



National Executive Guidelines for the Election of Leader of the Federal Parliamentary Labor Party

The following is a consolidated list of guidelines for the ballot for the election of the Leader of the Federal Parliamentary Labor Party.

1. There will be a postal ballot of qualified Party members conducted by the National Returning Officer (NRO) from a central balloting location. The normal conventions in relation to scrutineers shall apply.
2. A qualified Party member shall be a financial member of the Australian Labor Party (including Victorian Central Branch members, and Life Members and others who are not required to pay annual dues but are deemed to be financial) as at the date of the last federal election, 7 September 2013, but does not include members of the Federal Parliamentary Labor Party (FPLP).
3. There will be a postal ballot with random signature checks:
 - All financial members will be posted a ballot paper in a reply paid envelope.
 - Members will be required to sign a declaration when returning the ballot. This will mirror the process used by the AEC in the conduct of many union elections.
 - If a returned ballot envelope is challenged, the NRO will request a copy of a signature from the member's application or renewal form. This will be provided by the State or Territory Secretary. If a signature is not available (due to the unavailability of older records) the NRO will ask the member to provide a sample signature (such as that provided on a driver's licence).
 - There will also be additional random checks of signatures against membership application and renewal forms by the NRO.
4. All State and Territory branches (in accordance with rule 15q) will forward membership details in accordance with the timetable set out below.
5. Each candidate will be provided with a copy of the voters roll, including the name, postal address, all phone numbers and any email address held by the State or Territory branch. Candidates will be required to provide a formal undertaking to the Party that this information will only be used for the purpose of this election.
6. Candidates agree that they will do no more than two national mail outs to voters.

7. The State branches through their normal credentialing and disputes processes will resolve disputes over financial eligibility. State Secretaries will then inform the NRO of any additions to or deletions from the roll.
8. Scrutineers will be required to be authorised by an eligible candidate in a method determined by the National Returning Officer.
9. For the purposes of scrutinising the ballot, authorised scrutineers will be able to inspect (at the central balloting location) the roll of voters at any time during the ballot.
10. On receiving their ballot paper, voters will be sent a publication which contains (in an order determined by lot) statements of up to 1,000 words from each candidate. The statements will include a photo of the candidate (where submitted). These statements will also be available on the ALP website.
11. The National Executive prohibits the use by either by candidates or other parties, of any paid advertising (including print, TV, radio, outdoor or the internet) and paid canvassing in relation to the ballot for the Leader of the FPLP.
12. Guideline 11 applies to all Party members and affiliated unions from the opening of nominations until the close of voting.
13. In relation to candidates, enforcement of Guideline 11 shall be the responsibility of the FPLP and penalties may include disqualification of a candidate.
14. Candidates will be required to conduct all financial transactions in relation to the election through National Secretariat accounts established for this purpose.

Proposed timeline – 2013 Federal Parliamentary Labor Party Leader

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| • Friday 13 September | Nominations open |
| • Wednesday 18 September | States send National Returning Officer (NRO) rolls of qualified Party members |
| • Friday 20 September | 5:00pm Nominations close |
| • Tuesday 24 September | Member voting opens, ballot papers and candidate statements issued |
| • Wednesday 9 October | 5:00pm. Member ballot closes |
| • Thursday 10 October | 4:00pm. Members of FPLP to meet vote for Leader. |
| • Friday 11 October | NRO count of member ballot |
| • Sunday 13 October | 2:00pm. Caucus RO count of FPLP vote and declaration of elected candidate |