

Leadership rules 2017

1. CANADA ELECTIONS ACT

- a) 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 and ratified by Federal Council.
- b) 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.
- c) Staffing support for the CEO will be provided by Federal Office.
- d) The CEO will meet at an early date with the Campaign Manager of each Candidate to discuss logistical and other details for the leadership campaign.
- e) The CEO will report to the 2018 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 July 2nd, 2016 and terminating at the announcement of a winning Candidate for the position of Leader of the New Democratic Party no later than October 29th, 2017 shall be deemed the campaign period.

4. CANDIDATES

- a) Any member of the Party in good standing, eligible to run for a seat in the House of Commons, who demonstrates a genuine interest in seeking the leadership and serving as the Leader of the NDP can be a candidate.
- b) Even before being officially registered with the party, a candidate must declare intent with the CEO, seek a declaration from the chief agent of the Party certifying that the party accepts the application, register with Elections Canada and immediately follow all the rules established by the party.
 - i) The declaration from the chief agent of the Party does not constitute official registration with the Party and is separate from the approval process set out in these rules.
- c) In order to appear on the ballot and be officially registered with the Party, a candidate must file the nomination paperwork, submit the registration fee with the CEO and be approved to stand as a candidate for leadership by the National Director.
- d) There will be a non-refundable registration fee of \$30,000 for all Candidates.
- e) Registration fees may be paid by certified cheque, money order, VISA or MasterCard.

- f) Anyone who accepts contributions for his or her campaign for the leadership of the NDP, or incurs leadership expenses, even before the official launch of the race, must apply to Elections Canada for registration as a candidate for the leadership contest.

5. NOMINATION PROCESS

- a) Candidates must file with the CEO nomination signature paperwork which have been duly signed by five hundred (500) members in good standing of the New Democratic Party.
 - i) The party may setup an electronic system to facilitate this process.
- b) The nomination signature paperwork must include signatures from a minimum of fifty (50) members from each of the five (5) regions.
 - i) The five regions are Quebec, Atlantic, Ontario, BC/North, and Prairies.
- c) At least fifty percent (50%) of the required nomination signatures must be from female-identified members.
- d) At least a hundred (100) signatures must be from other equity-seeking groups. (Visible Minorities, Aboriginals, Lesbian Gay Bisexual Transgendered, Persons Living with disabilities)
- e) Each Candidate must appoint a Financial Agent and notify the CEO of the name, mailing address, phone numbers and email address of the Financial Agent at the time of registration.
- f) All required nomination documents will be provided by the CEO no more than 2 business days after a request is made by the candidate or his/her campaign manager for the Prospective Leadership Candidate Package.
- g) The decision to accept or reject a candidacy lies with the National Director.
- h) In the event that a candidate's application is rejected, one appeal will be considered by the Party President, Vice-presidents and Treasurer.
 - i) A candidate may appeal a rejection within 2 business days of receiving their notice. The appeal shall be submitted in writing and detail the candidate's arguments as to why they should be considered as a nominee. The officers will respond to the candidate within 3 business days.
 - j) Once the National Director has approved the candidate, and the CEO has confirmed that they have received all of the required documentation, the Candidate will be officially registered and will be eligible for the services provided by the Federal Party.
- k) The deadline for official registration in order for Candidates to appear on the ballot is ninety (90) days prior to the first ballot polling day. (July 3rd, 2017)

6. ELECTION EXPENSE

- a) The spending limit on election expenses by a Candidate will be \$1,500,000.
- b) 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.
- c) 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.

d) Surpluses, if any, will be refundable to the New Democratic Party of Canada.

7. EXPENSES NOT SUBJECT TO THE LIMIT

- 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 related to fundraising.
- e) Any candidate's travel expenses.
- f) Administration fees paid to the Party.
- g) Registration fee paid to the Party.

8. CONTRIBUTIONS TO LEADERSHIP CANDIDATES

- a) All contributions and loans to leadership candidates are regulated by Elections Canada, including contributions received and loans incurred before the first day of the leadership contest.
- b) All monetary donations to leadership campaigns must be processed through the Federal Party Office and are subject to a twenty-five percent (25%) administrative fee.
- c) The Financial Agent for each leadership candidate must open a bank account in the name of the campaign.
- d) No leadership donations may be deposited directly into the Candidate's personal accounts.
- e) It is prohibited to solicit contributions in any provincial or territorial jurisdiction of this country, once the writ is dropped until Election Day, if a provincial or territorial section of the party is fielding candidates in said jurisdiction.

9. FINANCIAL AGENT

- a) The Financial Agent must be a member in good standing of the Party.
- b) The Financial Agent will be the Candidate's primary contact for communication with the CEO on financial matters.
- 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 ensuring that the campaign complies with the rules, regulations, and reporting requirements set-out by the Canada Elections Act, Elections Canada, and the New Democratic Party of Canada.
- b) Each Candidate and Financial Agent will provide to the CEO interim quarterly statements, a maximum of thirty (30) days after the end of each of the first four quarters of the electoral period, 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.

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

11. CANDIDATES ENTITLEMENTS

- a) The Federal Party will provide access to the list of Federal Council members and Presidents of Federal Electoral district associations as soon as possible following their official registration with the Party
- b) The Federal Party will provide Candidates, following their official registration with the Party, with an Initial List of party members in good standing as of July 2nd 2016.
- c) In addition to the Initial List, officially registered Candidates will receive updates as they are provided by provincial and territorial sections, where applicable.
- d) The Federal Party will provide to officially registered Candidates a list of affiliated unions.
- e) Provincial/territorial Sections of the Party, electoral district associations, party committees, Youth sections, campus clubs and affiliated organizations are expected to provide equal opportunity to all Candidates to speak to and meet members of the Party.
- f) The Federal Party can provide additional support and resources to Candidates, so long as they are provided to all Candidates equally.
- g) All Candidates will be provided with the digital resources which could include access to Populus, Blue State Digital fundraising pages, candidate website templates and individual membership pages.
- i) In the event that a Candidate chooses not to use the centrally provided resources, the Party is under no obligation to provide compensation or alternatives.

12. LEADERSHIP DEBATES

- a) The Party will organize at least two official leadership debates, one in each official language.
- b) The debates will be organized at the discretion of the CEO.
- c) At least one additional, bilingual debate shall be dedicated to youth issues; and be organized in collaboration with the New Democratic Youth of Canada.
- d) The Party will be responsible for advertising the official debates.
- e) The Party will ensure that all official debates are live streamed online in order to be accessible to all party members and to the Canadian public.
- f) Leadership Candidates will be responsible for arranging their own travel and accommodations for the official debates.
- g) Only officially registered candidates will be allowed to participate in the official leadership debates.

13. ELECTED OFFICE AND PARTICIPATION

- a) It is not an acceptable practice to use services or privileges provided to publicly elected officials to further the candidacy of a leadership Candidate.

- b) These services must not be used for communicating with Party members in any organized fashion.
- c) Staff may only work on leadership campaigns in “off hours” and away from government or party offices. They may not use any facilities or services afforded by government bodies whether it be federal, provincial, territorial or municipal.
- d) Other rules regarding the participation of federal caucus are included in Appendix B.

14. MEMBERSHIP

- a) Every member of the NDP, in good standing 45 days before the closing of the first ballot (August 17, 2017) is entitled to cast a vote for the Leader in our upcoming election.
- b) All memberships valid on the cut-off date will receive a ballot irrespective of expiry date of membership.
- c) Each Candidate shall direct their supporters to sign-up for a membership on a dedicated webpage provided by the Federal Party.
- d) New members that sign up to a candidate-specific membership page will be kept confidential to that Candidate until the membership deadline. Immediately following that deadline, the entire membership will be merged and provided to all Candidates.
- e) Candidate’s will be provided with Paper Membership forms in batches of 10 forms upon request. Each form shall be numbered and cannot be copied or reproduced. A candidate will only be permitted to possess 5 batches at a time. Once the entirety of a batch has been submitted, the Candidate may request another batch.
- f) If in the opinion of the CEO, more than 5% of all Paper Membership forms submitted by a Candidate by the cut-off date are deemed to be fraudulent, the entirety of said Candidate’s Paper Memberships shall be considered voided and the individuals will not be eligible to vote. The CEO will advise Candidates of any issues with Paper Memberships as they arise.
- g) It is prohibited for a candidate or a person working on behalf of a candidate to pay for any membership fees or any other fees associated with the Leadership race for any other Party members.
- h) The membership forms must be in Federal/Provincial/Territorial Section Offices on the cut-off date.

15. LEADERSHIP VOTING PROCEDURE

- a) The ballot will be a preferential, ranked choice ballot.
- b) Candidates will appear in alphabetical order of their surname.
- c) Eligible voters can rank the candidates in their preferred order.
- d) A ballot is valid if at least one candidate is selected.
- e) All eligible voters may cast their ballot in one of two ways: 1) Mail-in ballot; 2) Internet ballot;
- f) Eligible voters choosing to vote with an internet ballot will be allowed to change their vote at any time before the closure of the polls, including between each round of balloting.

- g) Members who have voted online in the first ballot, in a preferential fashion, are under no need to vote again. They may let their vote stand for all successive ballots.
- h) Members who choose to vote by mail will not be able to recast their vote in successive ballots.
- i) Mail in ballots must arrive before the close of the polls to be counted for that round. If they arrive after the close, these ballots will be counted in the subsequent round.
- j) The Party will organize a Candidates Showcase event before the opening of the voting period.
 - i) Each candidate will be given a fixed and equal amount of time to make a presentation at this event.
 - ii) The Party will ensure the Candidates Showcase event is live streamed online to be accessible to all members and the Canadian public.
 - iii) Leadership Candidates will be responsible for arranging their own travel and accommodations for the Candidates Showcase.
- k) There shall be multiple rounds of balloting, with a maximum of 5 rounds if there are 6 or more candidates, until a candidate received the support of 50%+ 1 member.
 - 1) The polls shall open at 10:00 AM Eastern Time on September 18th, 2017.
 - 2) The first ballot polls shall close at 2:00 PM Eastern Time, October 1st 2017.
 - 3) If no candidate gets 50% +1 of the vote on the first ballot, the five candidates with the highest share of the vote will be eligible for the next ballot.
 - 4) The polls for the second ballot shall open at 10:00 AM Eastern Time on October 2, 2017.
 - 5) The second ballot polls shall close at 2:00 PM Eastern Time, October 8th 2017.
 - 6) If no candidate gets 50% +1 of the vote on the second ballot, the last place candidate will not be eligible for the next ballot.
 - 7) The polls for the third ballot shall open at 10:00 AM Eastern Time on October 9th, 2017.
 - 8) The third ballot polls shall close at 2:00 PM Eastern Time, October 15th 2017.
 - 9) If no candidate gets 50% +1 of the vote on the third ballot, the last place candidate will not be eligible for the next ballot.
 - 10) The polls for the fourth ballot shall open at 10:00 AM Eastern Time October 16th 2017.
 - 11) The fourth ballot polls shall close at 2:00 PM Eastern Time, October 22nd, 2017.
 - 12) If no candidate gets 50% +1 of the vote on the fourth ballot, the last place candidate will not be eligible for the final ballot.
 - 13) The polls for the final ballot shall open at 10:00 AM Eastern Time October 23rd, 2017.
 - 14) The final ballot polls shall close at 2:00 PM Eastern Time, October 29th, 2017.
- l) Following the closure of each round of balloting, the Party will organize an event at a location to be determined by the Party, to announce the results of the ballot.

- m) At each announcement event, once the results of the current round of balloting are announced, each remaining eligible candidate will be given an equal amount of time to speak at the event.
- i) The Party will live stream the announcement event to make it accessible across the country, to party members and to the general public.
- n) Candidates wishing to withdraw will have a two hour window following the announcement of the first ballot results.
- o) The above dates, times and provisions may be adjusted at the discretion of the CEO in consultation with voting process experts, and in keeping with the spirit of the process intended.

Appendix A

IMPORTANT DATES

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

Campaign Start Date is July 2, 2016

Opening of the Voting Period:	September 18, 2017
Closing of First Ballot:	October 1, 2017
Closing of Second Ballot:	October 8, 2017
Closing of Third Ballot:	October 15, 2017
Closing of Fourth Ballot:	October 22, 2017
Closing of Final Ballot:	October 29, 2017

Campaign End Date is October 29, 2017

Deadline for registration as a candidate: July 3, 2017

Deadline for membership sign-ups eligible to vote: August 17, 2017

Interim Financial Quarterly Statements to the NDP CEO

2016 3rd Quarter	October 30, 2016
2016 4th Quarter	January 30, 2017
2017 1st Quarter	April 30, 2017
2017 2nd Quarter	July 30, 2017

Leadership Contestant's Interim Campaign Return (EC 20193)

First report	October 8, 2017
Second report	October 27, 2017

Contestant's Leadership Campaign Return (EC 20192)	April 29, 2017
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Appendix B

FEDERAL CAUCUS RULES DURING THE LEADERSHIP RACE

The outline

The leadership candidates who are members of the Caucus can better focus on their leadership race provided they meet the following guidelines. They must remember that although they are candidates for the leadership race, they are first and foremost MPs with obligations to their constituents, the Caucus and the Party.

Members of the Leader's office, the House Leader's office and the Whip's office will remain neutral.

Duty shifts

Candidates for the leadership:

2. will immediately be relieved of their House duty.
3. will not have house duty in the subsequent lists until the end of the leadership race, or until they withdraw from the race.
4. will have their House duty replacement handled by the Whip's office for the remainder of the current list.

Committee, Critic area and other functions within the Caucus

Candidates for the leadership:

1. will immediately be relieved of their functions in committee; the Leader will make a recommendation on a replacement to the Planning and Priorities committee of caucus (P+P).
2. will immediately be relieved of their functions as critics; the Leader will make a recommendation on a replacement to the Planning and Priorities committee of caucus (P+P).
3. will immediately be relieved of their other functions within the Caucus; the Leader will make a recommendation on a replacement to the Planning and Priorities committee of caucus (P+P).
4. in all these cases, their MP's office will provide background information related to the work done and the political objectives, to assist those replacing them.

Votes

The leadership candidates:

1. Can decide to attend or not attend any votes.
2. The Whip's office will inform the MPs who are leadership candidates of upcoming votes, as quickly as possible, including any intelligence on how close those votes are.

Right to speak (House and committees), etc...

The leadership candidates:

1. can take part in any debate in the House (speeches and questions and comments) like any other MPs (without preference) based on our already established policies.

2. will have the right to sit as an observer on any committee, but will first have to notify the Office of the Whip, the critic and the member sitting on the committee.
3. must respect Party policies and Caucus policies and practices at all time.
4. will refrain from criticizing other NDP leadership candidates or Party policies when in the House or in committee.
5. can't trade away their speaking spots.

Statements and Question Period

The leadership candidates:

1. will have Statements by Members according to the formula already used; these Statements must be on local issues.
2. will have Questions during Question Period which will be allocated equally amongst candidates; these Questions must be on local issues.
3. must respect Party policies and Caucus policies and practices at all time.
4. will refrain from criticizing other NDP leadership candidates or Party policies when in the House.
5. can trade their statements, but cannot give them away or receive "freebies"... (the office of the Whip will take those back).
6. must provide, as per current practice, a copy of their statement by noon on the day of their statement (Monday to Thursday) and Friday by 10am, so they can be reviewed.

Attendance in Ottawa

The leadership candidates:

1. as per current practice, must submit their weekly attendance form for presence in Ottawa.
2. should indicate to the Whip's office when they'll be present for votes, Question Period or if they attend committee meetings.
3. All submitted information will stay, as per current practice, confidential.

Parliamentary resources

The leadership candidates:

1. are prohibited by the Parliament of Canada Act from using any *parliamentary resources* for their leadership race (such as Library services, committee rooms, etc...).
2. are prohibited by the Parliament of Canada Act from using their *parliamentary resources* for their leadership race (such as BlackBerry/iPhone, travel points, their staff, their offices, etc...).
3. parliamentary resources can only be used for parliamentary reasons.

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