

# POLICY AND PROCEDURES MANUAL

## 2.0.7 CODE OF CONDUCT – BCNU ELECTIONS

### Policy

To establish the conduct that is expected from all BCNU election candidates and any BCNU Member participating in an election including by campaigning for or against any candidate.

### Procedure

#### Guiding Principles for Elections

BCNU is committed to maintaining a free, fair, and democratic election process. This necessitates transparency, election-related rules and policies, and consequences for breaches of rules. Core to this commitment is a belief that a strong and representative leadership is built upon the active participation of Members and the integrity of the electoral system. To this end, BCNU's approach to nominations, campaigns, and voting reflects the following core values and principles:

1. Democratic Engagement
  - (a) Ensure all Members have equal opportunity to participate in elections, with transparent processes that reflect the collective will.
  - (b) Encourage active Member involvement to strengthen the union's democratic foundation.
2. Inclusive Representation
  - (a) Promote diversity in leadership by encouraging candidates from various backgrounds, ensuring leadership reflects the union's membership.
  - (b) Implement measures to ensure all Members, regardless of location or circumstance, can engage fully in the electoral process.
3. Integrity and Transparency
  - (a) Maintain honesty and openness throughout the electoral process, with clear communication and accountability at every stage.
4. Commitment to Excellence
  - (a) Strive for the highest standards in election planning and execution, incorporating best practices and continuous improvement of future processes.
5. Social Justice Advocacy
  - (a) Address systemic barriers to participation, ensuring equitable access to voting and candidacy for all Members.
6. Solidarity and Collectivity
  - (a) Foster a sense of unity during elections, emphasizing shared goals and collective strength over individual competition.
  - (b) Emphasize the importance of collective input in shaping the union's direction and leadership.

#### Roles and Responsibilities for Candidates and any BCNU Members Participating in Elections

BCNU Members, including BCNU Council, but excluding Members filling temporary staff positions, are entitled to:

1. Openly and freely debate policies and positions;

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2. Express their support or non-support for a candidate of choice; and
3. Endorse a candidate or run with them in a slate.

Candidates as well as any BCNU Member participating in BCNU elections, including by campaigning for or against any candidate:

1. Must not do anything that jeopardizes or is detrimental to the welfare of the union;
2. Must uphold the mission and core values of the BCNU;
3. Must follow BCNU's Constitution and Bylaws and Policies and Procedures;
4. Must follow the BCNU Climate Goals, pursuant to Policy 2.0.6;
5. Must act honestly and with integrity;
6. Must ensure their campaigns and campaign materials are accurate and not misleading;
7. Must not interfere with the campaigns or campaign materials of another candidate;
8. Must not make statements or take actions that are unduly personal or malicious;
9. Must not request or allow staff to be used to promote or assist with any aspect of their campaign;
10. Are responsible for the actions of their campaign (including those participating or assisting in their campaign) and for their campaign materials;
11. Must not interfere with the normal operations of the worksite or interrupt the delivery of care;
12. Must provide verification of any statements issued in their campaign if requested by the Nominations Committee;
13. Must have express permission from any person who is depicted or named in their campaign materials;
14. Must not engage in any action that will place them in a conflict of interest as per their existing duties;
15. Must not communicate with BCNU Members concerning the BCNU election using any of their employer's communication systems or BCNU email groups or via privileged access to Member emails;
16. Must not utilize BCNU email addresses for any campaign purpose and incumbent candidates must use a standard statement or out-of-office statement that directs people to a non-BCNU email address;
17. Must not use BCNU-funded communication devices or BCNU-funded telephone numbers for any campaign or election purpose;
18. Must not campaign on paid BCNU time, other than at events organized by the Nominations Committee;
19. Must speak to issues and policies affecting BCNU Membership as a whole, and not those of individual Members; and
20. Must act in accordance with the directives of the Nominations Committee.

Members are obliged, as individuals, to do their best to fulfill the intent of this policy. It is expected that every Member will either have a working knowledge of permissible activities or will seek guidance on any matter on which there is question.

## Campaign Materials

Campaigning is defined as the circulating of published materials relating to an election campaign.

Prior to commencing campaigning, candidates are required to attend a mandatory orientation session hosted by the Nominations Committee.

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## BCNU Sanctioned Campaign Materials

The candidate biographical sketch and statement of objectives submitted on the nomination form will be approved by the Nominations Committee and made available to the membership. In order to be approved, information provided:

1. Must be factual and non-defamatory; and
2. Must not be inappropriate, offensive, or misrepresent the candidate. For example, materials containing racist or sexist content would be found to be offensive and inappropriate.

Candidate information containing hyperlinks will not be published on BCNU webpages.

Nominations Committee materials published on the BCNU Elections webpage are the only materials that will be published for use on BCNU bulletin boards. Unit-specific guidelines may apply. This includes:

1. Background information regarding election rules and decisions;
2. Disclaimers;
3. Reminders about candidate responsibilities;
4. List of candidates;
5. Event information; or
6. Election information.

BCNU bulletin boards are not to be accessed by individual candidates. There will be no posting of campaign material on BCNU bulletin boards, except for BCNU bulletins produced and circulated by BCNU.

BCNU may produce bulletins containing sanctioned information that will be distributed to stewards to post on union bulletin boards.

## Non-Sanctioned Campaign Materials

Non-sanctioned candidate campaign materials must not be posted or left unattended anywhere in the worksite, including on union bulletin boards and in break rooms.

Candidates must not permit any BCNU Member who has ceased to be a Member in Good Standing to campaign on their behalf.

Campaign materials (whether sanctioned or non-sanctioned) are not permitted to include photos of a candidate taken by the BCNU or photos (whether taken by the candidate or otherwise) that have been used in any BCNU communication materials.

## Social Media Use

Candidates will not utilize any authorized BCNU social media accounts for any campaigning purposes during BCNU elections.

If a currently elected official is an admin (administrator) of an authorized BCNU social media account, and if they are not the successful candidate, they must transfer the account to the newly elected official.

Elected officials who are moderators of authorized social media account(s) should consider transferring moderator rights to an individual that is not running in the election, if possible.

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Although the Nominations Committee does not actively monitor social media, it does look at social media in response to election complaints.

## Complaints

Pursuant to Article 5 of BCNU's Constitution and Bylaws, the Nominations Committee will receive, investigate, and remedy Election Complaints, as the Nominations Committee considers appropriate.

Pursuant to Article 5.07 of BCNU's Constitution and Bylaws, all decisions, and determinations of the Nominations Committee regarding candidate eligibility or Election Complaints are within the Nominations Committee sole discretion and will be final and binding.

Candidates with published campaign materials or statements that attract an official complaint will be asked to immediately remove the impugned statement(s). The candidate will then be given the opportunity to verify the accuracy of the statement(s) within a 24-hour period. If the accuracy of the statement(s) is established the Nominations Committee will determine if the statement(s) can be republished.

There will be consequences for frivolous or vexatious complaints or for attempts to mislead the Nominations Committee.

## Sanctions and Penalties

The Nominations Committee has the authority to issue a potential range of sanctions and penalties to a candidate in relation to any breach of an election-related rule or policy or any failure to cooperate with any direction of the Nominations Committee. These sanctions and penalties include but are not limited to directions to issue public apologies or retractions; suspension of a candidate's campaign; and removal from the ticket of nominations and the ballot.

The Nominations Committee, or individual BCNU Members of the Nominations Committee, may make formal recommendations to Council, per Article 1, or file formal Member-to-Member complaints, per Article 12 of BCNU's Constitution and Bylaws, pertaining to any Member who fails to follow this, or any BCNU, policy, or who acts contrary to the BCNU climate goals.

## Contact With the Nominations Committee

Candidates, including incumbents, and staff not directly involved in supporting the committee should not have any direct communications with any Member of the committee, including their independent legal advisor, except through the election email address (i.e., [elections@bcnu.org](mailto:elections@bcnu.org)) or as necessary to respond to communications initiated by the committee during the investigation of a complaint.

## Policy Footnotes

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|-------------------------|--|
| <b>Section</b>          | 2 Code of Conduct  |
| <b>Sub-section</b>      |  |
| <b>Policy Number</b>    | 2.0.7  |
| <b>Council Approved</b> | 05-12-25   |
| <b>Council Revised</b>  |  |
| <b>Further reading</b>  | Policy 2.0.1<br>Policy 2.0.4<br>Policy 2.0.5<br>Policy 2.0.6 |

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Policy 5.2.8  
Policy 5.5.2  
Policy 5.6.12  
Policy 6.1.1  
BCNU Constitution and Bylaws – Articles 1, 2, 3, 5, 11, 12