

## INTERNAL ELECTIONS POLICY

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### Elections

This policy is designed to protect and preserve the integrity of the Board of Deputies and its democratic process. We are mindful of the position that our organisation holds within the Jewish community and have drawn up the following code of conduct for office holders, staff and consultants in respect of internal elections.

The spirit and intent of this policy is that no candidate takes advantage of their position to use it as an election platform or for electioneering.

It is understood that office holders will continue to do their work and fulfil their roles until any transfer of office.

This policy is applicable at all times although some elements may be particularly relevant in the run-up to the election of Honorary Officers, Trustees and Divisional members of the Board of Deputies.

#### a) General Principles

Elections covered by this policy include elections within the Board of Deputies. This document is intended as a guide for office holders, staff and consultants to ensure that legitimate campaigning for any of these elections does not bring the organisation into disrepute or compromise the work of the organisation.

#### b) Internal elections

Candidates, potential candidates and those acting on their behalf should not:

- Make negative personal comments about other candidates;
- Use Board of Deputies platforms for campaigning or self-promotion;
- Use Board of Deputies resources (including, but not limited to publications, social media and staff) to campaign;
- Use professional letterheads – election communications may only be sent on plain paper or campaign-specific letterheads.

Staff and consultants must take particular care to provide equal opportunities to all candidates and potential candidates and to avoid any possible perception of favouritism.

To achieve this, staff and consultants should:

- Not express or show a preference for any particular candidate, or opposition to another, publicly or privately – this would be a serious breach of contract and would result in disciplinary action
- Once the campaign has begun (from the closing date for the receipt of nominations), ensure political and media opportunities are assigned on the basis of officers' portfolios – where a media opportunity might give one candidate a particularly high profile the President or Chief Executive should be used as spokesperson.
- Once the campaign has begun, ensure that our communications are broadly balanced in the amount of space given to the achievements and work of declared candidates.

### **c) Common sense**

All officer holders, staff and consultants are urged to apply common sense and bear in mind how any communication might be read.

### **d) Application of this Policy**

The Chief Executive in conjunction with the Chair of the Constitution Committee (unless they themselves are a candidate, in which case the Vice Chair, or if they are also a candidate, a nominated member of the Committee) are ultimately responsible for the implementation of this policy and will be the final arbiter.