

ONA PROVINCIAL ELECTION GUIDELINES

Candidates

1. A member who allows her or his name to stand for an elected position must be a bona-fide member of the Ontario Nurses' Association (ONA).
2. A member running for Provincial Office should be an active union member with a commitment to the advancement of the Ontario Nurses' Association.

Posting of Nominations

3. All Bargaining Units will post the Ticket of Nominations in accordance with Article 7, Elections of the ONA Constitution.

Campaigning

4. Active campaigning (speaking engagements, pamphleting, etc.) must cease on November 1st.
5. From the close of nominations to November 1, any declared candidate, including a Board member, will refrain from doing site visits (tour of units) of any kind.
6. There will be no campaigning in workplaces without the consent of the Local Executive pursuant to Local policy and where required, the consent of the Employer. Consent of the Local Executive will be given on a fair and equitable basis. In addition, where the collective agreement so requires, the consent of the Employer must be sought.
7. There will be no campaigning on any employer's premises other than the specific room(s) designated by the Local/Bargaining Unit and employer as an ONA meeting room. At no time will there be site visits (tour of units) for the purpose of campaigning.
8. Provincially elected Board members must continue the business of the Ontario Nurses' Association during the election period (Article 7, Elections A – Election of the Board of Directors). The Board of Directors may attend booked engagements but must not campaign while in attendance at said functions

ONA Head Office

9. Voice mailboxes will be provided to all candidates to use during the election campaign. Mail box numbers will be provided to candidates once the Ticket of Nominations has been established. The voice mailbox message may ask for members who wish to be contacted directly to leave a contact number.
10. Mailing labels will be provided for the use of candidates upon written request to the Office of the Chief Executive Officer. Such labels will be held in strict confidence by all candidates and will only be utilized for ONA election mailing purposes. Candidates will be provided a maximum of two sets of labels at no cost. A two-week turn-around time is required to produce and deliver the labels. (See policy 16.1 and policy 16.2)
11. With the exception of the mailing labels provided in #9 above, candidates must not utilize ONA database information or any ONA contact lists for the purpose of campaigning. Any information gathered from any source must not be used unless permission has been granted by the member.

12. Official ONA logo promotional items, including RN pins, may not be used as give-aways as part of an election campaign.

Campaign Material

13. Election materials must not violate the *Human Rights Code*. It is also a requirement that such materials be truthful, fair and in good taste
14. Candidates will have the opportunity to distribute one 8 ½" by 11" page of election information in a bimonthly Local Coordinator mailing of their choice. One side may be in English and one side may be in French. This mailing will be done from ONA Head Office at 85 Grenville Street, Toronto, ON, M5S 3A2.
15. Each candidate is entitled to one half-page article, including a photograph in an ONA publication. Subject to publication contingencies, the font size and length of information for inclusion in the ONA Publication will be consistent, and contain no more than 500 words.

The font size and length of information for inclusion in the Ticket of Nomination will be consistent, and contain no more than 1,500 words.

16. There will be no posting of campaign materials in workplaces without the agreement of the Local Executive as defined by Local policy. In addition, where the collective agreement so requires, the consent of the Employer must be sought. Should consent be granted, all posting of election materials will be done by the Local Bargaining Unit Executive or designate. Posting of all election material will be on a fair and equitable basis.
17. Candidates may provide election material to members for distribution to other members on behalf of the candidate.

Electronic Communications (i.e. E-Mail, Instant Messaging)

18. Candidates will not call or send electronic communications to members at their work site for the purpose of campaigning. Candidates may use their campaign posters to request members to contact them directly if they wish to speak to a candidate.
19. Candidates will respect requests from individuals to not send them any campaign related electronic communications.

Website

20. Candidates who have personal websites and wish to post an image of a person, must have the expressed written consent of that individual prior to the publication of their image.
21. With the permission of the endorser, endorsements on personal websites for the purpose of campaigning may include the person's position within the ONA.

Videos for President/1st Vice-President

22. ONA will develop videos for the candidates running for President and 1st Vice-President. The Call for Nominations will include the date, time and place that the video will be recorded.

23. The President/1st Vice-President videos will be added to the ONA website so that members can view them at their convenience.

Local Executives/Bargaining Unit Leadership Team

24. Local executives/Bargaining Unit leaders can openly support the candidate of their choice.
25. If a Local executive/Bargaining Unit chooses to hold any meeting(s) for the purpose of personally getting to know candidates, then all candidates should be offered the same courtesy and all be invited.
26. Invitations to Local/Bargaining Unit meetings will be sent to all candidates by a member of the Local executive/Bargaining Unit leadership team at least two weeks in advance of the meeting. Candidates will be provided with the date and time of the meeting including the amount of time available to them to speak.
27. During election years for ONA President/1st Vice-President, the intent is that the President/1st Vice-President election videos of the candidates be shown at Local and/or Bargaining Unit meetings. For Supplementary Funded Locals, costs incurred for renting audio-visual devices for the purpose of showing the video can be funded from the "Local Administration" and/or "Bargaining Unit Allowance" budget line item of their Operating Funds.
28. During election years for Regional Vice-President, if a candidate cannot attend the Local/Bargaining Unit meeting to which she/he has been invited, the candidate may choose to send a letter or a personal video. The LC/BUP holding the meeting will read the letter or show the personal video from the candidate.
29. A Local executive, at its discretion, may choose to provide teleconferencing or videoconferencing where a candidate can not attend the local meeting in person. This shall be at the Local's expense

Area Coordinators Conference(s)

30. Candidates will be provided an opportunity to speak at the fall Area Coordinator Conference(s) (ACCs), for a specific amount of time as determined by the region. All candidates must request attendance at an ACC through the Chair of the ACC. If a candidate cannot attend the ACC the candidate may choose to send a letter or a personal video. A personal video of the candidate will be shown or a letter will be read by a designate to a maximum time as determined by the region. Candidates will be provided with the date and their allotted time to speak.

The five Regional Vice-Presidents will gather information on upcoming ACC's and forward to the Office of the Chief Executive Officer. A letter will be sent to all candidates giving ACC dates and the names of who to contact to request attendance.

Board of Directors

31. Board members who run in a provincial election should declare a conflict of interest and therefore not participate in any decisions regarding the election guidelines which are made after they have declared themselves a candidate.
32. Board members should refer questions regarding the election process to the Election Team via the CEO.

The Election Team

33. The televote should only be cast by the person to whom the voting package is intended; voting by proxy is not permissible.

Breaches of the Election Guidelines

34. It is understood that candidates agree to abide by the Election Guidelines of the Ontario Nurses' Association. Any alleged breach of the guidelines will be dealt with pursuant to Article 9 of the ONA Constitution. Any alleged breach of the guideline will be referred to the Election Team as soon as possible. The Election Team will provide a response setting out its views as to whether or not the conduct complained of is a breach of the guidelines, or if not a breach, gives rise to a concern. Concerns will be brought to the attention of the parties along with any further actions that may be necessary to address the concern. Breaches of the guidelines will be dealt with pursuant to Article 9 of the ONA Constitution after first being considered by the Election Team.

If you require further information or have any questions in regards to these guidelines, please contact the Office of the CEO at ONA's Toronto Office.