

Conservative Party of Canada Leadership Voting Procedure



Adopted by Leadership Election Organizing Committee
January 6, 2017

1. This document outlines the leadership voting procedures and provides guidance as to the interpretation and application of Article 10.10 of the *Conservative Party of Canada Constitution* and the *Conservative Party of Canada Rules and Procedures for the 2016-2017 Leadership*.

BALLOTS

2. On the ballot, the Leadership Contestants shall be listed in alphabetical order by surname followed by first name if more than one candidate has the same surname.
3. On their ballot, voters shall numerically rank in descending order the Leadership Contestants in order of preference up to 10 candidates.
4. A ballot is valid if at least one candidate is selected.
5. The last date a candidate can remove themselves from the ballot is March 31st, 2017.

SELECTION PROCESS

6. Leadership Contestants shall be assigned points from the 100 available in each riding in proportion to the number of valid votes received in that riding.
7. After each calculation of the vote where no candidate receives 16,901 points, the Leadership Contestant receiving the least number of points shall be dropped and the ballots recalculated based on next choices for the dropped candidates. This process shall be repeated until one Leadership Contestant receives at least 16,901 points, and is elected leader.
8. Should two or more candidates receive the same number of points which would make them subject to elimination under section 7, the candidate with the fewest total votes on that ballot shall be dropped.
9. The order and timing of the announcement of the results on the evening of May 27th, 2017 will be determined after the total number of candidates on the ballot is finalized.
10. Each valid ballot will be reviewed and shall be counted toward the awarding of points where it is found to have been cast in substantial compliance with the relevant parts of the *Constitution* and *Rules*, this document, and any written instructions included with the ballot, where the secrecy of the vote is maintained, where the intent of the voter can be clearly determined, and where the ballot has not been spoiled.

VOTING

11. All eligible voters may vote either by mail-in ballot or in-person at a polling station.
12. The Conservative Party will operate an in-person polling station at the national leadership selection event.

13. Electoral District Associations, or groups of EDAs, may choose to establish in-person polling stations, at their own expense, in consultation with and with the approval of the Chief Returning Officer.
14. A member may vote at any in-person polling station, and their vote would be assigned to their home riding.
15. All eligible voters will be mailed a ballot as well as a postage paid return envelope and may cast their ballot through the following means:
 - I. By mailing their ballot to:

Leadership Vote
C/O Deloitte Canada
400 Applewood Crescent Suite 500
Vaughan, Ontario L4K 0C3

It must be received by 5PM ET on May 26, 2017
 - II. Voting in-person with the ballot that was mailed to them.
16. The Party will mail a ballot to each eligible voter by April 28, 2017.
17. It is the responsibility of each individual member, and of each Leadership Contestant submitting membership applications on behalf of a member, to ensure that Conservative Party Headquarters has accurate mailing information on file so that they can receive their ballot.
18. An eligible voter whose ballot has been lost or spoiled may request a replacement from Conservative Party Headquarters. The Party will make reasonable best efforts to issue that voter a replacement ballot if it is satisfied that doing so will not affect the integrity of the voting process.
19. The failure of any individual voter to receive a ballot, or a replacement ballot requested under section 18, does not in any way affect the counting of the votes or the outcome of the Leadership Selection Process.

POLLING STATIONS

20. Electoral District Associations are responsible for organizing the location and volunteers for an in-person polling station, subject to the approval of the Chief Returning Officer. The location of polling stations must be submitted to the Party by Jan 31, 2017. All the costs associated with local polling stations will be paid by the local EDA.

21. The polling stations will be open in staggered hours on May 27, 2017 so that the results are available at approximately the same time on Election Day.

- I. In the Newfoundland time zone, the polls shall be open from 12:30PM-5:30PM local time
- II. In the Atlantic time zone, the polls shall be open from 12PM-5PM local time
- III. In the Eastern time zone, the polls shall be open from 10AM-4PM local time
- IV. In the Central time zone, the polls shall be open from 10AM-3PM local time
- V. In the Mountain time zone (including SK) , the polls shall be open from 9AM-2PM local time
- VI. In the Pacific time zone, the polls shall be open from 8AM-1PM local time

IDENTIFICATION

22. Voters must provide one or more pieces of official identification that individually or together provide their photo, name and current address.

23. Voters casting their ballot by mail must provide a clear photocopy of identification satisfying the requirement in section 22.

24. Any piece of identification accepted by Elections Canada for voter identification during a federal election are acceptable for satisfying the requirement in section 22, as well as and including:

- Permanent Resident Card;
- Health Card;
- Provincial Driver's Licence;
- Birth Certificate;
- Senior's Card;
- Drug Card;
- Student ID Card;
- Age of Majority Card;
- Firearms Licence
- Other identification issued by the Government of Canada or a provincial government.

MAIL IN BALLOTS

25. Mail-in ballot packages will be returned to:

Leadership Vote
C/O Deloitte Canada
400 Applewood Crescent Suite 500
Concord, Ontario L4K 0C3

26. Each ballot package will consist of:
 1. The ballot, marked with one or more unique identifiers which ensure the validity of the ballot but which are not associated to any individual voter;
 2. A declaration form, marked with one or more unique identifiers which ensure that the ballot package is valid and has been assigned to an eligible voter, that must be signed by the voter;
 3. An inner ballot secrecy envelope, into which the voter will seal their ballot;
 4. A return postage paid envelope, into which the voter will place the ballot secrecy envelope containing their ballot, their signed declaration form, and a photocopy of their identification.
27. If two or more ballots are received marked with the same identifiers, duplicate ballots received with those identifiers will be considered spoiled and any associated votes will not be counted.
28. If two or more inner envelopes are received with the same identifier, any ballots contained within those envelopes will be considered spoiled and any associated votes will not be counted.
29. If an inner envelope contains more than one ballot, all ballots contained within that envelope will be considered spoiled and any associated votes will not be counted.
30. If a ballot package is returned without identification as required by section 22 for each associated inner envelope, the ballot contained within that envelope will be considered spoiled and any associated votes will not be counted.
31. Outer envelopes received by the Party will be opened from May 15, 2017 to May 26, 2017, at the Deloitte Canada Office in Vaughan, ON, to verify the identification contained inside. Campaigns may choose to send scrutineers to monitor this process.
32. The inner envelope with the ballot will only be opened on Election Day.
33. Ballot packages will be secured in sealed boxes in a locked room at Deloitte Canada and the public will be able to watch the room at all times by webcam.
34. Inner envelopes will be transported on May 27, 2017 to the Toronto Convention Centre where they will be opened and ballots counted.

CANDIDATE SHOWCASE

35. The Party will organize a Leadership event on the weekend of May 26-27, 2017 at the Toronto Congress Centre.
 - I. Each candidate will be given a fixed and equal amount of time to make a presentation at this event on the evening of Friday May 26, 2017.

- II. On May 27, 2017 the Party will announce the results at the Toronto Congress Centre.
- III. The Party will ensure the Leadership event is live streamed online to be accessible to all members and the Canadian public.
- IV. Leadership Candidates will be responsible for arranging their own travel and accommodations for the Leadership event.

36. Attendance by candidates is mandatory.