

**MOVING  CANADA**  
**FORWARD**  
**LEADERSHIP 2012  NDP**

NEW DEMOCRATIC PARTY OF CANADA

# Regulations Governing the 2012 Leadership Campaign & Convention

 **NDP**

1. **CANADA ELECTIONS ACT**

All candidates will be subject to the regulations put forth in the Canada Elections Act.

2. **CHIEF ELECTORAL OFFICER**

- a) A Chief Electoral Officer (CEO), will be appointed by the Federal Executive of the New Democratic Party. The CEO will enforce the regulations laid out in the Canada Elections Act as well as those outlined in this document. The CEO is the final authority on all rules and regulations of the leadership contest that are not already provided for in the Canada Elections Act.
- b) Staffing support for the CEO will be provided by Federal Office.
- c) The CEO will meet at an early date with the Campaign Manager or an alternate of each registered Candidate to discuss logistical and other details for the leadership campaign.
- d) The CEO will report to the 2012 Convention on the leadership campaign and the application of the rules and regulations.

3. **CAMPAIGN PERIOD**

- a) For the purposes of reporting expenses, the period of time commencing midnight September 15, 2011 and terminating at the announcement of a winning Candidate at Convention for the position of Leader of the New Democratic Party shall be deemed the campaign period.
- b) Outstanding claims must be paid within 18 months of the date of the Leadership Contest.

4. **DEFINITION OF REGISTERED CANDIDATE FOR NOMINATION BALLOTS**

- a) A registered Candidate is any member of the Party in good standing who demonstrates a genuine interest in seeking the leadership and serving as the Leader and files registration papers with the CEO.
- b) Candidates must also file with the CEO nomination papers which have been duly signed by five-hundred (500) members in good standing of the New Democratic Party, a minimum of fifty (50) members from each of the five (5) regions. The five regions are Quebec, Atlantic, Ontario, BC/ North, and Prairies. At least fifty percent (50%) of the required nomination signatures must be female. Failure to collect these signatures will result in disqualification from the race.
- c) A registered Candidate must appoint a Financial Agent and notify the CEO via email (ceo@ndp.ca) of the name, mailing address, phone numbers, fax number and email address of the Financial Agent at the time of registration.

- d) Registration and disclosure documents will be provided by the CEO upon request via email (ceo@ndp.ca). Immediately after the CEO has found the documents to be in order and the vetting process by Federal Officers complete, the Candidate will be officially registered and provided with nomination papers and will be eligible for the services provided by the Federal Party. The decision to accept or reject the registration of a Candidate lies with the Federal Officers. This decision may be appealed to the Federal Executive.
- e) Candidates must be registered to participate in leadership forums, which will begin approximately ninety (90) days before the voting date. The deadline for registration for Candidates to appear on the ballot is sixty (60) days prior to voting day.
- f) There will be a non-refundable registration fee of \$15,000 for all Candidates. Registration fees may be paid by certified cheque, money order, VISA or MasterCard. This sum will be exempt from campaign spending limits.
- g) In order to ensure inclusion in the Information Package Mailing to NDP members, Candidates must complete their registration by a date to be confirmed by the CEO. In order to ensure that a Candidate's name will appear on the ballot contained in the Ballot Package Mailing, registration must be completed by January 24, 2012.

5. **SPENDING LIMIT**

The spending limit on election expenses by a Candidate will be \$500,000.

6. **DEFINITION OF ELECTION EXPENSE**

- a) Election expense means any expense incurred by a leadership Candidate in respect of the conduct or management of the leadership Candidate's campaign, including amounts paid, liabilities incurred, the commercial value of goods and services donated or provided, other than volunteer labour.
- b) Election expenses shall be deemed to include the value of any goods and services, which have been used in whole or in part during the leadership campaign.
- c) Surpluses, if any, will be refundable to the Federal Party in Ottawa.

7. **EXPENSES NOT SUBJECT TO THE PARTY'S EXPENSE CEILING**

- a) Any sums paid as replacement salary for the Candidate;
- b) Any expenditure made toward the child care or dependent care costs of the Candidate and campaign team;
- c) Additional accommodation (e.g. attendant) costs due to disability.
- d) Any expenses for fundraising and candidate travel.

8. **DONATIONS TO LEADERSHIP CANDIDATES**

- a) Only individuals may make a contribution to a leadership campaign. An individual may donate up to a total of \$1200 to all leadership contestants combined. A leadership contestant may donate an additional \$1000 to their own campaign. This donation limit is per contest and not per calendar year.
- b) No leadership donations may be deposited directly into the Candidate's personal bank account(s). The Financial Agent for all leadership candidates must open a bank account in the name of the campaign. All monetary donations to leadership campaigns shall be processed through the Federal Party Office and are subject to a fifteen percent (15%) administrative fee.

9. **FINANCIAL AGENT**

- a) The Financial Agent must be a member in good standing of the Party.
- b) The Financial Agent or the designated representative will be the Candidate's primary contact for communication with the CEO.
- c) The Financial Agent will be responsible for ensuring that the rules set out in this document are followed.

10. **FINANCIAL REPORTING**

- a) The Candidate's Financial Agent will be responsible for keeping a record of all contributions of money, goods and services and recording all expenditures in accordance with the guidelines set out. All election expenses must be reported.
- b) All donations must be sourced. The Financial Agent shall record the names, addresses and donations of all contributors.

- c) Each Candidate and Official Agent will provide to the CEO an interim statement on January 12, 2012 showing the total amount spent on his/her campaign and the source of such money or goods and services, including the names of all contributors of such money or goods and services with a value exceeding \$20, to date.
- d) Financial Agents are responsible for submitting a total of 5 reports to Elections Canada. The first covers the period starting from the beginning of the leadership contest (Sep 15, 2011) to 4 weeks before voting day (February 25, 2012). The form is called the Contestant's Weekly Leadership Campaign Return (EC 20193)

Following February 25, Financial Agents must submit a weekly report for the next 3 weeks of the leadership contest. The form is called the Contestant's Weekly Leadership Campaign Return (EC 20193)

Finally the complete, audited "Contestant's Leadership Campaign Return (EC 20192) must be submitted six months after the leadership contest (September 24, 2012)

All reports submitted to Elections Canada must be concurrently submitted to the CEO on the same date.

11. **REGISTERED CANDIDATES SHALL BE ENTITLED TO THE FOLLOWING**

- a) The Federal Party will provide access to the list of Federal Council and Presidents and Secretaries of Federal Riding Associations.

These lists will be provided to registered Candidates:

- as soon as possible following their registration
- at the membership cut-off point for the nominating ballot (February 18, 2012 )

Membership lists will be provided by the Federal Party to registered Candidates upon receipt of the same from the Provincial/Territorial Sections.

The Federal Party, in consultation and cooperation with the Canadian Labour Congress, will provide Candidates with a list of affiliated unions, along with the names and addresses of the Officers of these unions.

- b) The Federal Party will provide timely access to Convention delegate lists. A schedule will be determined to detail exact days these lists will be faxed or couriered to leadership Candidates.
- c) Provincial/territorial Sections of the Party, riding or affiliated organizations are expected to provide equal opportunity as much as possible to all Candidates to speak to and meet members of the Party.

- d) A Cross Canada Tour consisting of a minimum of one all Candidates' debate in each region (Quebec, Atlantic, Ontario, BC/North, Prairies) be held prior to voting day. The Federal Party will be responsible for the cost of meeting rooms, on site interpretation where necessary, furniture and equipment.
- e) The Federal Party will be responsible for advertising the Cross Canada Tour.
- f) Leadership Candidates will be responsible for arranging their own travel, and accommodation with regard to the Cross-Canada Tour. These expenses will be counted against a candidate's campaign expense ceiling.

## 12. CONVENTION

- a) The Federal Party will provide a display area for leadership Candidates at Convention.
- b) The Federal Party will work with leadership Candidates, upon request with adequate notice, to supply office space with telephone and furniture at the Convention site for use during the period of Convention. Candidates will pay for the expenditures incurred and this will be considered an election expense.
- c) Any Candidate receiving less than one percent (1%) of the vote and the Candidate receiving the lowest percentage of votes on the ballot shall be dropped from subsequent ballots.

## 13. LEADERSHIP CANDIDATE AT CONVENTION

- a) A maximum of thirty (30) minutes will be allotted to Candidates for speeches (including nominations and demonstrations).
- c) The rules and regulations for the Candidate forum session will be determined by the CEO in consultation with the Candidates.
- d) It is not an acceptable practice to use services or privileges provided to publicly elected officials to further the candidacy of a leadership Candidate. These services must not be used for communicating with delegates or Party members in any organized fashion. Staff may only work on leadership campaigns in "off hours" and away from public offices and not use any facilities or services afforded by government bodies whether it be federal, provincial, territorial or municipal.
- e) For Candidates with disabilities, the Party shall make reasonable accommodation to eliminate the barriers faced.
- f) It is prohibited for a Candidate or a person working on behalf of a Candidate to pay for any membership fees for Party members associated with the leadership process.

14. **MEMBERSHIP**

- a) The cut-off period for memberships able to cast a ballot in the leadership contest will be February 18, 2012 (35 days before the voting day at Convention). All memberships valid on the cut-off date will receive a ballot irrespective of expiry date of membership. The memberships must be in Federal/Provincial/Territorial Section Offices on the cut-off date.
- b) Memberships must be submitted to the Federal Party or the appropriate Section no later than the Friday of the week following the day that they have been signed up. Should a campaign violate this rule after the deadline for registering as an official Candidate (i.e. E-60) then the Party is under no obligation to process those memberships before the 35-day cut-off period.

15. **LEADERSHIP SELECTION – VOTING PROCEDURE**

a) **Who can vote**

Every member of our Party, in good standing 35 days before voting day (February 18th, 2012), is entitled to cast a vote for the Leader in our upcoming election. They may do so in one of three ways: 1) Mail-in ballot; 2) Internet ballot; or 3) In person as a delegate at Convention.

For those members registered with provincial and territorial sections whose annual membership runs from January 1st to December 31st, the Chief Elector Officer shall determine the eligibility of members to vote in the instance of lapsed membership.

b) **Vote by Mail**

A preferential mail-in ballot will be counted on voting day at the same time as regular ballots are counted so that no one will have any advance knowledge of the results before the voting takes place on the floor of convention.

**Internet Vote**

Members may choose the option of voting online, in real time on Convention day, for sequential ballots or prior to Convention day by preferential ballot.

**Vote at Convention**

Voting at Convention will follow the traditional “drop down” balloting practice: a member will mark for only one of the Candidates. If a second round of voting takes place, a member votes again for the Candidate of her/his choice, and so on. Voting at Convention will be on a different ballot from the mail-in ballot.

## APPENDIX A

### **IMPORTANT DATES**

The following are key dates for the Leadership Race and Voting Day:

Campaign Start Date	September 15, 2011
Election date / Campaign end date	March 24, 2012
Deadline for registration as a candidate	January 24, 2012 (60 days prior to election day)
Deadline for membership sign-ups eligible to vote	February 18, 2012 (35 days before election day)
Interim Financial Statement to NDP CEO	January 12, 2012
Contestant's Weekly Leadership Campaign Return (EC 20193)	February 24, 2012
Contestant's Weekly Leadership Campaign Return (EC 20193)	March 3, 2012
Contestant's Weekly Leadership Campaign Return (EC 20193)	March 10, 2012
Contestant's Weekly Leadership Campaign Return (EC 20193)	March 17, 2012
Contestant's Leadership Campaign Return (EC 20192)	September 24, 2012