

RULES OF ELECTION INDUSTRIA vzw

TITLE X: ELECTIONS

SUBTITLE I: Neutral Committee

- Art 63. The Neutral Committee consists exclusively of members of the union. The chairman of the board of directors is automatically the chairman of the Neutral Committee. The committee elects a vice chairman between his members.
- Art 64. §1. The Neutral Committee monitors the correct execution of the election rules and will always be neutral to all participants to the elections. It also bears the responsibility for a good course of the elections, including to live up to the statutes and the internal rules of the union.
- §2. When a situation occurs that is not described in the election rules, the Neutral Committee needs to find a fitting solution. They will inform the General Assembly, so the election rules can be adjusted if needed.
- §3. When a member of the Neutral Committee makes himself eligible, the chairman of the committee needs to find a replacement as soon as possible. When the replacement is found, the member of the committee can be removed, and the replacement can be elected under the terms stated in Art. 66.
- Art 65. The Neutral Committee has the following competences:
- Doing the communication with the city of Leuven, the emergency services, KU Leuven, the Faculty Industrial Engineering and KU Leuven, campus Group T Leuven.
 - Arranging all the required permits and insurances.
 - Arranging the sound installation on the campaign day.
 - Approval of the registration of the teams.
 - Giving a keg at the victory party.
 - Using the budget given by the General Meeting for the elections.
 - Arranging the date of the active campaign, minimum 6 months before the Election Day.
- Art 66. The members of the Neutral Committee, except the chairman, are elected and removed by the General Meeting. For a vote there is a quorum of at least half of the working members needed. For the election or the removal of a member of the Neutral Committee, the number of votes pro need to be more than half of the represented votes.
- Art 67. The number of members of the Neutral Committee needs to be odd.
- Art 68. The composition of the Neutral Committee needs to be visible for all members ad valvas in the room and on the website of the union.

SUBTITLE II: NEUTRAL COMMITTEE MEETING

- Art 69. The Neutral Committee gathers as much as they see needed for a good course of the elections. The Neutral Committee is gathered and led by the chairman, in his absence by the vice-chairman and in his absence by the oldest member of the Neutral Committee who is present.
- Art 70. The Neutral Committee takes decisions in general consensus, unless a vote is asked. Every member of the Neutral Committee has the right to request a vote.
- Art 71. For a vote regarding all decisions there is a quorum of at least half of the members of the Neutral Committee required. The decision is taken when at least half of the votes represented on the Neutral Committee meeting are pro.
- Art 72. Every vote shall be by show of hands. With show of hands, there are only 3 options: pro, contra, and abstinence. When pro or contra does not reach the majority, the vote needs to be redone without the option abstinence. It is possible to request a written vote at the request of at least 3 members of the meeting.
- Art 73. To give your vote to someone else, you need to fill in the official document. The date and signature need to be filled in to be valid. When there is a vote with show of hands, this person then may raise two hands instead of one. When there is a written vote, this person will receive two ballots instead of one.
- Art 74. The decisions made by the Neutral Committee must be visible for all members ad valvas in the room and on the website of the union.

SUBTITLE III: ELECTION RULES

- Art 75. §1. Articles Art 63 until Art 133 are also known as the Election Rules.
- §2. The Election Rules is an addition to the election rules of LOKO and the participation rules of KU Leuven.
- Art 76. §1. The Election Rules may be consulted ad valvas in the room and on the website of the union by all members of the union.
- §2. The Election Rules need to be translated in English by the Neutral Committee. This version needs to be the same as the Dutch version in the internal rules and. When there is doubt about the interpretation of the English version, the Dutch version is always right.
- Art 77. §1. Every working year the Neutral Committee can add extra rules to the election rules when they do not conflict with the statutes or the internal rules. These rules only apply during that academic year and are shown ad valvas in the room and on the website of the union.
- §2. All the dates that are not specified by the Election Rules will be decided every academic year by the Neutral Committee.
- Art 78. Exceptions on the Election Rules can be permitted by the Neutral Committee.
- Art 79. Infringements of a team on the election rules will be punished according to their gravity by

the Neutral Committee. First degree infringements are punished with something funny, second degree with a more severe punishment and with a third degree votes can be deducted or the team can be excluded from the elections. The Neutral Committee makes this decision. For punishments of the third degree, a General Assembly may appeal the decision of the Neutral Committee.

SUBTITLE IV: SERIOUS TEAMS

Art 80. All the persons that form a team for the elections with the intention of becoming the new working members of the union of the next academic year, are called a serious team.

Art 81. §1. The members of a serious team need to be registered as a student to the Faculty of Engineering Technology KU Leuven Campus Group T Leuven.

§2. The members of a serious team need to know the statutes and the internal rules of the union and the additional rules specified in Art 77.

§3. The members of a serious team need to keep it a fair competition.

§4. When a member of a serious team also is a working member of the union, he/she must make sure that the current team does not experience a negative effect because of his/her work for the serious team.

Art 82. Every serious team needs put forward one person for president, one person for vice-president, at least two persons for finances, one person for secretary, one person for business relations, at least two persons for the coursebook service, and at least two people for De Fakbar vzw for election.

Art 83. §1. A first registration for the elections needs to be done by the member of the serious team that is candidate for president, called candidate-president. This is done by filling in the official form. The candidate-president cannot have courses from the first phase of the Bachelor of Engineering Technology at the Faculty of Engineering Technology. This registration needs to be done at least 3 months before the elections.

§2. A second registration for the elections needs to be done by the candidate-president by handing over a list with the names of all the members of the serious team, the functions for which each member put themselves elective, the signature of all the members and the name of the serious team to the Neutral Committee. This name may have no connection the union, KU Leuven Campus Group T, the Faculty of Engineering Technology KU Leuven, or the KU Leuven. This needs to be done at least two months before the elections. After his list is handed in, the composition of the serious team can only be adjusted after the Neutral Committee has given permission.

Art 84. Every serious team needs to have an open accountancy, which must be closed before one month after the date of elections, without any debts. The team need to keep a margin of at least 10% of the total income, with a maximum of €1000.

Art 85. It is prohibited for every serious team to contact a sponsor of the union, as defined by the Neutral Committee. However, every serious team needs to put the logo of the Neutral Committee in their campaign magazine.

Art 86. §1. Every sponsor contract signed by a serious team needs to be done in name of the serious team. No information of the union, KU Leuven Campus Group T Leuven, the Faculty of Engineering Technology KU Leuven or KU Leuven may be used.

§2. Every sponsor contract signed by a serious team may not conflict with a contract made by the union.

§3. No serious team may sign a sponsor contract that has influences on the next working year.

§4. Every serious team needs to give a copy of each sponsor contract to the Neutral Committee before the beginning of the active campaign.

Art 87. Every serious team needs to organize at least one activity at Recup. The arrangements for this activity need to be made at least two weeks before the start of the active campaign with the board of directors of De Fakbar vzw.

Art 88. §1. Every serious team needs to be fully represented at the alumni cantus, the *ontgroeningscantus* and the victory-party, if they take place in the relevant academic year.

§2. When a serious team wins the elections, they need to give a keg at the victory-party, fill the shifts from 0h and be fully represented at the *overdrachtscantus*.

Art 89. §1. The preparation and activities of every serious team are their own responsibility. The union nor the Neutral Committee bear any responsible for this.

§2. The preparation and activities of every serious team cannot interfere with the work of the union.

SUBTITLE V: FUN TEAMS

Art 90. All the persons that form a team for the elections without the intention of becoming the new working members of the union of the next academic year, are called a fun team.

Art 91. §1. The members of a fun team need to be a member of the union or De Fakbar vzw.

§2. The members of a fun team need to know the statutes and the internal rules of the union and the additional rules specified in Art 77.

§3. The members of a fun team need to keep it a fair competition.

§4. When a member of a fun team also is a working member of the current year, he/she must make sure that the current team does not experience a negative effect because of his/her work for the fun team.

Art 92. The enrollment for a fun team needs to be done by the appointed responsible for the fun team by handing in the official form. This needs to be done at least one month before the elections.

Art 93. Every fun team needs to have an open accountancy, which must be closed before one month after the date of elections, without any debts. The team need to keep a margin of at least 5% of the total income, with a maximum of €500.

Art 94. §1. Every sponsor contract signed by a fun team needs to be done in name of the fun team. No information of the union, KU Leuven Campus Group T Leuven, the Faculty of Engineering Technology KU Leuven or KU Leuven may be used.

§2. Every sponsor contract signed by a serious team may not conflict with a contract made by the union.

§3. Every fun team needs to give a copy of each sponsor contract to the Neutral Committee before the beginning of the active campaign.

Art 95. Every fun team needs to be fully represented at the fun team evening. The date needs to be determined by the Neutral Committee two months before the elections.

SUBTITLE VI: FINANCIAL SUPPORT

Art 96. The fun teams can get financial aid for €250 in total. If the General Assembly gives permission, this amount can be raised. The amount can only be paid when the union receives an invoice for this.

Art 97. All serious teams can get financial aid for €250 and 3 other funds of €250 to be divided between the serious teams

Art 98. If there are multiple serious teams, the amount of the 3 funds is divided among all teams if they all met the requirements.

Art 99. Fund I: A serious team can obtain the first part of the financial aid when they submit a legal enrollment and an invoice to the Neutral Committee.

Art 100. Fund II: A serious team can obtain a this fund when they give proof of €350 cash funding. A serious team needs to proof by means of contracts that this team has an agreement with one or more companies in which more than €350 is collected.

Art 101. The deadline for the request of fund II is 14 days before the start of the active campaign.

Art 102. Fund III: A serious team can obtain this fund when the serious team offers 2 attractions/activities, deemed worthy by Neutral Committee to hand over the fund.

Art 103. The deadline for the request of fund III is 14 days before the start of the active campaign.

Art 104. Fund IV: A serious team can obtain this fund when the serious team offers a creative experience deemed worthy by the Neutral Committee to hand over the fund.

Art 105. The deadline for the request of fund IV is 21 days before the start of the active campaign.

Art 106. When the deadline in Art. 105 is not met by the serious teams, all teams (serious and fun) are able to compete for the financial aid of fund IV, which will be closed 7 days before the start of the active campaign.

Art 107. When the financial aid of fund II or fund III is not obtained by a serious team, the Neutral Committee gets to spend this in a way that will benefit all students at the Faculty of Engineering Technology.

Art 108. When the financial aid of fund IV is not obtained by any team as described in Art. 106, Art. 107 applies.

SUBTITLE VII: COMMUNICATION

Art 109. Communication with the Neutral Committee needs to be done written or by electronic mail. This communication needs to be done towards the whole Neutral Committee. A written or electronic confirmation with the Neutral Committee is legally valid.

Art 110. The Neutral Committee keeps all information until one week after the day of voting.

Art 111. Communication between various teams is permitted. Deals they make during meetings of different teams are only binding if the Neutral Committee is present at this meeting.

Art 112. Every team is responsible of keeping their own communication and information safe.

Art 113. §1. Every serious team needs to include in all external communication that they are a candidate-team. All communication needs to be done in their own name, the union, KU Leuven Campus Group T Leuven, the Faculty of Engineering Technology Leuven or KU Leuven cannot be mentioned at all times.

§2. Every fun team needs to include in all external communication that they are a fun team. All communication needs to be done in their own name, the union, KU Leuven Campus Group T Leuven, the Faculty of Engineering Technology Leuven or KU Leuven cannot be mentioned at all times.

SUBTITLE VIII: NEUTRAL TERRAIN

Art 114. §1. The room on the union – room GT 01.4.01/1 of KU Leuven Campus Group T Leuven – and the room of the Kursusdienst – room GT 91.P1.13 of KU Leuven Campus Group T Leuven – and the storage room - room GT 92.P2.06 – are strictly neutral terrain. On these locations there may never be any kind of campaign.

Art 115. KU Leuven Campus Group T Leuven and Recup are partly neutral terrain. Campaigning can only take place on these locations with the written permission of the involved parties and the Neutral Committee.

SUBTITLE IX: CAMPAIGN

Art 116. Every form of campaign is prohibited except as defined in the following rules.

Art 117. §1. All the teams get the chance of organizing maximum one activity for profit to collect money for the active campaign. This activity needs to be asked at least two months before the elections for the serious teams and at least one month before the elections for the fun teams to the Neutral Committee.

§2. For the serious teams, this activity does not need to find place at KU Leuven Campus Group T Leuven if the required permits are in order. For the fun teams, this activity needs to find place at KU Leuven Campus Group T Leuven.

§3. This profit activity may be promoted by promotion material, including a website, as of one week before it takes place. All the promotion material needs to be approved first by the Neutral Committee.

§4. On the profit activity the team may wear textile from their team. Other promotion material needs to be approved by the Neutral Committee.

Art 118. As of one month before the active campaign the teams may put the website of their team online on the site of the union. This website needs to be approved by the Neutral Committee before it is put online.

Art 119. The passive campaign starts one week before the active campaign and ends when the active campaign starts.

Art 120. During the passive campaign, only the following promotion material may be used:

- Wearing textile of the team.
- Handing out campaign magazines.
- Use posters and other visual promotion material, with a maximal surface of 12m² inside KU Leuven Campus Group T Leuven.
- Give team presentations in the lectures if both the teacher and the Neutral Committee gives permission. Every team may only present themselves once to every year and/or program.

Art 121. The active campaign starts on the date chosen by the Neutral Committee and end on 12am on the voting day.

Art 122. During the active campaign, only the following promotion material may be used:

- Wearing textiles belonging to the team and textiles belonging to the crew of the respective team.
- Handing out campaign magazines.
- Use posters and other visual promotion material, with a maximal surface of 12m² inside KU Leuven Campus Group T Leuven.
- Distributing flyers for promotion of the activities and attractions of the team.
- Give team presentations in the lectures if both the teacher and the Neutral Committee gives permission. Every team may only present themselves once to every year and/or program.

Art 123. Every activity and attraction of the team needs to be inspected by the Neutral Committee and be used by the candidate-president of that team before commissioning.

Art 124. §1. The campaign day is chosen by the Neutral Committee two weeks before the start of the active campaign.

§2. The buildup of the campaign day may start when the parking restriction takes effect, with 6h as earliest moment. The cleanup of the campaign day needs to be done before the parking restriction is lifted, with 22h as latest moment.

§3. The parking, the entrance and the emergency exits of KU Leuven Campus Group T Leuven, must stay clear at all times during the campaign day. The sidewalk must be accessible at all times as well.

§4. During the campaign day, it is prohibited for all teams to use sound amplification, except for a megaphone to promote the activities or the attractions of the team.

§5. Every team needs to assign one person for the briefing given by the Neutral Committee regarding the campaign day. This person will be considered the main responsible for his team on the campaign day.

Art 125. On the day of the voting, there can be a presentation of all the serious teams, starting at 12h on a location chosen by the Neutral Committee. Every serious team gets 30 minutes for his presentation. This presentation needs to contain:

- The goals of the serious team.
- Overview of the campaign of the serious team.
- Defence of the budgeting of the serious team.
- Presentation of the serious team and the persons responsible for the work groups.

Art 126. §1. A debate can take place on a General Assembly preceding the campaign if and only if the serious team has a Praeses, Vice-Praeses, and Vice BR as a candidate.

§2. A debate can take place on a General Assembly preceding the campaign. If the serious team is in accordance with Art 126 §1, the team will present their vision and her candidates. The General Assembly can give non-binding advice.

§3. The debate will be in Dutch, but the use of other languages is not permitted. The use of multimedia is allowed with the permission of the Neutral Committee.

SUBTITLE X: VOTING

Art 127. §1. The voting takes place on the date chosen by the Neutral Committee. It starts after the debate and ends at 18h.

§2. The voting is anonymous. There will be supervision by the Neutral Committee and one person of every team to see if the voting is fair.

Art 128. Students who are enrolled at as a student at the Faculty of Engineering Technology KU Leuven Campus Group T have the right to vote. To prove this, the student needs to bring a valid student card of the education program in question.

Art 129. §1. Students who have the right to vote get a voting paper which they can fill in valid or invalid.

§2. The voting paper has a vote for the serious teams and a vote for the fun teams. For each vote, the teams are put in order of time of enrollment with the first enrolled team on top.

§3. When there are more serious teams, there will be the number of serious teams plus one options for the vote for serious teams. The options are the names of the teams and abstinence. When there is only one serious team, there are the options for the vote for the serious team: pro, contra, and abstinence. To have a valid vote, exactly one option must be marked.

§4. When there are more fun teams, there will be the number of fun teams options for the vote for fun team. The options are the names of the teams. When there is only one fun team, there are two options for the vote for the fun team: pro and contra. To have a valid vote, exactly one option must be marked.

§5. The voting paper is composed in Dutch and English. English instructions need to be provided by the Neutral Committee at the voting.

Art 130. §1. When there are more serious teams, the team with the majority of the valid, non-blank votes wins the elections.

§2. When there is only one serious team, they win the elections when they have two third of the valid, non-blank votes.

Art 131. §1. When there are more fun teams, the team with the majority of the valid, non-blank votes wins the elections.

§2. When there is only one fun team, they win the elections when they have two third of the valid, nonblank votes.

Art 132. The counting of the votes is in the presence of the whole neutral committee, the candidate presidents of the serious teams and the persons responsible of each fun team. In addition, for each serious team there should be exactly on observer during the counting.

Art 133. §1. When there is no winner between the serious teams, there is another voting exactly one week after the date of vote. During this week, the serious teams may campaign under the same conditions as the passive campaign. If there is not a winner after the second vote (same conditions as described in Art 130), the team with the most votes wins the elections in case of multiple serious teams. If it is a tie, the vote of the chairman of the Neutral Committee will be the determining vote. In the case of only one serious team, this team wins the elections.

§2. When there is no winner between the fun teams, the team with the most votes will win the elections in case of multiple fun teams. If it is a tie, the vote of the chairman of the Neutral Committee will be the determining vote. In the case of only one fun team, this team wins the elections.

§3. When there are irregularities during the voting, another vote will take place the day after the voting day. This second voting will take place between 12h and 14h.

EXEPTIONS ON ARTICLES

In all cases, judgement will be called upon based on the Dutch regulations as this is the official administrative language of Studentenvereniging Industria vzw. This document serves as a mere translation of the official Dutch document.

Historical errors in this document should be announced to the Neutral Committee.

This document might change in event that translation or historical errors are found