



<b>SUBJECT:</b> Polling	<b>POLICY NO:</b> ELEC - 5	<b>LAST REVISED:</b> March 28, 2020
<b>APPROVED BY:</b> General Council	<b>NO. OF PAGES:</b> 1	<b>DATE ORIGINATED:</b> February 15, 2009

**Policy**

The Saskatchewan Polytechnic Students' Association Inc. recognizes the need for a voting process that will ensure the SPSA election remains fair, transparent, and accountable to the student membership.

**Procedures**

**Polling Stations**

1. On-campus polling stations will be set up at predetermined times and locations by the Electoral Operations Committee. In the event on-line voting is used, the Electoral Operations Committee shall advertise to the student membership how to access the proper website.
2. Candidates, Campaign Managers and members of campaign teams can not solicit votes at the polling station(s).

**Ballots and Ballot Counting**

1. Order of Candidate's names for each position on the ballots will be listed in alphabetical order by last name.
2. In the event of only one Candidate running for a position, it will take the form of an affirmation vote, 'yes' or 'no'. This will be a majority vote.
3. In the event that a candidate withdraws, or is disqualified, but whose name could not be removed from the ballot, the votes for that individual shall be discounted; votes discounted shall only be discounted for individuals who has withdrawn, therefore the votes will still be counted for the remaining candidates.
4. Eligible voters will receive a ballot and in turn deposit it into a secure box. Upon closing of polls, these secured ballot boxes will be delivered to the respective Campus DRO and Student-at-Large Representative for ballot counting. Ballots will be tallied and results will be delivered to the CRO for declaration of Election results. Ballot counting will be completed directly after the polling stations close.
5. One representative per candidate is permitted to attend the ballot counting if paper ballots are utilized. Once the counting of paper ballots has begun, attendees cannot leave until the counting is finished.
6. Any candidate wanting to challenge the results of the ballot count must express this wish in writing no later than two academic days after the Election Day to the Chief Returning Officer (CRO).
7. The CRO shall only vote in the case of an electoral tie. The CRO has the deciding vote.