

Approved by the Representative Council on 24 March 2022

STUDENT UNION OF THE UNIVERSITY OF HELSINKI

ELECTION REGULATION

1 **CHAPTER I**
2 **GENERAL PROVISIONS**

3 **Section 1**

4 **General information**

5 Members of the Representative Council are elected in the Student Union's Representative Council elections
6 according to the provisions of this Election Regulation. Detailed provisions on the selection of student
7 representatives in the administration of the University of Helsinki are given in the Regulation on the
8 Selection of Student Representatives.

9 The Representative Council elections are conducted every other year, by 10 November. The elections are
10 conducted on at least three (3) working days determined by the Central Election Committee.

11 **Section 2**

12 **Election method**

13 The Student Union's elections are conducted using a secret, direct and proportional election method. Voting
14 in the Representative Council elections is carried out electronically.

15 **Section 3**

16 **Right to vote**

17 Only members of the Student Union who have registered for attendance and attend the University have the
18 right to vote in the Student Union's Representative Council elections. An electoral roll is compiled of
19 members who are entitled to vote, and this roll is confirmed by the Central Election Committee.

20 A voter's right to vote is verified from the electoral roll. When a voter has used their right to vote, this is
21 recorded in the electoral roll. In electronic elections, a voter's right to vote is verified using authentication
22 approved by the Central Election Committee.

23 The Central Election Committee decides on the procedure for granting the right to vote to individuals who
24 have registered for attendance after the confirmation of the electoral roll. In cases where the voter is unable
25 to prove their right to vote, the matter is submitted to the Central Election Committee for resolution.

26 The identity of those entitled to vote is verified in accordance with instructions provided by the Central
27 Election Committee.

28 Eligibility in the Representative Council elections is determined in the Student Union's Constitution.

29 Everyone entitled to vote has one (1) vote in the elections.

30 The right to vote must be used personally.

31 **CHAPTER II**
32 **CENTRAL ELECTION COMMITTEE**

33 **Section 4**

34 **Establishment and operation of the Central Election Committee**

35 The Board of the Student Union establishes the Central Election Committee in March of the election year at
36 the latest to conduct the elections. The chair of the Student Union serves as the chair of the committee, and
37 the vice chairs of the Student Union along with four to nine (4–9) former or current members of the Student

38 Union serve as its other members. The members are selected in such a manner that the political groups that
39 took part in the previous elections are represented on the Central Election Committee to the extent
40 possible. Members of the Central Election Committee may not run as candidates in the Representative
41 Council elections.

42 The Central Election Committee selects a vice chair from among the committee members. The Student
43 Union's secretary general or a person designated by them serves as the secretary of the Central Election
44 Committee.

45 The Central Election Committee has a quorum when the chair or vice chair and at least half of its members
46 are present.

47 The Central Election Committee makes decisions with a simple majority of votes cast. In case of a tie, the
48 chair has the casting vote.

49 **Section 5**

50 The Central Election Committee appoints at least two election officials for the voting period to monitor the
51 conduct of the elections. The task of the election officials is to ensure that the system functions and to take
52 minutes for the duration of the voting. Election officials who monitor electronic voting may not run as
53 candidates in the elections.

54 **CHAPTER III** 55 **NOMINATION OF CANDIDATES, ELECTORAL COALITIONS AND** 56 **ELECTORAL ALLIANCES**

57 **Section 6**

58 **Running as a candidate**

59 All eligible members of the Student Union may run as candidates by notifying the Central Election
60 Committee of this in a manner confirmed by the committee (candidate declaration).

61 The candidate declaration must clearly indicate the candidate's full name, personal ID, faculty, postal
62 address, e-mail address and phone number. In addition to this, the candidate's name may be written down
63 in the candidate declaration for use in the combined list of candidates using a name by which the candidate
64 is commonly called or a shortened form of their first name along with or instead of their first name.

65 People running as candidates must verify their candidate declaration in a manner approved by the Central
66 Election Committee.

67 Candidates have the right to withdraw their candidacy by notifying the Central Election Committee before
68 the final confirmation of the list of candidates.

69 **Section 7**

70 **Forming electoral coalitions**

71 Two or more candidates have the right to form an electoral coalition. To form an electoral coalition, the
72 candidates forming the electoral coalition use their candidate declaration to authorise a member of the
73 Student Union who is entitled to vote to act as the representative of the electoral coalition and another
74 member to act as their deputy. The authorisation must clearly state the names of the representative and the
75 deputy as well as the name of the electoral coalition.

76 In the candidate declaration, the representative of the electoral coalition must make a commitment to
77 accept the candidate in question into the electoral coalition whose representative they are acting as. The
78 representative must verify the commitment in a manner approved by the Central Election Committee.

79 Each candidate may only belong to one electoral coalition. In their candidate declaration, candidates must
80 vouch that they have not agreed to be a candidate in more than one electoral coalition.

81 The representative of the electoral coalition must provide the Central Election Committee with a written
82 notice about the formation of the electoral coalition in a manner confirmed by the Central Election
83 Committee. A written proposal for the electoral coalition's candidate list in the form in which the coalition
84 wants it to be published in the combined list of candidates must be attached to the notice along with the
85 candidate declarations of the candidates forming the electoral coalition. The representative or, if they are
86 prevented from doing so, their deputy must verify the notice.

87 The representative must inform all candidates in their electoral coalition about the electoral coalition's
88 candidate list.

89 Candidates must be informed about their right to withdraw their candidacy by notifying the Central Election
90 Committee before the final confirmation of the combined list of candidates.

91 An electoral coalition may include a maximum of sixty (60) candidates.

92 **Section 8**

93 **Forming electoral alliances**

94 Two or more electoral coalitions have the right to form an electoral alliance. One or more electoral
95 coalitions together with one or more candidates from outside electoral coalitions have the same right.

96 To form an electoral alliance, the representatives of the electoral coalitions forming the electoral alliance
97 provide the Central Election Committee with a written notice about the formation of the electoral alliance
98 in a manner confirmed by the Central Election Committee. The representative of an electoral coalition or
99 the representatives of electoral coalitions together with a candidate or candidates from outside electoral
100 coalitions have the same right. The notice must clearly indicate the formers of the electoral alliance and the
101 name of the electoral alliance. The notice must be accompanied by a written proposal for the order in which
102 the electoral coalitions and candidates from outside electoral coalitions are to be included in the combined
103 list of candidates.

104 The representatives of the electoral coalitions and the candidates from outside electoral coalitions must
105 verify the notice on the formation of the electoral alliance.

106 **CHAPTER IV**

107 **PREPARATORY ELECTION PROCEDURES OF THE CENTRAL ELECTION** 108 **COMMITTEE**

109 **Section 9**

110 **Election preparations**

111 The Central Election Committee convenes for its first meeting by the end of April of the election year at the
112 invitation of the chair.

113 The Central Election Committee must provide instructions on the correct procedures in exceptional
114 circumstances in connection with the election notice.

115 The Central Election Committee decides on the election notice by the end of April of the election year. The
116 notice must mention:

- 117 1) where and by which date the information mentioned in Sections 6, 7 and 8 can be submitted to the
118 Central Election Committee,
- 119 2) the person or persons who the Central Election Committee has authorised to receive the information,
120 and
- 121 3) on which dates and at what times the elections are conducted. The elections must last for a minimum of
122 ten continuous hours on at least three (3) election days.

123 The notice referred to in the previous paragraph must be published on the Student Union's official
124 noticeboard no later than 14 days before the date referred to in paragraph 3, point (1). The Central Election
125 Committee may also decide to publish the notice in other media.

126 The Central Election Committee must approve a budget for the elections. After the approval, the Board of
127 the Student Union confirms the budget.

128 **Section 10**

129 **Meeting after the nomination of candidates has ended**

130 The Central Election Committee convenes for a meeting on the date referred to in Section 9, paragraph 3,
131 point (1), for the preliminary inspection of the information submitted to the committee, referred to in
132 Sections 6, 7 and 8.

133 If a candidate declaration or a notice on the formation of an electoral coalition or electoral alliance has not
134 been submitted to the Central Election Committee by the deadline, the declaration should not be addressed
135 or reviewed.

136 If a candidate declaration is incomplete or incorrectly drafted, the candidate or, if the candidate belongs to
137 an electoral coalition, the representative of the coalition must be notified of this. If a notice on the
138 formation of an electoral coalition or electoral alliance is incomplete or incorrectly drafted, the
139 representatives of the electoral coalition or coalitions as well as any individual candidates in the electoral
140 alliance must be notified of this.

141 A notice must also be issued if a person running as a candidate is not eligible or has submitted more than
142 one candidate declaration.

143 The notice is delivered to the candidate or the representative of an electoral coalition in written form. The
144 notice must be sent no later than the second working day as from the meeting of the Central Election
145 Committee referred to in Section 10, paragraph 1.

146 Candidates and the representatives of electoral coalitions to whom the Central Election Committee has
147 issued a notice are entitled to submit a rectification to the Central Election Committee within eight working
148 days of the Central Election Committee's meeting referred to in Section 10, paragraph 1. If the notice
149 concerns a notice on the formation of an electoral alliance, those belonging to the electoral alliance must
150 provide a joint written rectification personally signed by the representatives of the electoral coalitions and
151 any candidates from outside electoral coalitions. If a person running as a candidate is not eligible or belongs
152 to two or more electoral coalitions, the candidate, in case they are from outside electoral coalitions, or, in

153 the case of an electoral coalition, the representative of the coalition has the right to withdraw the candidacy
154 declaration within the same period of time.

155 **Section 11**

156 **Meeting after the rectification period**

157 The Central Election Committee convenes for the final confirmation of the combined list of candidates after
158 the rectification period referred to in Section 10, paragraph 6, has ended.

159 Documents that have been delivered by the deadline, that comply with Sections 6, 7 and 8 and that the
160 Central Election Committee has not issued any notices on must be accepted.

161 If a rectification required by a notice is not made by the deadline and the mistake the notice concerns is not
162 minor, the Central Election Committee must disregard the relevant candidate declaration or notice to form
163 an electoral coalition or electoral alliance.

164 After reviewing the documents, the Central Election Committee must immediately compile a list of
165 approved documents. This list is then posted on the Student Union's official noticeboard.

166 If a candidate wishes to withdraw their candidacy after candidate declarations have been submitted to the
167 Central Election Committee, they must notify the Central Election Committee of the withdrawal. The
168 committee may remove the candidate's name from the combined list of candidates after making such a
169 decision.

170 **Section 12**

171 **Procedure after resolving rectifications**

172 If the number of candidates accepted into the combined list of candidates is equal to that of people to be
173 elected in the elections, the elections are not organised. Instead, the Central Election Committee proceeds
174 in accordance with Section 13, paragraph 1.

175 If the number of accepted candidates is less than that of people to be elected in the elections, the committee
176 proceeds in accordance with Section 13, paragraph 2.

177 If the number of accepted candidates is greater than that of people to be elected in the elections, the Central
178 Election Committee must draft a combined list of candidates.

179 Candidates accepted into the combined list of candidates are arranged beginning with candidates who
180 belong to electoral coalitions and electoral alliances. The mutual order of electoral alliances and coalitions
181 is determined by drawing lots. After this, the candidates who do not belong to electoral coalitions are
182 entered into the combined list of candidates in an order determined by drawing lots. The Central Election
183 Committee then assigns the candidates their numbers as determined by the draw. The numbers are
184 consecutive and start from number two.

185 The combined list must indicate the election for which it has been drafted.

186 **Section 13**

187 **Publication of the election result without conducting elections**

188 If the number of candidates accepted into the combined list of candidates is equal to that of people to be
189 elected in the elections and the elections have not been organised due to this reason, the Central Election
190 Committee declares these candidates as elected.

191 If the number of candidates accepted into the combined list of candidates is less than that of candidates to
192 be elected in the elections and the elections have not been organised due to this reason, the Central
193 Election Committee declares these candidates as elected and conducts supplementary Representative
194 Council elections to fill the seats left unfilled.

195 The Central Election Committee must conduct new Representative Council elections ninety days after the
196 original election date at the latest. This procedure continues until a new Representative Council has been
197 elected. Where applicable, the elections follow this Election Regulation.

198 **CHAPTER V** 199 **ELECTION PROCEDURE**

200 **Section 14**

201 **Requirements for the voting system**

202 The used voting system must meet the following requirements:

- 203 1) The system must be sufficient in terms of data protection and reliability.
- 204 2) Adequate data protection must be used between the voting devices used by voters and the service
205 connected to the voting system.
- 206 3) The identity of voters must be verified before the vote.
- 207 4) After logging in to the electronic system, the combined list of candidates must be clearly visible.
- 208 5) Voters must have the opportunity to cast a blank vote.
- 209 6) Connecting the identity of voters to any specific vote cast in the elections must not be possible.
- 210 7) Voters can only exercise their right to vote once.
- 211 8) The voting system is based on open-source code.
- 212 9) The Central Election Committee approves a description of the system's access levels.

213 Before the elections, a data security check on the electronic voting system is carried out by an independent
214 party appointed by the Central Election Committee.

215 **Section 15**

216 **Electoral preparations**

217 The chair of the Central Election Committee convenes the Central Election Committee to conduct the
218 elections.

219 **Section 16**

220 **Opening the elections**

221 When using electronic voting, two (2) members of the Central Election Committee must declare the
222 electronic ballot box empty before voting begins on the first voting day and enter this information into the
223 minutes.

224 **Section 17**

225 **Other regulations on the election procedure**

226 During the elections, election officials, members of the Central Election Committee and HYY's officials may
227 not provide any third parties with information on who has used their right to vote.

228 **Section 18**

229 **Exercising the right to vote**

230 Voting without being entitled to vote, voting in the name of another person and casting more than one vote
231 is forbidden and may result in being excluded from the elections. In such cases of electoral fraud, the
232 Central Election Committee makes the decision on the exclusion.

233 **Section 19**

234 **Right to use an electoral assistant**

235 Those entitled to vote may use a person of their choosing to help them cast their vote.

236 The assistant is obligated to carry out the will of the person entitled to vote and to maintain the
237 confidentiality of the information gained during the voting process.

238 The assistant may not run as a candidate in the elections.

239 **Section 20**

240 **Right to use the right to vote when the voting time is ending**

241 In electronic elections, everyone entitled to vote who has logged in to the voting system before the end of
242 the voting time has five minutes to exercise their right to vote.

243 **Section 21**

244 **Reachability of the Central Election Committee during the polling**

245 Election officials must be able to reach the Central Election Committee throughout the polling. The Central
246 Election Committee must resolve issues that the election officials have not agreed on, provide them with
247 guidelines, oversee the general course of the elections and ensure that the election officials follow
248 instructions in a uniform manner.

249 **CHAPTER VI**

250 **COUNTING THE VOTES AND DETERMINING THE ELECTION RESULT**

251 **Section 22**

252 **Counting the votes cast**

253 The election result is calculated mechanically.

254 After the polling has ended, the Central Election Committee counts the votes cast and the number of people
255 who used their right to vote. The number of people who used their right to vote, the total number of votes
256 cast, votes cast for each candidate and abstentions are entered into the minutes made on the counting of
257 the votes.

258 At the end of the electoral procedure but before entering the election result into the minutes, the election
259 officials must submit a report on any data protection deviations they have observed. If any deviations have
260 been observed, the report must include a description of their nature and an assessment on the effect they
261 may have had on the election result. If the deviations are very significant and, according to the provided
262 assessment, have likely influenced or may have influenced the election result significantly, the Central
263 Election Committee may, with a five-sixths majority, decide to repeat the elections.

264 **Section 23**

265 **Meeting of the Central Election Committee after the counting of the votes**

266 After the votes have been counted, the Central Election Committee convenes to determine the election
267 result.

268 First, candidates of each electoral coalition are arranged according to the number of votes they have
269 received. The mutual order of candidates who have received the same number of votes is decided by drawing
270 lots.

271 After this, the candidate with the most votes in an electoral coalition is assigned the total number of votes
272 received by the electoral coalition as their quotient, the candidate with the second-most votes is assigned
273 half of the vote total as their quotient, the candidate with the third-most votes is assigned one third of the
274 vote total as their quotient, and so forth.

275 If any electoral alliances referred to in Section 8 have been formed, their candidates are arranged according
276 to the size of the quotients they have been assigned in accordance with Section 23 The mutual order of
277 candidates who have been assigned the same quotient is decided by drawing lots.

278 After this, the first candidate of the electoral alliance is assigned the total number of votes received by the
279 electoral alliance as their final quotient, the second candidate is assigned half of the vote total as their
280 quotient, the third candidate is assigned one third of the vote total as their quotient, and so forth.

281 **Section 24**

282 **Finalising the order of candidates**

283 The order of all candidates is determined according to the size of their final quotient. The mutual order of
284 candidates with the same quotient is decided by drawing lots. After this, the candidates with the highest
285 quotients are declared as elected up to the number of people to be elected in the elections.

286 **Section 25**

287 **Determining the vice members**

288 The unelected candidates with the highest quotients in each electoral coalition are declared as the actual
289 vice members of the elected Representative Council members from that electoral coalition up to twice the
290 number of Representative Council members elected from the electoral coalition.

291 Provisions on inviting actual vice members or, in exceptional cases, other candidates who received votes in
292 the elections as members of the Representative Council are given in the regulation on the work of the
293 Representative Council.

294 **CHAPTER VIII**

295 **FURTHER PROVISIONS**

296 **Section 26**

297 **Publication of the election result**

298 The election result is published on the Student Union's official noticeboard. The Central Election
299 Committee may also decide to publish the election result in other media. The result must also be reported to
300 the Rector of the University.

301 **Section 27**

302 **Right to appeal decisions made by election officials and the Central Election Committee**

303 Members of the Student Union may appeal an action or decision taken by an election official to the Central
304 Election Committee before the polling has ended. The Central Election Committee must resolve the appeal
305 without delay. Decisions made by the Central Election Committee on appeals against a decision made by an
306 election official or an issue referred to them by the Central Election Committee may not be appealed.

307 Decisions made by the Central Election Committee, with the exception of those referred to in paragraph 1,
308 may be appealed in the manner provided for in the Student Union's Constitution.

309 **Section 28**

310 **Loss of eligibility and exclusion from the elections**

311 If a candidate is found guilty of fraud against the provisions of this Election Regulation, the Central Election
312 Committee must declare them to have lost their eligibility.

313 If a representative of an electoral coalition or their deputy is found guilty of fraud against the provisions of
314 this Election Regulation, the Central Election Committee must dismiss them from their position.

315 Members of the Central Election Committee are liable for their actions in the same manner as the Student
316 Union's employees.

317 **Section 29**

318 **Keeping the minutes in the meetings of the Central Election Committee and the storing of**
319 **documents**

320 Action minutes are to be recorded of the decisions of the Central Election Committee. The Central Election
321 Committee selects two examiners of the minutes from among the committee members. The minutes are
322 signed by the chair, the secretary and the examiners of the minutes.

323 Any source material that can be used to recount the election result must be stored until the appeal period
324 has expired or any appeals have been resolved. After this, the material in question is destroyed without
325 investigating its contents. Any data that makes it possible to violate the secrecy of the ballot must be
326 deleted without delay after the election result is confirmed.

327 **Section 30**

328 **Amending the Election Regulation**

329 The Representative Council decides on amending this Election Regulation with a simple majority of votes
330 cast.

331 This Election Regulation enters into force immediately after the Rector of the University has confirmed the
332 Election Regulation.