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**PROGRESSIVE CONSERVATIVE PARTY OF NEWFOUNDLAND AND LABRADOR**  
**LEADERSHIP SELECTION RULES**

**PART 1 APPLICATION, DEFINITIONS, AND INTERPRETATION**

1. These Rules may be cited as the Leadership Selection Rules.
2. The new Leader of the Progressive Conservative Party of Newfoundland and Labrador shall be chosen in accordance with these Rules.
3. The proceedings for voting, the operation of a Leadership Installation, and the conduct of the Leadership Candidates shall be governed by the Constitution and these Rules.
4. These Rules have been adopted by the Executive Committee pursuant to Article 12.43-56 of the Constitution to prescribe the manner in which a Leader will be selected.
5. The following definitions apply in these Rules unless the context requires otherwise:
  - a. "Accredited Candidate" means a person who has submitted Nomination Papers and has been accredited by the Leadership Candidate Accreditation Committee.
  - b. "Announced Candidate" means a person who has publicly announced an intention to seek the leadership of the Party but who has not become an Accredited Candidate.
  - c. "Appeals Sub-Committee" means the Appeals Sub-Committee established under these Rules.
  - d. "Auditor" means an auditor appointed in accordance with these Rules except were referred to as "Party's Auditor," which means the Auditor retained by the Party.
  - e. "By-laws" means the by-laws of the Party.
  - f. "Campaign account" means an account established in accordance with Rule 85.
  - g. "Campaign expense" means all expenditures incurred for the purpose of promoting or opposing, directly or indirectly, the election of a person as Leader of the PC Party of Newfoundland and Labrador throughout the Election Period.
  - h. "Chief Electoral Officer" means the individual appointed by the Co-Chairs of the Leadership Selection Committee to conduct the balloting and voting procedures.
  - i. "Chief Financial Officer" means a Chief Financial Officer appointed in accordance with these Rules akin to how the same is addressed in the Elections Act 1991, SNL 1992 c. E-31.
  - j. "Co-Chairs" mean the Co-Chairs of the Leadership Selection Committee.
  - k. "Committee" means the Leadership Selection Committee.
  - l. "Constitution" means the Constitution of the Progressive Conservative Party of Newfoundland and Labrador.
  - m. "Contribution" means the services, money or other property donated, contributed, or given to an Accredited Candidate's campaign, but does not include personal services or the use of a vehicle volunteered by a person and not provided as part of that person's work in the service of an employer.
  - n. "Credentials" means the passes, badges, voting cards and other documents prescribed by

- the Committee or Credentials Committee to prove a person's identity or qualifications as a registrant or any other person accredited to the Installation, including, but not limited to, agents and representatives of Candidates, observers and representatives of the media.
- o. "Credentials Committee" means the Credentials Committee appointed as per Articles 14.17-14.18 of the Constitution.
  - p. "District" means a provincial electoral district.
  - q. "District Association" means a provincial district association.
  - r. "Election Period" means the period of time which begins by the calling of the Leadership Contest and ends with the Announcement and Installation of a new leader, as outlined in Rule 43; or in which Article 12 of the Constitution applies.
  - s. "Hospitality Suite" means a suite, room or other areas of a hotel, installation centre or other facility used to meet, entertain or otherwise engage with a group, regardless of whether that group includes Members or Supporters.
  - t. "Installation Floor" means any area of the Installation or ceremony site, a satellite Installation or ceremony site or a secondary Installation or ceremony site designated by the Committee as the Installation floor or ceremony floor.
  - u. "Installation Site" means the Installation site to which Rules 137-145 refers, including both its interior and exterior and the property on which it is situated, and any other facilities in the same community designated by the Committee for use for Installation events or ceremonies.
  - v. "Leadership Installation" or "Installation" means the ceremony and venue at which the electoral results are released, and a new Leader is declared and installed.
  - w. "Nomination papers" are collectively those documents, papers, fees, and deposits that a candidate is required to submit in accordance with Rule 45 to become an Accredited Candidate.
  - x. "Observer" means a person who is not a Member or Supporter but is registered to attend the Installation as an observer.
  - y. "Official Agent" means the individual designated by the Candidate to liaise with the Committee as defined in Rule 69.a.
  - z. "Party" means the Progressive Conservative Party of Newfoundland and Labrador.
  - aa. "Executive Committee" means the Provincial Executive Committee of the Progressive Conservative Party of Newfoundland and Labrador, commonly referred to as the Provincial Executive.
  - bb. "President" means the President of the Party.
  - cc. "Prospective candidate" means a person who is considering whether to seek the leadership of the Party.
  - dd. "Registrant" means any Member or Supporter of the Party who is registered and who has paid all required fees to attend the Installation ceremony and events surrounding it.
  - ee. "Rules" means the "Leadership Selection Rules," which includes the forms prescribed by these Rules, any amendments to these Rules, and any additional or supplementary forms, Rules, procedures or regulations which may be adopted from time to time, and any

interpretation bulletins issued with respect to a specific Rule for the purpose of selecting a leader of the Party.

- ff. “Member” means a Member of the Progressive Conservative Party of Newfoundland and Labrador as per Article 2(h) of the Constitution.
  - gg. “Supporter” means a Supporter of the Progressive Conservative Party of Newfoundland and Labrador as per Article 2(r) of the Constitution.
  - hh. “Leadership Candidate Accreditation Sub-Committee” means the Sub-Committee created by Rule 33-35 whose purpose is to review the nomination package submitted by Prospective Candidates or Announced Candidates for accreditation.
6. In these Rules:
- a. a word in the singular includes the plural, and a word in the plural includes the singular.
  - b. Where a word is defined, other parts of speech and tenses of the same word shall have corresponding meanings.
  - c. Where the time limited for the doing of anything under their provisions expires or falls on a Saturday, Sunday, or a Provincial Holiday (as per the Treasury Board Secretariat), the time so limited shall extend to, and the act or thing may be done on, the day first following that is not a Saturday, Sunday, or Provincial Government Holiday.
  - d. Where a period dating from a specified day, act, or event is prescribed or allowed for any purpose, the time shall be reckoned exclusively of such day or the day of such act or event.
  - e. Unless the context requires otherwise, a reference to a part, division, section, subsection, paragraph, subparagraph, schedule, appendix, or form shall be read as a reference to a part, division, section, subsection, paragraph, subparagraph, schedule, appendix or form of these Rules.
  - f. The headings and numbering scheme are inserted for convenience of reference only and shall not be a part of a control or affect the meaning of any of their provisions.
7. Any authority granted from the Executive Committee by these Rules to the Committee, the Co-Chairs, any member of the Committee or any member of the Credentials Committee or a Sub-Committee to make appointments or to assign authority shall be construed, subject to any provision of these Rules to the contrary, as also granting authority to revoke appointments, to make substitute appointments, to revoke an assignor to make a substitute assign.
8. In the event that a provision of these Rules is inconsistent with a provision of the Constitution, the provision of the Constitution shall govern.

## **PART 2 LEADERSHIP SELECTION COMMITTEES**

- 9. Under Article 12-51 of the Constitution, the Party shall establish a Leadership Selection Committee.
- 10. Under Article 12-51 of the Constitution, the Provincial Executive Committee shall appoint a Leadership Selection Committee for the leadership selection only to administer the leadership selection in accordance with the Leadership Selection Rules.
- 11. The Committee shall be responsible for all matters pertaining to the process of selecting a leader.
- 12. Each person appointed to the Committee shall sign an irrevocable agreement of neutrality and

confidentiality, using Form A.

#### CHAIRS

13. The Co-Chairs shall have overall responsibility for the coordination and management of:
  - a. the Leadership Selection Process;
  - b. the Credentials Committee during this process only;
  - c. the appointed Sub-Committees; and
  - d. all individuals appointed by the Co-Chairs of the Committee.
14. If the Co-Chairs determine that it is necessary to engage legal counsel to provide advice and assistance to the Committee:
  - a. the Co-Chairs may request that the President cause the Party to engage counsel;
  - b. the President has the sole authority to grant or refuse the request, in whole, in part, or with such modifications they deem appropriate; and
  - c. the President has the sole authority, when they have granted a request in accordance with subclause 14b, to identify, retain, instruct and terminate legal counsel.
15. The President may transfer the authority granted to them in accordance with Rule 14 to either or both of the Co-Chairs or to one or more members of the Committee.
16. Should the Party's Constitution or these Rules be silent on any issue which arises, the Committee shall make a recommendation on the wordings of any recommended changes of these Rules to the Executive Committee. In which case, the President will expedite a process to have the recommended amendment addressed by the Executive Committee.

#### SUB-COMMITTEES

17. The Committee shall have the following Sub-Committees:
  - a. Appeals Sub-Committee
  - b. Financial Compliance Sub-Committee;
  - c. Candidate Liaison Sub-Committee;
  - d. Policy and Debates Sub-Committee;
  - e. The Leadership Candidate Accreditation Sub-Committee; and
  - f. any other Sub-Committee appointed by the Co-Chairs.
18. The Chairpersons, and where applicable Vice-Chairpersons, of the Sub-Committees, shall be appointed by the Leadership Selection Committee Co-Chairs.
19. The members of each Sub-Committee shall be appointed by the Committee Co-Chairs in consultation with the Chair of the Sub-Committee.
20. Each person appointed to the Committee or Sub-Committee shall sign an irrevocable agreement of neutrality and confidentiality, using Form A.

#### MEETINGS AND QUORUM

21. The Committee Co-Chairs are non-voting members of all Sub-Committees.
22. A majority of the voting members of the Committee constitute a quorum.
23. A meeting of the Committee shall be chaired by one or both Co-Chairs.
24. A decision of the Committee shall be decided by a majority of the votes cast by the members of the Committee who voted in respect of that decision.
25. A majority of the voting members of a Sub-Committee, other than the Appeals Sub Committee and

the Leadership Candidate Accreditation Committee, constitutes a quorum. The quorum for the Appeals Sub-Committee is three members as per Rule 28. The quorum for the Leadership Candidate Accreditation Committee is three members as per Rule 33.

26. A meeting of the Credentials Committee or a Sub-Committee shall be chaired by its Chairperson or, in the absence of the Chairperson, by its Vice-Chairperson.

27. A decision of the Credentials Committee or a Sub-Committee shall be decided by a majority of the votes cast by the members of the Credentials Committee or Sub Committee who voted in respect of that decision.

#### APPEALS SUB-COMMITTEE

28. The Appeals Sub-Committee shall consist of a Chair, a Vice-Chair, and three additional members. The quorum for the Appeals Sub-Committee consists of three members, at least one of which must be Chair or Vice-Chair.

29. The Appeals Sub-Committee shall be chaired by its Chair or, in their absence, by its Vice-Chair.

#### POLICY AND DEBATES SUB-COMMITTEE

30. The Policy and Debates Sub-Committee will have responsibility for the organization and the operation of all candidate forum(s), debates, and other forum(s) which are sanctioned by the Committee.

#### CANDIDATE LIAISON SUB-COMMITTEE

31. The Candidate Liaison Sub-Committee shall consist of a Chairperson and two additional members. This Sub-Committee shall be responsible to see that all Candidates are well informed and to discuss and advise on the overall requirements as established by the Rules Sub-Committee and other Sub-Committees.

#### FINANCIAL COMPLIANCE SUB-COMMITTEE

32. The Financial Compliance Sub-Committee shall consist of a Chairperson and two additional members, all of whom should have a strong background in financial administration. This Sub-Committee shall be responsible for ensuring Candidates abide by the Rules established with regard to contributions and expenses and adhere to the principles of openness, transparency and accountability.

#### LEADERSHIP CANDIDATE ACCREDITATION SUB-COMMITTEE

33. The Leadership Candidate Accreditation Sub-Committee shall be made up of a Chair and 2 Members, all of which whom have a legal background and experience.

34. The Leadership Candidate Accreditation Sub-Committee shall accredit the candidates applying to run for Leader of the Party.

35. All three members of the Leadership Candidate Accreditation Sub-Committee shall constitute a quorum.

#### CHIEF ELECTORAL OFFICER

36. There shall be a Chief Electoral Officer who shall be responsible for the conduct and administration of balloting.

37. The Chief Electoral Officer shall have authority to appoint returning officers, deputy returning officers, security persons, and such other individuals as required to assist them in the discharge of

their duties.

38. The Chief Electoral Officer shall receive Leadership Nomination Packages, forward them to the Leadership Candidate Accreditation Sub-Committee, and advise Candidates once they have been accredited.

#### **MEMBERSHIP COMMITTEE**

39. The members of the Committee shall be
  - a. the Co-Chairpersons;
  - b. the Membership Coordinator;
  - c. the Chairs, and Vice-Chairs if any, of all Sub-Committees;
  - d. the Chair of the Credentials Committee
  - e. the Chief Electoral Officer;
  - f. the President of the Party; and
  - g. any other person appointed by the Co-Chairs.

#### **CREDENTIALS COMMITTEE**

40. The Credentials Committee of the Party, appointed in accordance with Article 14-6 of the Constitution, as referenced in Rule 13b, shall be subject to these Rules during the Election Period.
41. The Credentials Committee shall resolve any disputes arising from membership and supporter applications, in consultation with the Membership Coordinator, during the Election Period. The Credentials Committee shall also be responsible for the credentialing of individuals involved in any convention and/or Installation.
42. The Credentials Committee, although a Standing Committee of the Party according to the Constitution, will operate akin to a Sub Committee during the Election Period.

### **PART 3      TIMELINES**

43. The timelines for the calling and completion of the leadership selection process are outlined as follows,
  - a. The Leadership Contest shall be called by the Party President, who shall provide 30 days for an individual to file nominations to become an Accredited Candidate, as outlined in these rules. Nominations shall close at 5:00 pm on the 30th day following the opening of the leadership selection contest.
  - b. Individuals who wish to vote in the leadership selection contest shall apply for or renew their Membership or Supporter status at any time; however, the deadline for Membership or Supporter applications to be filed, the approval of which would allow for voting in the leadership selection contest, shall close at 5:00 pm on the 90th day following the opening of nominations.
  - c. An Accredited Candidate may have their name removed from the ballot by withdrawing from the leadership selection process in accordance with Rules 61-66 prior to 5:00 pm on the day which Membership and Supporter applications for eligible voters close.
  - d. The deadline for the Membership Committee to approve or reject membership applications would be 5:00 pm on the 30th following the closure of Membership/Supporter applications.
  - e. Voting shall begin at 12:00 am on the 20th day following the deadline for the approval of

Membership/Supporter applications by the Membership Committee.

- f. Voting shall be open for a period of 10 consecutive days and close at 5:00 pm on the 10<sup>th</sup> day following the deadline for the approval of Membership/Supporter applications by the Membership Committee.
  - g. Announcement and Installation of the new Leader would occur on the same day which voting closes.
44. Only Leadership Candidates who are accredited in accordance with these Rules,
- a. are entitled to have their names listed on the ballot for selection as Leader as subject to these Rules,
  - b. may exercise any rights and entitlements conferred on Leadership Candidates by these Rules or the Constitution; and
  - c. may hold themselves out, to members of the Party or the general public, as being Accredited Candidates.

#### **PART 4 LEADERSHIP CANDIDATE ACCREDITATION AND WITHDRAWAL ACCREDITATION**

45. To apply to become an Accredited Candidate, a Prospective or Announced Candidate shall:
- a. be a Member of the Party;
  - b. be eligible to stand for election as a Member of the House of Assembly;
  - c. apply in writing, using Form B, to be accredited as a Leadership Candidate;
  - d. file a nomination form, using Form C, containing the:
    - i. legible signatures,
    - ii. residential addresses,
    - iii. telephone numbers, and
    - iv. district associations of 100 individuals, representing 51% of electoral districts, who are registered Members or registered Supporters of the Party;
  - e. provide a non-refundable registration fee in the form of a certified cheque in the amount of \$10,000.00 payable to the Progressive Conservative Party of Newfoundland and Labrador;
  - f. plus, a \$10,000.00 deposit, in the form of a certified cheque, the amount will be refunded, less any imposed penalties or deductions as per Rules 125, 126 and 186(c).
  - g. appoint, using Form D, a Chief Financial Officer in accordance with Rules 76 to 78 who shall consent to the appointment, using Form E; and
  - h. appoint, using Form F, an Auditor in accordance with Rules 114 to 116 who shall consent to the appointment, using Form G.
  - i. appoint, using Form H, an Official Agent in accordance with Rules 67 to 68 who shall consent to the appointment, using Form I; and
46. To become an Accredited Candidate, a person shall file nomination papers in complete and good order, with the Chief Electoral Officer, at the address provided, not later than the timeframes as outlined in Rule 43.a and as declared in conjunction with the President of the Party.
47. The Chief Electoral Officer shall, upon receiving nomination papers, provide the nomination papers



forthwith to the Chair of the Leadership Candidate Accreditation Sub Committee.

48. The Leadership Candidate Accreditation Sub-Committee shall proceed, with all practical speed, to determine whether a person satisfies the requirements set out in Rule 45 to become an Accredited Candidate and shall notify the Candidate forthwith if any deficiencies are identified in the material provided as required by Rule 45, the Prospective Candidate shall be notified forthwith and have five days, from the day notified, to correct such deficiencies.
49. If the Leadership Candidate Accreditation Sub-Committee determines that the requirements set out in Rule 45 have been met, the Chair of the Leadership Candidate Accreditation Sub-Committee shall certify, using Form J, to the Chief Electoral Officer that the person has been accredited as an Accredited Candidate.
50. The Chair of the Leadership Candidate Accreditation Sub-Committee shall return the Candidate biography and their certificate to the Chief Electoral Officer once the Candidate has been accredited. The Leadership Candidate Accreditation Sub-Committee will retain the Candidate Questionnaire and any other personal documents until a new Leader has been installed, at which time all materials will be destroyed.
51. If the Leadership Candidate Accreditation Sub-Committee determines that the requirements set out in Rule 45 have not been met, the Chair of Leadership Candidate Accreditation Sub-Committee shall inform the Chief Electoral Officer, in writing, of that fact and the reasons for that determination.
52. The Chief Electoral Officer shall, with all practical speed, inform the Prospective Candidate that the application to be accredited as an Accredited Candidate does not meet the requirements set out in Rule 45 and the reasons thereof.
53. The decision of the Leadership Candidate Accreditation Sub-Committee regarding the accreditation of a Candidate will not be subject to an appeal.
54. As soon as practical after the close of nominations, the Leadership Selection Committee shall publish the names of all Accredited Candidates.
55. Subject to Articles 5-22 and 5-23 of the Constitution, an Accredited Candidate is entitled to:
  - a. list of Members and Supporters of the Party, subject to these Rules, which shall be provided at times and on conditions to be prescribed by the Committee; and
  - b. be represented at appropriate meetings of the Credentials Committee or a subcommittee when representatives of Accredited Candidates have been requested to attend.
56. Prior to being entitled to receive a copy of the Member/Supporter List, every Accredited Candidate shall each enter into an agreement with the Party, in Form K:
  - a. to take appropriate measures to protect the confidentiality of the personal information on the Member/Supporter List, as the case may be, and to notify the Party if the Accredited Candidate becomes aware that any information contained in the Member/Supporter List has been misused, lost or stolen;
  - b. to not sell, copy, distribute or share a copy of the Member/Supporter List to any other person and to make copies available only to the Accredited Candidate's campaign workers for the political purposes of the Accredited Candidate;
  - c. to ensure that the Member/Supporter List shall be used only by the Accredited Candidate

or persons acting on their behalf for legitimate campaign purposes for, before or during the leadership campaign, will not be used by the Candidate or anyone acting on their behalf for any purpose after a new Leader is declared and that any copies of the Member/Supporter list given to the Accredited Candidate or made by the Accredited Candidate will be returned to the Co-Chairs or destroyed in the presence of the Chairperson of the Candidate Liaison Sub-Committee; and

- d. to ensure that any person the Accredited Candidate authorizes to use the personal information on the Member/Supporter List on their behalf shall enter into the same confidentially agreement with the Party and sign the requisite forms.
57. Failure to adhere to these Rules and/or the Constitution relating to the Membership/Supporter list can result in sanctioning and penalties on the Candidate.
58. Upon accreditation, the Accredited Candidate will receive the most current copy of the Member/Supporter List; this same version of the Member/Supporter List will also be given to all other Accredited Candidates at this time.
59. After the close of nominations, Accredited Candidates will receive an updated copy of the Member/Supporter List at regular intervals no less than ten (10) days apart and no more than twenty (20) days apart.
60. The Chief Electoral Officer shall maintain a register of persons who apply to the Progressive Conservative Party of Newfoundland and Labrador to be an Accredited Candidate, as well as a register of Announced Candidates who have yet to apply to become an Accredited Candidates. This register shall include:
- a. the full name of the Accredited or Announced Candidate, without any professional designations, credentials or titles;
  - b. the civic address of the place or places in the Province where records of the Accredited Candidate are maintained and of the civic address to which communication may be addressed;
  - c. the names and the contact information of the Chief Financial Officer, the Official Agent, and the Auditor of the Accredited Candidate or the Chief Financial Officer of the Announced Candidate;
  - d. the names of the persons authorized by the Accredited Candidate to accept contributions;
  - e. the name and address of the financial institutions where the Accredited or Announced Candidate's account will be accepting deposits to be used by or on behalf of the Candidate as the depository for all contributions made to that Candidate; and
  - f. the names of the persons having signing authority on the campaign accounts, in addition to the Chief Financial Officer.

#### WITHDRAWAL

61. An Accredited Candidate may have their name removed from the ballot by withdrawing from the leadership selection process at any time as per Rule 43.c in writing, using Form L, provided that the withdrawal is
- a. signed by the Accredited Candidate;
  - b. countersigned by the Accredited Candidate's Official Agent and Chief Financial Officer;

and

- c. filed with the Chief Electoral Officer at the address provided.
- 62. A withdrawal filed in accordance with Rule 61 is irrevocable and shall be published in a manner consistent with the purpose and intent of these Rules.
- 63. The withdrawal by an Accredited Candidate shall not entitle the Candidate to the return or refund of the non-refundable filing fee required by Rule 45.e.
- 64. If an Accredited Candidate withdraws from the selection process, their Chief Financial Officer shall submit a final financial report, together with the Auditor's report, no later than three months after the date of withdrawal and be subject to the sanctions contained herein for not abiding by the same.
- 65. An Accredited Candidate cannot concede after ballots have been counted and/or the process of announcing ballot results has begun.
- 66. An Accredited Candidate can withdraw after the close of nominations under extenuating circumstances, including but not limited to illness or death, and the Co-Chairs shall, based on the factual circumstances of each case, decide whether the non-refundable filing fee shall be returned.

#### OFFICIAL AGENT

- 67. As a part of the accreditation process, the Announced Candidate shall appoint, in writing using the form provided, an Official Agent who shall consent to the appointment using the form provided.
- 68. An Official Agent shall be a Member of the Party.
- 69. The duties of the Official Agent shall be:
  - a. To act as the official contact person for the Accredited Candidate. Any information given to the Official Agent will be considered received by the Candidate. Any communications between the Committee, and its members, and the Official Agent will be considered communications with the Accredited Candidate.
  - b. To ensure that all information is delivered to the Accredited Candidate.
  - c. To ensure that the information and answers to questions given to the Party are that of the Accredited Candidate.
- 70. Accredited Candidate, upon appointing an Official Agent, shall provide a mailing address and an email address for the Official Agent where communications may be transmitted and thereby deemed to be received by the Accredited Candidate and Chief Financial Officer personally.
- 71. An Official Agent may resign by sending a written notice to that effect to the Candidate who appointed them and to the Committee Co-Chairs.

### **PART 5 REGISTRANTS TO THE LEADERSHIP INSTALLATION**

#### GENERAL

- 72. In order to be a registrant to the Leadership Installation, a Member or Supporter shall have been a Member or Supporter of the Party and submit the registration fees as prescribed by the Committee.
- 73. The Leadership Selection Committee shall put in place processes, registration fees (if any), deadlines, and other necessary actions for the registration of a Member, Supporter, or observer.
- 74. In order to attend the Installation, a person must:
  - a. be a Member or Supporter;
  - b. file a registration form as prescribed by the Committee; and
  - c. submit to the Party the registration fee (if any) in the amount prescribed by the Leadership

Selection Committee.

75. An individual who is not a Member or Supporter but wishes to attend the Installation can do so by contacting the Leadership Selection Committee.

## **PART 6 LEADERSHIP CANDIDATES' FINANCES**

### **CHIEF FINANCIAL OFFICER**

76. The obligations of a Chief Financial Officer commence when the Prospective Candidate announces an intention to seek the leadership of the Party.
77. Upon becoming an Announced Candidate (even though that person is not yet an Accredited Candidate), the Announced Candidate shall appoint, in writing, a Chief Financial Officer and give notice of the appointment to the Co-Chairs of the Committee. If the Co-Chairs are not yet in place, notice shall be given to the Party President.
78. A Chief Financial Officer shall be a Member of the Party.
79. The appointment of a Chief Financial Officer and acceptance by them shall both be in writing and shall constitute part of the Candidate's nomination papers.
80. Upon appointment and acceptance, the Chief Financial Officer shall immediately contact the Co-Chairs of the Committee to obtain copies of the Rules and regulations with respect to leadership campaign financing and the roles and obligations of a Chief Financial Officer.
81. A Chief Financial Officer shall be responsible for supplying, from time to time, to the Committee, the Credentials Committee or any of its Sub-Committees, any reports or other communications that may be required by these Rules or the Constitution, including, but not limited to, reports concerning the compliance of the Accredited Candidate with the financial provisions set out in these Rules.
82. A Chief Financial Officer shall ensure that:
  - a. proper records are kept of all money received, including the full name and residential or business address (a post office box is not acceptable) of each contributor together with the amount of the contribution;
  - b. contributions are placed in the appropriate depository;
  - c. proper records are kept of all expenses;
  - d. the financial statements as required by these rules together with the Auditor's report on them are filed with the Chief Electoral Officer in accordance with these Rules; and
  - e. contributions consisting of goods or services are valued and recorded in accordance with these rules.
83. A Chief Financial Officer may resign by sending a written notice to that effect to the Candidate who appointed them and to the Committee Co-Chairs.
84. Where the Chief Financial Officer ceases for any reason to hold the office as such the Candidate shall forthwith appoint another Chief Financial Officer, using Form D, and shall without delay give notice using Form E to the Chief Electoral Officer of the name and contact information of the new Chief Financial Officer who must also in writing accept such appointment.
  - a. If a new Chief Financial Officer is not appointed within 72 hours, an Accredited Candidate and the Accredited Candidate's campaign are not able to solicit or accept any contributions until a new Chief Financial Officer is appointed.

## CAMPAIGN ACCOUNT

85. As soon as possible after accepting the appointment, the Chief Financial Officer shall open an account at a chartered bank or credit union, at a branch located in the Province, on behalf of the Candidate into which all revenues and contributions must be deposited and from which all payments must be made. This shall be the campaign account.
86. The Chief Financial Officer, in accordance with the principles of openness and transparency, shall provide the Chair of the Financial Compliance Sub-Committee, with respect to the campaign account:
- a. the name under which it has been opened;
  - b. the name of the financial institution where it has been opened;
  - c. the branch number of the financial institution where it has been opened;
  - d. the account number; and
  - e. the names of the signing authorities
87. none of which may thereafter be changed without first notifying the Chair of the Financial Compliance Sub-Committee.
88. A Campaign Account shall only be used in accordance with the campaign finances as outlined in these Rules. Any monies deposited prior to a Candidate being accredited must be the Prospective Candidate's own resources, subject to the caps within Rule 107. Candidates are not to solicit or accept contributions until they are accredited.
89. No money shall be used for any purpose in any way related to the conduct or management of the Prospective Candidate or Accredited Candidate's campaign unless it has first been deposited into the campaign account.

## FINANCIAL REPORTING

90. When the Prospective Candidate becomes an Accredited Candidate, the Chief Financial Officer shall provide to the Chair of the Financial Compliance Sub-Committee the following:
- a. Within ten (10) days of the Candidate's receiving notification of accreditation, in the form provided, a report detailing any expenses and an accounting thereof incurred by the Accredited Candidate from the commencement of the election period as defined in these Rules up to the date of accreditation; and
  - b. Within ten (10) days of each month, a report detailing the expenses incurred, income and contributions received and an accounting therefore for the preceding month.
91. Within three months after a new Leader is declared, the Chief Financial Officer shall file a **Final Financial Statement** that:
- a. covers the complete Election Period as defined in these Rules;
  - b. shows all income and contributions received and expenses incurred for the Election Period;
  - c. addresses any liabilities or surplus outstanding at the time of filing, and;
  - d. includes an Auditor's Report, if required. The requirement to have an audit completed by an Announced Candidate, shall be prompted by any of the inclusive three events:
    - i. An Announced Candidate has spent in excess of \$50,000 of campaign expenses within the Period defined in Rule 93, including cash expenditures and in-kind expenditures

- ii. An Announced Candidate has requested an audit of the campaign expenses of another Announced Candidate. This will trigger an audit requirement for all Announced Candidates
  - iii. A formal written request is made to the Election Committee by either the Executive of the PC Party of Newfoundland and Labrador, the Management Committee of the PC Party of Newfoundland and Labrador or the Caucus of the PC Party of Newfoundland and Labrador
92. If any liabilities or any surplus are shown to be outstanding on the Final Financial Statement submitted under Rule 91 then the Chief Financial Officer shall submit a **Supplementary Financial Statement** within three months after the submission of the Final Financial Statement and every three months after that until the liabilities have been repaid or the surplus has been remitted to the Party, to a maximum of 18 months from the submission of the Final Financial Statement.

#### CAMPAIGN EXPENSES

93. A Candidate shall not incur campaign expenses within the period from which these Rules were released publicly (August 19, 2021) to the end of the Election Period as outlined in Rule 43, which total more than \$225,000.00 including cash expenditures and in-kind expenditures. For greater clarity, expenditures from March 31, 2021 to the date which these Rules were released publicly (August 19, 2021) will not be subject to the campaign spending limits, BUT ALL campaign expenses must still be disclosed.
94. Payments may be made with petty cash only if they have been approved by the Chief Financial Officer and are less than \$50.00; however, they shall be documented with receipts and count toward expenses.
95. Campaign expenses, as defined in Rule 5(g), do not include:
- a. the deposit required to be paid by to become an Accredited Candidate in accordance with these Rules;
  - b. volunteer labour being services provided free of charge by
    - i. persons who are not self-employed, outside of their normal working hours, and
    - ii. services provided free of charge by self-employed persons, provided that they do not normally sell or otherwise charge for those services;
  - c. auditing, accounting and legal fees reasonably incurred for the purposes of complying with these Rules;
  - d. interest paid on loans, lines of credit, or advances of money;
  - e. any amounts assessed by the Committee in accordance with these Rules for a breach of these Rules; and
  - f. the personal expenses to a maximum of \$15,000.00.
96. Personal Expenses are defined as the expenses incurred by a Candidate which are required to assist the Candidate in the performance of the functions necessary to seek the leadership of the Party; they are personal in nature and include:
- a. the Candidate's own food;
  - b. Candidate's lodging while travelling;
  - c. Candidate's personal transportation costs throughout the Province for the purpose of the

election-related activity; and

- d. any other expenses which are of a personal nature and incurred by the Candidate, which would not have been incurred by the Candidate outside of the Leadership Selection Process.
97. Personal Expenses, as identified above, up to \$15,000.00 will not be considered Campaign expenses and will not count towards the campaign cap of \$225,000.00. However, these Personal Expenses will still be reported and recorded in the Final Financial Statement filed with the Financial Compliance Sub-Committee.
98. Personal Expenses of the nature explained above, which are in excess of \$15,000.00, will be considered Campaign Expenses, and must be included in the monthly reports provided, and will be included in counting towards the cap of \$225,000.00.
99. Every Accredited Candidate shall submit to their Chief Financial Officer a statement in writing setting forth all Personal Expenses as per Rules 95(f) and 96, paid or to be paid out, of the Candidate's own funds, together with all receipts, within 60 days after the date of a new Leader being declared. A sworn oath or affirmation shall be accompanied, attesting to the contents of this documentation.

#### CONTRIBUTIONS

100. Contributions to an Accredited Candidate and their campaign are not tax-deductible, and therefore tax receipts will not be issued.
101. The Chief Financial Officer, once appointed in accordance with Rule 77, shall receive all contributions to an Accredited Candidate.
102. Contributions cannot be solicited by any person unless, and until, they are acting on behalf of an Accredited Candidate.
103. No contribution shall be accepted by an Accredited Candidate otherwise than through their Chief Financial Officer or other persons registered, with the Chief Electoral Officer as authorized to accept contributions.
104. A Chief Financial Officer shall not receive an anonymous contribution in any amount and, if any anonymous contribution cannot be returned to the contributor, the Chief Financial Officer shall forthwith notify the Chair of the Financial Compliance Sub-Committee of the remittance and remit the same to the Party.
105. Contributions shall be received, with receipts provided, through one of the following:
- a. a cheque with the account name of the eligible contributor;
  - b. money order which includes the name of the eligible contributor;
  - c. bank draft, which includes the name of the eligible contributor;
  - d. electronic transfer from an account that has the name of the eligible contributor; or
  - e. cash contributions as long as the same does not exceed \$100.00.
106. Subject to the provisions below, no individual or organization shall contribute directly or indirectly to an Accredited Candidate's campaign:
- a. more than \$10,000.00 in the aggregate or;
  - b. funds not beneficially belonging to the individual or organization or funds that have been given or furnished to that individual or organization by another individual or organization

for the purpose of contributing those funds:

- i. unless the individual or organization to whom the funds beneficially belong is identified as the contributor; or
  - ii. unless the individual contributing the funds is the spouse of the person to whom the funds beneficially belong; and
  - c. following the Installation of a new Leader, unless the transfer of funds was initiated before the release of balloting results.
107. An Accredited Candidate and their immediate family or entities that they have a controlling interest in, may make contributions to be used for the Candidate's own leadership campaign and out of the Candidate's own funds that do not exceed \$25,000.00.
108. For greater clarity, this \$25,000.00 will be considered a direct contribution to the Candidate's campaign account and is not to be confused with the \$15,000.00 of Personal Expenses that a Candidate may incur and pay for from their personal finances.
109. A list of contributions received by the Chief Financial Officer shall form part of the statements required to be provided by the Chief Financial Officer in accordance with Rule 91 or 92.
110. Where a district association or an affiliated association makes a payment to Accredited Candidate or the Accredited Candidate's spouse or dependent children, the President of the association making the payment shall:
- a. file a disclosure statement with the Chair of the Financial Compliance Sub Committee indicating the name of the Accredited Candidate or the Accredited Candidate's spouse or dependent children; and
  - b. and the amount of the payment.
111. An Accredited Candidate may borrow money from a financial institution (i.e. a bank, trust company, or credit union). No Accredited Candidate shall receive any support in the form of a loan, guarantee or collateral security except from a financial institution or entity that would be entitled to make a loan. The borrower shall keep a record of the loan and its terms, including the name of any guarantor and report the recorded information to the Chair of the Financial Compliance Sub-Committee. No Accredited Candidate shall receive any support in the form of a loan, guarantee, or security, except as provided in these Rules and said loan, guarantee, or security will count towards a Candidate's \$25,000.00 personal contribution limit.
112. No person or entity shall guarantee or provide collateral security for a loan to an Accredited Candidate in an amount greater than \$10,000.00. For greater clarity, the total of any contribution together with the value of any guarantee or collateral by any person or entity cannot exceed \$10,000.00. Any loan guarantee that has been called by a financial institution will be deemed to be a contribution to the campaign by a guarantee.
113. Any Candidate loan, guarantee, or security must be reported to the Chair of the Financial Compliance Sub-Committee at the time they are opened. Any loan, guarantee, or security guaranteed by a Candidate or individual to a campaign will be deemed to be a contribution in the amount that remains unpaid when the Final Financial Statement is submitted in accordance with Rule 91.



## AUDITOR

114. Each Prospective Candidate, upon becoming an Announced Candidate, shall appoint an Auditor, in writing using the form provided, and give notice of the appointment to the Chair of the Financial Compliance Sub-Committee. The Auditor shall consent to the appointment in writing using the form provided.
115. The appointment and consent of an Auditor shall constitute part of the Candidate's nomination papers.
116. An Auditor shall be a public accountant licensed in accordance with the *CHARTERED PROFESSIONAL ACCOUNTANTS AND PUBLIC ACCOUNTANTS ACT*, SNL 2014, c. 10.1.
117. The obligations of an Auditor commence upon signature of an engagement letter.
118. If required, an Auditor shall examine the books, records, invoices, bank statements, and negotiated cheques of the Accredited Candidate or Prospective Candidate and perform such tests and verifications that the Auditor deems necessary to enable the completion of the report required by these Rules.
119. If required, an Auditor shall complete a report to the Chief Financial Officer stating whether, in the Auditor's opinion, the final report provided in accordance with the Rules presents fairly the financial transactions required to be detailed in accordance with these Rules.
120. If required, a report of an Auditor completed in accordance with the Rule above shall be attached to, and filed with, the Final Financial Statement of the Chief Financial Officer made in accordance with Rule 91.
121. The Chair of the Financial Compliance Sub-Committee may, in circumstances they deem appropriate, authorize a Chief Financial Officer to file a report made by an Auditor that is supplementary to a report completed in accordance with the two previous Rules.

## POST-CAMPAIGN PROVISIONS

122. All surplus funds remaining in a campaign account, after all campaign expenses have been paid, shall be remitted to the Progressive Conservative Party of Newfoundland and Labrador. This remittance shall be received and filed with the Chair of the Financial Compliance Sub-Committee as soon as possible thereafter.
123. Any surplus that is shown in the Supplementary Financial Statement shall forthwith be remitted to the Party.
124. Where the Chief Financial Officer of an Accredited Candidate fails to comply with the initial and monthly reporting deadlines, a deduction will be made from the \$10,000.00 deposit submitted with the Candidate's application.
125. Furthermore, should the deadline or requisite terms for the Final Financial Statement and/or Supplementary Financial Statement(s) not be met as specified by these Rules, then:
  - a. any remaining balance of the \$10,000.00 deposit will be forfeited, and
  - b. the Accredited Candidate will not be eligible to run as a candidate in any election up to and including the next general election unless, prior to the same, the requisite outstanding terms for the financial reporting are rectified.
126. An Accredited Candidate shall be entitled, subject to any deductions and/or penalties assessed in accordance with these Rules, to a return of the \$10,000.00 deposit required in accordance with Rule

45(f) when the Final Financial Statement and Supplementary Financial Statement(s) have been submitted to the Party.

127. The Final Financial Statement and Supplementary Financial Statement(s) shall be made available to the public for examination by the Party Chief Communications Officer.

128. Subsequent to receiving the Final Financial Statement and Supplementary Financial Statement(s) from all Accredited Candidates, the Party will make public the full list of contributions and contributors that each Accredited Candidate has received and reported.

## **PART 7 ALL-CANDIDATES FORUMS**

129. The Policy and Debates Sub-Committee may organize one or more all-candidates forum(s) in consultation with the Candidate Liaison Sub-Committee.

130. The purpose of an all-candidates forum is to ensure the widest possible exposure of accredited candidates to members and the general public while at the same time minimizing the burden placed on Accredited Candidates and each of their travel schedules. Only Accredited Candidates may participate in an all-candidates forum.

131. All Accredited Candidates must participate in all debates, discussions, and/or events organized or facilitated by the Committee or Sub-Committees.

132. The Committee shall, on the advice of the Policy and Debates Sub-Committee, make decisions necessary to govern an all-candidates forum including, but not limited to,

- a. the order of proceedings at and format of an all-candidates forum;
- b. the order of speaking at an all-candidates forum;
- c. the participation of audience members at an all-candidates forum;
- d. displays of support for an Accredited Candidate at an all-candidates forum and events on behalf of an Accredited Candidate in connection with an all-candidates forum; and
- e. any other arrangements necessary for the organization of an all-candidates forum.

133. Each all-candidates forum shall be presided over by the Chair of the Policy and Debates Sub-Committee or the Chair's designate.

## **PART 8 INSTALLATION AND CEREMONY PROCEEDINGS**

### **PROGRAMME OF EVENTS**

134. Subject to Rules 135 and 136, the Committee shall prescribe a programme of events for the release of the voting results and the Installation of a new Leader, including the times and places at which those events shall occur.

### **LEADER INSTALLATION**

135. The Committee shall prescribe/limit access to the Installation to:

- a. any Party Member or Supporter;
- b. agents of Accredited Candidates;
- c. representatives of the media; and
- d. other persons as deemed appropriate by the Committee.

136. In accordance with Rule 135, the Committee shall implement a registration process and attendance limits for each category as listed.

## INSTALLATION SITE FACILITIES

137. Except in accordance with these Rules, no space may be used, no sign, poster, banner or other promotional material placed, and no action or thing may be taken or done in relation to the Installation Site.
138. Despite Rule 179, on the day of the Installation, the Chair of the Candidate Liaison Sub-Committee shall hear any complaints which may be made respecting issues related to the conduct of other Accredited Candidates, the campaigns of Accredited Candidates, campaign volunteers and/or workers, or the activities and logistics of the Installation Site and Installation Day, and make any decision that is reasonable in the circumstances and the same is not subject to Appeal. The Chair of the Candidate Liaison Sub-Committee may consult with the Co-Chairs and/or the Chief Electoral Officer and/or any other neutral third party who may be relevant or whose assistance may be required in resolving the complaint.
139. The Committee shall, subject to these Rules, make such decisions as are necessary to govern:
  - a. the allocation of office or other space, if any, for use by Accredited Candidates at the Installation Site, a satellite Installation Site and a secondary Installation Site;
  - b. the placement of signs, posters, banners and other promotions materials of Accredited Candidates at the Installation Site, a satellite Installation Site and a secondary Installation Site;
  - c. the designation of areas of the Installation Floor as areas for those who support each Accredited Candidate;
  - d. any other arrangement necessary for the proper organization and functioning of the Installation Site, a satellite Installation Site and a secondary Installation Site; and
  - e. the decoration of hotels and other venues outside of the Installation Site shall not be allocated and are always subject to any restrictions and Rules applied by the owners and operators of the hotels and venues.
140. Where choices for common facilities at the Installation Site are available, the selection of those facilities shall be determined by lot in a process supervised by the Chair of the Candidate Liaison Sub-Committee.
141. The Chair of the Candidate Liaison Sub-Committee shall endeavour, through meeting with representatives of the Accredited Candidates, to achieve a consensus regarding the shared use of facilities at the Installation Site.
142. Where a consensus cannot be achieved, decisions regarding the shared use of facilities at the Installation Site shall be decided by the Chair of the Candidate Liaison Sub-Committee.
143. Space available for signage at the Installation Site shall be apportioned among the Accredited Candidates following discussions between the Accredited Candidates and the Candidate Liaison Sub-Committee.
144. The choice of Accredited Candidate locations on or near the Installation Floor shall be determined by lot in a process supervised by the Chair of the Candidate Liaison Sub Committee.
145. The space allocated to an Accredited Candidate in accordance with Rules 139 through 143 shall be available for the exclusive use of the Accredited Candidate.

## HOSPITALITY SUITES

146. No Accredited Candidate shall host, organize, sponsor, offer or provide for social events or a hospitality suite:
- a. on a day in which an all-candidate forum is organized, before the all-candidate forum has ended; or
  - b. during any portion of the programme of events for the Leadership Installation Ceremony until the same has ended.
147. Nothing in this Part affects the ability of the Party and/or the Committee to operate a hospitality suite.

## **PART 9 VOTING RULES**

148. Balloting and voting within the Leadership Selection Process shall be administered in accordance with this part under the supervision of the Chief Electoral Officer.
149. The Committee may, on the advice of the Chief Electoral Officer or on its own motion and subject to these Rules, make such additional decisions as are necessary to govern the conduct and administration of balloting.

### **MEMBERSHIP REGISTRY**

150. The Committee shall have the absolute discretion to take whatever steps necessary to ensure the accuracy of the list of the Membership Registry.
151. Verification by the Committee of membership, eligibility to vote, and accuracy of information may take place at any time, and there is no obligation to notify a candidate of verification efforts.

### **VOTING**

152. To participate in the Leadership Selection Process, all new Membership applications, new Supporter applications and Membership or Supporter renewals or revivals must be "IN EFFECT" by 5:00 pm on the date as prescribed in Rule 43.d. To render such Membership/Supporter status "IN EFFECT," the Membership Coordinator will require time to process the new Membership applications, new Supporter applications and Membership or Supporter renewals or revivals; HENCE for greater certainty new Membership applications, new Supporter applications and Membership or Supporter renewals or revivals must be received by the Membership Coordinator by 5:00 pm on the date as prescribed in Rule 43.b.
153. Should a Member or Supporter wish to appeal a decision made regarding their application, renewal, or revival, they must do so following the process and timelines as prescribed in Rule 179.b.
154. There shall be no proxy voting, and Members and Supporters shall cast only one vote in the Leadership Selection Process.
155. The names of the Accredited Candidates shall appear on the ballot in alphabetical order according to the first letter of the Accredited Candidate's surname. However, if more than one Candidate has the same surname, they will be listed by the first letter of their known name. Candidates will be listed without titles, credentials or professional designations.
156. The Committee, on the advice of the Chief Electoral Officer, may prescribe decisions relating to the voting, including, but not limited to, any matter not prescribed by these Rules, and, the appointment of scrutineers to represent the Accredited Candidates.

157. Votes shall be cast electronically, either by internet access (through a computer, smartphone, or similar device) or by telephone.
158. Each eligible voter shall record their vote in respect of the Provincial District with which they are affiliated, in accordance with the final Membership list.
159. The voting period shall begin at 12:00 am on date as prescribed in Rule 43.e and will end at 5:00 pm on the date as prescribed in Rule 43.f.
160. Votes shall be cast by a preferential ballot, in that each eligible voter shall be asked to rank the Accredited Candidates in order of preference, from number one (1) to such other number commensurate with the number of Candidates, so that each voter shall have ranked the Candidates in the order of their preference. There shall only be one PIN assigned to one eligible voter and accordingly, each voter may vote only once for the purpose of selecting and ranking the preferred Candidate.
161. A ballot is valid if at least one Accredited Candidate is selected.
162. All ballots must be cast by 5:00 pm on the date as prescribed in Rule 43.f.
163. It is the responsibility of each individual Member or Supporter to ensure that the Party has accurate contact information on file so that they can receive their PIN.
164. Only the eligible voter may secure and obtain their PIN. Accredited Candidates or anyone acting on their behalf are prohibited from taking steps to secure, obtain or assign the PIN of an eligible voter by any means, either directly or indirectly. Any such improper intervention by any Candidates or anyone acting on their behalf shall be deemed a violation of these Rules, subject to sanction as per Rule 126. Nothing in this section shall be interpreted as precluding an eligible voter who requires the aid of another person for bona fide reasons to obtain the assistance of any other individual to secure and be assigned the eligible voter's PIN to cast their ballot on their behalf as set forth in these rules.
165. An eligible voter whose PIN has been lost may request a replacement from the Chief Electoral Officer or designate, who will make reasonable best efforts to issue that voter a replacement PIN if they are satisfied that doing so will not affect the integrity of the voting process. The original PIN will be null and void.
166. If an eligible voter, for any reason, after receiving a PIN is unable to vote during the Voting Period, no other person may use that PIN to cast a vote.
167. The failure of any individual voter to receive a PIN or request a replacement PIN as described in Rule 165 does not in any way affect the counting of the votes or the outcome of the Leadership Selection Process.
168. The Election Process shall be conducted on a One-Member, One-Vote Point System where:
  - a. Each Electoral District is worth 100 points;
  - b. Candidates are assigned a point total based on their percentage of the vote in each Electoral District;
  - c. To win, a candidate must obtain a majority of points (at least 50.00001%) from across the Province; and
  - d. Balloting shall be conducted by Preferential Ballot (single transferable vote).
169. The total points received by each Candidate for each Electoral District shall be determined based

- upon the percentage vote that each Candidate receives from the valid ballots cast for that Electoral District (only valid ballots are counted towards calculating the percentage and points received).
170. The total points received by each Candidate for the 40 Electoral Districts shall be calculated and verified by the Chief Electoral Officer and verified by the Party's Auditor and reported to the Co-Chairs after the close of voting.
171. If one Candidate receives 50.00001% of the points or more, then that Candidate will be declared the Leader of the Progressive Conservative Party of Newfoundland and Labrador.
172. If no candidate receives 50.00001% of the points or more after the initial counting round, then the Second Counting Round will commence.
173. The Candidate who received the fewest points provincially in the Initial Counting Round will be dropped, and the second preference of those ballots will be reallocated to the remaining Candidates.
174. The counting round process will continue in the same manner until one Candidate receives 50.00001% of the points or more, with the Candidate receiving the lowest number of points being dropped off the ballot each Counting Round.
175. In the event of a tie for the last place on each ballot, the Chief Electoral Officer will look back to the first ballot, and the Accredited Candidate who had the highest number of points in the first round of counting will be ranked the highest in the tie. The Candidate who is dropped will be the one who had the lowest number of points, of the tied candidates, in the first round of counting.
176. In the event of a tie for the final ballot, the Chief Electoral Officer will look back to the first ballot, and the Accredited Candidate who had the highest number of points in the first round of counting will be elected Leader.
177. The vote, organized by the Chief Electoral Officer and verified by the Party's Auditor (of valid ballots and points received), is final and binding.

## **PART 10 APPEALS AND COMPLIANCE**

### **APPEALS (GENERAL)**

178. No appeal lies from a decision of the Co-Chairs.
179. Subject to, and except where otherwise stated in these Rules:
- a. A decision of the Chief Electoral Officer, the Credentials Committee, or Appeals Sub-Committee is not appealable under these Rules;
  - b. However, a decision of all other Sub-Committees is appealable and must be submitted in writing to the Appeals Sub-Committee within 48 hours of the ruling.
180. The Appeals Sub-Committee may make any order within its jurisdiction, upon an appeal or application, necessary to give full effect to these Rules and to conduct an open, fair and equitable Leadership Selection Process.
181. Subject to these Rules, an appeal or a complaint alleging a breach of these Rules shall be filed by submitting the same to the Chief Communications Officer of the Party.
182. An appeal or complaint alleging a breach of these Rules that is filed with the Chief Communications Officer of the Party, as per Rule 181 above, if filed on behalf of an Accredited Candidate or an Accredited Candidate's campaign, shall be signed by the Accredited Candidate or the Accredited Candidate's Official Agent.

183. Decisions of the Appeals Sub-Committee or the Co-Chairs made in accordance with these Rules shall be given in or subsequently reduced to writing.

#### APPEALS (BALLOTING)

184. Any complaints or grievances arising with respect to the balloting process shall be determined by the Chief Electoral Officer. Such a determination made by the Chief Electoral Officer shall be final and binding, and there shall be no further appeal or review under these Rules.

#### COMPLIANCE

185. Any allegation of a breach of these Rules or that a Candidate is not in compliance with these Rules should be submitted to the Co-Chairs.

186. The Committee may, on the advice of a Sub-Committee or on its own motion, upon finding that an Accredited Candidate, an Accredited Candidate's Chief Financial Officer, or an Accredited Candidate's campaign has breached these Rules:

- a. issue a letter of caution to the Accredited Candidate;
- b. publish particulars of the breach;
- c. assess an amount of money to be paid by the Accredited Candidate;
- d. disqualify the Accredited Candidate from further participation in the Leadership Selection Process or any aspect thereof;
- e. if the Accredited Candidate has been selected as Leader of the Party, declare the Accredited Candidate's selection and the results of the Leadership Selection Process to be null and void; or
- f. make such other decisions deemed appropriate in the circumstances.

187. An amount of money assessed by the Committee in accordance with Rules 124, 125, 126 or 186(c) shall be:

- a. deducted from the amount of the \$10,000.00 deposit that would otherwise be refunded to the Accredited Candidate in accordance with Rule 45(f); or
- b. where the deposit that would have been refunded to the Accredited Candidate in accordance with Rule 45(f) has been exhausted to satisfy deductions or penalties, the deduction or penalty shall be invoiced to the Accredited Candidate for payment, and it must be paid within five days of receipt of the invoice, a failure to do so constitutes a further breach of these Rules. Should the Accredited Candidate default in paying said invoice, the Accredited Candidate shall be disqualified, and any votes shall be deemed rejected.

188. Any Accredited Candidate who withdraws from the Leadership Selection Process in accordance with these Rules shall fulfill any obligation that the Accredited Candidate or the Accredited Candidate's Chief Financial Officer would otherwise have been required to fulfill but for the Accredited Candidate's withdrawal.

#### **PART 11      GENERAL**

189. In the event of a declared Federal or a Provincial State of Emergency, Public Health Emergency, or other such decrees that prohibits by law or regulation the actions and timelines contained in these Rules, the Executive Committee, in conjunction with the Committee shall have the authority to

temporarily, for the duration of such Emergency, allow for alternate means of executing the leadership selection process. Approval of such changes shall require a majority vote of the Executive, in addition to the Committee.

190. An Announced or Accredited Candidate shall not use any logo or symbol of the Party.
191. An Announced or Accredited Candidate shall not use any website address which could be reasonably confused with a website operated by the Party.
192. Any discretionary authority conferred by these Rules shall be exercised reasonably and in the best interests of the Party.
193. The Committee may prescribe interpretation bulletins, from time to time, as may be deemed necessary to provide full effect to these Rules and to conduct an open, fair and equitable Leadership Selection Process.
194. Accredited Candidates are responsible for the actions of their campaign workers. All parties must respect the Party's Core Values and Mission Statement. Complaints about campaign team workers will be dealt with by the Chief Electoral Officer.
195. The listing of Accredited Candidates on the Party website will be in the order of appearance on the ballot (alphabetical by family name and then first initial). This listing will provide a link to the Candidate's website.
196. Each Accredited Candidate shall disclose to the Committee the address and host(s) of their website(s) as well as any other social media accounts they will be using, and the Accredited Candidate shall sign declarations that the Accredited Candidate's website and other social media outlets are the Accredited Candidate's views and do not necessarily represent the views of the Party and/or the Progressive Conservative caucus in its entirety (as a whole). There should be such a disclaimer reasonably visible on all Accredited Candidate's websites, social media sites and published material (literature).
197. All costs associated with web hosting, websites, social media and other electronic communications are considered expenses and must be reported.
198. The Party's various social media channels (YouTube, Twitter, Facebook, Tumblr, MailChimp etc.):
  - a. shall not talk about any particular leadership campaign on any channel or share any Accredited Candidate's Posts, Tweets, Videos, E-Newsletters or Comments; and
  - b. Shall continue to share MHA and Ministerial or Critic-related information. Information on our Party's Leadership Selection Process, voting, and Accredited Candidate profile information will be made available at the discretion of our Chief Electoral Officer and/or as prescribed by these Rules.



**FORM A**  
**Confidentiality and Neutrality of Committee, Sub-Committee and Executive  
Committee Members**

I, \_\_\_\_\_,  
(Print Name)

**UNDERSTAND THAT** all processes, events and activities related to the selection of a leader for the Progressive Conservative Party of Newfoundland and Labrador must be conducted in a fair, democratic and neutral manner;

**AND THAT** certain persons involved in the Leadership Selection Process (the "Selection Process"), including myself, must give an agreement of neutrality and confidentiality. I further understand that if I breach this agreement, I may be removed from my role in the Selection Process and/or from any Office I hold;

**AGREE AND UNDERTAKE** to be and to remain neutral during the Selection Process, unto and including the time at which a new leader is declared;

**ACKNOWLEDGE THAT** as a person involved in the Selection Process, I will have access to, obtain or be given information, documentation, records, data (whether in electronic form or otherwise), knowledge, research, analysis or material related to the Selection Process (collectively, the "Information"), and I agree and undertake that, both during and at all times after the Selection Process, unless expressly authorized by the Constitution of the Party, the Leadership Selection Committee (the "Committee") or the rules and regulations governing the Selection Process,

- a. I will hold any and all such Information in strict confidence,
- b. I will not, either directly or indirectly, disclose, publish, divulge, copy, distribute or communicate such Information in any manner or form whatsoever, and
- c. I will not, either directly or indirectly, use such Information, or any part thereof, for any reason or purpose other than carrying out my responsibilities as a person involved in the Selection Process,
- d. and that upon the conclusion of the Leadership Selection Process, I will forthwith deliver to the Chief Communications of the Party, any and all Information in my possession or custody or under my control.

**AND ACKNOWLEDGE AND AGREE THAT** if a majority of the members of the Committee, present and voting, find me in breach of this agreement or any part thereof:

- a. I shall immediately cease to continue in my role in the Selection Process and/or Office held;
- b. any rights, authority, entitlement or power I had by virtue my role in the Selection Process and/ or Office held will be immediately and completely terminated;
- c. I will forthwith deliver to the Chief Communications Officer of the Party, any and all Information in my possession or custody or under my control; and
- d. I will continue, both during the Leadership Selection Process and at all times thereafter, to be bound by the agreements, undertakings and obligations of this agreement.

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Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
**SIGNATURE**

\_\_\_\_\_  
**WITNESS**

**FORM B**  
**Application to be Accredited as a Candidate**

I, \_\_\_\_\_, hereby apply to be accredited as a candidate in the Leadership Selection Process (the “Selection Process”) of the Progressive Conservative Party of Newfoundland and Labrador (the “Party”). I confirm that I accept and support the Aims and Principles of the Party, I am a member of the Party, and I am eligible to stand for election in the House of Assembly. In connection with my application, I

- a. enclose a certified cheque or money order in the amount of \$10,000.00 payable to “Progressive Conservative Party of Newfoundland and Labrador – Leadership Selection”, and confirm and agree that this amount is a nonrefundable filing fee (the “nonrefundable filing fee”) to be used by the Leadership Selection Committee (the “Committee”) to defray the costs of its operations,
- b. enclose a certified cheque or money order in the amount of \$10,000.00 payable to “Progressive Conservative Party of Newfoundland and Labrador – Leadership Selection”, and confirm and agree that this amount is a the deposit fee which will be refunded, less any imposed penalties or deductions.
- c. enclose a copy of a Certificate of Conduct and the results of a Criminal Record and Vulnerable Person Sector Check which is not more than thirty (30) days old,
- d. undertake and agree to, and do hereby, indemnify, save and hold harmless the Party, the Committee, their affiliated and successor entities, and all of their officers, directors, employees, agents and representatives, individually and collectively, against and from any and all claims, suits, demands, losses or damages that arise or may arise as a result of my candidacy or my campaign for the leadership of the Party, and that the aforementioned entities or persons shall not be responsible for any debts or liabilities of my candidacy or my campaign,
- e. undertake and agree to abide by the Constitution of the Party, as well as any rules and regulations governing the Selection Process,
- f. attach the required Nomination form,
- g. attach the required forms appointing my Official Agent, Chief Financial Officer, and Auditor and indicating their consents to their appointments,
- h. attach the required Candidate Questionnaire, Public Information Profile and Confidentiality Agreement,
- i. acknowledge that the Leadership Candidate Accreditation Sub-Committee may disallow my application on the grounds that I am not an appropriate person to stand for election as Leader of the Party on the basis of the information I disclose in my Nomination Package as per Rule 45,
- j. agree to participate in all debates, discussions, and/or events organized or facilitated by the Leadership Committee.
- k. acknowledge that the numbers of valid votes cast in favour of each candidate will be announced at the Installation Ceremony as outlined in Rule 43.g.
- l. pledge to support the new Leader of the Party chosen during through the Leadership Selection Process.
- m. confirm that I have considered whether there exists any fact relating to my background or my experience, including issues relating to my compliance with the law (whether criminal,

income tax or otherwise), matters relating to human rights, the success or failure of any business ventures in which I am or have been involved, my association

- n. with any organization, the conflict of interest requirements of elected officials, the information, views and opinions I have published (whether on the Internet or otherwise), or any other material fact, that may be relevant to whether I am an appropriate candidate to stand for election as Leader of the Party, and consent to having my name placed into nomination for selection as Leader of the Party.

Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
**APPLICANT**

\_\_\_\_\_  
**WITNESS**

## Part I: Candidate Questionnaire

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*The disclosure provided herein is for the exclusive use of the Progressive Conservative Party of Newfoundland and Labrador Leadership Candidate Accreditation Sub-Committee, and may be used to inform the assessment of your potential eligibility as a candidate in the Leadership Selection Process for the Progressive Conservative Party of Newfoundland and Labrador.*

1. In accordance with the rules and regulations governing the Leadership Selection Process of the Progressive Conservative Party of Newfoundland and Labrador (the “Party”), a person wishing to stand for election as Leader of the Party must submit, with his or her application package, a candidate questionnaire accompanied by proof by affidavit that its contents are true.
2. The purpose of collecting the requested information is to ensure that information that may be embarrassing or prejudicial to the individual or the Party is disclosed prior to such an individual being approved to seek the leadership. In reviewing these forms, please reflect on whether there is anything in your background which could impact your ability to lead the party or govern the Province. Please also consider anything which may be embarrassing to you and your family should it become public throughout the course of a Leadership or General Election Campaign.
3. Where the space provided on this form is insufficient, please provide the complete information on an attached page and clearly reference the attachment in the original space provided.
4. Anyone who wishes to obtain additional information or seek clarification regarding the application should contact the Leadership Candidate Accreditation Sub-Committee.
5. An Applicant is required to inform the Leadership Candidate Accreditation Sub-Committee of any new facts or circumstances, which may, can, shall, or could potentially impact their Accreditation, their suitability as a Candidate for Leader of the Party, or the wellbeing of the Party.
6. An Applicant who provides false information, or omits information with the intent to mislead the members of the Party or the general public will be disqualified.
7. An Applicant is required to initial the bottom of all pages of this application and sign all pages where indicated.
8. This questionnaire must be submitted in a sealed envelope, bearing the Applicant’s signature over the seal of the envelope, and be marked with the following words: **“Confidential – Candidate Questionnaire”**
9. The questionnaire will be held in strictest confidence and will be reviewed only by the Leadership Candidate Accreditation Sub-Committee. The Leadership Candidate Accreditation Sub-Committee may request a meeting with an Applicant for the purpose of reviewing whether the Applicant is eligible to stand for election as Leader.

**Questionnaire:**

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1) Full Legal Name:

2) Surname at Birth (if different from above):

3) Name(s) by which you are commonly known:

4) Have you ever had, used or assumed any names other than the names mentioned above or have you ever been known under any other name? Yes: \_\_\_\_\_ No: \_\_\_\_\_

If "Yes", provide details including your previous names and the dates for which you used them:

5) Date of birth (Day, Month, Year: ) \_\_\_\_\_

6) Place of birth (City, Province/State, Country): \_\_\_\_\_

7) Status of your Canadian citizenship (please check appropriate):

Citizen by Birth \_\_\_\_\_ Became Canadian Citizen on: \_\_\_\_\_

8) List any countries (other than Canada) of which you are or have been a or which assert obligation of citizenship over you:

9) Languages spoken and/or written (please specify proficiency):

10) Residential Information:

Current Address: \_\_\_\_\_

Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone(s): Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Other: \_\_\_\_\_

Email: \_\_\_\_\_

11) How long have you lived or worked in Newfoundland and Labrador: \_\_\_\_\_

**Positions with Political Parties**

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12) Provide details of Party involvement. Please explain, and use additional sheets if required.

13) Provide the name of any municipal, provincial, territorial or federal political party, in any jurisdiction, in which you have been a member, the positions you held or sought (if any) and the period during which you held the position(s) or the date on which you sought them. Use an attachment if necessary.

Name of Party: \_\_\_\_\_

Position(s) Held: \_\_\_\_\_

From (Month/Year): \_\_\_\_\_ To (Month/Year): \_\_\_\_\_

Name of Party: \_\_\_\_\_

Position(s) Held: \_\_\_\_\_

From (Month/Year): \_\_\_\_\_ To (Month/Year): \_\_\_\_\_

Name of Party: \_\_\_\_\_

Position(s) Held: \_\_\_\_\_

From (Month/Year): \_\_\_\_\_ To (Month/Year): \_\_\_\_\_

Name of Party: \_\_\_\_\_

Position(s) Held: \_\_\_\_\_

From (Month/Year): \_\_\_\_\_ To (Month/Year): \_\_\_\_\_

**Financial, Legal, and Other Issues**

14) Do you have sources of income, income producing assets or securities that you would have to divest or place in a blind trust to avoid an actual or apparent conflict of interest or to otherwise comply with provincial legislation? YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," explain:

--



15) Have you ever had a serious dispute with the Canada Revenue Agency (CRA), the Canada Border Services Agency (CBSA) or their predecessors over personal or corporate tax matters?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," explain:

16) Have you ever been engaged in activities that promote discrimination or hatred against people on the basis of race, national or ethnic origin, colour, religion, age, sex, sexual orientation, marital status, family status, or disability? YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," explain:

17) Have you owned your own business? YES: \_\_\_\_\_ NO: \_\_\_\_\_

18) Have you experienced a business failure in the last 20 years? YES: \_\_\_\_\_ NO: \_\_\_\_\_

19) Have you faced, or are you currently facing, any lawsuits relating to your personal or business life? YES: \_\_\_\_\_ NO: \_\_\_\_\_

20) To the best of your knowledge, are there any circumstances which may give rise to future legal action being taken against you? YES: \_\_\_\_\_ NO: \_\_\_\_\_

21) Has your business ever received any financial or other assistance from any municipal, provincial or federal government or agency thereof in the form of a loan, grant, participation in government sanctioned programmes (such as the provincial nominee programme, etc.)?

22) YES: \_\_\_\_\_ NO: \_\_\_\_\_

If you answered "YES" to any of the five immediately preceding questions, please explain:

23) Are you, or will you be, a shareholder, director or officer in any company (other than a publicly traded company) having a contract or agreement with the Government of Newfoundland and Labrador: YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," explain:

24) Have you considered the implications on any conflict of interest requirements with which you may have to comply with if elected and how you will deal with those requirements? YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," explain:

25) In your personal or business experience, have you ever been sued for, or are there any circumstances which may result in you being sued for:

- a. Fraud? YES: \_\_\_\_\_ NO: \_\_\_\_\_
- b. Breach of contract? YES: \_\_\_\_\_ NO: \_\_\_\_\_
- c. An unfair labor practice? YES: \_\_\_\_\_ NO: \_\_\_\_\_
- d. A violation of human rights? YES: \_\_\_\_\_ NO: \_\_\_\_\_

26) Have you ever filed for bankruptcy?

- a. Business: YES: \_\_\_ DATE: \_\_\_\_\_ NO: \_\_\_\_\_
- b. Personal: YES: \_\_\_ DATE: \_\_\_\_\_ NO: \_\_\_\_\_
- c. If "Yes", has a discharge been granted: YES: \_\_\_ DATE: \_\_\_\_\_ NO: \_\_\_\_\_

27) Have you ever been dismissed from employment for cause? YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please provide details:

28) Have you ever been refused a bond? YES: \_\_\_\_\_ NO: \_\_\_\_\_

29) Have you ever been disciplined or cautioned by a professional organization or tribunal?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please provide details:

30) Are you currently, or have you ever been, under investigation by a professional organization or tribunal for alleged misconduct, including you were subsequently cleared of any wrongdoing?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please provide details:

31) Are you currently, or have you ever been, under investigation by any law enforcement agencies, including if no charges were brought against you? YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please provide details:

32) Have you ever been, or are there any circumstances that may cause you to be:

a. Charged with a criminal offence? YES: \_\_\_\_\_ NO: \_\_\_\_\_

b. Charges with a statutory, regulatory or by-law offence, other than a traffic offence?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

c. Fined (other than traffic fines)? YES: \_\_\_\_\_ NO: \_\_\_\_\_

d. Placed on probation? YES: \_\_\_\_\_ NO: \_\_\_\_\_

e. Imprisoned? YES: \_\_\_\_\_ NO: \_\_\_\_\_

If you answered "YES" to any of the above ("a" through "e"), please explain:

33) Have you ever been denied security clearance by any government?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please provide details:

34) Are you presently involved in any matrimonial or custody proceedings in any court?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please provide details:

35) Have you ever been discharged, suspended or asked to resign from any employment?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please provide details:

36) Do you have any outstanding liabilities to any taxation authorities in Canada?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

37) If "Yes" to Question 36, have you made any special arrangements or special payment plans with respect to such liabilities? YES: \_\_\_\_\_ NO: \_\_\_\_\_

38) Are there any matters that remain to be resolved with respect to any of your obligations owed to any taxation authority in Canada (such as unresolved assessments, challenges, reassessments)? YES: \_\_\_\_\_ NO: \_\_\_\_\_

If you answered "Yes" to Question 36 or Question 38, please explain:

39) Have you been the subject of any legal proceedings, inquiry or investigation instituted or undertaken by an agency of government or a regulatory body in Canada or elsewhere? If so provide details.

40) Have you ever been charged or convicted of plagiarism, cheating on examinations or other conduct that was the subject of academic discipline? If so, provide details.

41) Do you currently, or have you in the past, authored a blog? YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please provide details:

42) Do you, or have you ever had, a website wherein you have authored content in your own right?  
YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please provide details:

43) Are there videos, images, social media posts, or other online comments of you, by you, involving you, on behalf of you, or concerning you which the Party should be aware of?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please provide details:

44) Do you currently have, or have you had in the past, a presence on any social networking sites, including, but not limited to, Facebook, Twitter, Instagram, TikTok, Reddit, or any other applicable platform?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please advise of which sites you are/have been active in the past five years.

45) Is there anything in your personal, professional or business background that could cause embarrassment for the Party, hinder your ability to perform, adversely affect your candidacy or the Party, or demonstrate a lack of integrity, if it became public knowledge during your campaign, if you are elected as Leader or if you become a Member of the House of Assembly?

YES: \_\_\_\_\_ NO: \_\_\_\_\_

If "YES," please provide details:

46) Have you read the Constitution Party and Rules? YES: \_\_\_\_ NO: \_\_\_\_

**AFFIDAVIT**

I, \_\_\_\_\_ of the city/town of \_\_\_\_\_ in the province of Newfoundland and Labrador, make an oath as follows:

THAT I, as a Prospective Candidate for the leadership of the Progressive Conservative Party of Newfoundland and Labrador, swear (or solemnly affirm) that the contents of the foregoing Candidate Questionnaire, each page of which I have initialed, are true and correct, and complete, to the best of my knowledge.

THAT I, have personal knowledge of the matters required to be verified in the Candidate Questionnaire and that the statements contained therein are true.

**SWORN/AFFIRMED**

At \_\_\_\_\_, in the  
Province of Newfoundland and  
Labrador, this \_\_\_\_\_ day  
of \_\_\_\_\_, \_\_\_\_\_,  
before me:

\_\_\_\_\_  
**PROSPECTIVE CANDIDATE**

\_\_\_\_\_  
**WITNESS**

**Part II: Public Information Profile**

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*The Progressive Conservative Party of Newfoundland and Labrador may profile all Candidates on its website.*

- 1) Why do you want to be Leader of the Progressive Conservative Party of Newfoundland and Labrador?

**Employment History**

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- 2) List all full-time or part-time employment since you graduated from high school or for the immediately preceding 10 years, whichever is less. Start with the most recent and account for the entire applicable period, including unemployment periods if applicable. Any omission will result in a delay in the processing of your application. (For self-employed individuals please specify the nature of the business including product or service types):

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

From (Month/Year): \_\_\_\_\_ To (Month/Year): \_\_\_\_\_

Reason for Termination: \_\_\_\_\_

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

From (Month/Year): \_\_\_\_\_ To (Month/Year): \_\_\_\_\_

Reason for Termination: \_\_\_\_\_

Employer: \_\_\_\_\_ Supervisor: \_\_\_\_\_

From (Month/Year): \_\_\_\_\_ To (Month/Year): \_\_\_\_\_

Reason for Termination: \_\_\_\_\_



**Educational information**

- 3) List all of your educational experience and the name of the institutions and the years of attendance. Please include your graduation dates:

- 4) List all professional designations that you have and professional associations to which you belong (please include your membership number where applicable):

- 5) List other skills, training, related interests:

**Involvement with Organizations**

- 6) What social, recreational, political, cultural, community or other organizations in Canada or elsewhere, whether formally or informally constituted, of which you have been a member? Use an attachment if necessary.

Name of Organization: \_\_\_\_\_

Position(s) Held: \_\_\_\_\_

From (Month/Year): \_\_\_\_\_ To (Month/Year): \_\_\_\_\_

Name of Organization: \_\_\_\_\_

Position(s) Held: \_\_\_\_\_

From (Month/Year): \_\_\_\_\_ To (Month/Year): \_\_\_\_\_

Position(s) Held: \_\_\_\_\_

Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
**PROSPECTIVE CANDIDATE**

\_\_\_\_\_  
**WITNESS**

**FORM C**  
**Nomination Form**

*We, the undersigned, endorse \_\_\_\_\_ as a Candidate for the Leadership of the Progressive Conservative Party of Newfoundland and Labrador. By signing below, I hereby confirm that I am a registered Member or Supporter of the Party.*

<b>Name</b>	<b>Address</b>	<b>Phone</b>	<b>District</b>	<b>Signature</b>

Page \_\_\_ of \_\_\_

Please attach additional sheets and review Rule 45.

**FORM D  
Appointment of CFO**

I, \_\_\_\_\_,

an announced candidate in the Leadership Selection Process of the Progressive Conservative Party of Newfoundland and Labrador,

**or**

an Applicant to be accredited as a candidate in the Leadership Selection Process,

appoint \_\_\_\_\_ to be my Chief Financial Officer. The contact information of my Chief Financial Officer is as follows:

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone(s): Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Other: \_\_\_\_\_

Email: \_\_\_\_\_

Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_  
(Month) (Year)

\_\_\_\_\_  
**PROSPECTIVE CANDIDATE**

\_\_\_\_\_  
**WITNESS**

**FORM E  
Consent of CFO**

I, \_\_\_\_\_, do hereby agree to serve as the Chief Financial Officer for \_\_\_\_\_ (the "Candidate"), a prospective candidate or a candidate in the Leadership Selection Process (the "Selection Process") of the Progressive Conservative Party of Newfoundland and Labrador (the "Party").

I hereby confirm that I am a Member of the Party.

I understand that as the Chief Financial Officer of the Candidate, I am responsible for the duties and obligations outlined in the rules and regulations governing the Selection Process.

I confirm that my address and other contact information stated in my appointment by the Candidate are correct.

I confirm that I have been given a copy of the Party's Constitution and the Leadership Selection Rules and that I understand them and agree to comply with the Constitution and Leadership Selection Rules.

Other Individuals who may solicit and accept contributions, as per Rule 103. Please include full name and mailing address:

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Name: \_\_\_\_\_

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
CHIEF FINANCIAL OFFICER

\_\_\_\_\_  
WITNESS

**FORM F  
Appointment of Auditor**

I, \_\_\_\_\_,

an announced candidate in the Leadership Selection Process of the Progressive Conservative Party of Newfoundland and Labrador,

**or**

an Applicant to be accredited as a candidate in the Leadership Selection Process,

appoint \_\_\_\_\_ to be my Auditor. The contact information of my Auditor is as follows:

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone(s): Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Other: \_\_\_\_\_

Email: \_\_\_\_\_

Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
**PROSPECTIVE CANDIDATE**

\_\_\_\_\_  
**WITNESS**

**FORM G**  
**Consent of Auditor**

I, \_\_\_\_\_, do hereby agree to serve as the Auditor for \_\_\_\_\_ (the "Candidate"), a prospective candidate or a candidate in the Leadership Selection Process (the "Selection Process") of the Progressive Conservative Party of Newfoundland and Labrador (the "Party").

I confirm that I am a Public Accountant licensed in accordance with the CHARTERED PROFESSIONAL ACCOUNTANTS AND PUBLIC ACCOUNTANTS ACT.

I understand that as the Auditor of the candidate, I am responsible for the duties as outlined in the rules.

The official address for service of any documents and notices upon the Auditor is:

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
**AUDITOR**

\_\_\_\_\_  
**WITNESS**

**FORM H**  
**Appointment of Official Agent**

I, \_\_\_\_\_,

an announced candidate in the Leadership Selection Process of the Progressive Conservative Party of Newfoundland and Labrador,

**or**

an Applicant to be accredited as a candidate in the Leadership Selection Process,

appoint \_\_\_\_\_ to be my Official Agent. The contact information of my Official Agent is as follows:

Address: \_\_\_\_\_

Town: \_\_\_\_\_ Province: \_\_\_\_\_ Postal Code: \_\_\_\_\_

Telephone(s): Home: \_\_\_\_\_ Cell: \_\_\_\_\_ Other: \_\_\_\_\_

Email: \_\_\_\_\_

Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
**PROSPECTIVE CANDIDATE**

\_\_\_\_\_  
**WITNESS**



**FORM I  
Consent of Official Agent**

I, \_\_\_\_\_, do hereby agree to serve as the Official Agent for \_\_\_\_\_ (the "Candidate"), a prospective candidate or a candidate in the Leadership Selection Process (the "Selection Process") of the Progressive Conservative Party of Newfoundland and Labrador (the "Party").

I hereby confirm that I am a Member of the Party.

I understand that as the Official Agent of the Candidate, I am responsible for the duties and obligations outlined in the rules governing the Leadership Selection Process.

I confirm that my address and other contact information stated in my appointment by the Candidate are correct and that they may be used for service of any documents and notices upon the Candidate relating to the Leadership Selection Process.

I confirm that I have been given a copy of the Party's Constitution and the Leadership Selection Rules and that I understand them and agree to comply with the constitution and rules.

Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
**OFFICIAL AGENT**

\_\_\_\_\_  
**WITNESS**

**FORM J  
Certificate of Accreditation**

The Leadership Candidate Accreditation Sub-Committee has reviewed the Application Package of

\_\_\_\_\_

and is satisfied that the above mentioned meets the requirements set out in the Constitution and Rules governing the Leadership Selection Process of the Progressive Conservative Party of Newfoundland and Labrador

Accordingly, the above mentioned has been accredited as a candidate for the Leadership Selection Process.

Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
**CHAIRPERSON**

Leadership Candidate  
Accreditation Sub-Committee

\_\_\_\_\_  
**WITNESS**

**FORM K**  
**Agreement Regarding The Use of Member and Supporter Lists**

I, \_\_\_\_\_,

an Applicant to be accredited as a candidate or an accredited candidate in the Leadership Selection Process (the "Selection Process") of the Progressive Conservative Party of Newfoundland and Labrador (the "Party").

**or**

a person authorized by an accredited candidate (the "Candidate") in the Selection Process to use the personal information on the list of members or supporters of the Party

In consideration of being entitled to receive, periodically and in accordance with the rules and regulations governing the Leadership Selection Process, copies of the list of Members and Supporters of the Party (hereinafter called the list), I do hereby agree and undertake

- a. to take appropriate measures to protect the confidentiality of the personal information on the list and to notify the Party if I become aware that any information contained in the list has been misused, lost or stolen,
- b. not to sell, copy, distribute, or share the list with or to any other person and to only make copies available to my or the Candidate's campaign workers for my or the Candidate's political purposes, as the cases may be,
- c. to ensure that the list, will be used only by me or persons acting on my behalf or the Candidate's behalf, for legitimate campaign purposes, will not be used by me or anyone acting on my behalf or the Candidate's behalf, for any purpose after the declaration of a leader, and that any copies of the list will be returned to the Co
- d. Chairs or destroyed in the presence of the Chairperson of the Candidate Liaison Sub Committee, and
- e. to ensure that any person whom I authorize to use the personal information on the list, on my behalf or on behalf of the Candidate, shall enter into this same agreement with the Party.

Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
**WITNESS**

\_\_\_\_\_  
**NAME/POSITION**

**FORM L  
Withdrawal of a Candidate**

I, \_\_\_\_\_, an accredited candidate in the Leadership Selection Process (the "Selection Process") of the Progressive Conservative Party of Newfoundland and Labrador (the "Party") do hereby withdraw my name as a candidate. I acknowledge that this withdrawal

- a. once it is submitted to you, is irrevocable and shall disentitle me to any right or entitlement conferred on a candidate by the rules and regulations governing the Selection Process,
- b. does not entitle me to a refund of the non-refundable filing fee (\$10,000.00) paid in conjunction with my application to be accredited, and
- c. does not waive or terminate any obligations placed upon me, my Official Agent, Auditor, or Chief Financial Officer, by the rules governing the Selection Process. The deposit (\$10,000.00) will not be refunded to me until all reporting conditions outlined in the rules are met and may be subject to penalties and deductions.

Dated at \_\_\_\_\_, Newfoundland and Labrador, this \_\_\_\_\_ day  
(City/Town) (Date)

of \_\_\_\_\_, \_\_\_\_\_.  
(Month) (Year)

\_\_\_\_\_  
**PROSPECTIVE CANDIDATE**

\_\_\_\_\_  
**WITNESS**