



### **Overview**

Any full member of the Students' Union can submit an election grievance if they believe a candidate's behaviour during an election is in breach of the rules.

Candidates and their campaign teams must take reasonable steps to ensure that their actions comply with the campaign rules at all times and must be able to demonstrate this in the event of a grievance made against them.

Candidates may have sanctions applied or be disqualified from the election if found to be in breach of any of the rules.

### **Initial Complaints**

Any grievance concerning the election should be submitted via email, to the Deputy Returning Officer (DRO) by 1pm on Thursday 11<sup>th</sup> March or may risk not being investigated.

Written complaints should be factual and contain clear evidence to demonstrate how the rules have been breached. Any complaints comprising of hearsay or activity that does not directly affect you are likely to be unsuccessful.

Complaints will initially be reviewed by the Deputy Returning Officer who will decide whether to accept (uphold) or reject the grievance. This decision will be notified to you in writing, normally within a 24-hour period.

| <b>Name of Official</b>                            | <b>Email Address</b>   | <b>Overview</b>   |
|--|--|---|
| Hannah Linsdell<br><i>Deputy Returning Officer</i> | <a href="mailto:h.linsdell@nua.ac.uk">h.linsdell@nua.ac.uk</a> | All queries, questions and complaints about the election process should be directed to the DRO in the first instance. |

### **Appeals**

If a student is dissatisfied with the outcome of a grievance, they may be able to request the opportunity to appeal. A request for appeal should be on the following grounds, including but not refined to:

- a review of the procedures followed at initial complaint stage
- a consideration of whether the outcome was reasonable in the circumstances
- new material evidence which the student was unable, for valid reasons, to provide earlier in the process

The appeal stage will not usually consider the issues stated within the initial complaint or involve a further investigation.

Any appeal should be submitted in writing, via email, to the Returning Officer within 24-hours of the Deputy Returning Officer's written decision. In the event of an appeal, the Returning Officer will take



sole responsibility for interpretation of the rules and Union bye-laws. Interpretation will be in the interest of the electorate above all others.

| <b>Name of Official</b>                     | <b>Email Address</b> | <b>Overview</b>   |
|---|----------------------|---|
| Peter Robertson<br><i>Returning Officer</i> | elections@nus.org.uk | The Returning Officer (RO) is independent of NUA Students' Union and is responsible for overseeing all appeals and complaints about the election. |

### **Sanctions**

Sanctions can be applied by the Deputy Returning Officer and Returning Officer after investigating a complaint. Sanctions can include, but are not limited to:

- Verbal Warning
- Written Warning
- Restrictions on campaigning
- Deactivation of social media channels
- Disqualification of candidate