

# **Guideline on Council Election 2024 of the Institute of Chartered Accountants of the Maldives**

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## **Guideline on Council Election 2024 of the Institute of Chartered Accountants of the Maldives**

Introduction and Name	1.	(a)	This Guideline is formulated and published in accordance with Sections 3(b) and 3(c) of the Regulation of the Council Election of the Institute of Chartered Accountants of the Maldives (2024/R-52), in order to provide the instructions and procedures for conducting and voting in the upcoming Council Election 2024.
		(b)	This Guideline shall be cited as the “Guideline on Council Election 2024 of the Institute of Chartered Accountants of the Maldives.”
Voters’ List	2.	(a)	Pursuant to Section (5)(a) of the Regulation, the Elections Committee shall formulate and publish a list of members of the Institute who are eligible to vote in the election in accordance with the Act.
		(b)	The list referred to in subsection (a) shall include the names and membership numbers of the members eligible to vote in the election.
		(c)	Candidates may request from the Elections Committee a detailed list of members eligible for voting. Where a candidate for the election requests to obtain personal details (such as contact numbers, email addresses, etc.) of the members detailed in the list specified in subsection (a) from the Elections Committee, the Elections Committee shall only share said personal details of the members upon obtaining consent from the members.
		(d)	The information on the voters List specified in subsection (c) shall only be used by candidates for the purpose of this election.
Mode of Voting	3.	(a)	The election will be conducted through a secret ballot during the election day determined by the Council.

		(b)	Members shall be physically present on the day of election at the venue as and when instructed by the Institute, to cast their votes.	
General Announcement on Election	4.	(a)	The Election Committee shall make a general announcement on the election minimum 5 days before the election.	
		(b)	This announcement shall include the following	
			1.	The date of polling, the time of polling, the time of completion of polling and the time of commencement of counting of votes.
			2.	Date scheduled for the announcement of the official results of the vote.
3.	Any other details relevant to the election.			
Proxy	5.	(a)	Pursuant to section 6(a) of Election Regulation, members can appoint a proxy to cast the vote on their behalf.	
		(b)	The Elections Committee shall open for proxy registration 10 days prior to the election date.	
		(c)	Members shall submit their proxies within three (3) days of opening for application for proxy registration.	
		(d)	Proxy registration shall be facilitated exclusively through the member portal of the Institute. Members who wish to appoint a proxy shall submit required details of the proxy through the member portal of the Institute.	
Opening Applications for Candidacy	6.	(a)	Pursuant to Section 7(a) of the Regulation, The Election Committee shall publicly announce the opening for applications of candidates interested in running for the election, 30 (Thirty) days prior to the election date.	
		(b)	The announcement specified in the subsection (a) shall include the following information.	
			1.	Deadline for application for candidacy.
		2.	Qualifying criteria for applicants, including any declarations of conflict of interest in accordance with Section 16 of the Regulation.	

		3.	Application submission process, and details of documents to be submitted along with the application.
		4.	Payment procedure for the application fee specified in Section 9(b) of the Regulation.
		5.	Specification of date and time to submit the application.
		6.	Any other details relevant to applicants.
	(c)	Members must be given a minimum of 10 (Ten) days to apply for candidacy in the election as provided for in Section 7(c) of the Regulation.	
	(d)	Pursuant to Election Regulation Section 7 (d), where a situation arises that the number of applications received is less than the required number of candidates for a category, the Election Committee shall provide a further period of 5 (Five) days for additional applications to that category. Members who had previously submitted applications during the initial round are not obligated to resubmit their applications during this period.	
	(e)	Election Committee has the right to reject any application that does not include the requisite information or documentation.	
Announcement of Candidates	7.	Elections Committee shall announce the candidates and draw lots to publish the final list of candidates in accordance with Section 10 of the Regulation.	
Campaign Guideline	8.	(a)	The Elections Committee shall give a minimum of 15 (Fifteen) days for candidates to conduct their campaign for the election.
		(b)	Candidates can initiate their campaign activities upon the publication of the final list of candidates by the Elections Committee.
		(c)	Candidates may engage in the following actions to seek members' support.
		1.	Meet and talk to members to gain support

			2.	Conduct peaceful demonstrations and social events
			3.	Use of the media
			4.	Send letters, emails, messages to members
			5.	Distribute photographs, stickers, posters, and other campaign materials
			6.	Possession and use of campaign signs and marked materials
			7.	Use of advertising, billboards, posters etc.
			8.	Use of the Internet and social media.
			9.	Any other means or actions within the limits of code of conduct specified in section 9 of this regulation.
Code of Conduct for Candidates, Candidate Representatives, Proxies, and Supporters	9.	(a)	All candidates, candidate representatives, proxies and supporters shall adhere to and uphold the following.	
			1.	Discrimination based on gender, or dialect as a basis for advocating or withholding support for a particular candidate is strictly prohibited.
			2.	All meetings or activities aimed at soliciting support for a candidate must adhere to the provisions outlined in the Constitution, laws, and regulations of the Maldives, as well as to the ethical and professional standards prescribed by the Institute.
			3.	In seeking support for a candidate, individuals are prohibited from engaging in any actions that may harm the reputation of another candidate/person.
			4.	No individual shall be subjected to coercion or intimidation, in any form, to influence their voting decision or abstention from voting in a specific manner.
			5.	No individual shall be offered bribes to influence their vote for or against a specific candidate. Engaging in actions or offering inducements that

			may lead to financial or material benefits is strictly prohibited.
		(b)	No individual shall engage in actions that undermine the electoral rights of a candidate, whether by offering support or withholding it. Any of the following actions shall constitute a violation of a candidate's electoral rights.
		1.	Intrusion into the private life and personal affairs of another candidate during a support speech or through other means.
		2.	Making unsubstantiated allegations or presenting misleading information about a candidate or an individual associated with a candidate.
		3.	Attempting to sow discord and incite anger among the members.
		4.	Interfering with activities organized to garner support for a candidate, whether by another candidate, their supporters, or individuals seeking support for said candidate.
		(c)	If any candidate or their supporters breach the code of conduct outlined in this clause, the candidate has the right to lodge complaints with the Elections Committee.
		(d)	The Elections Committee must review and respond with a decision regarding a complaint in writing to the person lodging a complaint pursuant to subsection (c) within 5 (Five) days from the submission of the complaint.
		(e)	If a person lodging a complaint in accordance with subsection (c) wishes to appeal the decision by the Elections Committee made pursuant to subsection (d), they must appeal the matter to the Appeal Committee within 5 (Five) days from the receipt of the decision.
Enforcement Against Violation	10.		If any candidate or their supporters violate the code of conduct, upon receipt of complaints by the Elections Committee, in accordance with Section 9(c) of this regulation, the Elections

of Code of Conduct		Committee may take the following actions, depending on the severity and level of violation.	
		1.	Advising the candidate or their supporters to adhere to the code of conduct and refrain from repeating the specific action that has breached it.
		2.	Issuing a warning to the candidate to cease the specific violation of the code of conduct immediately.
		3.	Disqualifying the candidate from the election.
Monitors	11.	(a)	A maximum of 2 (two) persons from each of the TV/radio stations registered with the Broadcasting Commission of the Maldives and newspapers registered under the Newspapers and Magazines Act (Act Number 47/78) may be engaged in monitoring the voting and counting of votes.
		(b)	The persons acting as monitors specified in subsection (a) shall be a monitor registered by Election Committee.
		(c)	The Elections Committee shall invite all registered TV and Radio stations and newspapers to nominate a maximum of 2 (two) persons to apply to become a monitor specified in subsection (a) for the election of the Institute.
		(d)	Elections Committee shall provide a minimum of 5 (Five) days to submit applications for monitors specified in subsection (a).
		(e)	Monitors shall be registered by the Election Committee and notified a minimum 5 (Five) days before the election date.
		(f)	Monitors shall carry a pass issued by the Elections Committee, within the voting center at all times throughout the election.
		Candidates Representatives	12.
(b)	Candidate representatives specified in subsection (a) is not required to be a member of the Institute.		
(c)	The Candidate representative must be:		



		1.	Over the age of 18 and of sound mind; and
		2.	Willing and able to represent a candidate in the voting center as specified in the Section 12 (a).
		(c)	Elections Committee shall provide a minimum of 5 (Five) days to submit applications for Candidate representatives.
		(d)	Candidate representatives shall be registered by the Election Committee and notified a minimum 5 (Five) days before the election date.
		(e)	Candidates Representatives shall carry a pass issued by the Elections Committee, within the voting center at all times throughout the election.
Enforcement Against Violation of Rules by Observers, Monitors or Candidate Representatives	13.		In the event that election observers, monitors, or candidate representatives engage in or are about to engage in any act that violates the rules specified in this Guideline or Regulation, the head of the polling station is authorized to withhold the observer's, monitor's, or representative's pass and instruct them to leave the voting center. Failure to comply with this directive will result in the security team confiscating their pass and escorting them from the premises.
Election day procedures and proceedings	14.	(a)	Election procedures and proceedings of the election day will be established, supervised, and conducted by the Election Committee of the Institute.
		(b)	Details of the proceedings of the election day shall be announced by the Elections Committee minimum 5 (Five) days prior to the day of election.
Invalid Vote	15.		Any vote casted in any of the following ways shall be invalid.
		(1)	Any vote given on a paper other than the official ballot paper.
		(b)	Any ballot paper without any mark.
		(c)	Any ballot paper with more marks given than the number of candidates to be elected.
		(d)	Any ballot paper that makes it unclear which candidate the voter is voting for.

		(e)	A ballot with additional marks, inscriptions, or drawings beside the intended one (1) tick mark next to the candidate's name visible to the voter on the ballot paper.
Complaints	16.	(a)	Pursuant to Section 18 of the Regulation, candidates and members can submit complaints regarding the election and election results.
		(b)	Elections Committee shall ensure that complaint submission form concerning election results are made available on the member portal from the date of the election until 24 hours after the official announcement of the election results.
Destruction of ballot papers.	17.		The ballot papers used in the election shall be destroyed by the Elections Committee after 10 (Ten) days from the date of the election, provided there are no pending legal matters.
Unspecified Circumstances	18.		In the event that any situation occurs which is not foreseen or addressed within this Guideline, or the Regulation, the matter shall be reviewed and decided by the Elections Committee.
Calculation of Deadlines	19.		Unless otherwise specified, deadlines in this Guideline shall be calculated including government holidays.
Definitions	20.		Unless the context otherwise requires, in this Guideline:
		(a)	<i>Act</i> refers to the Chartered Accountants Act (Act Number 13/2020).
		(b)	<i>Candidates</i> refer to the members running for the election of the Council.
		(c)	<i>Council</i> refers to the Council of the Institute established under the Act.
		(d)	<i>Election</i> refers to the upcoming Council Election 2024 of the Institute scheduled to be held on 10 <sup>th</sup> July 2024.
		(e)	<i>Elections Committee</i> refers to the Committee composed under Section 4 of the Regulation.
(f)	<i>Elections Commission of the Maldives</i> refers to the Commission established under Article 167 of the Constitution of the Republic of Maldives 2008.		



		(g)	<i>Institute</i> refers to the Institute of Chartered Accountants of the Maldives established under the Act
		(h)	<i>Member</i> refers to members registered in the Institute in accordance with the Act.
		(i)	<i>Regulation</i> refers to the Election Regulation of the Institute of Chartered Accountants of the Maldives (2024/R-52).
		(j)	<i>Member Portal</i> refers to the portal designated to be used by the members of the Institute.
Effective Date	21.		This Guideline will come into effect from the date it is published on the website of the Institute.