Version as of 5 AUG 2024

**2024 AY 2024/2025 NUS Students’ Sports Club Election Standing Orders**

Citation

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

Sources of Law

1. 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.

Election Committee

1. 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.
2. The Election Committee comprises of the following officers:
	1. Returning Officer:
		1. Bryan Lee Jie En (e1293801@u.nus.edu)
	2. Election Officers:
		1. Arvand Fayez Machdy (e1120970@u.nus.edu)
		2. Aliza Nicole Hoe Hui Ling (e0564177@u.nus.edu)
3. The conduct of the elections by the Constituent Club Election Committee shall be supervised by the Union Election Committee, which can be contacted at

To: nussu.president@u.nus.edu

CC: nuspa.president@u.nus.edu , nuscsc.pres@u.nus.edu , scienceclub.president@u.nus.edu , globalrelations@u.nus.edu

General Provisions

1. A member of the NUS Students’ Sports Club is defined as an existing NUS student in AY24/25 that is a member of NUSSU.
2. Every Member is eligible to run in the elections, and to vote in the said elections, subject to particular nomination rules which are laid out in this document.
3. A Member can either run to be:
	1. A NUSSU Executive Committee Representative (Exco Rep) of the Constituent Club; or
	2. A Management Committee member of the Constituent Club, for the following positions:
		1. President
		2. Vice-President (External)
		3. Vice-President (Internal)
		4. Vice-President (Project)
		5. Finance Secretary
		6. Finance Executive
		7. General Secretary
		8. Deputy General Secretary
		9. Welfare Secretary
		10. Welfare Executive
		11. Marketing Secretary
		12. Marketing Executive
		13. Publicity Secretary
		14. Publicity Executive
		15. Projects Executive (Project Director)
4. A Member shall not be eligible for election to the Union Council or Exco if he/she is:
	1. found guilty of a disciplinary offense under the provisions of the NUS Statute 6, Regulations 10 and 10A: on Discipline with Respect to Students;
	2. under academic warning or probation (or repeating a course of study, if he is from a non- modular Faculty) in the year of election.
5. All Candidates shall **not**:
6. concurrently run as a MC candidate from a Constituent Club and as an Executive Committee Representative; or
7. run as an Exco Representative from more than one Constituent Club.
8. The election of the NUSSU Exco Representative(s) for the Constituent Club shall be done through external elections (i.e. voting through ballot).
9. The election of the Management Committee of the Constituent Club shall be conducted in the form of Direct-Internal elections.
10. The election process shall contain the following components:

**Management Committee (Direct-Internal Elections):**

|  |  |
| --- | --- |
| **Date** | **Event** |
| 13 Aug 2024 | Nomination Period Starts |
| 20 Aug 2024 | Nomination Period Ends  |
| 21 Aug 2024 | Campaigning Starts |
| 23 Aug 2024 | Campaigning Ends |
| 24 Aug 2024 | Cooling Off day |
| 25 Aug 2024 | Elections Meeting  |
| 26 Aug 2024 | Results of Elections Meeting  |
| 9 Sep 2024 | Club Annual General Meeting |
| 21-22 September 2024 | 46th NUSSU Council First Council Meeting |

**NUSSU Exco Representative (External Elections):**

|  |  |
| --- | --- |
| **Date** | **Event** |
| 13 Aug 2024 | Nomination Period Starts |
| 24 Aug 2024 | Nomination Period Ends  |
| 25 Aug 2024 | Campaigning Starts |
| 31 Aug 2024 | Campaigning Ends |
| 1 Sep 2024 | Cooling Off Day |
| 2 Sep 2024 | External Elections |
| 3 Sep 2024 | Results of External Elections  |

Nomination

1. Every interested Member shall submit a nomination form to contest the elections before the end of the nomination period.
2. Each nomination form shall have a proposer and seconder.
	1. For Exco Candidates, the proposer or seconder for each form shall not be part of any current Election Committee of the respective Constituent Clubs.
	2. For Exco Candidates of non-faculty clubs, each nomination form shall be proposed or seconded by an outgoing MC member of the respective Constituent Clubs.
		1. Each outgoing MC member may propose or second more than one (1) nomination form.
3. For Exco Candidates, the nomination form shall be signed by an outgoing elected member of the Constituent Club Management Committee as to indicate that the candidate has consulted with the member(s) of the Constituent 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. Jayden Lim (e0960416@u.nus.edu)
		2. Elvis Ang Yue Kai (e0726358@u.nus.edu)
		3. MaryAnn Tay Ying Kee (e0774065@u.nus.edu)
		4. Soo Yan Li Genvieve (e0969120@u.nus.edu)
4. Candidates may withdraw their nomination forms. Such withdrawal must be done in the form of a letter of withdrawal signed by the candidate and addressed to their respective Election Committee with reasons provided, sent via email. If the candidate fails to comply with the above, his/her nomination shall be deemed to be valid and not withdrawn.
5. Election Committees may reject applications that are incomplete, irregular or contain false information or obvious misinformation.
6. Any candidate whose nomination forms are rejected by the respective Election Committee may request a review by the Election Committee.
7. The rejection of a candidate’s application shall be made known to the candidate no more than one (1) day after the end of the nomination period with reasons in writing. The request to review such decisions shall be made by the candidate no more than two (2) days after the end of the nomination period. The decision of the Election Committee on the matter shall be made no more than three (3) days after the end of the nomination period.
8. Candidates who wish to challenge the Election Committee’s decision shall request to review such decision no more than four (4) days after the end of the nomination period.
9. The decision of such review(s) shall be binding and final on all parties. The External Elections shall be held on the stipulated date(s), notwithstanding the review(s).
10. For the avoidance of doubt, the validity or invalidity of nomination form(s) is a question of procedural regularity/irregularity.
11. Election Committees shall inform all Candidates whether their nomination is accepted and valid by the end of the nomination period.

Campaigning

1. The campaigning period begins immediately after the nomination period ends.
2. Throughout this period, successful nominees may initiate various publicity efforts to inform Members of their intended candidature.
3. Appropriate publicity materials (both physical and online) include, but are not limited to, posters and flyers, insofar as these publicity materials do not become a public hindrance or nuisance, or would cause harm to the reputation of NUSSU and its Constituent Clubs.
4. Physical publicity materials shall only be displayed on the General Notice Boards of any Faculty. Such publicity materials shall:
5. Visibly include the following phrase on all publicity materials: “NUSSU 46th Exco Representative Elections” OR “NUSSU Constituent Club MC Elections” OR “NUSSU Constituent Club Exco Representative Elections”;
	1. “NUSSU Constituent Club” may be replaced by the name of the Constituent Club.
6. have a size no larger than A3;
7. bear the NUSSU noticeboard stamp (obtained from NUSSU Secretariat or individual Faculty Club presidents).
8. Candidates who are unsure whether their publicity materials are permissible are advised to check with their respective Election Committees beforehand.
9. Publicity materials that do not fulfill the guidelines listed above shall be removed without discretion. The Union Election Committee and Election Committee have the right to request any candidate to take down online materials that do not fulfill the guidelines.
10. Exco and Management Committee Candidates shall remove their physical publicity materials 24 hours before the External Elections. Online publicity materials may remain but no new online publicity materials shall be created or distributed.
11. There shall be one day of cooling-off before the voting day for both Exco and MC Candidates.

External Elections

1. The External Election shall be for the election by voting of the NUSSU Exco Representative of the Club.
2. At the end of the nomination period, the NUSSSC Election Committee shall hold a Vote of Confidence for the NUSSU Exco Representative during the External Elections.
3. However, if the total number of candidates nominated for the NUSSU Exco Representative is more than the number of vacancies for the Management Committee (as stipulated in Article 11(e) of the NUSSSC Constitution), a Contested Vote shall be held for the Management Committee.
4. For the avoidance of doubt, the number of candidates refers to the number of individual candidates, not the number of groups of candidates.
5. The duration of the External Elections shall be no less than one (1) day and no more than three (3) days. The External Elections shall be held on consecutive working days.
6. The first day of External Elections shall be held no less than three (3) days and no more than (7) days after the end of the entire nomination period. This intervening period between the end of the nomination period and the opening of the online polls shall be the campaigning period for the candidates. There shall be no duration set aside for cooling-off during the campaigning period.
7. For External Elections, the NUSSSC shall have the option to conduct either online voting or physical voting.
8. Candidates for the Management Committee shall be elected on different ballots from candidates for the NUSSU Executive Committee Representative.
	1. For online ballots, the candidates for the NUSSU Executive Committee Representatives shall be presented on a separate online page from the candidates for the Constituent Club Management Committee.
9. 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 NUSSSC’s NUSSU Exco Rep, the Constituent Club 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.
10. 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.
11. 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.
12. It is the right of the Candidate, should he/she choose to so, to vote for him/herself.
13. For the avoidance of doubt, “Abstain” votes shall not contribute to the number of valid votes cast.
14. The results of External Elections shall be announced within 3 working days of their elections.

Direct-Internal Elections

1. This election is for the election of nominated Management Committee members into the following positions:
	1. President
	2. Vice-President (External)
	3. Vice-President (Internal)
	4. Vice-President (Project)
	5. Finance Secretary
	6. Finance Executive
	7. General Secretary
	8. Deputy General Secretary
	9. Welfare Secretary
	10. Welfare Executive
	11. Marketing Secretary
	12. Marketing Executive
	13. Publicity Secretary
	14. Publicity Executive
	15. Projects Executive (Project Director)
2. The election that chooses or ratifies the Executive Committee from among the Management Committee candidates directly into specific positions of the Management Committee in the form of an Election meeting, shall be known as the Direct-Internal Elections.
	1. An election meeting is a meeting of the Club in which members of the NUS Students’ Sports Club are eligible to attend. Only the following members of the Club are eligible to vote:
		1. The Incoming Management Committee;
		2. Elected members of the Outgoing Management Committee;
		3. The Chairpersons of the Member Clubs
	2. There shall be no quorum requirements for an Election Meeting.
	3. In the event that any member is concurrently a member of the incoming and/outgoing Management Committee, a Chairperson of a Member Club, he/she shall only be allowed to exercise one vote when electing each position of the Management Committee. He/she shall delegate his/her second and/or third vote(s) from his/her other appointment(s) to the Vice-Chairperson.
	4. In the event of the absence of the Chairperson of a subsidiary club, he/she shall delegate a Vice-Chairperson from his/her subsidiary club as his/her replacement. If both appointment holders are unable to attend the Internal Election, their voting privileges shall be revoked for that Internal Election.
	5. For the purposes of Section 29, a Member Club is defined as a subsidiary club established under the NUSSSC which has been ratified.
3. The Direct-Internal Elections shall be conducted by the NUSSSC’s Election Committee and presided over by NUSSSC Election Committee’s Returning Officer.
4. The first session of the Election Meeting shall be held no less than three (3) and no more than seven (7) days after the end of the entire Nomination Period. This intervening period between the end of the Nomination Period and the first session of the Election Meeting Elections shall be the campaigning period for the candidates.
5. The Election Meeting shall be held in one (1) or more sessions, provided that all sessions are held within one (1) week.
6. As the Direct-Internal Elections are conducted during an Election Meeting, the Direct-Internal Elections and Election meeting shall proceed according to the meeting procedures prescribed by the sources of law stipulated by NUSSSC.
	1. Absent such provisions, the Election Committee shall use the NUSSU Standing Orders of Meetings under the First Schedule of the NUSSU Meetings regulations.
7. Each position of the Management Committee shall be elected in the order stipulated in the sources of law stated in section 6.
8. For each Management Committee position to be filled up, the following shall be done:
	1. Only Management Committee candidates which have been validly nominated during the Nomination Period are eligible for nomination during the Election meeting.
	2. The Returning Officer shall open the floor up to nomination of candidates. Each nomination shall be proposed and seconded.
		1. A candidate may propose, but not second, his own nomination.
		2. No single person may propose and second the same candidate. However, a person may propose or second more than one (1) candidate.
		3. The nominations shall be subject to the consent of the respective candidates if the candidate did not propose his/her own nomination.
	3. If there is more than one (1) candidate for the position, a Contested Vote shall be held. If there is only one (1) candidate for the position, a Vote of Confidence shall be held.
		1. If there are no candidates for this position, the Returning Officer shall reopen the floor to nomination of candidates.
		2. If the second round of nomination fails to produce any candidates, the election of the position shall be adjourned to the next meeting of the Management Committee.
	4. Each candidate shall have thirty (30) minutes to present followed by thirty (30) minutes of question-and-answer session by the floor, otherwise specified by the Election Committee. The candidates will appear in the order that they are nominated. During the presentation and question-and-answer session by a candidate, the other candidates shall revise themselves to another physical venue.
		1. The time for presentation and question-and answer for each candidate may be extended and such extension shall be approved by the floor.
	5. After each candidate has presented and finish their question-and-answer session, the Contested Vote or Vote of Confidence shall be held for the candidate(s). The candidate(s) shall not have voting rights in these votes.
	6. For a Contested Vote, the candidate with the most number of valid votes cast shall be deemed elected to that position. For a Vote of Confidence, the candidate shall only be deemed elected if the candidate obtains the approval of no less than half (½) of the valid votes cast.
	7. If the candidate, having faced a Vote of Confidence, fails to secure the necessary approval, the Returning Officer shall restart the process pursuant to section 49(a).
		1. The candidate who previously failed to secure the approval shall be eligible to be nominated again.
		2. If the new process results in a candidate, the election of the position shall be adjourned to the next meeting of the Management Committee.
	8. The first person to be filled up shall be that of the President.
9. A Management Committee candidate’s failure to be elected at the Direct-Internal Elections shall not preclude him/her from being co-opted into the Management Committee at a subsequent date.
10. The Elections Officer of the outgoing MC, or a member of the outgoing MC, shall act as the Secretary of the Election Meeting.

Annual General Meeting

1. The new members of the Management Committee shall hold office from that year’s Annual General Meeting until the next Annual General Meeting.

Composition of the Union Council

1. The number of Exco members to be elected from NUS Students’ Sports Club to the Union Council shall be 2 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.
	1. The newly elected members of the Management Committee, after the Constituent 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.
3. There shall be a maximum of, four such members, or one member per five members on the elected Management Committee or part thereof, whichever is lower.
4. For example, if there are 14 elected MC members, there shall be a maximum of 3 Union Council members from this MC. If there are 26 elected Management Committee members, there shall be a maximum of 4 Union Council members from this Management Committee.
5. The Management Committee President shall submit the names of his/her Union Council members to the UEC before the first Council Meeting.
6. If the first Council Meeting has passed, the Management Committee President should make such submission to the Council Chairperson.
7. The size of each Management Committee shall be as follows, as per NUS Regulation 9, rule 8 to be a minimum of 4 and a maximum of 30.

Non-Compliance

1. The Election Committee reserves the right to determine the severity of a violation/non-compliance by any candidate. The Election Committee reserves the right to comment upon any alleged violation/non-compliance, and any election related conduct by any candidate.
2. Repeated violations, flagrant disregard for regulation or actions that would harm the reputation of NUSSU will see the candidate disqualified from elections, and disciplinary actions will be meted out as indicated in the NUSSU Constitution and Regulations.

Dispute Resolution

1. In the case of a dispute between a candidate and member(s) of the same Constituent Club, the involved candidate may submit their dispute to their respective Election Committees. Election Committees shall decide upon the dispute within three (3) days and inform the parties and the Union Election Committee of its decision through email by cc-ing nussu.president@u.nus.edu. Decisions issued by the Election Committees shall be made with reasons provided in writing within 1 day from the decision date.
2. This decision may be appealed in writing to the UEC within a day from the date of the Election Committee’s decision.
3. The Union Election Committee shall decide on whether to allow the appeal within three (3) days from the date of appeal, with reasons in writing.
4. In the case of a dispute between candidates from the same Constituent Club, any involved candidate may submit their dispute to their respective Election Committees. Election Committees shall decide upon the dispute within three (3) days and inform the parties and the Union Election Committee of its decision through email by cc-ing nussu.president@u.nus.edu. Decisions issued by the Election Committees shall be made with reasons provided in writing within 1 day from the decision date.
5. This decision may be appealed in writing to the UEC within a day from the date of the Election Committee’s decision.
6. The Union Election Committee shall decide on whether to allow the appeal within three (3) days from the date of appeal, with reasons in writing.