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**UCU SCOTLAND ELECTION OF GREEN OFFICER 2023-2024**

**REGULATIONS FOR CANDIDATES’ ELECTION ADDRESSES**

1 Candidates standing for election as Green Officer of UCU Scotland are entitled to have printed an election address not exceeding 450 words.

2 The election address must include a statement of the candidate’s qualifying employment.

3 The full name and branch or local association of the candidate will be printed in addition to the candidate’s election address.

4 A hyphenated word will count as one word. Two years hyphenated to express a period of time (eg. 1999-2001) will count as one word. A website or email address will count as one word. Words separated by an oblique stroke (eg. branch/region) will not be counted as one word.

5 If a candidate’s election address exceeds the stated number of words, those words that continue after the permitted number of words will not be printed.

6 No photograph, graphics or other matter that is not conventional words or punctuation marks is permitted as part of a candidate’s election address.

7 All candidates are advised of the following provision of Section 48 of the Trade Union and Labour Relations (Consolidation) Act 1992:

No person other than the candidate themselves shall incur any civil or criminal liability in respect of the publication of a candidate’s election address or of any copy required to be made for the purposes of this election.

8 Responsibility for the factual accuracy of information contained in a candidate’s election address rests with the candidate.

9 The union will make candidates’ election addresses available on its website.

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**SUBMISSION OF ELECTION ADDRESSES**

Before submitting your election address, please read the accompanying regulations for candidates’ election addresses, and take note of the relevant word limits.

Election addresses must be received no later than **12 noon on Friday 8 December 2023.** Election addresses should be sent to Nicola McGowan, Scotland Administrator, by email to scotland@ucu.org.uk.

Receipt of all election addresses will be acknowledged. If you do not receive acknowledgement of your election address, please contact Nicola McGowan (scotland@ucu.org.uk) **before** this deadline. UCU cannot accept responsibility for election addresses not received due to a failure of electronic communication. No election addresses may be altered after the deadline for the receipt of election addresses.

**1 Name:**

**2 Branch or local association:**

**3 Position to which this address applies:**

**4 Election address**

*Candidates are entitled to have printed an election address of not more than 450 words.*

***Please note that any hyperlinks included in your election address will not be published as live links when made available electronically or on UCU’s website.***

***Your election address must include a statement of your qualifying employment (for example, Research Fellow, Computer Science, University of Edinburgh)***

**5 I confirm that the factual information contained in this election address is accurate.**

 Signed

 Date