Version as of 10/7/2021

**2021 AY 2021/2022 NUS Students’ Law Club Election Standing Orders**

**Citation**

This Standing Order may be cited as the NUS Students’ Law Club Election Standing Orders.

**Sources of Law**

The sources of law for the Election shall be found in the following sources in descending order of supremacy:

1. NUS Statute 6;
2. NUS Regulation 9;
3. NUSSU Constitution;
4. Executive Committee Election Regulations (ECER) and Management Committee Election Regulations (MCER);
5. The respective Constituent Club’s Constitution;
6. The Standing Orders of the Union Election Committee; and
7. The Standing Orders of the respective Constituent Club Election Committee.

**Introduction**

This document entails the schedule and procedures for the election of the 42nd Management Committee of the NUS Students’ Law Club **(“Law Club”)**, conducted by the Elections Committee nominated by the 41st Management Committee.

**Election Committee**

The Election Committee has the power to:

1. Accept the withdrawal of any candidate, at any point in time, from the start of the Nomination Period to the conclusion of the entire election process.
2. Declare the election of any candidate of its Constituent Club’s Executive Committee Representative invalid due to any procedural irregularities according to the sources of law stipulated in section 2.
3. Investigate any alleged instances of foul play, unfair practices, or any conduct prejudicial to the spirit of fair and transparent elections, and disqualify any candidate found to be involved in such conduct.
4. Make discretionary decisions, in the conduct of elections, that encourage the spirit of a free, fair and transparent election. If such discretionary decisions are inconsistent with any source of law specified in section 2, the discretionary decision shall be voided, to the extent of the inconsistency.
5. Adjudicate all disputes raised by any Management Committee candidate according to the procedures prescribed by the sources of law stipulated in section 2.

The Election Committee can be contacted at: elections@nuslawclub.com

The conduct of the elections by the Constituent Club Election Committee shall be supervised by the Union Election Committee, which can be contacted at uec@nussu.org.sg.

**Elections Committee Key Personnel**

Returning Officer: Wee Min, 40th Management Committee, President

Elections Officer: Tapasya Singh, 40th Management Committee, Honorary General Secretary

Elections Officer: Ryan Teo Rui-An, 40th Management Committee, Vice-President

**Eligibility**

All matriculated, full-time undergraduates from the NUS Faculty of Law are eligible to:

1. Stand for elections
2. Nominate a candidate for elections
3. Second a candidate for elections
4. Vote in the external elections

With the exception of:

1. Members who are Executive Committee members of another Faculty Constituent Club, or are candidates for executive positions in another non-Faculty Constituent Club (eg. Sports Club)

**Timeline**

The following is the timeline for the elections. The Elections Committee reserves the right to make amendments to the schedule if required.

|  |  |
| --- | --- |
| 13 August 2021 (Friday) | Law Club Elections Briefing |
| 14 - 16 August 2021 (Saturday - Monday) | Law Club President, Vice-President, Honorary General Secretary and Finance Director **(“LC4”)** Nomination |
| 14 - 16 August 2021 (Saturday - Monday) | NUSSU EXCO Rep Nomination |
| 17 - 21 August 2021 (Tuesday - Saturday) | LC4 Campaign |
| 17 - 21 August 2021 (Tuesday - Saturday) | NUSSU EXCO Rep Campaign |
| 23 August 2021 (Monday) | LC4 External Elections |
| 23 August 2021 (Monday) | NUSSU EXCO Rep Elections |
| 24 August 2021 (Monday) | Release of LC4 External Election Results |
| 24 August 2021 (Monday) | Release of NUSSU EXCO Rep Election Results |
| 25 August 2021 (Tuesday) | Release of the remaining contestable positions **(“LC12”)** |
| 26 - 28 August 2021 (Thursday - Saturday) | LC12 Nomination |
| 29 August - 2 September 2021 (Sunday - Thursday) | LC12 Campaign |
| 4 September 2021 (Saturday) | LC12 External Elections |
| 5 September 2021 (Thursday) | Release of LC12 External Elections Results |
| 17 September 2021 (Friday) | Annual General Meeting |

**LC4 Nomination**

1. A candidate is nominated for a position in LC4 once the nomination form has been properly filled, signed, nominated & seconded.
2. The positions available in LC4 are:
   1. President
   2. Vice-President
   3. Honorary General Secretary
   4. Finance Director
3. Candidates running for positions 2(a) to 2(d) shall have to undergo LC4 External Elections.
4. Requirements on the nominator and seconder
   1. The nominator:
      1. Cannot be the same person as the candidate
      2. Cannot be a member of the current Election Committee of the Law Club
      3. Needs to be a current undergraduate at the NUS Faculty of Law for Academic Year 21/22
   2. The seconder:
      1. Cannot be the same person as the candidate of nominator
      2. Cannot be a member of the current Election Committee of the Law Club
      3. Needs to be a current undergraduate at the NUS Faculty of Law for Academic Year 21/22
5. Each candidate is only allowed to submit **ONE (1)** application (ie. each candidate can only contest for **ONE (1)** position). Candidates shall not apply for a position in the 42nd Management Committee **and** as a NUSSU EXCO Representative.
6. A nominator or seconder may not sign more than **FOUR (4)** application forms for LC4 Nominations.
7. The application form must be submitted to the Elections Committee via email to elections@nuslawclub.com by 16 August 2021, 2200.
8. Withdrawal of applications must be done via a formal request to the Elections Committee through means of a formal email to [elections@nuslawclub.com](mailto:elections@nuslawclub.com) by 16 August 2021, 2359.
9. The Elections Committee reserves the right to reject applications if:
   1. They are incomplete
   2. They are submitted late
   3. They contain misinformation
10. Election Committees shall inform all Candidates whether their nomination is accepted and valid by the end of the nomination period.

**NUSSU EXCO Representative Nomination**

1. A candidate is nominated for a the position of NUSSU EXCO Representative once the nomination form has been properly filled, signed, nominated & seconded.
2. The number of NUSSU EXCO Representatives for Law Club shall be **TWO (2)** in Academic Year 21/22.
3. Requirements on the nominator and seconder
   1. The nominator:
      1. Cannot be the same person as the candidate
      2. Cannot be a member of the current Election Committee of the Law Club
      3. Needs to be a current undergraduate at the NUS Faculty of Law for Academic Year 21/22
   2. The seconder:
      1. Cannot be the same person as the candidate of nominator
      2. Cannot be a member of the current Election Committee of the Law Club
      3. Needs to be a current undergraduate at the NUS Faculty of Law for Academic Year 21/22
4. The nomination form shall also be signed by an outgoing elected member of the 41st Law Club Management Committee as to indicate that the candidate has consulted with the member(s) of the Law Club Management Committee. This consultation will be on the expected roles and duties to be undertaken as an NUSSU Executive Committee Representative.
   1. These Members are:
      1. Izzat Rashad Bin Rosazizi
      2. Jolene Gina Abelarde
      3. Phoon Yi Hao
5. Each candidate is only allowed to submit **ONE (1)** application (ie. each candidate can only contest for **ONE (1)** position). Candidates shall not apply for a position in the 42nd Management Committee **and** as a NUSSU EXCO Representative.
6. The application form must be submitted to the Elections Committee via email to elections@nuslawclub.com by 16 August 2021, 2200.
7. Withdrawal of applications must be done via a formal request to the Elections Committee through means of a formal email to [elections@nuslawclub.com](mailto:elections@nuslawclub.com) by 16 August 2021, 2359.
8. The Elections Committee reserves the right to reject applications if:
   1. They are incomplete
   2. They are submitted late
   3. They contain misinformation
9. Election Committees shall inform all Candidates whether their nomination is accepted and valid by the end of the nomination period.

**LC4 and NUSSU EXCO Representative Campaigning**

1. Candidates shall be allowed to campaign between 17 - 21 August 2021.
2. Candidates may put up campaign posters around the faculty. All posters shall be sent to the Elections Committee for approval via email (elections@nuslawclub.com) before they are put up. All posters shall then be stamped for approval at the Law Club Room. Candidates shall inform the Elections Committee of the places where they put up their posters.
3. All LC4 candidates are required to participate in the allocated LC4 Rally Session, open to all members of the NUS Students’ Law Club. During the LC4 Rally Session, candidates will be given 5 minutes to deliver a brief presentation, followed by a question and answer session. Absence from the LC4 Rally Session will be considered as an intention to withdraw from LC4 Elections.
4. LC4 candidates may include their plans for the LC12 positions as part of their campaign.
5. There will be a 24 hours cooling-off day on 22 August 2021 before the start of external voting.
6. Campaigning as a group with other candidates is permitted.
7. The Elections Committee reserves the right to advise candidates against campaigning tactics if deemed inappropriate in the spirit of the elections.
8. Any candidate found harassing any voter for votes would be disqualified by the Returning Officer.
9. Any candidate found violating any of the above rules would be given a warning. Repeated offenders would be disqualified by the Returning Officer.

**LC4 and NUSSU EXCO Representative External Elections**

1. The voting will be held on 23 August 2021, subject to changes.
2. Voting shall be conducted online to elect each LC4 candidate into their specific position in the Law Club.
3. LC4 candidates shall be elected on different ballots from candidates for the NUSSU EXCO Representative.
   1. The candidates for the NUSSU EXCO Representatives shall be presented on a separate online page from the LC4 candidates.
4. Members of the Elections Committee are allowed to cast their vote during the voting.
5. All LC4 candidates are required to garner a minimum of 10% of the total number of valid votes casted in order to be elected.
6. If there is only **ONE (1)** LC4 candidate contesting for a particular position (ie. a walkover), the candidate must still garner a minimum of 50% of the total number of valid votes casted to be elected.
7. If there is more than **ONE (1)** LC4 candidate contesting for a particular position (ie. a contest), the candidate with the highest number of votes for that particular position will be elected.
8. It is the right of the Candidate, should he/she choose to so, to vote for him/herself.
9. For the avoidance of doubt, “Abstain” votes shall not contribute to the number of valid votes cast.

**NUSSU EXCO Representative External Elections**

1. The voting will be held on 23 August 2021, subject to changes.
2. Voting shall be conducted online to elect **TWO (2)** NUSSU EXCO Representatives.
3. Candidates for the NUSSU EXCO Representative shall be elected on different ballots from LC4 candidates.
   1. The candidates for the NUSSU EXCO Representatives shall be presented on a separate online page from the LC4 candidates.
4. Members of the Elections Committee are allowed to cast their vote during the voting.
5. At the end of the Nomination Period, if the total number of candidates nominated is less than, or equivalent to, the number of vacancies for NUSSU EXCO Representatives (ie. **TWO (2)**), the Election Committee shall hold a Vote of Confidence. Otherwise, a Contested Vote shall be held. For the avoidance of doubt, the number of candidates refers to the number of individual candidates, not the number of groups of candidates.
6. To pass a Vote of Confidence, each candidate shall secure the approval of no less than half (1/2) of all valid votes cast. The candidates who fail to secure such approval shall be deemed to have failed to be elected.
7. To pass a Contested Vote, the valid votes cast for each Candidate shall be totaled. The vacancies shall be filled by candidates in decreasing order of total valid votes cast until all vacancies have been filled up. The remaining candidates shall be deemed to have failed to be elected.
   1. If there is a tie between 2 or more candidates for a vacancy/vacancies, a runoff election shall be held to determine which candidate fills the remaining vacancy/vacancies.
8. It is the right of the Candidate, should he/she choose to so, to vote for him/herself.
9. For the avoidance of doubt, “Abstain” votes shall not contribute to the number of valid votes cast.

**Release of LC4 and NUSSU EXCO Representative External Election Results**

1. LC4 and NUSSU EXCO Representative External Election Results shall be released on 24 August 2021. The External Election Results are final.

**Release of LC12 Positions**

1. LC4-Elects shall collectively and unanimously decide the **TWELVE (12)** LC12 Positions available for nomination and shall inform the Elections Committee of their decision by 25 August 2021, 1700 via email at elections@nuslawclub.com. This should include the title of each position and a brief description of no more than 100 words of the job scope of each position.
2. In the event that LC4-Elects are unable to reach a unanimous decision by 25 August 2021, 1700, the President-Elect shall make the final decision **unless** the remaining **THREE (3)** LC4-Elects (ie. the Vice-President-Elect, the Honorary General Secretary-Elect and the Finance Director-Elect) are **all** in opposition. In such a situation, the Vice-President-Elect, the Honorary General Secretary-Elect and the Finance Director-Elect shall make a unanimous decision. The Elections Committee shall be informed of the final decision by 25 August 2021, 1800 via email at elections@nuslawclub.com.
3. The list of available LC12 positions for nomination shall be released on 25 August 2021, 2200.

**LC12 Nomination**

1. A candidate is nominated for a position in LC12 once the nomination form has been properly filled, signed, nominated & seconded.
2. The positions available in LC12 will be determined by the LC4-Elects.
3. Candidates running for any LC12 positions shall have to undergo LC12 External Elections.
4. Requirements on the nominator and seconder
   * The nominator:
     + Cannot be the same person as the candidate
     + Needs to be a current undergraduate at the NUS Faculty of Law for Academic Year 21/22
   * The seconder:
     + Cannot be the same person as the candidate of nominator
     + Needs to be a current undergraduate at the NUS Faculty of Law for Academic Year 21/22
5. Each candidate is only allowed to submit **ONE (1)** application (ie. each candidate can only contest for **ONE (1)** position). Candidates shall not apply for a position in the 42nd Management Committee **and** as a NUSSU EXCO Representative.
6. A nominator or seconder may not sign more than **TWELVE (12)** application forms for LC12 Nominations.
7. Members of the Elections Committee are not allowed to nominate or second a candidate’s nomination form.
8. LC4-Elects are not allowed to nominate or second a candidate’s nomination form.
9. The application form must be submitted to the Elections Committee via email to elections@nuslawclub.com by 28 August 2021, 2200.
10. Withdrawal of applications must be done via a formal request to the Elections Committee through means of a formal email to [elections@nuslawclub.com](mailto:elections@nuslawclub.com) by 28 August 2021, 2359.
11. The Elections Committee reserves the right to reject applications if:
    * They are incomplete
    * They are submitted late
    * They contain misinformation

**LC12 Campaign**

1. Candidates shall be allowed to campaign between 29 August - 2 September 2021.
2. Candidates may put up campaign posters around the faculty. All posters shall be sent to the Elections Committee for approval via email (elections@nuslawclub.com) before they are put up. All posters shall then be stamped for approval at the Law Club Room. Candidates shall inform the Elections Committee of the places where they put up their posters.
3. All LC12 candidates are required to participate in the allocated LC12 Rally Session, open to all members of the NUS Students’ Law Club. During the LC12 Rally Session, candidates will be given 5 minutes to deliver a brief presentation, followed by a question and answer session. Absence from the LC12 Rally Session will be considered as an intention to withdraw from LC12 Elections.
4. There will be a 24 hours cooling-off day on 3 September 2021 before the start of external voting.
5. Campaigning as a group with other candidates is permitted.
6. The Elections Committee reserves the right to advise candidates against campaigning tactics if deemed inappropriate in the spirit of the elections.
7. Any candidate found harassing any voter for votes would be disqualified by the Returning Officer.
8. Any candidate found violating any of the above rules would be given a warning. Repeated offenders would be disqualified by the Returning Officer.
9. LC4-Elects are not allowed to publicly endorse or support any LC12 candidates.

**LC12 External Elections**

1. The voting will be held on 4 September 2021, subject to changes.
2. Voting shall be conducted online to elect each candidate into their specific position in the Law Club.
3. Members of the Elections Committee are allowed to cast their vote during the voting.
4. LC4-Elects are allowed to cast their vote during the voting.
5. All candidates are required to garner a minimum of 10% of the total number of valid votes casted to be elected.
6. If there is only **ONE (1)** candidate contesting for a particular position (ie. a walkover), the candidate must still garner a minimum of 50% of the total number of valid votes casted to be elected.
7. If there is more than **ONE (1)** candidate contesting for a particular position (ie. a contest), the candidate with the highest number of votes for that particular position in the LC12 External Elections results will be elected.

**Release of LC12 External Election Results**

1. LC12 External Election Results shall be released on 5 September 2021. The LC12 External Election Results are final.

**Composition of the Union Council**

1. The number of EXCO members to be elected from the Law Club to the Union Council shall be **FOUR (4)** as per NUS Regulation 9, rule 9(b).
2. The elected President of each MC shall be a Union Council member. The elected President may pick other elected MC members to sit on the Union Council. For avoidance of doubt, the elected President will follow the relevant clauses laid down in their individual Constituent Club Constitutions on choosing Union Council members from their MC.
3. The newly elected members of the Management Committee, after the Law Club Annual General Meeting, have the power to elect representatives from among the Management Committee Members to the Council of the Union as Council Representatives in accordance with the Constitution of the Union.
4. The Management Committee President shall submit the names of his/her Union Council members to the UEC before the first Council Meeting.
5. If the first Council Meeting has passed, the Management Committee President should make such submission to the Council Chairperson.
6. The size of each Management Committee shall be as follows, as per NUS Regulation 9, rule 8 to be a minimum of 16 and a maximum of 30.

**Disputes**

1. In the case of a dispute between candidates, any involved candidate may submit their dispute to the Elections Committee via email to elections@nuslawclub.com. The Elections Committee shall decide upon the dispute within **THREE (3)** days, and inform the parties of its decision. Decisions issued by the Elections Committee shall be made with reasons in writing within **ONE (1)** day from the decision date.
   1. This decision may be appealed in writing to the Union Elections Committee **(“UEC”)** within a day from the date of the Election Committee’s decision.
   2. The UEC shall decide on whether to allow the appeal within **THREE (3)** days from the date of appeal, with reasons in writing.
2. In avoidance of any doubt, should disputes with the Elections Committee arise, a member of the Elections Committee has the right to raise the issue to the UEC in writing. Any issues must first be raised by 11 September 2021.