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## Election Guidelines from Election Committee on 'Virtual Meetings by Contesting Candidates'

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As per Guidelines from Election Committee for Canvassing & Good Taste Communication, released on June 10<sup>th</sup>, 2021, all contesting candidates are to refrain from organizing parties to entertain voters, either in the name of the organization or in an individual capacity as per Bye-Law 47 (ii) of Chartered Accountants Bye Laws, 1983.

Further, the Election Committee has received multiple emails from contesting candidates, requesting to organize virtual meetings via Zoom (or other similar apps) to canvass for the upcoming Elections. The Election Committee has reviewed the received requests and **concluded that the method of 'Virtual Meetings by Candidates' (subject to the following guidelines) would be appropriate in the light of pandemic situation.**

The Election Committee has formalized following guidelines for contesting candidates reference. The Election Committee would like to remind the contesting candidates to adhere to the guidelines for candidates' canvassing to ensure that the conduct of the election is just and fair.

### A. Purpose of the Candidate's Virtual Meeting:

**Candidate's virtual meeting** should be only in the form of a presentation/interaction, to enable voters to make an informed choice when voting.

### B. Discussion by the Candidate during such 'Virtual Meeting' may include:

- a) Academic and professional achievements,
- b) Inspiration and motivation to be a Member of the Council/Regional Committee,
- c) Vision and objectives for the Institute and the CA Profession.

### C. Restrictions pertaining to Candidate's Virtual Meeting

**Virtual Meetings by candidates should be subject to the following restrictions:**

- a) Targeted to members of ICAP only
- b) Should not involve any Moderator, Master of Ceremony (MOC) and/or Host
- c) Should not involve any panel discussions
- d) Should not involve any form of Interview
- e) Questions to be raised by the attendees of the virtual meetings should be filtered by the Candidate to keep the boundaries of decent and respectful communication.
- f) Negative comments about other candidates or the Institute should be avoided.

#### **D. Facilitation on behalf of the Institute (as per Bye-Law 47A)**

**To assist the contesting candidates to communicate information about themselves, the Institute will arrange:**

- a) Presentation of approximately 10 minute duration to be made by each candidate of the Council and Regional Committees, before the members, at least four weeks before the date of the Election. **(Bye-law 47A (1))**
- b) Each candidate shall be allowed to submit a write up (i.e. Candidate Statement) not exceeding two pages of the size 8.5 x 13 inches. The write up shall cover the ideas and views of the candidate that he/she has about the activities and contributions of the Institute to the profession of chartered accountants. Such write up shall be placed on the website of the Institute and the same shall be circulated by the Institute in a special Election bulletin. **(Bye-law 47A (2) and (3))**
- c) Issue candidates' profile with their photograph stating their particulars, positions in their organization and other fields of service, achievements, previous service to the Institute, or its Council, Regional Committee or any other Committee(s). **(Directive 6.03 (4) (i))**

#### **E. In Case of Non Compliance of Above Guidelines on Virtual Meetings:**

In case of non-compliance of above guidelines on **Virtual Meetings, Issued Guidelines on Election Canvassing or the provisions relevant to the conduct of the election given in Ordinance, Bye-Laws or Directives of the Council**, the Election Committee holds the right, under the provisions of Directive 6.03 clauses (6), (7) and (8), to take such actions as it deems appropriate, including (but not limited to) issuance of a warning to the candidate and communication to the members.

#### **F. Other Matters:**

- a. These 'additional' guidelines for virtual meetings shall be treated as an integral part of the election process. The Election Committee shall take appropriate measures as it deems fit in case of non-compliance with these guidelines.
- b. The contents of these guidelines are not exhaustive and should be used strictly for guidance purposes. The Election Committee may issue additional guidelines if it deems necessary.

**Issued under Order of the Election Committee**