



Aontas Mac Léinn Choláiste na Tríonóide

Schedule 3

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Section 1 — General Regulations

1.1 Electoral Commission

1. The EC shall organise, run, monitor and return the results of all Union elections and referenda in accordance with Chapter 7 of the Constitution and this Schedule.
 - (a) The EC may appoint polling clerks to assist with the running of the elections and referenda.
2. The EC shall manage and enforce this Schedule.
3. The EC shall investigate potential breaches of election regulations in accordance with Section 1.6.
4. The EC may, in the event of extenuating circumstances, issue additional guidelines to ensure the safe and responsible running of the elections and referenda.
 - (a) Such guidelines do not constitute an alteration of this Schedule as described in Chapter 9.3.1 of the Constitution.
 - (b) Such guidelines are binding on any individual subject to these election regulations.
 - (c) In the event that there exists a conflict between any provision in this Schedule and the additional guidelines issued by the EC, the additional guidelines will be enforced.
5. An EC decision shall be final in all matters regarding these regulations, unless otherwise stated.

1.2 Conflicts of Interest

1. To uphold trust and maintain the credibility of the Union's electoral system, it is essential for members of the EC to adhere to high ethical standards and avoid conflicts of interest.
2. A conflict of interest arises when a member's personal, professional, or financial interests could compromise their ability to impartially fulfill their duties and responsibilities as a member of the EC.
3. Members are required to disclose any actual or potential conflicts of interest promptly and in writing to the OC. Disclosures should include details of the nature and extent of the conflict.
4. The OC shall review all disclosures and assess the potential impact of the conflict on the member's ability to perform their duties objectively.
5. In cases where a conflict is identified, the OC shall advise the EC on possible measures to manage, mitigate, or eliminate the conflict.
6. Disclosures and discussions related to conflicts of interest shall be treated with the utmost confidentiality, ensuring that sensitive information is only shared with individuals who have a legitimate need to know.

1.3 Constitution

1. All election and referenda shall be conducted in accordance with the Constitution.
2. Any provision of this Schedule shall not supersede any provision of the Constitution.
3. Any additional guidelines issued by the EC as described in Section 1.1.4 shall not supersede any provision of the Constitution.

1.4 College Regulations

1. Interested Parties must comply with the College regulations as set out in the University of Dublin Trinity College Calendar 2023-24.
2. This includes, but is not limited to, regulations governing posters, flyering, content of election material, and personal conduct.
3. Campaign teams must comply with the College's Dignity and Respect Policy, and any serious breach of this policy will be treated with the utmost seriousness and raised with the Junior Dean, where appropriate.
 - (a) Any campaign team which more likely than not has been found to have breached the College's Dignity and Respect Policy by the Junior Dean and/or the EC shall have committed a Class A violation as described in Section 1.7.
4. Other serious breaches of College regulations will be reported to the relevant College and external authorities, where appropriate.
 - (a) Any campaign team which more likely than not has been found to have seriously breached College regulations by the relevant College and/or external authorities and/or the EC shall have committed a Class A violation as described in Section 1.7.

1.5 Candidates and Campaign Teams

1. A candidate is defined to be an individual who has been nominated for election to a Union position.
 - (a) In the case of elections at Council or at a Faculty Assembly, any individual who has an intent to be nominated for election to a Union position shall be considered a candidate.
 - (b) Reopen nominations is considered to be a candidate for the purposes of campaigning.
2. A campaign team is defined as a group with one or more Union members that exhibits the following properties:
 - (a) The group's intent is to promote the election of a candidate.
 - (b) The group's intent is to promote a side in a referendum.

3. Candidates shall accept responsibility for the actions of their campaign team and will be held accountable for them by the EC.
4. A person is defined to be a member of a campaign team if they are actively involved in the campaign team and its functioning.
 - (a) Members of a campaign team must be Union members.
 - (b) Someone who passively campaigns, such as sharing a post on social media, is not a member of that campaign team.
5. For sabbatical elections and referenda, each campaign team must designate a campaign manager whom the EC shall contact with news affecting the campaign team.
6. For sabbatical elections, the campaign manager shall be appointed by the candidate. For referenda, the campaign manager shall be appointed at the discretion of the EC based on applications from Union members.
7. The campaign manager shall not be a member of another campaign team.
8. Duties of the campaign manager shall include:
 - (a) Serving as the point of contact between the EC and the campaign team.
 - (b) Overseeing campaign finance for the campaign team and submitting finance reports.
 - (c) Ensuring campaign team members are aware of the election regulations.
 - (d) Accept responsibility for the actions of their campaign team and will be held accountable for them by the EC.
9. The campaign manager may be changed or removed from the campaign team upon request by the campaign manager, the candidate where applicable, or petition of two-thirds of the campaign team to the EC.
10. Each member of a campaign team must be present in an online group chat, to which one voting member of the EC must also be added.
 - (a) This provision does not apply for the Class Representative Elections as described in Chapter 7.4.3 of the Constitution.
11. In the case of sabbatical elections, candidates may not be members of any campaign team other than their own.
12. Voting members of the EC and members of the OC may not be part of any campaign team and must be neutral in dealing with all campaign teams.
13. Sabbatical Officers and the incumbent Editor of the University Times may not be part of any sabbatical election campaign team, except in the instance where they themselves are candidates. In the case of a referendum, Sabbatical Officers may only be part of a campaign team if their role is implicated, in accordance with Chapter 7.5.2 of the Constitution.

14. Any appointed election officials for the particular election or referendum in question shall not be a member of any campaign team.
15. Officers of the executive of any organisation to which the Union has a memorandum of agreement with may not be part of any campaign team and must be neutral in dealing with all campaign teams, unless they themselves are candidates.
16. Campaign teams are prohibited from forming tickets.
 - (a) A tickets refers to a coordinated group of campaign teams running collectively in more than one election, sharing common campaign strategies and resources.
 - (b) Campaign teams are similarly prohibited from endorsing and promoting a unified ticket for different elections.
 - (c) Any campaign team which has violated this provision shall have committed a Class A violation as described in Section 1.7.

1.6 Investigations

1. The EC shall investigate potential breaches of election regulations and shall act autonomously or at the request of any member of the Union in this regard.
 - (a) If a Union member wishes to lodge a complaint regarding any aspect of an election, they may do so by submitting it, via email, to the Chair of the EC.
2. In the event that a potential breach of election regulations has been identified, following approval from the EC, the Chair of the EC and the Secretary to the EC shall conduct an initial assessment to determine the credibility and seriousness of the alleged breach. This assessment involves reviewing the complaint or available evidence, examining relevant election regulations, and considering the potential impact on the electoral process.
3. Once the initial assessment has been conducted, the Chair of the EC shall notify the EC of their findings.
4. If the EC believes that a potential violation has occurred, it shall then initiate the process of gathering additional information and evidence.
5. After completing the investigation, the EC analyses the findings, evidence, and any relevant electoral regulations. The EC shall then prepare a report documenting:
 - (a) A summary of the alleged breach and the investigation process followed.
 - (b) An analysis of the evidence, including any electoral regulation violation or non-compliance.
 - (c) Recommendations or proposed actions based on the findings, such as penalties, sanctions, or corrective measures as described in Section 1.7.

1.7 Sanctions

1. If a campaign team breaches these election regulations in letter or in spirit then they are liable to receive a sanction.
2. A point system is used to determine the severity of the breach of the election regulations.
3. If a campaign team accrues 100 points they are disqualified from the election or referendum.
 - (a) Where relevant, the candidate shall be eliminated from the election.
4. In the case where a campaign team is at risk of being disqualified, a meeting will be convened by the EC with the candidate, where applicable, and the campaign manager. A member of the College's School of Law and the Administrative Officer of the Union may be invited to attend at the discretion of the EC.
5. For the sabbatical elections and referenda, each violation will be accompanied by an associated prohibition on campaigning for a length of time equivalent to the point value of the violation multiplied by 6 minutes.
6. The EC has discretion of assigning the points based on the individual violation based on the outline:
 - (a) Class A violations shall be worth a minimum of 95 points but may be changed at the discretion of the EC.
 - (b) Class B violations shall be worth a minimum of 50 points but may be changed at the discretion of the EC.
 - (c) Class C violations shall be worth a minimum of 20 points but may be changed at the discretion of the EC.
 - (d) Class D violations shall be worth a minimum of 10 points but may be changed at the discretion of the EC.
7. Any violation not explicitly listed shall be awarded a points violation at the discretion of the EC.
8. The EC shall provide written notification to the campaign team affected by a sanction.
 - (a) The notification shall include details of the decision, the reasons for the decision, and any relevant documentation or evidence.

1.8 Appeals

1. In the event of a campaign team being disqualified, the campaign team may request for the Appeals Board to be convened.
2. In the case of a Sabbatical Election Candidate being eliminated from the election, this is guaranteed by Chapter 7.4.2(e) of the Constitution.

3. The Appeals Board shall consist of: one former Sabbatical Officer; one member of the School of Law in Trinity (pro-patria) and one external member with a suitable background in Students' Union elections. These members shall be appointed by the Sabbatical Officers.
4. The Appeals Board shall consider evidence from both the EC, and the campaign team that has been disqualified; and either uphold the EC decision to eliminate the candidate or overturn it after due consideration.
5. Campaign teams disqualified from the election or referendum have the right to continue campaigning until such time as the Appeals Board has considered their case. However the result of their election shall not be returned until the Appeals Board has either upheld or overturned the EC decision.
6. The EC may only notify third parties of the decision to disqualify a campaign team after the decision has been upheld by the Appeals Board.

1.9 Sponsorship

1. Campaign teams may not receive sponsorship from any internal or external organisation.
 - (a) This may include, but is not limited to: societies, sports clubs or student groups whose membership is based within or outside of the College, political parties, schools or departments within the College, companies and incorporated entities.
2. Sponsorship includes participation with campaigning by any individual acting in their capacity with any internal or external organisation.
3. Sponsorship can take the form of, but is not limited to, financial aid or provision of resources and/or advertising.
4. Campaign teams may not solicit or accept endorsement from any any internal or external organisation.
5. Any campaign found to have seriously breached any provision described in Section 1.9 shall have committed a Class A violation as described in Section 1.7.
6. Any campaign found to have materially breached any provision described in Section 1.9 shall have committed a Class B violation as described in Section 1.7.

1.10 Electronic Mailing Lists

1. An electronic mailing list is defined as any collection of names and/or e-mail addresses and/or telephone numbers used by an individual or organisation to send material to multiple recipients.
2. The use of any unsolicited electronic communication is forbidden using electronic mailing lists.
3. The use of any internal or external organisation's electronic mailing list is forbidden.

4. Any campaign team which has violated any provision in Section 1.10 shall have committed a Class A violation as described in Section 1.7.

1.11 Gifts

1. A campaign team may not give any form of gift or anything which may be construed as a gift to Union members with the intent of swaying their vote.
2. A gift is defined as to any item, service, or benefit provided to Union members with the intention of influencing their decision-making or voting behavior
3. The determination of whether something constitutes a gift shall be at the discretion of the EC.

1.12 Voting Process

1. All Union members may vote by attending a polling station during the relevant election period.
 - (a) If Union members are unable to make it to the polling station during the election period, they may apply to the EC to avail of alternative measures at least 5 working days prior to the election period commencing.
2. No online presence may mimic the look or feel of an online voting system.
 - (a) Any campaign team which has violated this provision shall have committed a Class A violation as described in Section 1.7.
3. Union members must present a College Student ID Card or a College Digital Student ID Card for inspection by a polling clerk prior to voting.
 - (a) If a Union member does not have such identification available to them, a proof of registration letter issued by the College and a suitable form of photo identification is acceptable.
 - (b) Additional identification documents may be requested at the discretion of the Presiding Officer.
4. The EC shall confirm the location of polling stations and the polling times one week prior to any Union election or referenda.
5. The EC shall ensure that there is a polling station present at all Campaign Locations for a minimum of 3 hours during the election period.
6. Polling clerks, appointed under Chapter 5.1.5(a)(i) of the Constitution, may not be a candidate or be on a campaign team during the relevant election period.
7. Where possible, each polling station will be staffed by a Presiding Officer and a Engagement & Accessibility Manager.
 - (a) These positions shall be filled by the polling clerks.

8. The duties of the Presiding Officer shall be:
 - (a) To oversee the polling process, maintain order, and ensure that all relevant procedures are followed at the polling station.
 - (b) To verify the eligibility of each voter.
 - (c) To hand out the appropriate ballot papers to each eligible voter.
 - (d) To maintain the security of the polling station and the integrity of the voting process.
9. The duties of the Engagement & Accessibility Manager shall be:
 - (a) To encourage Union members to vote in Union elections and referenda at the polling station.
 - (b) To provide assistance to voters who require help or have questions about the voting process.
 - (c) To provide guidance on how to complete the ballot paper or to assist voters with disabilities.
 - (d) To assist the Presiding Officer in the execution of their duties.
10. The relevant Presiding Officer, following consultation with the EC, will designate an area around each polling station (the "exclusion area") in which canvassing is not permitted.
 - (a) Any campaign which has violated this provision shall have committed a Class C violation as described in Section 1.7.
11. No member of a campaign team may campaign in or carry election materials into an exclusion area, or canvass or communicate with a voter who is in an exclusion area. The relevant Presiding Officer will remove any posters or other election materials which are either within an exclusion area or likely to canvass a voter who is at that time in a polling station.
 - (a) Any campaign which has violated this provision shall have committed a Class C violation as described in Section 1.7.
12. The count shall commence on the evening of the final day of the election period and shall conclude once all of the votes have been duly counted.
 - (a) The results shall be returned in accordance with Chapter 7.
 - (b) Counting of votes will be done in accordance with Chapter 7.2.2.
 - (c) The count will be conducted by the polling clerks and shall be supervised by the Chair of the EC.
 - (d) A campaign team may request a recount if the difference between campaign teams is less than 5% of the valid poll
 - (e) In all instances, the EC shall conduct a recount at its own discretion.
 - (f) Each candidate is permitted one representative at the count. This person will not be permitted to leave once the count has started and must remain at the count location until it is finished. Each candidate must submit the details of their nominee to the EC by no later than

10 working days prior to the count. Electronic communication devices or similar are not permitted in the count and must be presented to the Chair of the EC at the door of the count. Failure to present a device will result in non admittance to the count.

- (i) This provision does not apply for the Class Representative Elections as described in Chapter 7.4.3 of the Constitution.
- (g) Student newspapers and other media organisations shall be allowed to attend the count subject to the approval of the EC
 - (i) Prior to attending the count, representatives from the media organisations must sign an embargo agreement with the EC. The embargo agreement will outline the terms and conditions for the publication of any election-related information, including but not limited to the vote count results, candidate performance, and any other pertinent details.
 - (ii) The embargo agreement shall specify the agreed-upon time and date for the release of the election-related information. Until the specified time, the media organisations shall refrain from publishing any election-related content or disclosing any sensitive information obtained during the vote count process.
 - (iii) Violation of the embargo agreement may result in the suspension of privileges for the media organisations to attend future election-related events and access to relevant information.
- (h) The Chair of the EC shall sign all returned election and referenda results.

Section 2 — Class Representative Elections

2.1 Scope

1. This section is applicable solely to the Class Representative Elections as described in Chapter 7.4.3 of the Constitution. The rules and regulations outlined herein shall be enforced specifically for these elections in conjunction with the overarching General Regulations as described in Section 1. Any provision stated in this section shall not be construed as applicable to any other forms of election unless explicitly stated otherwise.

2.2 Preelection Period

1. Nominations
 - (a) The nomination process for Class Representative Elections is defined in Chapter 7.3.2 of the Constitution.

2.3 Campaign Finance

1. All campaign teams are strictly prohibited from incurring any form of campaign expenditure.
 - (a) Campaign expenditure includes but is not limited to monetary spending or any other financial contributions aimed at promoting or supporting a campaign team.
 - (b) Any campaign team which has been found to violate this provision shall have committed a Class A violation as described in Section 1.7.

2.4 Election Period

1. Voting shall be held over a period of no less than two days.

2.5 Campaigning

1. Campaign teams are permitted to campaign in their class group chats.
2. All campaign teams are prohibited from engaging in any other form of online campaigning.
 - (a) Any campaign team which has violated this provision shall have committed a Class A violation as described in Section 1.7.

Section 3 — Council & Faculty Assembly Elections

3.1 Scope

1. This section is applicable solely to Council Elections as described in Chapter 7.4.4 of the Constitution, and Faculty Assembly Elections. The rules and regulations outlined herein shall be enforced specifically for these elections in conjunction with the overarching General Regulations as described in Section 1. Any provision stated in this section shall not be construed as applicable to any other forms of election unless explicitly stated otherwise.

3.2 Commissions

1. An EC member running for a position under Chapter 5.1.6(b) of the Constitution must recuse themselves from the EC before being nominated, and may not resume their duties until after the return of results in the election of which they are a candidate.
2. Officers or Members of a Union Body who take up Membership of the EC shall be deemed to have resigned their previous Office or Membership.
3. An OC member running for a position under Chapter 5.2.6(b) of the Constitution must recuse themselves from the OC before being nominated, and may not resume their duties until after the return of results in the election of which they are a candidate.
4. Officers or Members of a Union Body who take up Membership of the OC shall be deemed to have resigned their previous Office or Membership.

3.3 Constituencies

1. Faculty Convenors, School Convenors and the BESS Convenor are elected in accordance with Chapter 3.2.1.
2. The Deputy Faculty Convenors shall be elected at the last ordinary meeting of the relevant Faculty of the academic year by the Class Representatives and Convenors of their constituency.
3. Any Convenors, which are elected at the discretion of the EC as described in Chapter 3.2.1, shall be elected as follows:
 - (a) Trinity Joint Honours Convenor shall be elected at the last ordinary meeting of Council of the academic year by any voting member of Council who is a Joint Honours student.
 - (b) Science Programme Convenor shall be elected at the last ordinary meeting of the STEM Faculty of the academic year by any Class Representative or Convenor under the purview of the Science Course Office.
 - (c) TRO60 Biological and Biomedical Sciences Programme Convenor shall be elected at the last ordinary meeting of the STEM Faculty of the academic year by TRO60 Class Representatives and the TRO60 Biological and Biomedical Sciences Programme Convenor.

4. Part-Time Officers, as described in Chapter 3.3, shall be elected in accordance with Chapter 3.3.1.

3.4 Preelection Period

1. Nominations

- (a) The nomination process for Council Elections is defined in Chapter 7.3.3 of the Constitution.
- (b) The nomination process for Faculty Assembly Elections is defined in Chapter 7.3.3 of the Constitution.

2. Consultation with Union Officers

- (a) Every Officer will, insofar as is practicable, make themselves available for at least one meeting with any candidate who requests it.
- (b) Requests for such meetings must be emailed to the Officers' email address.
- (c) Failure to do so shall constitute a breach of these regulations.

3.5 Campaign Finance

1. All campaign teams are strictly prohibited from incurring any form of campaign expenditure.

- (a) Campaign expenditure includes but is not limited to monetary spending or any other financial contributions aimed at promoting or supporting a campaign team.
- (b) Any campaign team which has been found to violate this provision shall have committed a Class A violation as described in Section 1.7.

3.6 Campaign and Election Period

1. The campaign period shall begin one working week prior to the Council or Faculty Assembly at which the election will take place at 10:00.
2. Campaigning is prohibited on weekends, commencing at 17:00 Friday and ending at 10:00 Monday.

3.7 Campaigning

1. Online Campaign Area

- (a) Any online presence controlled or generated by a campaign team shall be subject to these regulations.
- (b) The online campaign area shall be defined as any social media page controlled by the candidate.

- (c) Campaign teams are permitted to establish an online campaign group to coordinate their operations. No individual may be added to the campaign group without their explicit permission. Such groups should be set to secret and the EC shall not interfere with their operation unless otherwise stated in these regulations.
 - (i) Any campaign team which has violated this provision shall have committed a Class C violation as described in Section 1.7.
- (d) Campaign teams shall notify the EC of any social media page that is being used for the purposes of campaigning.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
- (e) Campaign teams may use any social media page on a social media platform that is used by the Union.
 - (i) Campaign teams may request that an exemption be granted to this provision. If an exemption is made, this exemption shall be available to all campaign teams.
 - (ii) Any campaign team which has violated this provision shall have committed a Class C violation as described in Section 1.7.
- (f) Campaign teams may not initiate conversation with any individual or social media account for the purpose of campaigning or canvassing.
 - (i) Any campaign team which has violated this provision shall have committed a Class C violation as described in Section 1.7.
- (g) Campaign teams are not permitted to post in groups, such as class group chats or society pages.
 - (i) Any campaign team which has violated this provision shall have committed a Class C violation as described in Section 1.7.
- (h) Reposting of campaign material by any member of a campaign team using the built-in reposting function of social is permitted.
 - (i) Reuploading or directly uploading campaign material by any member of a campaign team outside of the designated online campaign area as defined in Section 3.7.1(b) is not permitted.
 - (i) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.

2. Authorisation of Campaign Materials

- (a) Campaign teams are permitted to create a manifesto outlining their campaign platform.
- (b) The deadline for submission of manifestos shall be set by the EC.
- (c) Only one design is permitted per campaign team.
- (d) Manifestos shall be uploaded to a centralised online platform, provided by the Union.

(e) Manifestos shall not be available as a printed item.

(i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.

(f) Campaign teams are encouraged to make their manifesto available in English and Irish.

3. Unsanctioned Campaign Materials

(a) Any campaign team which breaches Section 3.7.2 in letter or in spirit shall have committed a Class B violation as described in Section 1.7 and shall have their campaign material confiscated by the EC.

Section 4 — Sabbatical Elections

4.1 Scope

1. This section is applicable solely to the Sabbatical Elections as described in Chapter 7.4.2 and the election for the position of The University Times editor as described in Chapter 10.1(c). The rules and regulations outlined herein shall be enforced specifically for these elections in conjunction with the overarching General Regulations as described in Section 1. Any provision stated in this section shall not be construed as applicable to any other forms of election unless explicitly stated otherwise.

4.2 Preelection Period

1. Nominations

- (a) The nomination process for Sabbatical Elections is described in Chapter 7.3.1 and Chapter 7.3.5 of the Constitution.
- (b) Members wishing to run for Sabbatical Election may nominate themselves.
- (c) A nomination form shall be circulated to all Union members via email.
- (d) All nominations must have a minimum of 10 seconding nominations.
- (e) The nomination period shall open Monday, January 22nd, 2024 and shall close Friday, February 2nd, 2024 at 12:00.
- (f) Candidates will be announced in front of Teach a Sé at 17:00 on Friday, February 2nd 2024 by the Chair of the EC.

2. Consultation with Union Officers

- (a) Every Union Officer and The University Times Editor will, insofar as is practicable, make themselves available for at least one meeting with any candidate who requests it.
- (b) Requests for such meetings must be emailed to the Officers' email address.
- (c) If a campaign team receives advice or consultation from any Union Officer or any organisation to which the Union has a memorandum of agreement as described in Schedule 8 of the Constitution shall report to the EC the nature of that advice or consultation.
 - (i) Any campaign team who has violated this provision shall have committed a Class C violation as described in Section 1.7.
 - (ii) Any Union Officer or any organisation to which the Union has a memorandum of agreement as described in Schedule 8 of the Constitution shall also report the nature of this advice to the EC. Failure to do so shall constitute a breach of these regulations.

3. Election Briefing

- (a) The candidate and campaign manager from each campaign team are required to attend the Election Briefing organised by the EC.
- (b) The campaign team shall notify the EC of the absence of either the candidate or campaign manager prior to the meeting unless extenuating circumstances exist. The EC shall determine if such circumstances exist at their own discretion.
 - (i) If extenuating circumstances do not exist, any campaign team which has violated this provision shall have committed a Class C violation as described in Section 1.7.
- (c) In the case of an absence, the candidate and campaign manager are required to schedule a supplementary Election Briefing with the EC within two working days of the original Election Briefing.
 - (i) Any campaign team which has violated this provision shall have committed a Class A violation as described in Section 1.7.
- (d) The Election Briefing shall consist of the a presentation on the election regulations, as detailed in this Schedule and Chapter 7 of the Constitution, and any other logistics deemed necessary by the EC.
- (e) At the Election Briefing, candidates and campaign managers shall sign a contract acknowledging they understand and will abide by the election regulations as detailed in this Schedule and Chapter 7 of the Constitution.
 - (i) Any campaign team whose candidate and campaign manager has failed or refused to sign such a contract shall have committed a Class A violation as described in Section 1.7.

4. Welfare Meeting

- (a) A Welfare Meeting shall be held at some point during the campaign period.
- (b) The meeting shall be between individual candidates, their respective campaign manager, the Chair of the EC and the Welfare Officer. In the event that the Welfare Officer is a candidate in an election, the EC shall appoint a suitable replacement for this meeting.
- (c) The purpose of this meeting is to address any issues that have arisen during the campaign period as well as address any concerns regarding the candidate's personal well-being.

4.3 Campaign Finance

1. Deposit and Expenditure Limit

- (a) In order to submit a valid nomination, campaign teams must pay a €25.00 deposit with the EC by 12:00 on Friday, February 2nd, 2024.
- (b) Campaign expenditure is defined as any expense made by a campaign team or any member of a campaign team for the purposes of campaigning or canvassing in the election.

- (c) Campaign teams are restricted to spending monies on authorised campaign expenditures. Authorised campaign expenditure is defined as the purchasing of any authorised campaign material as described in Section 4.5.5, or any projected loss incurred from an event as described in Section 4.5.8.
- (d) The campaign expenditure limit for each campaign team shall be €250.00.

2. Financing and Expenditure Report

- (a) Candidates shall be responsible for financing their campaign team.
- (b) A preliminary report on all campaign expenditures, along with additional projected expenses, must be submitted to the EC by 17:30 on Monday, February 25th, 2024.
- (c) A finalised report of all campaign expenditures must be submitted by 10:00 on Thursday, February 26th, 2024.

3. Reimbursement

- (a) The deposit paid by the campaign team may be reimbursed to the candidate at the end of the election period should the value of their deposit not be spent.
- (b) Candidates shall be reimbursed at the end of the election period for any campaign expenses that the campaign team incurs provided the campaign team achieves 10% of the total valid poll at any round of the count. To avail of this, the campaign team must submit the relevant expenditure reports by the deadline as described in Section 4.3.2.
- (c) Reimbursement in any case is subject to the approval of the Administrative Officer.
- (d) Campaign teams who are disqualified from the election as described in Section 1.7.3 are not eligible for reimbursement.

4. Campaign Finance Violations

- (a) Campaign teams are restricted to spending monies on authorised campaign expenditures.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
- (b) Campaign teams shall not exceed the campaign expenditure limit as set in Section 4.3.1.
 - (i) Any campaign team exceeding the allocated budget by an amount greater than 10% of the allocated budget shall have committed a Class A violation as described in Section 1.7.
 - (ii) Any campaign team exceeding the allocated budget by an amount greater than 5% of the allocated budget and less than or equal to 10% of the allocated budget shall have committed a Class B violation as described in Section 1.7.
 - (iii) Any campaign team exceeding the allocated budget by an amount less than or equal to 5% of the allocated budget shall have committed a Class C violation as described in Section 1.7.

- (c) Campaign teams are required to submit the expenditure reports as outlined in Section 4.3.2 by the stated deadline unless the EC grants an extension to that deadline due to extenuating circumstances.
 - (i) Any campaign team which has failed to submit a proper financial report by the deadline set by the EC shall have committed a Class D violation as described in Section 1.7 for each day past the deadline.
- (d) Campaign teams must submit accurate expenditure reports, in combination with supporting evidence.
 - (i) Any campaign team which has falsified an expenditure report with a clear intent of forgery shall have committed a Class A violation as described in Section 1.7.
 - (ii) Any campaign team which has falsified an expenditure report due to wilful negligence shall have committed a Class B violation as described in Section 1.7.
 - (iii) Any campaign team which has unknowingly falsified an expenditure report shall have committed a Class D violation as described in Section 1.7.

4.4 Campaign and Election Period

1. The campaign period shall begin on Monday, February 19th, 2024 at 10:00 and shall conclude on Thursday, February 29th, 2024 at 16:00.
2. All campaigning before the commencement of the campaign period, otherwise referred to as pre-campaigning, is prohibited.
 - (a) Pre-campaigning shall be defined as the activities undertaken by a campaign team which have occurred prior to the commencement of the campaign period which may include the publishing of the candidate's platform, distributing campaign materials or actively soliciting support from voters.
 - (b) Any campaign team which has violated this provision shall have committed a Class A violation as described in Section 1.7.
3. All campaigns are required to take a one-hour rest period between the hours of 12:00 and 13:00.
4. In-person campaigning is restricted to between the hours of 10:00 and 17:00, Monday through Friday with the following exceptions:
 - (a) Candidate Launch as described in Section 4.5.1.
 - (b) EC-approved Hustings as described in Section 4.5.7.
 - (c) EC-approved Trinity Entertainments Officer Candidate Events as described in Section 4.5.8.
 - (d) EC-approved Trinity Hall campaign evenings of which the campaign team shall pick one at which their campaign team is permitted to campaign at Trinity Hall from 18:00 to 21:00 on that particular evening. Campaigning at Trinity Hall is not permitted at any other time.

5. Campaigning is prohibited on weekends, commencing at 17:00 Friday and ending at 10:00 Monday. Exceptions may be made for EC-approved Trinity Entertainment Officer candidates' events as defined in 4.5.8.
6. The election period shall begin on Tuesday, February 27th, 2024 at 10:00 and shall conclude on Thursday, February 29th, 2024 at 16:00.

4.5 Campaigning

1. Candidate Launch Event

- (a) To mark the commencement of the campaign period, all candidates shall attend the Campaign Launch Event on the steps of the Dining Hall on Monday, February 19th, 2024 at 17:00.
- (b) The Campaign Launch Event shall be organised by the EC.
- (c) The Campaign Launch Event shall allow each candidate to present their campaign platforms, ideas, and visions to Union members in a fair and equitable manner.
- (d) Questions are not permitted at the Campaign Launch Event.

2. In-Person Campaign Area

- (a) Campaigning in person is permitted at Campaign Locations.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
- (b) Campaigning is not permitted at any event hosted by an internal or external organisation.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
- (c) Members of a campaign team, with the exception of the candidate and the campaign manager, are not permitted to wear approved campaign merchandise outside of the designated in-person campaign hours as described in Section 4.4.4.
 - (i) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.

3. Stalls

- (a) Stalls shall be established by the EC to be used for the purpose of campaigning at Campaign Locations during campaign hours as described in Section 4.4.4.
- (b) The positions of these stalls will be allocated by lottery.
- (c) The location, size and layout of these stalls will be determined by the EC.
- (d) There shall be one stall per campaign team at any given time.
- (e) Stalls may not be used for any other purpose at the same time.
- (f) Stalls may not be left unattended by the their campaign team.

(g) Campaign teams are responsible for cleaning their stall and the area around it.

4. Online Presence and Campaign Area

(a) Any online presence controlled or generated by a campaign team shall be subject to these regulations.

(b) The online campaign area shall be defined as the campaign team's official social media pages, which the EC shall be afforded joint control of.

(c) Campaign teams are permitted to establish an online campaign group to coordinate their operations. No individual may be added to the campaign group without their explicit permission. Such groups should be set to secret and the EC shall not interfere with their operation unless otherwise stated in these regulations.

(i) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.

(d) Campaign teams shall notify the EC of any social media page that the campaign team creates.

(i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.

(e) Campaign teams are not permitted to use preexisting social media pages.

(i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.

(f) Campaign teams may set up social media pages on social media platforms that are used by the Union.

(i) Campaign teams may request that an exemption be granted to this provision. If an exemption is made, this exemption shall be available to all campaign teams.

(ii) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.

(g) Campaign teams will have the opportunity to post a video profile, of a maximum length of 90 seconds, on the Union's Instagram page. In this video profile, the candidate will have the opportunity to outline their manifesto and link to their campaign social media accounts.

(i) These videos will be posted to the Union's Instagram account in reverse constitutional order, and alphabetically by surname by the Communications & Marketing officer following the commencement of the campaign period.

(ii) Campaign teams must provide a fully accurate transcript of the video for the purpose of captioning upon submission of the video by the deadline of submission of campaign materials as described in Section 4.5.5(a)(iii). If the campaign teams fails to provide such a transcript, the video will not be posted

(h) Campaign teams may not initiate conversation with any individual or social media account.

(i) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.

- (i) Campaign teams are not permitted to post in groups, such as class group chats or society pages.
 - (i) Any campaign team which has violated this provision shall have committed a Class C violation as described in Section 1.7.
- (j) Reposting of campaign material by any member of a campaign team using the built-in reposting function of social is permitted.
- (k) Reuploading or directly uploading campaign material by any member of a campaign team outside of the designated online campaign area as defined in Section 4.5.4(b) is not permitted.
 - (i) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.
- (l) Campaign teams are permitted to upload a maximum of 30 unique posts in the designated online campaign area as defined in Section 4.5.4(b).
 - (i) Duplicate posts across a number of social media platforms or a post which is a language translation of an existing post do not count towards the unique posts limit.
 - (ii) A campaign team shall have committed a Class D violation as described in Section 1.7 for each unique post made above the unique posts limit.

5. Authorisation of Campaign Materials

(a) General

- (i) Each campaign team will be allowed a maximum of 200 manifestos or 450 flyers or 500 business cards.
- (ii) Only one form of printed item is allowed, notwithstanding the poster allocation as defined in Section 4.5.5(e).
- (iii) The deadline for submission of campaign materials, including campaign merchandise designs, shall be given at the Election Briefing.
- (iv) Campaign teams must order printed items through the EC.
- (v) Campaign teams must order campaign merchandise through the EC.
- (vi) Printed campaign material must be stamped or otherwise marked by the EC before being used for campaigning. The stamp or marking must be shown to the EC upon request.

(b) Manifestos

- (i) Manifestos shall be A4 size.
- (ii) Only one design is permitted per campaign team.
- (iii) Manifestos shall be uploaded to a centralised online platform, provided by the Union, regardless of whether the campaign team chooses to print paper manifestos.

(c) Flyers

- (i) Flyers must be a maximum size of A6.
- (ii) Campaign teams may have multiple flyer designs.

- (d) Business Cards
 - (i) Business cards must be standard card size.
 - (ii) Campaign teams may have multiple business card designs.
- (e) Posters
 - (i) Posters must be a maximum A3 size.
 - (ii) There will be a maximum of 10 posters per campaign team.
 - (iii) There is only one design permitted per campaign team.
 - (iv) Posters may only be affixed to the Union's notice boards. There may only be one poster per campaign team per notice board. Posters may not be placed over other legitimate posters. Campaign teams may not remove any poster from these notice boards unless it is a campaign poster of that campaign team.
- (f) Campaign Merchandise
 - (i) There will be a maximum of 10 campaign t-shirts per candidate.
 - (ii) The campaign team shall be responsible for returning any campaign merchandise to the EC in a timely manner, should it be requested.
- (g) Photocopied and Handmade Material
 - (i) The use of any campaign materials not mentioned in Sections 4.5.5(a) to 4.5.5(a)(f) must be discussed with and approved by the EC in advance of the campaign period. If any further campaign materials are permitted at the request of any campaign team, they shall be permitted for all campaign teams.
 - (ii) Campaign teams who do not wish to issue printed material may use written or black-and-white photocopied materials.
 - (iii) Campaign teams may use hand-made materials, which may include but is not limited to such banners and clothing, instead of ordering campaign merchandise.
 - (iv) All photocopied or handmade material must be stamped and approved by the EC.
 - (v) Stamps are not permitted under any circumstance.
- (h) Colour Scheme
 - (i) All campaign material may be in any colour scheme, with the exception of EC purple or Union blue, and shall be approved by the EC.
 - (ii) Campaign teams within the same Sabbatical Election may not use the same colour scheme.
 - (iii) Candidates shall submit their preferences for a particular colour scheme alongside their nomination form.
 - (iv) If multiple candidates express a desire for the same colour scheme, the colour scheme shall be allocated by random selection.
- (i) Unsanctioned Campaign Materials
 - (i) Any campaign team which breaches Section 4.5.5 in letter or in spirit shall have committed a Class D violation as described in Section 1.7 and may have their campaign material confiscated for a duration decided by the EC.

- (ii) The type and quantity of materials confiscated by the EC shall be determined by the EC.
- (iii) The EC shall have the discretion to vary the type and the quantity of the material which is confiscated.
- (iv) The EC shall have the discretion to vary the duration of time for which material will remain confiscated.
- (v) A campaign team may not replace any confiscated material by purchasing new material of the same type for the duration of the confiscated period. A campaign team who has done so shall have committed a Class B violation as described in Section 1.7.

6. Distribution of Campaign Material

- (a) Printed campaign material, as described in Section 4.5.5(a) to Section 4.5.5(e) and Section 4.5.5(g), may only be handed directly to students.
- (b) Any campaign team who delivers campaign material by any other method shall have committed a Class C violation as described in Section 1.7 and may have their campaign material confiscated for a duration decided by the EC.

7. Hustings

- (a) A hustings is defined as an event where candidates present their views and policies to Union members, allowing for open dialogue and debate.
- (b) The purpose of a hustings is to foster a transparent and inclusive electoral process, enabling Union members to make informed decisions when voting.
- (c) Any recognized internal organization within College can apply to host a hustings. Eligible organizations include, but are not limited to, the CSC, the TSU, societies, clubs, and student newspapers.
- (d) Interested internal organizations must submit a formal application to the EC, outlining the proposed date, time, and venue for the hustings event.
- (e) The application must include a detailed event plan, highlighting the proposed format, rules of conduct, and proposed moderators or facilitators for the hustings.
- (f) The application should also specify the intended audience, expected participation from Union members, and any additional logistical requirements, such as audiovisual equipment, seating arrangements, and security measures.
- (g) The deadline to submit an application is Friday, February 2nd, 2024 at 17:30.
- (h) The EC will review all applications and assess their feasibility, alignment with the election regulations, and potential to provide an equitable platform for all candidates.
- (i) Upon approval, the EC will notify the applying organization, outlining any necessary adjustments or requirements to ensure a fair and impartial hustings.
- (j) Campaign teams shall be notified of the hustings due to take place at the Election Briefing as defined in Section 4.2.3.

8. Entertainments Officer Candidates' Campaign Events

- (a) Entertainments Officer candidates may choose to run up to two events as part of their campaign.
- (b) In the event where they decide to run a second event, one of the events must be non-alcoholic.
- (c) Such events should be fully accessible. It is advised that candidates consult with the Union's Officer for Students with Disabilities, a representative nominated on their behalf by the EC or the College Disability service in relation to accessible events.
- (d) Events must be approved by the EC in advance and should be presented with a projected income and expenditure report.
- (e) Events should aim to be cost neutral to the campaign team
 - (i) If a campaign team is projected to make a profit from an event, they shall donate the proceeds to a charity of their choosing.
 - (ii) If a campaign team is projected to make a loss from an event, the loss shall be considered to be a campaign expense as defined in Section 4.3.1(c).
- (f) Any details relating to these event will be discussed in the strictest confidence.
- (g) The EC must be given a minimum of 24 hours' notice to approve or reject an event.
- (h) Campaign teams are required to complete an event management plan for the event which should include details of the event, as well as an accessibility checklist.
 - (i) The event management plan shall be submitted to the EC a minimum of 24 hours before the event.
 - (ii) The event management plan and its associated accessibility checklist shall be developed in consultation with the Union's Entertainments Officer and the Union's Officer for Students with Disabilities, or their nominated representatives.
- (i) If a campaign team is found to have ran an unauthorised event, they shall have committed a Class A violation as described in Section 1.7.
- (j) If a campaign team is found to have falsified the event management plan, they shall have committed a Class B violation as described in Section 1.7.

9. Irish Language

- (a) Manifestos as described in Section 4.5.5 shall be available in English and Irish.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
- (b) Campaign teams are required to have a minimum of 3 non-duplicate posts available in Irish in the designated online campaign area as described in Section 4.5.4(b) by 12:00 on Wednesday, February 28th, 2024.
 - (i) Any campaign team which has violated this provision shall have committed a Class C violation as described in Section 1.7.

- (c) Campaign teams are encouraged to have their printed material as described in Section 4.5.5 available in English and Irish.
- (d) Campaign teams are encouraged to campaign bilingually.
- (e) If a campaign team is unable to translate their campaign material from English/Irish to Irish/English, they may apply to the EC to have it translated by the Union provided they submit it by the deadline for campaign materials as described in Section 4.5.5(a)(iii).

Section 5 — Referenda

5.1 Scope

1. This section is applicable solely to the Referenda as described in Chapter 7.5. The rules and regulations outlined herein shall be enforced specifically for these elections in conjunction with the overarching General Regulations as described in Section 1. Any provision stated in this section shall not be construed as applicable to any other forms of election unless explicitly stated otherwise.

5.2 Calling a Referendum

1. A Referendum shall be called by the EC when the conditions outlined in Chapter 7.5.1 of the Constitution have been met.
2. A Referendum may be called by Petition, subject to the conditions outlined in Chapter 7.5.1(b), if it is submitted in writing to the Chair of the EC.
 - (a) Notice shall be sent to the EC that signatures are being collected for a Petition to call a Referendum and shall include the text of the petition.
 - (b) Such a Petition shall include the name, student ID number, and College email of each signatory.
 - (c) Only the names of the signatories may be made public.
 - (d) Petitions shall include the text of the proposal.

5.3 Conduct of Referenda

1. Referenda shall be conducted in accordance with Chapter 7.5 of the Constitution.
2. The EC shall provide impartial factual information on the resolution of any referendum.
3. The Union shall provide financial resources for each side to campaign.
 - (a) The amount and nature of these resources are described in Section 5.5.

5.4 Precampaign Period

1. Formation of Campaign Team
 - (a) No campaign team shall be formed prior to the selection and appointment of a campaign manager.
 - (b) Any member of the Union may propose themselves to the EC to be a campaign manager on any side of a referendum.

- (i) If the EC receives multiple proposals, the campaign manager shall be selected at the discretion of the EC.
- (c) Following the appointment of the campaign manager, they may begin the process of forming their campaign team subject to the conditions outlined in Section 1.5.

2. Referendum Briefing

- (a) The campaign manager from each campaign team are required to attend the Referendum Briefing organised by the EC.
- (b) The campaign team shall notify the EC of the absence of the campaign manager prior to the meeting unless extenuating circumstances exist. The EC shall determine if such circumstances exist at their own discretion.
 - (i) If extenuating circumstances do not exist, any campaign team which has violated this provision shall have committed a Class C violation as described in Section 1.7.
- (c) The Referendum Briefing shall consist of the a presentation on the election regulations, as detailed in this Schedule and Chapter 7 of the Constitution, and any other logistics deemed necessary by the EC.
- (d) At the Referendum Briefing, campaign managers shall sign a contract acknowledging they understand and will abide by the election regulations as detailed in this Schedule and Chapter 7 of the Constitution.
 - (i) Any campaign team whose candidate and campaign manager has failed or refused to sign such a contract shall have committed a Class A violation as described in Section 1.7.

5.5 Campaign Finance

1. Deposit and Expenditure Limit

- (a) In order for the campaign manager to formalise the creation of a campaign team for a side in a referendum, the campaign team must submit a € 15.00 deposit with the EC by the deadline stated by the EC.
- (b) Campaign expenditure is defined as any expense made by a campaign team or any member of a campaign team for the purposes of campaigning or canvassing in the election.
- (c) Campaign teams are restricted to spending monies on authorised campaign expenditures. Authorised campaign expenditure is defined as the purchasing of any authorised campaign material as described in Section 5.7.5.
- (d) The campaign expenditure limit for each campaign team shall be € 150.00.

2. Financing and Expenditure Report

- (a) The campaign manager shall be responsible for financing their campaign team.

- (b) A report on of all campaign expenditures must be submitted by 10:00 on the final day of the voting period.

3. Reimbursement

- (a) The deposit paid by the campaign team may be reimbursed to the campaign manager at the end of the voting period should the value of their deposit not be spent.
- (b) Campaign managers shall be reimbursed at the end of the voting period for any campaign expenses that the campaign team incurs.
- (c) Reimbursement in any case is subject to the approval of the Administrative Officer.
- (d) Campaign teams who are disqualified as described in Section 1.7.3 are not eligible for reimbursement.

4. Campaign Finance Violations

- (a) Campaign teams are restricted to spending monies on authorised campaign expenditures.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
- (b) Campaign teams shall not exceed the campaign expenditure limit as set in Section 5.5.1.
 - (i) Any campaign team exceeding the allocated budget by an amount greater than 10% of the allocated budget shall have committed a Class A violation as described in Section 1.7.
 - (ii) Any campaign team exceeding the allocated budget by an amount greater than 5% of the allocated budget and less than or equal to 10% of the allocated budget shall have committed a Class B violation as described in Section 1.7.
 - (iii) Any campaign team exceeding the allocated budget by an amount less than or equal to 5% of the allocated budget shall have committed a Class C violation as described in Section 1.7.
- (c) Campaign teams are required to submit the expenditure reports as outlined in Section 5.5.2 by the stated deadline unless the EC grants an extension to that deadline due to extenuating circumstances.
 - (i) Any campaign team which has failed to submit a proper financial report by the deadline set by the EC shall have committed a Class D violation as described in Section 1.7 for each day past the deadline.
- (d) Campaign teams must submit accurate expenditure reports, in combination with supporting evidence.
 - (i) Any campaign team which has falsified an expenditure report with a clear intent of forgery shall have committed a Class A violation as described in Section 1.7.
 - (ii) Any campaign team which has falsified an expenditure report due to wilful negligence shall have committed a Class B violation as described in Section 1.7.
 - (iii) Any campaign team which has unknowingly falsified an expenditure report shall have committed a Class C violation as described in Section 1.7.

5.6 Campaign and Voting Period

1. The campaign period shall commence at a time determined by the EC.
2. All campaigning before the commencement of the campaign period, otherwise referred to as pre-campaigning, is prohibited.
 - (a) Pre-campaigning shall be defined as the activities undertaken by a campaign team which have occurred prior to the commencement of the campaign period which may include the publishing of the campaign team's platform, distributing campaign materials or actively soliciting support from voters.
 - (b) Any campaign team which has violated this provision shall have committed a Class A violation as described in Section 1.7.
3. In-person campaigning is restricted to between the hours of 10:00 and 17:00, Monday through Friday with the following exceptions:
 - (a) EC-approved Hustings as described in Section 5.7.6.
4. Campaigning is prohibited on weekends, commencing at 17:00 Friday and ending at 10:00 Monday.
5. Voting shall be held over a period of no less than three days.

5.7 Campaigning

1. In-Person Campaign Area
 - (a) Campaigning in person is permitted at Campaign Locations with the exception of Trinity Hall.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
 - (b) Campaigning is not permitted at any event hosted by an internal or external organisation.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
 - (c) Members of a campaign team, with the exception of the campaign manager, are not permitted to wear approved campaign merchandise outside of the designated in-person campaign hours as described in Section 5.6.
 - (i) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.
2. Stalls
 - (a) Stalls shall be established by the EC to be used for the purpose of campaigning at select Campaign Locations during campaign hours as described in Section 5.6.
 - (b) The positions of these stalls will be allocated by lottery.

- (c) The location, size and layout of these stalls will be determined by the EC.
- (d) There shall be one stall per campaign team at any given time.
- (e) Stalls may not be used for any other purpose at the same time.
- (f) Stalls may not be left unattended by the their campaign team.
- (g) Campaign teams are responsible for cleaning their stall and the area around it.

3. Online Presence and Campaign Area

- (a) Any online presence controlled or generated by a campaign team shall be subject to these regulations.
- (b) The online campaign area shall be defined as the campaign team's official social media pages, which the EC shall be afforded joint control of.
- (c) Campaign teams are permitted to establish an online campaign group to coordinate their operations. No individual may be added to the campaign group without their explicit permission. Such groups should be set to secret and the EC shall not interfere with their operation unless otherwise stated in these regulations.
 - (i) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.
- (d) Campaign teams shall notify the EC of any social media page that the campaign team creates.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
- (e) Campaign teams are not permitted to use preexisting social media pages.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
- (f) Campaign teams may set up social media pages on social media platforms that are used by the Union.
 - (i) Campaign teams may request that an exemption be granted to this provision. If an exemption is made, this exemption shall be available to all campaign teams.
 - (ii) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.
- (g) Campaign teams will have the opportunity to post a video profile, of a maximum length of 90 seconds, on the Union's Instagram page. In this video profile, the campaign manager will have the opportunity to outline their position paper and link to their campaign social media accounts.
 - (i) Campaign teams must provide a fully accurate transcript of the video for the purpose of captioning upon submission of the video by the deadline of submission of campaign materials as described in Section 5.7.4(a)(iii). If the campaign teams fails to provide such a transcript, the video will not be posted

- (h) Campaign teams may not initiate conversation with any individual or social media account.
 - (i) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.
- (i) Campaign teams are not permitted to post in groups, such as class group chats or society pages.
 - (i) Any campaign team which has violated this provision shall have committed a Class C violation as described in Section 1.7.
- (j) Reposting of campaign material by any member of a campaign team using the built-in reposting function of social is permitted.
- (k) Reuploading or directly uploading campaign material by any member of a campaign team outside of the designated online campaign area as defined in Section 5.7.3(b). is not permitted.
 - (i) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.
- (l) Campaign teams are permitted to upload a maximum of 30 unique posts in the designated online campaign area as defined in Section 5.7.3(b).
 - (i) Duplicate posts across a number of social media platforms or a post which is a language translation of an existing post do not count towards the unique posts limit.
 - (ii) A campaign team shall have committed a Class D violation as described in Section 1.7 for each unique post made above the unique posts limit.

4. Authorisation of Campaign Materials

(a) General

- (i) Each candidate will be allowed a maximum of 200 position papers or 450 flyers or 500 business cards.
- (ii) Only one form of printed item is allowed, notwithstanding the poster allocation as defined in Section 5.7.4(e).
- (iii) The deadline for submission of campaign materials, including campaign merchandise designs, shall be given at the Referendum Briefing.
- (iv) Campaign teams must order printed items through the EC.
- (v) Campaign teams must order campaign merchandise through the EC.
- (vi) Printed campaign material must be stamped or otherwise marked by the EC before being used for campaigning. The stamp or marking must be shown to the EC upon request.

(b) Position Papers

- (i) Position Papers shall be A4 size.
- (ii) Only one design is permitted per campaign team.
- (iii) Position papers shall be uploaded to a centralised online platform, provided by the Union, regardless of whether the campaign team chooses to print paper position papers.

- (c) Flyers
 - (i) Flyers must be a maximum size of A6.
 - (ii) Campaign teams may have multiple flyer designs.
- (d) Business Cards
 - (i) Business cards must be standard card size.
 - (ii) Campaign teams may have multiple business card designs.
- (e) Posters
 - (i) Posters must be a maximum A3 size.
 - (ii) There will be a maximum of 10 posters per campaign team.
 - (iii) There is only one design permitted per campaign team.
 - (iv) Posters may only be affixed to the Union's notice boards. There may only be one poster per campaign team per notice board. Posters may not be placed over other legitimate posters. Campaign teams may not remove any poster from these notice boards unless it is a campaign poster of that campaign team.
- (f) Campaign Merchandise
 - (i) There will be a maximum of 10 campaign t-shirts per candidate.
 - (ii) The campaign team shall be responsible for returning any campaign merchandise to the EC in a timely manner, should it be requested.
- (g) Photocopied and Handmade Material
 - (i) The use of any campaign materials not mentioned in Sections 5.7.4(a) to 5.7.4(f) must be discussed with and approved by the EC in advance of the campaign period. If any further campaign materials are permitted at the request of any campaign team, they shall be permitted for all campaign teams.
 - (ii) Campaign teams who do not wish to issue printed material may use written or black-and-white photocopied materials.
 - (iii) Campaign teams may use hand-made materials, which may include but is not limited to such banners and clothing, instead of ordering campaign merchandise.
 - (iv) All photocopied or handmade material must be stamped and approved by the EC.
 - (v) Stamps are not permitted under any circumstance.
- (h) Unsanctioned Campaign Materials
 - (i) Any campaign team which breaches Section 5.7.4 in letter or in spirit shall have committed a Class D violation as described in Section 1.7 and may have their campaign material confiscated for a duration decided by the EC.
 - (ii) The type and quantity of materials confiscated by the EC shall be determined by the EC.
 - (iii) The EC shall have the discretion to vary the type and the quantity of the material which is confiscated.
 - (iv) The EC shall have the discretion to vary the duration of time for which material will remain confiscated.

- (v) A campaign team may not replace any confiscated material by purchasing new material of the same type for the duration of the confiscated period. A campaign team who has done so shall have committed a Class B violation as described in Section 1.7.

5. Distribution of Campaign Material

- (a) Printed campaign material, as described in Section 5.7.4(a) to Section 5.7.4(e) and Section 5.7.4(g), may only be handed directly to students.
- (b) Any campaign team who delivers campaign material by any other method shall have committed a Class C violation as described in Section 1.7 and may have their campaign material confiscated for a duration decided by the EC.

6. Hustings

- (a) A hustings is defined as an event where the each side in a referendum can present their views to Union members, allowing for open dialogue and debate.
- (b) The purpose of a hustings is to foster a transparent and inclusive electoral process, enabling Union members to make informed decisions when voting.
- (c) Any recognized internal organization within College can apply to host a hustings. Eligible organizations include, but are not limited to, the CSC, the TSU, societies, clubs, and student newspapers.
- (d) Interested internal organizations must submit a formal application to the EC, outlining the proposed date, time, and venue for the hustings event.
- (e) The application must include a detailed event plan, highlighting the proposed format, rules of conduct, and proposed moderators or facilitators for the hustings.
- (f) The application should also specify the intended audience, expected participation from Union members, and any additional logistical requirements, such as audiovisual equipment, seating arrangements, and security measures.
- (g) The deadline to submit an application shall be set at the EC.
- (h) The EC will review all applications and assess their feasibility, alignment with the election regulations, and potential to provide an equitable platform for all candidates.
- (i) Upon approval, the EC will notify the applying organization, outlining any necessary adjustments or requirements to ensure a fair and impartial hustings.
- (j) Campaign teams shall be notified of the hustings due to take place at the Referendum Briefing as defined in Section 5.4.2.

7. Irish Language

- (a) Position Papers as described in Section 5.7.4 shall be available in English and Irish.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.

- (b) Campaign teams are required to have a minimum of 3 non-duplicate posts available in Irish in the designated online campaign area as described in Section 5.7.3(b) by a time specified by the EC.
 - (i) Any campaign team which has violated this provision shall have committed a Class C violation as described in Section 1.7.
- (c) Campaign teams are encouraged to have their printed material as described in Section 5.7.5 available in English and Irish.
- (d) Campaign teams are encouraged to campaign bilingually.
- (e) If a campaign team is unable to translate their campaign material from English/Irish to Irish/English, they may apply to the EC to have it translated by the Union provided they submit it by the deadline for campaign materials as described in Section 5.7.4(a)(iii).

5.8 Additional Guidelines

1. In recognition of the unique and varied nature of referenda, additional guidelines may be issued to address specific circumstances not explicitly covered in this Schedule.
2. The EC reserves the right to issue additional guidelines based on the specific circumstances and context of the referendum in question.
 - (a) Such guidelines do not constitute an alteration of this Schedule as described in Chapter 9.3.1 of the Constitution.
 - (b) Such guidelines are binding on campaign teams.
 - (c) In the event that there exists a conflict between Schedule 3 and the additional guidelines issued by the EC, the additional guidelines will be enforced.
3. Any additional guidelines shall be detailed at the Referendum Briefing as described in Section 5.4.2.

Section 6 — Postgraduate Committee Elections

6.1 Scope

1. This section is applicable solely to the Postgraduate College Committee Elections. The rules and regulations outlined herein shall be enforced specifically for these elections in conjunction with the overarching General Regulations as described in Section 1. Any provision stated in this section shall not be construed as applicable to any other forms of election unless explicitly stated otherwise.

6.2 Preelection Period

1. Nominations

- (a) Only members who are postgraduate students of the College shall be nominated for election for any of the postgraduate committees as described in Schedule 6.
- (b) Nominations must have a least one seconding nomination from a postgraduate student.
- (c) Nominations for the Postgraduate College Committee Elections shall open and close at a time specified by the Sabbatical Officers, but shall be open for a minimum of two weeks.
- (d) A nomination form shall be circulated to all Union members whom are postgraduate students via email.

2. Election Briefing

- (a) The candidate from each campaign team are required to attend the Election Briefing organised by the EC.
- (b) The candidate from each campaign team are required to attend the Election Briefing organised by the EC.
- (c) The campaign team shall notify the EC of the absence of the candidate prior to the meeting unless extenuating circumstances exist. The EC shall determine if such circumstances exist at their own discretion.
 - (i) If extenuating circumstances do not exist, any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
- (d) The Election Briefing shall consist of the a presentation on the election regulations and any other logistics deemed necessary by the EC.
- (e) At the Election Briefing, candidates shall sign a contract acknowledging they understand and will abide by the election regulations as detailed in this Schedule.
 - (i) Any campaign team whose candidate has failed or refused to sign such a contract shall have committed a Class A violation as described in Section 1.7.

6.3 Campaign Finance

1. All campaign teams are strictly prohibited from incurring any form of campaign expenditure.
 - (a) Campaign expenditure includes but is not limited to monetary spending or any other financial contributions aimed at promoting or supporting a campaign team.
 - (b) Any campaign team which has been found to violate this provision shall have committed a Class A violation as described in Section 1.7.

6.4 Campaign and Election Period

1. The Postgraduate College Committee Elections shall take place in the first term of the academic year and shall start no sooner than two working days after the closure of nominations.
2. If a RON result is returned, the nominations shall be re-opened as in Section 6.2.1.
3. The Education Officer shall return the results of the Postgraduate College Committee Elections.
4. If the nominations close with no nominees for a committee, the first valid nomination thereafter shall be declared elected.
5. The campaign period shall begin one working day prior to the commencement of the election period at 10:00 and shall conclude at 17:00 on the final day of the election period.
6. In-person campaigning is restricted to between the hours of 10:00 and 17:00
7. Campaigning is prohibited on weekends, commencing at 17:00 Friday and ending at 10:00 Monday.

6.5 Campaigning

1. Online Campaign Area
 - (a) All campaign teams are prohibited from engaging in any form of online campaigning.
 - (i) Any campaign team which has violated this provision shall have committed a Class A violation as described in Section 1.7.
 - (b) Campaign teams are permitted to establish an online campaign group to coordinate their operations. No individual may be added to the campaign group without their explicit permission. Such groups should be set to secret and the EC shall not interfere with their operation unless otherwise stated in these regulations.
 - (i) Any campaign team which has violated this provision shall have committed a Class D violation as described in Section 1.7.
2. Authorisation of Campaign Materials
 - (a) Campaign teams are permitted to create a manifesto outlining their campaign platform.

- (b) The deadline for submission of manifestos shall be set by the EC.
- (c) Only one design is permitted per campaign team.
- (d) Manifestos shall be uploaded to a centralised online platform, provided by the Union.
- (e) Manifestos shall not be available as a printed item.
 - (i) Any campaign team which has violated this provision shall have committed a Class B violation as described in Section 1.7.
- (f) Campaign teams are encouraged to make their manifesto available in English and Irish.

3. Unsanctioned Campaign Materials

- (a) Any campaign team which breaches Section 6.5.3 in letter or in spirit shall have committed a Class B violation as described in Section 1.7 and shall have their campaign material confiscated by the EC.

Section 7 — Lexicon

The following definitions shall apply to this Schedule:

- **Union:** The Trinity College Dublin Students' Union as defined under the provisions of the Constitution and the University of Dublin Calendar.
- **Constitution:** The Constitution enacted by the members of the Union in April 2014.
- **Council:** Students' Union Council as described in Chapter 4.2 of the Constitution.
- **Faculty Assembly:** A Faculty Assembly as described in Chapter 4.7 of the Constitution.
- **Electoral Commission:** The Commission defined in Chapter 5.1 of the Constitution, hereafter referred to as the EC.
- **Chair of the EC:** The Chair of Council of the Union, or in their absence, the temporary chair elected by the EC as outlined in Chapter 4.11.4 of the Constitution.
- **Secretary to the EC:** The Education Officer of the Union, or in their absence, the temporary secretary elected by the EC as outlined in Chapter 4.11.5 of the Constitution.
- **Oversight Commission:** The Commission defined in Chapter 5.2 of the Constitution, hereafter referred to as the OC.
- **Trinity Hall Junior Common Room:** The body, otherwise referred to as the JCR, defined in the "Memorandum of Agreement between Trinity College Dublin Students' Union (TCDSU) and the Trinity Hall Junior Common Room (JCR)" in Schedule 8 of the Constitution.
- **Teach a Sé:** The offices of the Union, otherwise referred to as House 6 and Mandela House, located at the University of Dublin Trinity College, College Green, Dublin 2.
- **Junior Dean:** The Junior Dean is responsible for enquiring into alleged breaches of discipline by a student and for taking further action in accordance with College regulations and statutes.
- **Central Societies Committee:** The administrative body for societies in College, hereafter referred to as the CSC.
- **Trinity Sport Union:** The administrative body for sports clubs in College, hereafter referred to as the TSU.
- **Trinity Publications:** The administrative body for officially recognised student publications in College.
- **Campaign Locations:** These locations are any building or property owned or used by the College that are approved by the EC for campaigning and canvassing in Union elections and referenda. These locations are as follows:

- Arts Building, located at the University of Dublin Trinity College, College Green, Dublin 2.
- Hamilton Building, located at the University of Dublin Trinity College, College Green, Dublin 2.
- Trinity Biomedical Sciences Institute, otherwise referred to as TBSI, located at Trinity Central, 152-160 Pearse Street, Dublin 2.
- Dublin Dental University Hospital, located at Lincoln Pl, Dublin 2.
- Trinity College School of Nursing and Midwifery, otherwise referred to as D'Olier Street, located at 24 D'Olier Street, Dublin 2.
- Trinity Halls, located at Dantry Road, Dublin 6.
- Saint James' Hospital, located at 2 Brookfield Road, Dublin 8.
- Tallaght University Hospital, located at Tallaght, Dublin 24.