

Notice of MUA Division QLD Divisional Assistant Branch Secretary 2018 Election

The following information is provided to members to assist in the preparation for the conduct of the 2018 Election for the position of an additional QLD Divisional Assistant Branch Secretary. The additional position has been created in conformity with the Resolution of National Council dated 12th April 2017 which was passed unanimously and proscribed the manner of conducting this Election in accordance with the Divisional Rules and in particular Divisional Sub-Rule 42(d). This Notice includes an explanation of the various steps to be taken by members, the Divisional National Council, existing officials and the Divisional National Returning Officers. The information provided hereunder also refers to a timetable summary, which is on the MUA Division Website to assist members.

*Nominations for the Election of Queensland Divisional Assistant Branch Secretary **open on Tuesday 24th April 2018** and **close at 5pm on Monday 28th May 2018**. The election will then be by a postal ballot of all financial members of the Queensland Branch commencing no later than Tuesday 12th June 2018 and closing at 5pm on Tuesday 26 June 2018, in the circumstance where more than one candidate has validly nominated.*

In accordance with the rules, the National Secretary advises that National Council has determined that the election shall be for the positions as listed:

Queensland Divisional Assistant Branch Secretary

A preliminary Roll of Voters has been prepared and a Final Roll of Voters will be prepared by the Divisional National Secretary and provided to the Divisional National Returning Officer in accordance with Divisional Rule 46.

The Final Roll of Voters in hard copy form may be provided to candidates who make such a request and who provide written confirmation to comply with the Privacy Act 1988 (as amended) and other requirements in MUA Divisional Sub-Rule 46(d). The provision of this material will require the payment of the nominal cost for printing and postage.

Nomination papers will be available in Branch offices or can be downloaded from the MUA Division Queensland Election page on the MUA Divisional website. Nominations are to be in writing, signed by the nominee and two financial members of The MUA Division of the Union and forwarded by mail or delivered to:

*Divisional National Returning Officer
The Maritime Union of Australia Division
Construction, Forestry, Maritime, Mining and Energy Union
PO Box 20433
World Square Sydney NSW 2002*

It is strongly suggested that where the nomination papers are forwarded by mail, it be by Registered or Express Post mail such that the nominee shall retain verification of the date and means of postage through the unique identification number.

A candidate may enclose a 200-word statement and a head and shoulder photograph with their nomination.

*The union will publish candidates' statements and photos on The MUA Division Website and in the MUA Election Booklet to be mailed out to financial members and provided to Branches. Candidates who fail to provide their statement and photo **with their nomination [see Divisional Sub-Rule 45(j)] and prior to 5:00pm 28th May 2018** will miss out on publication in the Booklet and on the Website.*

Statements shall require the approval of the Divisional National Returning Officer and shall meet requirements of the law. Scandalous or defamatory matter will not be published. Words in excess of the 200-word limit will be deleted from the end of the statement in conformity with Divisional Sub-Rule 45(j).

An electronic copy of the 200 word Statement (MS Word format) and the head and shoulder photograph (jpeg format 600 pixels high by 300 pixels wide) of the Candidate may be provided to the Divisional National Returning Officer prior to the close of nominations (5:00pm 28th May 2018).

Only financial members who have been a member for at least one year at the close of nominations and have been engaged or have been reasonably seeking to be engaged in an occupation covered by the Divisional Eligibility Rule are eligible to nominate as required by Divisional Rule 45 (g).

No member shall be eligible to nominate for more than one office as prescribed in Divisional Sub-Rule 45 (h). If a member nominates for more than one such office, both nominations shall be void.

In the event of two or more candidates being nominated for any office, the Divisional National Returning Officer [as prescribed in Divisional Sub-Rule 47 (b)(i)] shall, seven days following the closure of nominations, arrange for the printing of ballot papers. These ballot papers shall contain the names of the candidates in alphabetical order.

*The Divisional National Returning Officer will then cause each ballot paper to be initialled before **dispatching ballot papers and the Election Statement (if any) to voters no later than 12th June 2018, or earlier if possible, such day being the day the ballot opens.***

Members must check with their Branch to ensure their current mailing/postal address is correct on the union's records.

*The method of validly casting a vote is provided for in Divisional Sub-Rules 47(c) to (f) inclusive, but as amended by disregarding the timelines set out therein in accordance with the resolution of National Council of 12th April 2017. The ballot material provided will contain voting instructions from the Divisional National Returning Officer. Absentee Voting is provided for where a member will not be present at the postal address provided in the Roll of Voters during the ballot period. In these circumstances a member may apply in writing to the Divisional National Returning Officer to personally collect the ballot materials or to have them sent to an address nominated by the member. Such applications must be made **before 5pm on Tuesday 19th June 2018.***

Each candidate shall have the right to appoint not more than two scrutineers being financial members of The MUA Division who shall be entitled to be present at all stages of the ballot. The appointment of scrutineers shall be by notice in writing signed by the candidate to the Divisional National Returning Officer.

The rights and duties of scrutineers shall be to represent the interest of their appointing candidate. They shall be entitled to be present at all stages of the ballot while the Divisional National Returning Officer carries out the procedures under the Divisional Rules and to direct the Divisional National Returning Officer to any irregularity concerning the carrying out of any step in the ballot. They shall do all things necessary so that the secrecy of the ballot shall be observed. They shall not obstruct the Divisional National Returning Officer in the performance of the Divisional National Returning Officer's duties nor interfere with the conduct of the ballot.

The Divisional National Returning Officer shall notify each candidate by post of the place and date of the Ballot Count at least 7 days prior to the count.

The ballot closes on Tuesday 26th June 2018 and only ballot papers received by the Divisional National Returning Officer by that time shall be counted, provided that a ballot paper contained in a prepaid envelope which is received by the Divisional National Returning Officer by 5pm on Friday 30 June 2018 bearing a post mark dated not later than 26 June 2018 shall be counted.

On Wednesday 27 June 2018 the Divisional National Returning Officer and the Divisional Deputy National Returning Officers shall attend at a place nominated by and under the control of the Divisional National Returning Officer in order to count the ballot.

The counting of the Ballot will be undertaken in conformity with MUA Divisional Sub-Rules 47 (g) to (i) inclusive and be under the control of the Divisional National Returning Officer.

Upon completion of the count, the Divisional National Returning Officer shall announce the result of the election in writing to the Divisional National Secretary and the Divisional Queensland Branch Secretary pursuant to Divisional Sub-Rule 47 (j).

Any protests will be dealt with in conformity with Divisional Sub-Rule 47 (l). The successful Candidate declared elected shall take office from 3th July 2018.

Please refer to the Election Timetable on the MUA Election Webpage which will assist members in dealing with relevant aspects of the election.