



NOTICE OF VACANCY

To: PSAC National Officers, Local, DCL, and Branch Presidents in the National Capital Region (*Please post and distribute within your membership*)

From: Sharon DeSousa, National President

Date: August 29, 2024

Subject: **Election of Alternate Regional Executive Vice-President, NCR**

With Ruth Lau MacDonald being appointed as Regional Executive Vice-President for the National Capital Region, it has become necessary to conduct an election for the position of Alternate Regional Executive Vice-President for the National Capital Region. The following procedures will govern the election process for this position:

Nominations

1. Nominations shall be called by the Alliance Executive Committee (AEC) from among the membership within the National Capital Region (NCR) who are in good standing. The Chief Electoral Officer is Alex Silas, PSAC National Executive Vice-President.
2. Nominations are to be submitted to the Chief Electoral Officer no later than **September 16, 2024, at 12:00pm**. The nominations form is attached and can be submitted electronically. Should a candidate, nominator, or seconder be unable to sign and scan the nominations form, the Chief Electoral Officer will accept an email confirmation from the candidate, nominator, and/or seconder as attestation of their signatures.
3. The PSAC Executive Office shall verify that all nominees are members in good standing, are prepared to stand for election, and work or reside in the NCR in compliance with the PSAC Constitution.
4. Any PSAC-NCR member in good standing may run for the position of Alternate REVP NCR. However, only members who were delegates to the 2023 NCR Regional Convention and who remain members in good standing may sign a nomination form and vote in the election.
5. The PSAC Executive Office will notify those members who were delegates in 2023 but whose membership is no longer in good standing to address any problem with their membership status in advance of the election.
6. The membership shall be informed of all candidates for the position of Alternate REVP NCR following the close of nominations on **September 16, 2024**.

7. The Chief Electoral Officer will meet with all candidates following the close of nominations.

Campaigning

8. All candidates for the position of Alternate REVP NCR shall be able to campaign up to **October 19, 2024**. Each candidate will be provided with the email addresses of those members who were delegates at the 2023 NCR Regional Convention and who remain in good standing, to communicate their campaign materials. Candidates requiring a set of mailing labels for their campaign material may make this request from the Chief Electoral Officer.
9. The sharing of members' email addresses/contact information is done in compliance with the PSAC Privacy and Confidentiality policies. This information is being provided solely for the specific and exclusive purpose of the Alternate REVP NCR election. Such provided member information is confidential and must not be communicated or disclosed to anyone in any manner.
10. All candidates shall confirm in writing (see nomination form attached) that they will utilize members' email addresses/contact information solely for the Alternate REVP NCR election and will protect confidentiality by employing the blind copy (bcc) function when using members' email addresses. Candidates will also confirm in writing that they will delete the list of email addresses and any other member contact information at the conclusion of the Alternate REVP NCR election.
11. Any member who does not wish to have their email address/contact information disclosed to candidates is to notify Alex Silas by **September 16, 2024**, at: REVPelectionsVPER@psac-afpc.com.
12. Candidates campaign material must comply with the PSAC Constitution. Any concerns regarding campaign materials are to be communicated to the PSAC National President.
13. Regulation 21 of the PSAC Constitution shall apply. Candidates will have a spending limit of \$3,500 and will be required to provide an expense report to the Chief Electoral Officer.
14. Candidates are to only use their own personal social media account(s) to promote their candidacy to the membership.
15. No candidate may employ the logos, letterhead, social media or other communication tools of PSAC, PSAC-NCR, or any related union body in their campaign materials.
16. Should there be multiple candidates nominated, they will be asked to participate in an all-candidates debate, which will take place on **October 19, 2024**, and be moderated by the Chief Electoral Officer. If there is only one candidate, no debate will be held.

Members may submit questions for this debate to the Chief Electoral Officer at: REVPelectionsVPER@psac-afpc.com. Questions are to be received by **October 15, 2024**.

The Chief Electoral Officer and staff in the PSAC Executive Office will review the questions submitted to ensure they are appropriate and do not bias any candidate. Due to time constraints, not all questions submitted will be utilized in the debate. The Chief Electoral Officer may combine duplicate questions and create composite questions from those submitted.

Election

17. Should only one nomination for the position of Alternate REVP NCR be received by **September 16, 2024**, that candidate will win the election by acclamation. Should multiple nominations be received for the position, an election shall be conducted with the winner determined by a simple majority of the votes cast.
18. If an election is required, it will be conducted on **October 19, 2024**, in the J.K. Wyllie Boardroom at PSAC Headquarters (233 Gilmour Street). Questions regarding childcare for this event are to be directed to the Chief Electoral Officer.
19. An email will be issued to all 2023 NCR Regional Convention delegates who remain members in good standing confirming their right to vote in this election. No proxy voting is permitted.
20. Following the all-candidates debate, which will take place **October 19, 2024, at 10:00am**, and a short break, the election for Alternate REVP NCR will be conducted.
21. Members will be informed of the outcome of the election, once concluded.

Any questions regarding the election of the Alternate REVP NCR are to be directed to the attention of Alex Silas, Chief Electoral Officer. To submit nomination forms, debate questions, request mailing labels, or contact Alex Silas, please use the following coordinates:

Alex Silas
A/REVP NCR Chief Electoral Officer
Email: REVPelectionsVPER@psac-afpc.com

In solidarity,



Sharon DeSousa
National President

**NOMINATIONS FORM FOR THE POSITION OF
ALTERNATE REGIONAL EXECUTIVE VICE-PRESIDENT, NCR
PUBLIC SERVICE ALLIANCE OF CANADA**

I hereby nominate _____
(print name)
for the office of Alternate Regional Executive Vice-President, NCR.

Nominator:

(print name) (signature) (Local/DCL/Branch)

Secunder:

(print name) (signature) (Local/DCL/Branch)

Date: _____

NOTE:

1. Each nominee must confirm in writing, received no later than **September 16, 2024, 12:00pm**, that they are willing to stand for office.
2. Both the nominator and seunder must be members in good standing of PSAC.
3. The sharing of members' email addresses/contact information is done in compliance with the PSAC Privacy and Confidentiality policies. This information is being provided solely for the specific and exclusive purpose of the Alternate REVP NCR election. Such provided member information is confidential and must not be communicated or disclosed to anyone in any manner.
4. The signatory below confirms that they will utilize the email addresses/contact information solely for the Alternate REVP NCR election; will protect confidentiality by employing the blind copy (bcc) function when using member email addresses; and will delete the list of email addresses/contact information at the conclusion of the A/REVP NCR election.

I (name) _____ confirm that I will stand for election to the office of Alternate Regional Executive Vice-President, NCR. I confirm that I will use the provided member email addresses/contact information solely for my election campaign, will employ the blind copy (bcc) function when using member email addresses, and will delete the list/database of this information at the conclusion of the Alternate REVP NCR election.

Signature: _____

Date: _____