

APPNA ANNUAL ELECTIONS

MODEL CODE OF CONDUCT FOR THE GUIDANCE OF CANDIDATES

(Approved by APPNA Council at Spring Meeting 2008)

All dates pertaining to nomination and election process shall have prior approval of the APPNA Council. APPNA members contesting for any position in APPNA shall abide by the following guidelines.

1. Candidates shall file the officially approved form with the Nominating and Election Committee (NEC) by the date set by NEC.
2. The application shall be accompanied by formal nominations as required by APPNA bylaws and election rules of procedures. The NEC would not have the authority to reject a candidate as long the person fulfills the nomination requirement as set in APPNA bylaws and election rules of procedures.
3. NEC shall obtain in writing the candidate's consent that this code is binding under all circumstances.
4. NEC will announce the slate of candidates to membership in timely fashion as outlined in bylaws and election rules and procedures.
5. NEC shall circulate among APPNA members' brief and concise bio data of candidates. This bio data shall conform to a standard format for all candidates.
6. The NEC shall follow the rules of procedures as outlined in APPNA bylaws and rules and regulations approved by the Executive Council. Any proposed changes in existing rules or adoption of new rules shall be approved by the APPNA Council.
7. No candidate or his/her supporters shall indulge in any electioneering or canvassing except what is outlined under item #8 below. These shall include advertisements of any kind, television and radio commercials, and appearance on radio and television shows to promote directly a candidacy or a candidate. The only exception would be the advertisement in APPNA Journal and publications of APPNA component societies. The use of APPNA logo in any form of communication is prohibited by the candidates.
8. Telephone calls, direct mailings and faxes to members shall be permitted as long as the member is not on a No Call, No Fax list maintained by APPNA. The list shall be made available to candidates free of charge by APPNA.



9. First violation of this Code-of-Conduct shall be ground for a cease and desist citation and a fine, not to exceed \$1,000 per violation. A second violation by a candidate shall be ground for removing the candidate's name from the election ballot at the discretion of the NEC.

10. A voters List will be released to all the candidates after its approval by the President-Elect. The candidates must sign off the voters list within 10 days of its receipt. Any questioned member(s) eligibility will be determined by the Nomination and Election Committee as per APPNA Constitution and Bylaws.

11. All candidates shall acknowledge the sole jurisdiction of APPNA to resolve all disputes and grievances. Furthermore all candidates shall agree that upon conclusion of APPNA procedures for dispute resolution the decision arrived at by APPNA shall be FINAL and shall not be subject to any recourse outside APPNA whether judicial or extra-judicial in any state of the union.

12. The following shall be the mechanism for addressing complaints and grievances arising out of Nomination and Election process:

a. **The complaint is lodged with Nomination and Election Committee.** If the issue is not resolved to the satisfaction of the person lodging the complaint, it should be appealed to:

b. **Ethics and Grievances Committee.** If the issue is still unresolved the person lodging the complaint should appeal to:

c. **The Board of Trustees.** The decision of the Board of Trustees shall be final and binding and shall not be subject to judicial or extra judicial review or recourse. It is emphasized that the above process shall take precedent over other business and should be conducted expeditiously. While the complaint resolution is in motion, next step in the nomination and election process shall be withheld till the resolution of the complaint.

13. All grievances and alleged violations shall be promptly submitted in writing to the chairman of the NEC with a copy to the attention of Executive Director at APPNA Central Office.

