



**To:** Hospital Bargaining Unit Presidents, Local Coordinators

**From:** Andrea Kay, Chief Executive Officer *Andrea Kay*

**Date:** April 1, 2026

**Re:** **Nominations for Hospital Provincial Negotiating Team (HPNT)**

**C:** Board of Directors, Staff

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Please find attached information regarding the nomination process for the Hospital Provincial Negotiating Team (HPNT). The call is being initiated in time to prepare for the next round of bargaining; the hospital provincial collective agreement expires March 31, 2027.

The following documents are included in this package:

- Nomination form
- Résumé Template
- Article Template
- Mandate – Hospital Provincial Negotiation Team
- Policy 18.6 – ONA Group/Provincial Negotiating Teams Elections

### **Submitting the Nomination Package**

To be considered eligible for nomination, candidates must submit all of the following documents to the Chief Electoral Officer by **4 p.m. ET on April 16, 2026, via email to [chiefelectoralofficer@ona.org](mailto:chiefelectoralofficer@ona.org)**:

- **A scanned copy of the candidate's Nomination Form, fully completed**
- **The candidate's résumé in MS Word format, Tenorite 11.5 font**
- **The candidate's article in MS Word format, Tenorite 11.5 font**
- **A photograph of the candidate (either pdf or jpeg format)**

Candidates are encouraged to use the templates provided in this package for the résumé and article.

The enclosed package should be carefully reviewed to ensure the submission is complete and adheres to the standards set out. Failure to submit the required documents according to the standards outlined in this package will render a candidate's nomination null and void. It is recommended that nomination materials are submitted at least 24 hours prior to closing to ensure deadlines are not missed.

Candidates' résumés, photographs and articles will be included with the Ticket of Nominations, posted on the ONA website. Note that the résumé and article must be in MS Word format using Tenorite 11.5 font, and articles cannot exceed 1,000 words.

To remain eligible for nomination in the election, all candidates must attend a mandatory orientation session on the Group/Provincial Negotiating Teams Election Policy. This orientation will be held by zoom on Tuesday, April 21, 2026, from 10-11 a.m. ET.

## Campaign Conduct

### Campaign Conduct

Campaigning can begin once the Ticket of Nominations has been circulated and/or posted.

The conduct of all candidates and their campaign teams must demonstrate dignity and respect and adhere to ONA's Statement of Beliefs and Constitution, Group/Provincial Negotiating Teams Election Policy and ONA's Vision, Mission and Values Statement. All candidates, like all ONA members:

- Must act honestly and with integrity.
- Must not make statements or take actions that are unduly personal, defamatory, or malicious.
- Are responsible for the actions of their campaign, including those participating or assisting in their campaign, and for their campaign materials.
- May openly and freely debate policies and positions.

Election materials must not be in violation of the Human Rights Code.

Please read this material carefully prior to beginning your election campaign. Any alleged breach of the Group/Provincial Negotiating Teams Election Policy will be dealt with by the Provincial Election Team pursuant to the ONA Group/Provincial Negotiating Teams Election Policy and Article 9 of the ONA Constitution.

### Campaign Opportunities

The Group/Provincial Negotiating Teams Election Policy provides candidates with the opportunity to send two emails to Local leaders and two emails to ONA members within this sector:

- **Emails to Local Leaders**  
The Chief Electoral Officer will send up to two emails by each candidate to local leaders using ONA's email system. There should be no other emails sent using the provincially sponsored ONA database, or any ONA contact lists by either a candidate or anyone acting on behalf of or in support of a candidate. (Note: if consent is provided, then a candidate may communicate with a leader's individual ONA email address).
- **Emails to all ONA Membership**  
The Chief Electoral Officer will facilitate sending up to two emails by each candidate, no more than 500 words each, to all ONA membership using ONA-sponsored mass email.

Candidates must send their email content to the Chief Electoral Officer at [chiefelectoralofficer@ona.org](mailto:chiefelectoralofficer@ona.org) by the deadlines set out below; the emails will be reviewed by the Election Team to ensure compliance with policy prior to being sent.

- **Both the first email to leaders and the first email to ONA membership must be submitted by 12 p.m. ET, April 24, 2026.**
  - The first membership email will be circulated during the week of May 4, 2026.
  - The first leadership email will be circulated during the week of May 11, 2026.
- **Both the second email to leaders and the second email to ONA membership must be submitted by 12 p.m. ET, May 4, 2026.**
  - The second membership email will be circulated during the week of May 19, 2026.
  - The second leadership email will be circulated during the week of May 25, 2026.

#### **Voting Period**

Voting instructions with personal identification numbers (PIN) will be mailed to all hospital sector members with entitlements to vote by May 6; online voting will be available **from May 6, 2026 to June 1, 2026, at 4 p.m. ET**. Members in the hospital sector will be entitled to vote for one full-time and one part-time candidate from their region, unless either or both positions have been acclaimed.

Please refer to Policy 18.6 ONA Group/Provincial Negotiating Teams Elections for further information and campaigning details.

The HCNT Mandate, Nomination and Résumé Forms can also be downloaded from the ONA website at [ona.org/hpnt](http://ona.org/hpnt).

**Orientation for the HPNT is scheduled for September 9 and 10, 2026. All elected team members are expected to attend.**

We pride ourselves on being a democratic union where candidates are treated respectfully, and members with entitlements can make informed decisions based on professional and constructive campaigning and debate.

If you have any questions, please contact the Chief Electoral Officer at [chiefelectoralofficer@ona.org](mailto:chiefelectoralofficer@ona.org).



# NOMINATION FORM

## Hospital Provincial Negotiating Team

**IMPORTANT: Please type all information, except for your signature.**

Full-time Candidate /  Part-time Candidate (select one)

### NAME OF CANDIDATE:

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Local #: \_\_\_\_\_ Region #: \_\_\_\_\_ Bargaining Unit: \_\_\_\_\_

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

Phone #: Home: \_\_\_\_\_ Cell #: \_\_\_\_\_

Personal Email: \_\_\_\_\_ ONA ID #: \_\_\_\_\_  
(as found on your Membership Card)

### NOMINATORS:

(1)	_____	_____	_____	Local # _____
	Last Name	First Name	Signature	ONA ID # _____
(2)	_____	_____	_____	Local # _____
	Last Name	First Name	Signature	ONA ID # _____
(3)	_____	_____	_____	Local # _____
	Last Name	First Name	Signature	ONA ID # _____
(4)	_____	_____	_____	Local # _____
	Last Name	First Name	Signature	ONA ID # _____
(5)	_____	_____	_____	Local # _____
	Last Name	First Name	Signature	ONA ID # _____

### CONSENT OF CANDIDATE

I, the undersigned, am a member in good standing of the Ontario Nurses' Association and consent to allow my name to stand for election to the Hospital Provincial Negotiating Team. I have also read, understand and agree to abide by the ONA Group/Provincial Negotiating Teams Election Policy and processes.

DATE: \_\_\_\_\_ SIGNATURE: \_\_\_\_\_

NOTE: This nomination form is to be accompanied by a résumé, article (see templates) and photograph and must be received by the Chief Executive Officer via email to [chiefelectoralofficer@ona.org](mailto:chiefelectoralofficer@ona.org) no later than 4 p.m. ET, April 16, 2026. Candidates should confirm receipt of the nomination form by calling Gabriella Paradiso at 1-800-387-5580, or at [gabriellap@ona.org](mailto:gabriellap@ona.org).



## Résumé Template

### Hospital Provincial Negotiating Team

**IMPORTANT:** Please type all information.

Full-time Candidate /  Part-time Candidate (**select one**)

Last Name: \_\_\_\_\_ First Name: \_\_\_\_\_

Local #: \_\_\_\_\_ Region #: \_\_\_\_\_ Bargaining Unit: \_\_\_\_\_

Nursing/Health-Care Professional Work Experience:

Negotiating Experience (ONA and Other):

Additional ONA experience at the Bargaining Unit or provincial level:

Participation in ONA education and/or workshops:

Additional preparation and/or experience in labour relations:



## **Hospital Provincial Negotiating Team**

### **Nominee Article (*template*)**

**Date:**

**Name:**

**Nominee For: (Position)**

**Use this article template** to share your aims and objectives for election to this team, and to illustrate how you will use your leadership skills to achieve your goals. You may also want to include how your experience, both in leadership and otherwise, has prepared you for this position.

**The maximum length for this article is 1,000 words.** Articles longer than 1,000 words will be returned to the candidate to shorten and will not be considered submitted until it is within the length prescribed.

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**Signature of Nominee**

## **HOSPITAL PROVINCIAL NEGOTIATING TEAM (HPNT) MANDATE**

The Hospital Provincial Negotiating Team (HPNT) represents membership throughout the process of provincial negotiations with Participating Hospitals in alignment with ONA's Vision, Mission, Values, Constitution, and Goals. This includes the establishment of a provincial process, the finalization of initial contract proposals and any amendments as necessary in the course of provincial negotiations.

The team will ensure the ratification process of the organization is followed in the event of a provincial settlement; or the arbitration process, where a voluntary settlement is not reached. The team will be responsible, via the ONA Provincial President, for keeping membership updated as appropriate.

### **SCOPE OF WORK FOR THE HPNT:**

The mandate of the HPNT includes:

- Attend and participate in orientation/education programs.
- Attend and participate in any regional/bargaining unit proposal development/demand setting meetings.
- Attend, participate in and demonstrate leadership during provincial mobilizing planning and events.
- Provide input into negotiating and finalizing a "Memorandum of Conditions for Joint Bargaining" with Participating Hospitals.
- Make recommendations to the ONA Board of Directors with respect to next steps, strategies and further actions if the terms and conditions for provincial bargaining cannot be satisfactorily resolved in alignment with membership priorities and strategic priorities and actions.
- Finalize outcomes and objectives for the provincial process.
- Review bargaining objectives, regional proposals, membership research and supporting data on provincial issues and help assist with the prioritization of issues.
- Finalize initial contract proposals relative to provincial issues.
- Attend regional/provincial meetings in relation to the negotiation process and present final proposals for approval by membership.
- Attend and participate in all negotiations including conciliation, mediation and arbitration.
- Review and assist with prioritization and provide input into arbitration submissions.
- Communicate regularly to the ONA Board of Directors and membership through the Provincial President on the status of provincial bargaining.
- Ensure the ratification process is followed and attend and participate in any sector meeting(s) held to interpret a settlement and finalization of a plan for implementation.
- Attend and participate in any sector meeting(s) held to interpret a provincial arbitration decision and finalization of a plan for implementation.
- As necessary, attend and participate in education session(s) and learning opportunities relative to the provincial process.

- Attend and participate in a debrief session after negotiations are concluded. During such debrief session, members may bring forward suggested questions to be used for the next Have-Your-Say bargaining questionnaire.

### **ORIENTATION/EDUCATION:**

The members of the HPNT will receive orientation/ education, which will take place prior to the regional/bargaining unit proposal/demand setting meetings. Subsequent orientation/education will be held prior to setting of proposals which will enable individuals to carry out their roles on the Team. There is an expectation that all Team members are to attend orientation.

### **MEETINGS:**

During preparation time, the HPNT will meet as required. Negotiations could take place for extended hours in a 24-hour period any day of the week, including weekends.

### **RECOMMENDED QUALIFICATIONS:**

1. A minimum of three (3) years relevant work experience.
2. Completed a minimum of one (1) round of hospital Bargaining Unit local negotiations.
3. Active at the bargaining unit level in negotiations, grievances or Association/ Agency Committees, Professional Responsibility Concerns.
4. Attended at least two (2) relevant ONA educational workshops.
5. Additional preparation and experience in labour relations is desirable.

The qualifications of nominated candidates will be reviewed by the Chief Electoral Officer. For clarity, a member who has previously served as a member of the HPNT will be deemed to have met the required qualifications.

### **COMPOSITION:**

The team will be composed of one (1) full-time member and one (1) part-time member from each Region in the province, where possible. Each member of the HPNT will be elected by and from the Hospital Sector members in their respective Region. In addition, the President, First Vice-President, and the Chief Executive Officer will be ex-officio members of the Team.

### **TERM:**

Effective at the commencement of orientation to the completion of a renewal provincial collective agreement.

### **PROCESS FOR SELECTION:**

1. Nominations will be received from members with entitlements working in the Hospital Sector in each Region.
2. The call for nominations will include a date, after which no nominations will be accepted.
3. Candidates, who consent to nomination, must be members with entitlements nominated by and working in the Hospital Sector from the Region in which they are running.
4. Candidates are asked to complete a resume form.

5. Once nominations have been closed, candidates' nominations will be validated with respect to membership. A Ticket of Nominations will be provided/made available to every Hospital Sector member with entitlements working in the Hospital Sector in a Region. The Ticket of Nominations shall be posted on the ONA website. Voting information will be provided to members with entitlements working in the Hospital Sector in a Region.
6. Each member with entitlements employed in the Hospital Sector in the Region will be entitled to one (1) vote in accordance with the ONA's Constitution.
7. Candidates, Hospital Bargaining Unit Presidents and Local Coordinators will be notified of the successful candidates.

# ONA Group/Provincial Negotiating Team Election Policy

**Note: The following Policy applies to all candidates and anyone acting on behalf of a candidate.** Any questions on the policy should be directed to the ONA Chief Executive Officer (CEO) who serves as ONA's Chief Electoral Officer.

In the event that an election issue is not specifically addressed in this Policy, then the Election Team, or if applicable, the Chief Executive Officer shall apply the intent of the Policy in making determinations.

## Candidate Eligibility

1. A member who allows their name to stand for an elected position on an Ontario Nurses' Association (ONA) group/provincial negotiating team must be a member with entitlements of ONA and currently employed in an ONA bargaining unit.
2. A member running for an ONA group/provincial negotiating team should be an active union member with a commitment to the advancement of the ONA. Other recommended and/or required qualifications shall be outlined in the mandate for the group/provincial negotiating team.

## Posting of Call for Nominations

3. All Bargaining Units will post the Call for Nominations. The Call for Nominations and the Ticket of Nominations will be posted on the ONA provincial website. The Call for Nominations will inform prospective candidates that all candidates running for a Group/Provincial Negotiating Team, including acclaimed candidates, must attend a mandatory orientation session on the Group/Provincial Negotiating Teams Election Policy and processes in order to maintain their eligibility. The Call for Nominations will include the date, time and place that the orientation session will occur. The Chief Electoral Officer retains discretion to arrange alternative orientation for those candidates experiencing an unavoidable conflict with the prescheduled orientation session.

## Nomination Process

4. The nomination process shall be outlined in the mandate for the central/group negotiating team.
5. All candidates must sign a Nomination Form which stipulates that they have read, understand and agree to abide by the ONA Group/Provincial Negotiating Team Election Policy and to attend a mandatory orientation session on ONA Group/Provincial Negotiating Teams Election Policy and process in order to maintain their eligibility. The Nomination Form must also be signed and dated by five (5) members with entitlements from the relevant sector in the region (or group as applicable). Note: For the Victorian Order of Nurses Provincial Negotiating Team, the

nomination form must be signed and dated by two (2) members with entitlements from that sector.

6. When determining if a candidate or the nominators are members with entitlements, the CEO or designate will check the membership status against the information maintained in the membership database.
7. A scanned copy of the completed and signed Nomination Form is to be sent to the CEO via email by 4:00 p.m. ET on the date specified in the Call for Nominations. Candidates are responsible for confirming receipt by calling the CEO. Within two (2) business days the CEO or designate shall verify to the candidate whether they have been nominated in accordance with the Constitution.

The CEO or designate shall retain discretion to refer any discretionary decisions regarding nomination issues to the Election Team, where they deem it appropriate.

### **Ticket of Nominations**

8. Once nominations have been closed, a ticket of nominations will be prepared and provided/made available to every member employed in the relevant sector in the region (or group as applicable).

Candidates are required to submit a typed resume/CV, article and photograph to the CEO along with their Nomination Form. The resume/CV is to contain an overview of their past experience. The article should contain their present beliefs in relation to the issues confronting their sector (or group). The font size and length of the information for inclusion in the Ticket of Nominations will be consistent. The article shall contain no more than 1,000 words and be in MS Word format. Candidates' articles will be reviewed and approved by the Election Team to ensure compliance with the Policy.

The CEO is responsible for including these resumes/CVs and articles with the Ticket of Nominations.

9. For the Ticket of Nominations and for any other election purposes, the candidates will be listed in alphabetical order by last name, by region.
10. Candidate contact information is included on the ONA website as per paragraph 16. At the candidate's discretion, the contact information can be removed with written notice to the Chief Electoral Officer.
11. The Ticket of Nominations shall be posted on the ONA website.

### **Acclamations/Nominations from the Floor**

12. Candidates whose nomination forms are received before the deadline will be acclaimed if there are only enough nominations to fill the number of positions. A

second call for nominations will only occur for positions not filled in the first call for nominations, and the election will occur at the first available Area Coordinators Conference, Provincial Coordinators Meeting or Biennial Convention, or a virtual meeting will be scheduled if the position(s) need to be filled in a timelier manner. Local Coordinators or First-Vice Coordinators are eligible to nominate a member for a second call. If the candidates are not able to attend, they may send a written submission to be read on their behalf, no longer than 500 words.

Should positions remain vacant after the second call of nominations, an expression of interest will be circulated, and the Regional Vice President will appoint.

## **Voting**

13. Each member employed in the relevant sector in the Region (or group as applicable) will be entitled to one vote, which may be exercised by online voting (web and/or phone based) or mail-in ballot in accordance with ONA's Constitution. The vote should only be cast by the person to whom the voting information is intended; voting by proxy is not permitted.
14. Voting information will be provided to members with entitlements up to the cut-off date determined by the Chief Electoral Officer. Members who do not receive or lose their voting information can request this information up to the cut-off determined by the Chief Electoral Officer. Voting information can only be provided to the member themselves.

## **Election Communication by ONA Provincial Office**

### Notice for Posting

15. ONA will send out one notice to be posted in each relevant Bargaining Unit that contains the following information:
  - i) The name and email address of each candidate.
  - ii) The 1-800 ONA number.
  - iii) Basic voting information.
  - iv) ONA provincial website address.
  - v) Contact information for the Chief Electoral Officer (CEO).
  - vi) The email address for the Election Team.

### Provincial Website

16. ONA will publish each candidate's article (of no more than 1,000 words) that is submitted with their Nomination along with their photograph on the ONA provincial website.

Each candidate's article, photograph, biography and email address will be posted on

the ONA website. A link to any candidate's personal website can also be included when a request is made in writing with the website address to the CEO.

### ONA Membership Email

17. On behalf of the candidates, ONA will facilitate the sending of up to two (2) emails to the appropriate ONA Membership using Action Network or other ONA-sponsored mass email. These emails will be sent from the CEO. After receiving the first email, a member may choose to have their name removed and not receive any further correspondence relating to the candidates.

Emails sent to membership in accordance with this provision will consist only of text (no pictures) with a maximum of 500 words per candidate. Attachments are not allowed, but candidates may provide a link to their personal social media platforms (Facebook page, website, etc.).

The first email will list the candidates' communications in alphabetical order by last name, by office; the second email will list the candidates' communications in reverse alphabetical order, by last name, by office.

Emails will be reviewed and approved by the Election Team to ensure compliance with the Policy. Candidates will be advised as to the date that email content must be provided to the CEO in order to be included in the email to ONA membership.

### ONA Leadership Email

18. On behalf of each candidate, ONA will facilitate the sending of up to two (2) emails to the appropriate Local leaders using the Association's email system. These emails will be sent from the CEO. After receiving the first email from a candidate, a leader may choose to have their name removed and not receive any further correspondence from that candidate.

Individual candidate emails sent to leaders in accordance with this provision do not have a word limit and may include attachments.

Emails will be reviewed and approved by the Election Team to ensure compliance with the Policy. Candidates will be advised as to the date that email content must be provided in advance for consideration by the Election Team in order to be included in the email to ONA local leaders.

19. With the exception of the authorized email distributions facilitated by ONA, candidates must not utilize the ONA email system for the purpose of campaigning. Any information gathered from any source must not be used unless the member has granted permission to do so. Note: If consent is provided then a candidate may communicate to a leader's individual ONA email address.

20. For clarity, candidates who hold Board, Local and/or Bargaining Unit Leadership positions within the Association are expected to continue fulfilling their duties during the election period. If a candidate must use the ONA email system in order to fulfill their duties, the candidate must ensure that the emails sent are not directly or indirectly campaign emails. Personal promotion on the ONA email system is strictly prohibited.

## **Campaigning**

21. Active campaigning (speaking engagements, distributing materials/pamphleting, posting materials on websites and or bulletin boards, sending group emails, hosting campaign events, etc.) may begin upon the posting of the Ticket of Nominations on the ONA website. Note this does not prohibit seeking support from members by or on behalf of a candidate prior to the close of nominations.
22. There will be no campaigning in workplaces without the consent of the Bargaining Unit Leadership Team pursuant to Local policy and, where required, the consent of the employer. Consent of the Bargaining Unit Leadership Team will be granted on a fair and equitable basis. In addition, if the collective agreement so requires, the consent of the employer must be sought.
23. Candidates may provide election material to members for distribution to other members in their own bargaining unit on behalf of the candidate (subject to #22 above).
24. With the exception of meetings called in accordance with #38 below, candidates and their supporters will not go into workplaces (e.g., site visits and/or tour of units) other than their own, for the purposes of campaigning.
25. Members and candidates shall ensure that patient care is not interrupted by campaigning. There shall be no distribution of campaign materials to members while providing patient care or during delivery of patient care.
26. Campaigning is permitted before or after ONA functions/booked engagements but not during any breaks or meal periods.
27. No candidate may use the provincial resources of ONA (including financial, physical and human) to campaign except where identified specifically in this Policy. For example, candidates may not use photos taken by ONA staff or contractors.

## **Campaign Material/Behaviour**

28. Election materials and behaviour must not violate the *Human Rights Code*. It is also a requirement that candidates, like all ONA members:
  - i) must act honestly and with integrity,
  - ii) must not make statements or take actions that are unduly personal, defamatory

- or malicious,
- iii) are responsible for the actions of their campaign, including those participating or assisting in their campaign, and for their campaign materials,
- iv) may openly and freely debate policies and positions.

These requirements apply to any context in which candidates and/or members are engaged in campaign-related communications, including those on social media.

For clarity, any concerns regarding campaign communications by candidates under this Policy, including at Local/Bargaining Unit Meetings and Area Coordinators Conferences, shall, if necessary, be reviewed and considered by the Election Team.

- 29. Candidates, who wish to utilize an image of a person on any medium (including hard copy and electronic), must have the expressed written consent of that individual prior to the publication of their image.
- 30. Campaign material may contain the ONA logo. Candidates should contact the Communications Team Intake to obtain the logo.
- 31. There will be no posting of campaign materials in workplaces without the agreement of the Bargaining Unit Leadership Team. In addition, if the Collective Agreement so requires, the consent of the employer must be sought. Should consent be granted, all posting of election materials will be done by the Bargaining Unit Leadership Team or designate. The only material required to be posted is the notice sent out by ONA referenced in #16 above.
- 32. The utilization of a Local or Bargaining Unit database is determined by the Local or Bargaining Unit Leadership Team as appropriate. The Local/Bargaining Unit may send emails to their members on behalf of a candidate.

### **Electronic Communications and Social Media**

- 33. Candidates may create and utilize personal election social media accounts during the campaign. Any use of such accounts must comply with this Policy.
- 34. Candidates will not call or send electronic communications to members at their employer email address for the purpose of campaigning. Candidates may use their campaign material to request members to contact them directly if they wish to speak to a candidate.
- 35. Candidates will respect requests from individuals not to send them any campaign-related electronic communications.

### **Personal Endorsements**

- 36. All members and leaders (except for ONA Board and Election Team members) can openly support the candidate of their choice.

37. With the permission of the endorser, endorsements for the purpose of campaigning may include the person's position within the ONA.

### **Local and Bargaining Unit Meetings**

38. If a Local Executive and/or Bargaining Unit Leadership Team chooses to hold any meeting(s) for the purpose of personally getting to know candidates, then all candidates must be offered the same courtesy, and all be invited and receive the same notice period.

### **Board of Directors**

39. Board members who are candidates in a group/provincial negotiating team election must declare a conflict of interest and therefore not vote on any Board motions regarding the election guidelines.

Should a Board member be elected to a group/provincial negotiating team, they must select whether they wish to remain on the Board or accept the negotiating team position.

### **Questions or Complaints Under the Election Policy**

40. It is understood that candidates will abide by the Group/Provincial Negotiating Teams Election Policy of the ONA. Any alleged breach of the Policy will be addressed in accordance with this Policy and article 7.19 of the ONA Constitution. **For clarity, Article 7.19 states:**

*“Any member who wishes to make a complaint that the Union’s Election Policy has been breached shall promptly do so in writing to the Election Team providing as much detail as possible. The Election Team shall investigate the complaint. The investigation shall be appropriate to the circumstances of the complaint. If, following a complaint or on its own notice, the Election Team is satisfied that the Election Policy has been breached by one or more members, it may take such action(s) it considers appropriate in accordance with Union Policy including but not limited to removal from the ballot. In addition to any action(s) taken in accordance with Union Policy, the Election Team may refer the matter directly to the Board of Directors for a hearing pursuant to Article 9. When such a referral is made, the Election Team shall be the complainant for the purposes of pursuing the complaint.”*

41. The role of the Election Team is to oversee the election for compliance with ONA's Constitution and Policies and to consider and respond to complaints from union members with respect to an election process and/or with respect to compliance with ONA Election Policy. The role of the Election Team includes resolving any complaint received as the Election Team considers appropriate.
42. The Election Team receives the complaint and gathers the necessary information to investigate the complaint.

43. Where appropriate, the Election Team may provide the affected parties with notice of the concern and an opportunity to respond. The Election Team may direct any reasonable timeframe for its receipt of a response from the affected parties to ensure a timely investigation.
44. Where the Election Team determines, following an investigation, that there has been a breach of ONA policy, it may determine an appropriate remedy or take such actions it sees fit. The purpose of any action taken by the Election Team, short of a referral to a discipline hearing under Article 9, is to preserve election fairness and to mitigate the impact of the breach in a timely manner.
45. The Election Team may order remedies including but not limited to:
  - a. issuing directions or guidance to candidates and/or members;
  - b. directing the provision of certain information to the electorate to correct disinformation; and/or
  - c. publicly posting Election Team rulings, where appropriate.
46. If the Election Team determines that a violation has occurred that would affect the outcome of the election it may, in appropriate circumstances, remove a candidate from the Ballot and/or direct that the election be re-run.
47. Where appropriate, the Election Team may also refer a matter directly to the Disciplinary Panel for a discipline hearing pursuant to Article 9 of ONA's Constitution.

If you require further information or wish to confirm receipt of your nomination or have any questions in regard to this policy, email [chiefelectoralofficer@ona.org](mailto:chiefelectoralofficer@ona.org). Complaints may be directed to the Election Team at [ElectionTeam@ona.org](mailto:ElectionTeam@ona.org).