeting.
 - (6) Announce to Union members the results of Council Elections no later than two (2) days after its conclusion.
 - (7) Be responsible for ensuring the fairness and transparency of all elections.
16. The Union Election Committee shall have the power to:
 - (1) Review any decisions made by the Constituent Club Election Committees in the course of administering the Elections, including the nomination and election of any candidate as a NUSSU Executive Committee Representative and/or Constituent Club's Management Committee member.
 - i. The Union Election Committee shall be allowed to commence a review



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

- (1) on its own discretion or (2) upon appeal by any candidate whose election has been declared invalid by that Constituent Club's Election Committee.
 - ii. The Union Election Committee's review shall be based on the sources of law specified in section 6.
 - iii. The Union Election Committee shall exercise its discretion only where the circumstances are those not provided for in the sources of law specified in section 6.
 - iv. The Union Election Committee's decision shall be final and binding.
- (2) Adjudicate any and all disputes raised by candidates, Constituent Club Election Committees, and/or student members of the Union, or Constituent Clubs according to the procedures prescribed by the sources of law specified in section 6. The Union Election Committee's decision shall be final and binding.
 - (3) Investigate any alleged instances of foul play, unfair practices, or any conduct prejudicial to the spirit of fair and transparent elections, and disqualify any candidate found to be involved in such conduct.

The Constituent Club Election Committees

17. Each Constituent Club Election Committee shall comprise of one (1) Returning Officer and two (2) Election Officers.
 - (1) The Returning Officer shall be the Chairperson of the Election Committee and the Election Officers shall assist the Returning Officer.
 - (2) No member of the Constituent Club Election Committee shall stand for election to that Constituent Club's Management Committee, or to its NUSSU Executive Committee Representatives.
 - (3) No member of the Constituent Club Election Committee shall be a proposer or seconder for any candidate's nomination for that Constituent Club's Management Committee and/or NUSSU Executive Committee Representatives.
 - i. *Illustration 1 – A person may sit on the Election Committee of Constituent Club A and be an election candidate for Constituent Club B's Management Committee and/or NUSSU Executive Committee Representative(s).*



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

- ii. *Illustration 2 – A person may sit on the Election Committee of Constituent Club A and propose or second the nomination forms of an election candidate for Constituent Club B's Executive Committee Representative(s).*

Duties and Powers of the Constituent Club Election Committees

18. Each Constituent Club Election Committee shall:
 - (1) Supervise and conduct the elections of its Constituent Club according to the sources of law stipulated in section 6.
 - (2) Give notice of its elections to the student members of the Constituent Club, no less than seven (7) days before the start of the nomination period.
 - (3) Announce to its Constituent Club's Members the dates, times, place(s), and method(s) of receiving nomination forms. Such dates and times shall be the end of the nomination period for that Constituent Club.
 - (4) Announce to its Constituent Club's Members the results of NUSSU Executive Committee Representative Elections no later than two (2) days after its conclusion.
 - (5) Keep a register of voters and all voting ballots, whether valid or invalid, and deposit them with the Union Election Committee for safekeeping and inspection when necessary.
 - (6) Be responsible for ensuring the fairness and transparency of their Constituent Club's elections.
 - (7) Investigate and adjudicate all complaints relating to their elections, with final appeal to the Union Election Committee.
19. Each Constituent Club Election Committee shall have the power to:
 - (1) Accept the withdrawal of any candidate, at any point in time, from the start of the nomination period to the conclusion of the entire election process.
 - (2) Declare the election of any candidate of its Constituent Club's Executive Committee Representative invalid due to any procedural irregularities according to the sources of law stipulated in section 6.
 - (3) Investigate any alleged instances of foul play, unfair practices, or any conduct prejudicial to the spirit of fair and transparent elections, and disqualify any



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

candidate found to be involved in such conduct.

- (4) Make discretionary decisions, in the conduct of elections, that encourage the spirit of a free, fair and transparent election. If such discretionary decisions are inconsistent with any source of law specified in section 6, the discretionary decision shall be voided, to the extent of the inconsistency.



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

Part III – Election Process

The Election Process

20. The election process shall consist of the following main components:
 - (1) Election Publicity
 - (2) Nomination Period
 - (3) NUSSU Executive Committee Representative Elections
 - (4) Council Elections

21. The total duration of the nomination period, the campaigning period and NUSSU Executive Committee Representative Elections shall not exceed twenty-one (21) days.
 - (1) The NUSSU Executive Committee Representative Elections of each respective Constituent Club shall start on the same date as that Constituent Club's Management Committee Elections.

Election Publicity

22. The Union and every Constituent Club shall publicise, using reasonable means, to their respective Members, the following:
 - (1) The members of the Union Election Committee and Constituent Club Election Committee,
 - (2) Start and end dates of the Nomination Period,
 - (3) The NUSSU Executive Committee Representative Elections date,
 - (4) The results of the NUSSU Executive Committee Representative Elections,
 - (5) The Council Elections date, and
 - (6) The results of the Council Elections.



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

Nomination Period

23. There shall be a Nomination Period during which interested candidates may be nominated for elections. The Nomination Period shall last a minimum of seven (7) days.
24. Each Constituent Club shall not impose any additional requirements on the nomination forms for NUSSU Executive Committee Representatives candidates. The only requirements that may be stipulated are:
 - (1) The candidate is a member of the Union;
 - (2) The form shall be properly filled in and signed by the candidate;
 - (3) A photo of the candidate is attached with the form;
 - (4) The form shall be signed by a proposer and a seconder; and
 - (5) The form shall be signed by an outgoing elected member of the Constituent Club Management Committee as to indicate that the candidate has consulted with the member(s) of the Constituent Club Management Committee as may be specified in the Standing Orders of the Constituent Club Election Committee. This consultation will be on the expected roles and duties to be undertaken as an NUSSU Executive Committee Representative.
25. The date(s), time(s), place(s), and method(s) of receiving nomination forms shall be made known to the respective Constituent Club's members. Such date(s) and time(s) shall be the end of the nomination period for that Constituent Club.
26. All candidates nominated for election shall have submitted the required nomination forms, according to the procedures as prescribed by the Constituent Club Election Committee and requirements as prescribed by sources of law stipulated in section 6, by the end of the Nomination Period.
27. Each set of nomination forms shall have a proposer and a seconder.
 - (1) The proposer and seconder for each set of forms shall not be the same person.
 - (2) A member may propose or second more than one (1) set of nomination forms.
 - (3) No candidate shall propose or second their own nomination.
 - (4) For candidates seeking to represent Constituent Bodies, each nomination shall be proposed or seconded by student members of the relevant Constituent Body.
28. Any candidate whose nomination forms are rejected by their respective Constituent Club Election Committee may request a review by the Union Election Committee pursuant to



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

its powers under section 16(1).

- (1) The rejection of the candidate's nomination forms shall be made known to the candidate no more than one (1) day after the end of the nomination period. The request to review such decision shall be made by the candidate no more than two (2) days after he is notified. The Union Election Committee must accept properly amended forms and validate the candidate's nomination provided that the necessary amendments are made no more than three (3) days after the candidate is notified. Any nomination form that is not amended within three (3) days after the candidate is notified shall be null and void.
 - (2) The decision of such review(s) shall be binding and final on all parties per section 16(1)(ii). NUSSU Executive Committee Representative Elections shall be held on the stipulated date(s), notwithstanding any pending review(s).
 - (3) For the avoidance of doubt, the validity or invalidity of nomination form(s) is a question of procedural regularity/irregularity.
29. A candidate shall only stand for election to represent one (1) Constituent Body in each annual election cycle.
- (1) If a candidate submits two (2) or more sets of nomination forms to represent two (2) or more Constituent Bodies and is nominated for two (2) or more Constituent Bodies, all of the candidate's nomination shall be voided.

NUSSU Executive Committee Representative Elections

30. The election that elects nominated candidates to be the Constituent Club's NUSSU Executive Committee Representatives shall be known as the NUSSU Executive Committee Representative Elections of that Constituent Club.
31. Candidates for the NUSSU Executive Committee Representatives shall be elected on different ballots from candidates for the Management Committee.
- (1) For online ballots, the candidates for the NUSSU Executive Committee Representatives shall be presented on a separate online page from the candidates for the Constituent Club Management Committee.
 - (2) For physical ballots, the candidates for the NUSSU Executive Committee Representatives shall be presented on a separate page/physical ballot from the candidates for the Constituent Club Management Committee.



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

32. At the end of the nomination period, if the total number of candidates nominated is less than, or equivalent to, the number of vacancies for that Constituent Club's NUSSU Executive Committee Representatives, the Constituent Club Election Committee shall hold a Vote of Confidence during External Elections. Otherwise, a Contested Vote shall be held.
- (1) For the avoidance of doubt, the number of candidates refers to the number of individual candidates, not the number of groups of candidates.
33. The duration of NUSSU Executive Committee Representative Elections in an annual election shall be the same as that of the Constituent Club's Management Committee Elections and shall follow the relevant time limit prescribed by the Management Committee Elections Regulations.
34. The first day of NUSSU Executive Committee Representative Elections shall be held at least seven (7) days after the end of the Nomination Period. This intervening period between the end of the nomination period and the start of NUSSU Executive Committee Representative Elections shall be the campaigning period for the candidates. Campaigning shall cease one (1) day before the External Elections.
35. For Executive Committee Representative Elections, each Constituent Club shall opt to conduct either physical voting or online voting but not both.
- (1) For physical voting, the procedures and formats prescribed under Part IV shall apply.
- (2) For online voting, the procedures and formats prescribed under Part V shall apply.

Voting Thresholds for Executive Committee Representative Elections

36. To pass a Vote of Confidence, each candidate shall secure the approval of no less than half (1/2) of all valid votes cast. Any candidate who fails to secure such approval shall be deemed to have failed to be elected.
37. To pass a Contested Vote, the valid votes cast for each NUSSU Executive Committee



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

Representative Elections candidate shall be totaled. The vacancies shall be filled by candidates in decreasing order of total valid votes cast until all vacancies have been filled up. The remaining candidates shall be deemed to have failed to be elected.

- (1) If there is a tie between 2 or more candidates for a vacancy/vacancies, a runoff Election shall be held to determine which candidate fills the remaining vacancy/vacancies.

- i. *Illustration 1: If there is only 1 slot left, the highest number of votes amongst the remaining candidates is 4 votes each and 2 candidates got 4 votes each, there shall be an additional Election held for both candidates to determine which candidate is elected to that slot.*

- (2) Any runoff Election, if necessary, shall be held within three (3) calendar days of the end of the NUSSU Executive Committee Representative Elections and shall be held over the duration of one (1) calendar day.

38. A candidate's failure to be elected as a NUSSU Executive Committee Representative during NUSSU Executive Committee Representative Elections shall not preclude him from being co-opted into the NUSSU Executive Committee at any subsequent date.

Council Elections

39. The election that elects newly elected NUSSU Executive Committee Representatives as NUSSU Executive Committee Officers shall be known as the Council Elections.
40. The Council Elections shall be conducted on the first Council Meeting of the incoming Union Council.
41. The Union Election Committee shall be responsible for the fair administration and conduct of the election of the incoming Council Chairperson, pursuant to section 21(2) of the Meetings Regulations.
42. As Council Elections are conducted during a Council Meeting, all Council Elections shall proceed in accordance with the NUSSU Standing Orders of Meetings under the First Schedule of the Meetings Regulations.
43. The NUSSU Executive Committee Officers shall be elected in the order stipulated in section 6 of the NUSSU Executive Committee Officers Regulations.



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

44. For each Executive Committee Officer position, the following shall be done:
- (1) The Union Returning Officer shall open the floor to nomination of candidates from among the Executive Committee Representatives. Each nomination shall be proposed and seconded.
 - i. A candidate may propose, but not second, his own nomination.
 - ii. No single person may propose and second the same candidate. However, a person may propose and/or second more than one (1) candidate.
 - iii. Any nomination shall be subject to the consent of the respective candidate if the candidate did not propose his own nomination.
 - (2) If there is more than one (1) candidate for the position, a Contested Vote shall be held. If there is only one (1) candidate for the position, a Vote of Confidence shall be held.
 - i. If there are no candidates for the position, the Union Returning Officer shall reopen the floor to nomination of candidates.
 - ii. If the second round of nomination fails to produce any candidates, the election of the position shall be adjourned to the next Council Meeting.
 - (3) Each candidate shall have thirty (30) minutes to present followed by thirty (30) minutes of question-and-answer by the floor. Candidates will appear in the order that they are nominated. During the presentation and question-and-answer session by a candidate, the other candidates shall recuse themselves.
 - i. For candidates seeking election as the President of the Union, he/she shall have sixty (60) minutes to present and sixty (60) minutes of question-and-answer.
 - ii. For candidates seeking election as the Student Welfare Secretary, he/she shall have thirty (30) minutes to present and sixty (60) minutes of question-and-answer.
 - iii. The time for presentation and question-and-answer for each candidate may be extended:
 1. a maximum of two (2) times lasting a total of one hundred and twenty (120) minutes for candidates seeking election as President of the Union; or
 2. a maximum of two (2) times lasting a total of sixty (60) minutes for all other candidates; or



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

3. until a motion to close debate is raised without objection, whichever is earlier and shall be approved by the Council in attendance. Any further extension shall be approved by the Council in attendance by a compulsory vote.
- (4) After each candidate has presented and finished their respective question-and answer sessions, the Contested Vote or Vote of Confidence shall be held. The candidate(s) shall not have voting rights in these votes.
 - i. For a Contested Vote, the candidate with the greatest number of valid votes cast shall be deemed elected to that position.
 - ii. For a Vote of Confidence, the candidate shall only be deemed elected if the candidate obtains the approval of no less than half (1/2) of the valid votes cast.
- (5) If the candidate, having faced a Vote of Confidence, fails to secure the necessary approval, the Union Returning Officer shall restart the process pursuant to section 42(1).
 - i. The candidate who previously failed to secure the approval shall be eligible to be nominated again.
 - ii. If the new process results in a candidate failing to secure a Vote of Confidence again, the election of the position shall be adjourned to the next Council Meeting.

Conflicts of Duty

45. All NUSSU Executive Committee Representative candidates shall not concurrently run as Management Committee candidates of any Constituent Club.
 - (1) Candidates shall choose to run either as a NUSSU Executive Committee Representative candidate or a Constituent Body Management Committee candidate but not both.
 - (2) This exclusion applies uniformly across all Constituent Bodies, even if different Constituent Bodies are involved.
46. For the avoidance of doubt, Article 3.5(3)(a) of the NUSSU Constitution shall be interpreted to mean that NUSSU Executive Committee Representatives shall not concurrently be a Management Committee member, with voting rights, of any Constituent Club.



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

- (1) This precludes NUSSU Executive Committee Representatives from being co-opted into their respective Constituent Club's Management Committee after their election as Executive Committee Representatives if there is a direct conflict of interest between the two or more roles.
47. A NUSSU Executive Committee Representative shall owe a duty to the Union, the Executive Committee and the Constituent Club he was elected from. In the event of a conflict between duties, he shall prioritise his duty in that order (from highest to lowest), notwithstanding the fact that he was elected by the constituent members of his Constituent Club.

Fair and Transparent Elections

48. Any candidate engaging in unfair practices, foul play, and/or any act prejudicial to the integrity and transparency of any election, as determined by the Constituent Club Election Committee, and the Union Election Committee on appeal, shall be immediately disqualified (if any).
49. Any candidate found to have benefitted from unfair practices, foul play, and/or any act prejudicial to the integrity and transparency of any election, notwithstanding that they may not have engaged in said conduct, may be liable to have his/her candidacy invalidated at the discretion of the Constituent Club Election Committee, and the Union Election Committee on appeal (if any).



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

Part IV – Physical Voting Procedures and Format

Formats of Physical Ballots

50. There shall be separate physical ballots for Management Committee candidates and NUSSU Executive Committee Representatives candidates. They shall be issued separately to every voter.
51. Each voter shall produce his/her matriculation card before being issued his/her ballots.
52. For both Contested Votes and Votes of Confidence, each ballot shall consist of a title, instructions, a table with two (2) columns and an appropriate number of rows.
 - (1) The title shall be in the following format: Constituent Club's name, the type of candidate and the type of ballot.
 - (2) The type of candidate shall be "NUSSU Executive Committee Representatives Candidates".
 - (3) The type of ballot shall be either "Contested Vote" or "Vote of Confidence"

Illustration 1 – The title for a ballot of Contested Vote shall be "Constituent Club X, NUSSU Executive Committee Representatives Candidates – Contested Vote"

Illustration 2 – The title for a ballot of Vote of Confidence shall be "Constituent Club Y, NUSSU Executive Committee Representatives Candidates – Vote of Confidence"
53. The instructions shall tell the voter the nature of the ballot, the steps he needs to produce a valid vote, the maximum number of votes he may give and the consequences of an invalid vote.
 - (1) The nature of the ballot shall tell the voter the type of candidates he is voting for and the nature of the vote.

Illustration – "This is a Vote of Confidence for the NUSSU Executive Committee Representatives candidates."
 - (2) The steps needed for the voter to produce a valid vote shall include the type(s) of accepted marking in the voting column.

Illustration – "To cast a vote for a candidate, you may mark the box on the right side of the candidate's name. Any markings made outside any boxes may render the entire ballot invalid."
 - (3) The maximum number of votes shall tell the voter the maximum number of votes



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

he may cast (the number of vacancies for NUSSU Executive Committee Representatives). There shall be no minimum number of votes the voter may cast.

Illustration 1 – “As this is a Contested Vote, you may only vote up to a maximum of X candidates. If you vote for more than X candidates, the entire ballot will be rendered invalid. There is no minimum number of votes that you have to cast.”

Illustration 2 – “As this is a Vote of Confidence, there is no maximum or minimum number of votes that you may cast. A blank box shall be interpreted as a ‘No’ vote for that particular candidate. However, any invalid markings may render the entire ballot invalid.

- (4) The consequences of an invalid vote shall be made known to the voter.

Illustration – “Any invalid markings and other infringing actions made may render the entire ballot invalid even though such markings or actions are only confined to one or a few of the candidates’ voting box.”

54. The first row of both columns shall be the header row. The left cell of the header row shall contain the heading “Candidates” while the right cell of the header row shall contain the heading “Yes”.

- (1) The names of the candidates shall be listed in the left column and sorted, from top to bottom, in increasing order of their surname or, if they do not have a surname or two candidates have similar surnames, by their given names.
- (2) Each row shall contain the name of only one (1) candidate. No voting for a group or groups of candidates are allowed.
- (3) The right column, also known as the voting column, of each row, other than the header row, shall remain empty and free of markings.
- (4) A sequential and consecutively running serial number shall be printed at the bottom-left hand corner of each ballot.
 - i. Such serial numbers shall run from “1” to the total number of ballots printed.

55. There shall be one (1) ballot box for voters to deposit their ballots into for NUSSU Executive Committee Representatives ballots. The ballot box shall be labelled “NUSSU Executive Committee Representatives Ballots”.



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

56. Each voter shall be issued with a serial-numbered ballot. The voter shall be allowed to deposit or not deposit the ballot into the ballot box.
57. The Returning Officer of each Constituent Club Election Committee shall take note of the maximum serial number of the ballots issued.

Validity of Physical Ballots

58. The validity of any particular ballot shall be determined, individually and separate from the other ballots, by the Returning Officer of the Constituent Club Election Committee.
 - (1) The criteria of invalidity of a particular ballot shall be provided and announced by the Union Election Committee, at least one (1) day before the NUSSU Executive Committee Representative Elections.
 - (2) However, if any of the Election Officers object to the Returning Officer's decision, for both validity and invalidity, a vote will be taken among the Constituent Club Election Committee on the invalidity of that ballot. The results of such a vote shall be taken only once and shall be conclusive and binding.
 - (3) A ballot shall be deemed invalid only if no less than two-thirds (2/3) of the Constituent Club Election Committee support the invalidation of that ballot, excluding abstentions.
 - (4) Any member of the Constituent Club Election Committee may opt to abstain from the decision. Any abstention shall not be deemed to support invalidating that ballot.
59. The invalidity of any part of the ballot shall render the entire ballot invalid, notwithstanding the fact that the reasons of invalidity are confined only to a particular or a few candidates.
60. Any ballot which has a serial number greater than the maximum serial number noted pursuant to section 54 shall be automatically invalid. The invalidity of such ballots shall not be challenged.
61. Any ballot which has its validity determined shall be marked accordingly ("Valid" or "Invalid") by the Constituent Club Election Committee on the top-right hand corner of the ballot.



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

Counting of Physical Votes

62. The counting of votes shall be conducted during or after the determinations of validity for all ballots.
63. The final results of the NUSSU Executive Committee Representative Elections shall be collated and publicised according to the provisions of this Regulation.



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

Part V – Online Voting Procedures and Format

Formats of Online Ballots

64. This Part shall not preclude any Constituent Club from requiring voters to be present at a predetermined physical location, or locations, to vote using electronic/online means.
65. There shall be separate online ballots for Management Committee candidates and NUSSU Executive Committee Representatives candidates. The ballots can take place using the same portal/platform, and may even share the same voting exercise, but:
 - (1) Ballots must be listed on separate electronic pages; and
 - (2) Ballots must be titled appropriately, and attention must be called to the type of ballot.
66. Each voter shall be required to verify his/her identity before being allowed to vote.
 - (1) The Constituent Club Election Committees shall configure the online interface to ensure that only those eligible voters (i.e. members of their respective Constituent Clubs) are allowed to vote.
 - (2) The Constituent Club Election Committees shall configure the online interface such as to ensure that those who have voted shall not be allowed to vote again.
67. For both Contested Votes and Votes of Confidence, each ballot shall consist of a title, instructions, a table with two (2) columns and an appropriate number of rows.
 - (1) The title shall be in the following format: Constituent Club's name, the type of candidate and the type of ballot.
 - (2) The type of candidate shall be "NUSSU Executive Committee Representatives Candidates".
 - (3) The type of ballot shall be either "Contested Vote" or "Vote of Confidence"

Illustration 1 – The title for a ballot of Contested Vote shall be "Constituent Club X, NUSSU Executive Committee Representatives Candidates – Contested Vote"

Illustration 2 – The title for a ballot of Vote of Confidence shall be "Constituent Club Y, NUSSU Executive Committee Representatives Candidates – Vote of Confidence"



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

68. The instructions shall tell the voter the nature of the ballot, the steps he needs to produce a valid vote, the maximum number of votes he may give and the consequences of an invalid vote.

- (1) The nature of the ballot shall tell the voter the type of candidates he is voting for and the nature of the vote.

Illustration – “This is a Vote of Confidence for the NUSSU Executive Committee Representatives candidates.”

- (2) The steps needed for the voter to produce a valid vote shall include the type(s) of accepted marking in the voting column.

Illustration – “To cast a vote for a candidate, you may click the checkbox on the right side of the candidate’s name.”

- (3) The maximum number of votes shall tell the voter the maximum number of votes he may cast (the number of vacancies for NUSSU Executive Committee Representatives). There shall be no minimum number of votes the voter may cast.

Illustration 1 – “As this is a Contested Vote, you may only vote up to a maximum of X candidates. If you vote for more than X candidates, the entire ballot will be rendered invalid. There is no minimum number of votes that you have to cast.”

Illustration 2 – “As this is a Vote of Confidence, there is no maximum or minimum number of votes that you may cast. A blank box shall be interpreted as a ‘No’ vote for that particular candidate. However, any invalid markings may render the entire ballot invalid.

- (4) The consequences of an invalid vote shall be made known to the voter.

Illustration – “Any infringing actions made may render the entire ballot invalid even though such markings or actions are only confined to one or a few of the candidates’ voting box.”

69. The first row of both columns shall be the header row. The left cell of the header row shall contain the heading “Candidates” while the right cell of the header row shall contain the heading “Yes”.

- (1) The names of the candidates shall be listed in the left column and sorted, from top to bottom, in increasing order of their surname or, if they do not have a surname or two candidates have similar surnames, by their given names.
- (2) Each row shall contain the name of only one (1) candidate. No voting for a group, or groups, of candidates is allowed.



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

- (3) The right column, also known as the voting column, of each row, other than the header row, shall contain only one (1) unchecked checkbox.
70. For Contested Vote ballots, the voting interface shall prevent a Member from checking more checkboxes than the maximum number allowed.
71. There shall be a confirmation page stating the choices the voter has made with two (2) options for the voter – to confirm his voting choices or to amend his voting choices.
 - (1) If he chooses to amend his voting choices, his previous choice shall not be recorded down in any manner.
 - (2) The vote shall only be deemed to be made when he has confirmed his voting choices on the confirmation page. Upon confirming his vote, the interface shall state clearly that his vote has been cast.

Validity of Online Ballots

72. The validity of any particular ballot shall be determined, individually and separate from the other ballots, by the Returning Officer of the Constituent Club Election Committee.
 - (1) However, if any of the Election Officers object to the Returning Officer's decision, for both validity and invalidity, a vote will be taken among the Constituent Club Election Committee on the invalidity of that ballot. The results of such a vote shall be taken only once and shall be conclusive and binding.
 - (2) That ballot shall be deemed invalid only if no less than two-thirds (2/3) of the Constituent Club Election Committee support the invalidation of that ballot, excluding abstentions.
 - (3) Any member of the Constituent Club Election Committee may opt to abstain from the decision. Any abstention shall not be deemed to support invalidating that ballot.
73. The invalidity of any part of the ballot shall render the entire ballot invalid, notwithstanding the fact that the reasons of invalidity are confined only to a particular or a few candidates.
74. The voting platform shall be responsible for generating the full list of voting choices by the voters for the Constituent Club Election Committee's verification.

Counting of Votes

75. The counting of votes shall be conducted after the determinations of validity of all ballots.



NATIONAL UNIVERSITY OF SINGAPORE STUDENTS' UNION

NUSSU Secretariat, Yusof Ishak House, 31 Lower Kent Ridge Road, Singapore 119078
Telephone: 6776 4856 (4 Lines) Fax: 6777 1874

76. The final results of such elections shall be collated and publicised according to any relevant provisions of this Regulation.
- (1) The online voting platform may assist in the collation of the voting results, but its collation shall not be in and of itself conclusive.
 - (2) The Constituent Club Election Committee(s) shall have the right to add to, vary or amend the results collated by the online voting platform under the powers provided by Parts II, III and V of this Regulation.