

Public Service Association of NSW 2025 Election of Executive Officers and Delegates to Central Council

Election Notice

NOMINATIONS

Nominations are hereby invited on and from **Monday 13 January 2025** for the following positions:

- **General Secretary**
- **Assistant General Secretary**
- **President**
- **3 Vice-Presidents**
- **39 Delegates to Central Council**

QUALIFICATIONS

Candidates must be financial members of the Association as at 7 clear days prior to the opening of nominations; or be on the Executive of the NSW Branch of the CPSU, the Community and Public Sector Union, SPSF Group; or for the positions of General Secretary and Assistant General Secretary may be employees of the Public Service Association of NSW (PSA) or employees of the CPSU, the Community and Public Sector Union, SPSF Group; and must be nominated by at least two members (other than the candidate) of the PSA and who are financial as at 7 clear days prior to the opening of nominations. No person may nominate more candidates than the number to be elected for each position.

Nomination, Claim to be included in a group, Statutory declaration in support of candidature and Scrutineer appointment forms are available from:

- NSW Electoral Commission's website at elections.nsw.gov.au or
- The Public Service Association of NSW website at www.psa.asn.au

LODGEMENT OF NOMINATIONS

Lodgement of a completed Nomination form, by the specified time, is the responsibility of the candidate. Completed nomination forms must be received by the Returning Officer, NSW Electoral Commission by no later than **12.00 noon, Monday 10 February 2025**. Any anomaly in the nomination form must be rectified prior to the close of nominations. A candidate may only withdraw their nomination by a written statement received by the Returning Officer prior to the close of nominations.

Completed nomination forms can only be lodged with the Returning Officer by:

- email: Ballots@elections.nsw.gov.au or
- post: PO Box 693 Grosvenor Place NSW 1220; or
- hand: NSW Electoral Commission, Level 3, 231 Elizabeth Street Sydney

Note: Visitors to the NSW Electoral Commission are by appointment only. Please make an appointment via email to: Ballots@elections.nsw.gov.au or telephone 1300 135 736 prior to attending the NSW Electoral Commission office.

BALLOT PAPER DRAW

If the election is contested a draw to determine the order of candidates' names on the ballot paper will be conducted at the NSW Electoral Commission, Level 3, 231 Elizabeth Street Sydney at **3.00pm, Monday 10 February 2025**. Candidates or their scrutineers or representatives are invited to witness the draw in person or via Teams. Please email Ballots@elections.nsw.gov.au if you intend to witness the draw and the number of potential attendees.

STATUTORY DECLARATION IN SUPPORT OF CANDIDATURE

A candidate may complete a “Statutory declaration in support of candidature form”. Details from which will be displayed on the NSW Electoral Commission’s website for the information of voters.

GROUPING OF CANDIDATES

Candidates nominated for an election in which more than one person is to be elected, may by notice in writing to the Returning Officer before the close of nominations, request:

- (i) to have their names included in a group on the ballot papers to be used in that election; and
- (ii) to have their names included in that group in the order specified in that request.

The number of candidates included in a Group **must be equal** to the number of candidates to be elected for that position. Candidates wishing to have their names included in a group must lodge a **Claim to be included in a group form** with the Returning Officer by no later than **12.00 noon, Monday 10 February 2025**.

A claim to be included in a group may be withdrawn, but it must be in writing and signed by all the candidates who made the claim and delivered or sent so as to reach the Returning Officer before **12 noon, Monday 10 February 2025**.

LODGING OF GROUP VOTING TICKETS

Candidates included in a group may lodge one or two group voting tickets with the Returning Officer by no later than **12.00 noon, Tuesday 11 February 2025**.

RESERVED POSITIONS ON COUNCIL

Candidates are referred to Rule 35 of the Rules of the Association for information regarding reserved positions for Delegates to Central Council.

ROLL OF ELECTORS TO CANDIDATES

Candidates may request to obtain or inspect the roll of electors to pursue their candidature.

The process of accessing the roll requires two steps:

Step 1: A request in writing must be received by the Returning Officer by no later than the close of nominations **12 noon, Monday 10 February 2025**. A request for roll can be lodged with the Returning Officer by one of the following methods:

- email: Ballots@elections.nsw.gov.au
- post: PO Box 693 Grosvenor Place NSW 1220
- hand deliver: NSW Electoral Commission, level 3, 231 Elizabeth Street, Sydney.

Step 2: After the candidate has received advice via email from the Returning Officer that their nomination has been accepted, they must:

- obtain authorisation from the Industrial Registrar to access the roll; and
- complete and lodge with the Returning Officer either a **Candidate’s undertaking for the provision of the roll form CE.26** or a **Candidate’s undertaking for the inspection of the roll form CE.25**.

Forms are available from the NSW Electoral Commission website elections.nsw.gov.au

The Industrial Registrar can be contacted by email to irc.registry@courts.nsw.gov.au or telephone Tel: 02 8688 3516.

The candidate(s) who have met the requirements, will be provided the roll by the Returning Officer after the close of nominations via MIMECAST.

SCRUTINEERS

Candidates may be represented by scrutineers at the mailing out of the ballot papers, daily PO box clearance of returned envelopes, daily mark off against the roll and the counting of the votes after the close of poll. Scrutineers must be nominated by the candidate in writing to the Returning Officer to be received by no later than the close of nominations **12.00 noon, Monday 10 February 2025**. A scrutineer shall not be a candidate in any of the ballots being contested.

VOTING

All financial members of the PSA as at **12.00 noon, Monday 10 February 2025** are entitled to vote and will be sent ballot papers on **Monday 3 March 2025**.

Voting material will be posted to each member's residential address. Members should ensure that the PSA has their current residential address.

The poll will close at **12.00 noon, Wednesday 2 April 2025** and the counting of votes will commence at **2.00pm**.

Any enquiries concerning this election should be directed to Lanny Kok at the NSW Electoral Commission, telephone 1300 135 736 or email at Ballots@elections.nsw.gov.au

Diana Kosseifi
Returning Officer
NSW Electoral Commission